



Plymouth City Commission

Regular Meeting Agenda

Monday, October 17, 2022 7:00 p.m.
Plymouth City Hall & Online Zoom Webinar

City of Plymouth
201 S. Main
Plymouth, Michigan 48170-1637

www.plymouthmi.gov
Phone 734-453-1234
Fax 734-455-1892

Join Zoom Webinar: <https://us02web.zoom.us/j/85275511067>

Passcode: 369373

Webinar ID: 852 7551 1067

1. **CALL TO ORDER**
 - a. Pledge of Allegiance
 - b. Roll Call
 - c. Appointment of Commissioner
2. **PROCLAMATION – WORLD POLIO DAY**
3. **APPROVAL OF MINUTES**
 - a. October 3, 2022 City Commission Regular Meeting Minutes
4. **APPROVAL OF THE AGENDA**
5. **ENACTMENT OF THE CONSENT AGENDA**
 - a. Approval of August 2022 Bills
 - b. Old Village Halloween Carnival – October 30, 2022
 - c. Worldwide Candle Lighting – December 11, 2022
 - d. Walk of Trees – November 19, 2022 to January 4, 2023
 - e. Praise Fest in Kellogg Park – June 11, 2023
 - f. Political Event
6. **CITIZEN COMMENTS**
7. **COMMISSION COMMENTS**
8. **PUBLIC HEARING**
 - a. Possible expansion of Liquor License Cap
9. **OLD BUSINESS**
10. **NEW BUSINESS**
 - a. Great Lakes Water Authority Contract Amendment
 - b. Final Payment to Shaw Construction for Bathroom Renovations at Cultural Center
 - c. Authorization for Mayor to Sign Submittals on Saxton's Parking Lot Development
11. **REPORTS AND CORRESPONDENCE**
 - a. Liaison Reports
 - b. Appointments – if needed

12. ADJOURNMENT

Citizen Comments - This section of the agenda allows up to 3 minutes to present information or raise issues for items not on the agenda. Upon arising to address the Commission, speakers should first identify themselves by clearly stating their name and address. Comments must be limited to the subject of the item. Persons with disabilities needing assistance with this should contact the City Clerk's office at 734-453-1234 Monday through Friday from 8:00 a.m.-4:30 p.m., at least 24 hours prior to the meeting. An attempt will be made to make reasonable accommodations. Consent Agenda- The items on the Consent Agenda will be approved by one motion as Agenda Item #4. There will be no separate discussion of these items unless a Commissioner or citizen so requests, in which case that item will then be placed on the regular agenda.

City of Plymouth Strategic Plan 2022-2026

GOAL AREA ONE - SUSTAINABLE INFRASTRUCTURE

OBJECTIVES

1. Identify and establish sustainable financial model(s) for major capital projects, Old Village business district, 35th District Court, recreation department, and public safety
2. Incorporate eco-friendly, sustainable practices into city assets, services, and policies; including more environmentally friendly surfaces, reduced impervious surfaces, expanded recycling and composting services, prioritizing native and pollinator-friendly plants, encouraging rain gardens, and growing a mature tree canopy
3. Partner with or become members of additional environmentally aware organizations
4. Increase technology infrastructure into city assets, services, and policies
5. Continue sustainable infrastructure improvement for utilities, facilities, and fleet
6. Address changing vehicular habits, including paid parking system /parking deck replacement plan, electric vehicle (EV) charging stations, and one-way street options

GOAL AREA TWO - STAFF DEVELOPMENT, TRAINING, AND SUCCESSION

OBJECTIVES

1. Create a 5-year staffing projection
2. Review current recruitment strategies and identify additional resources
3. Identify/establish flex scheduling positions and procedures
4. Develop a plan for an internship program
5. Review potential department collaborations
6. Hire an additional recreation professional
7. Review current diversity, equity, and inclusion training opportunities
8. Seek out training opportunities for serving diverse communities

GOAL AREA THREE - COMMUNITY CONNECTIVITY

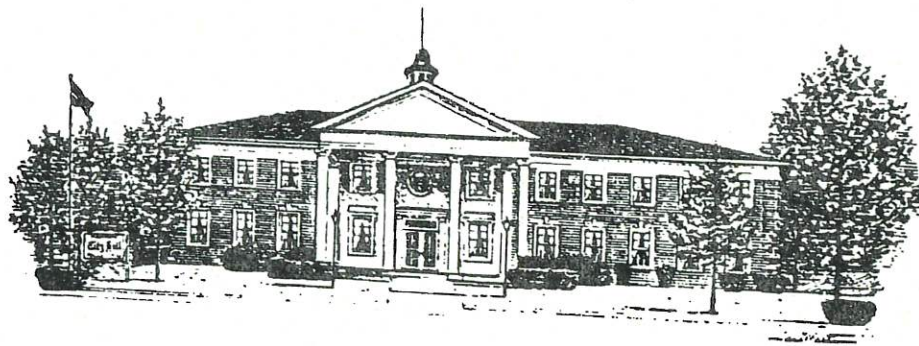
OBJECTIVES

1. Engage in partnerships with public, private and non-profit entities
2. Increase residential/business education programs for active citizen engagement
3. Robust diversity, equity, and inclusion programs
4. Actively participate with multi-governmental lobbies (Michigan Municipal League, Conference of Western Wayne, etc.)

GOAL AREA FOUR - ATTRACTIVE, LIVABLE COMMUNITY

OBJECTIVES

1. Create vibrant commercial districts by seeking appropriate mixed-use development, marketing transitional properties, and implementing Redevelopment Ready Communities (RRC) practices
2. Improve existing and pursue additional recreational and public green space opportunities and facilities for all ages
3. Develop multi-modal transportation plan which prioritizes pedestrian and biker safety
4. Improve link between Hines Park, Old Village, Downtown Plymouth, Plymouth Township, and other regional destinations
5. Maintain safe, well-lit neighborhoods with diverse housing stock that maximizes resident livability and satisfaction
6. Modernize and update zoning ordinance to reflect community vision
7. Implement Kellogg Park master plan



Proclamation

WHEREAS Rotary International, founded in 1905, is the world's first and one of the largest non-profit service organizations with over 1.2 million Rotary club members in over 35,000 clubs in 200 countries and geographic areas; and

WHEREAS Plymouth is home to two Rotary clubs with approximately 120 members who participate in service projects both locally and abroad; and

WHEREAS The Rotary motto "Service Above Self" inspires members to provide humanitarian service, encourage high ethical standards, and promote good will and peace in the world; and

WHEREAS Rotary in 1985 launched PolioPlus and spearheaded the Global Polio Eradication Initiative, which today includes the World Health Organization, U.S. Centers for Disease Control and Prevention, UNICEF and the Bill & Melinda Gates Foundation to immunize the children of the world against polio; and

WHEREAS Polio cases have dropped by 99.9 percent from 350,000 in 1988 to 22 in 2017, and the world stands on the threshold of eradicating the disease; and

WHEREAS To date, Rotary has contributed more than \$1.7 billion and countless volunteer hours for the protection of more than 2.5 billion children in 122 countries.

NOW THEREFORE, I, Nick Moroz, Mayor of the City of Plymouth, do hereby proclaim October 24, 2022,

WORLD POLIO DAY

and encourage all citizens to join Rotary International in the fight for a polio-free world.



*In witness whereof, I have hereunto set my hand
and caused the Seal of the City of Plymouth
to be affixed hereto on this 17th day of October
of Two Thousand Twenty-Two.*

*Nick Moroz,, Mayor
City of Plymouth, Michigan*



City of Plymouth
City Commission Regular Meeting Minutes
Monday, October 3, 2022, 7:00 p.m.
Plymouth City Hall 201 S. Main St. Plymouth, MI

City of Plymouth
201 S. Main
Plymouth, Michigan 48170-1637

www.plymouthmi.gov
Phone 734-453-1234
Fax 734-455-1892

1. CALL TO ORDER

Mayor Moroz called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

a. Pledge of Allegiance

b. Roll Call

Present: Mayor Moroz, Mayor Pro Tem Suzi Deal, Commissioners Linda Filipczak (arrived at 7:03), Jennifer Kehoe, Alanna Maguire (arrived at 7:03) and Kelly O'Donnell

Also present: City Manager Paul Sincock, Attorney Bob Marzano and various members of the City administration

2. APPROVAL OF MINUTES

Filipczak offered a motion, seconded by O'Donnell, to approve the minutes of the September 19 Committee of the Whole and regular meetings.

MOTION PASSED 6-0

3. APPROVAL OF THE AGENDA

Kehoe offered a motion, seconded by Filipczak, to approve the agenda for Monday, October 3, 2022.

MOTION PASSED 6-0

4. ENACTMENT OF THE CONSENT AGENDA

There were no consent agenda items.

5. CITIZEN COMMENTS

Marques Thomey, 802 Coolidge, said the Fairground Park Association purchased and installed a basketball court and thanked the City for providing the demolition prior to the installation.

Mark Oppat, 253 Blanche, said there were several drainage basins and exposed pipes that needed attention in Old Village.

6. COMMISSION COMMENTS

O'Donnell said she noticed children working with adults on the Fairground Park project and felt it gave the youngsters a feeling of investment in it.

Deal expressed thanks to the Fairground Park Association.

Maguire thanked her neighbors on Sunset for writing to the City Commission about noise complaints.

Moroz thanked the Fairground Park Association and said the staff would look into the citizen's issues in Old Village. He thanked the City and the contractor for quickly working on this year's sidewalk program,

the City Clerk for getting out 2,300 absentee ballots, and the administration for putting together the presentation on parking.

7. OLD BUSINESS

There was no old business.

8. NEW BUSINESS

a. Architectural Services Contract – Cultural Center Locker Rooms

The following resolution was offered by Filipczak and seconded by O'Donnell.

RESOLUTION 2022-71

WHEREAS The City of Plymouth owns and operates a facility named the Plymouth Cultural Center for the health and welfare benefit of the community; and

WHEREAS There is a need to make the locker room facilities in the building compliant With Federal Americans with Disabilities Act; and

WHEREAS More and more teams are having multi-gender members and there is a need to be able address multi-gender changing rooms need; and

WHEREAS The United States Government has authorized a grant in the amount of \$400,000 under the FY 2022 Community Project Funding Grant Program.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize Design Phase and Construction Phase Services in an amount of \$24,000.00 for improvements to the bathrooms at the Plymouth Cultural Center. The authorizes a professional services contract with Detroit Architectural Group of Wyandotte, Michigan for this project.

Commission members thanked Congresswoman Haley Stevens and State Representative Matt Koleszar for their assistance in funding the ADA projects at the Plymouth Cultural Center.

MOTION PASSED 6-0

b. Snow and Ice Control Policy

The following resolution was offered by Filipczak and seconded by Kehoe.

RESOLUTION 2022-72

WHEREAS The City of Plymouth completes snow and ice control measures in order to protect the public health, safety, and welfare; and

WHEREAS The City annually reviews and updates its Snow and Ice Control Policy that directs and gives responsibilities to various City departments.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby adopt the City of Plymouth Department of Municipal Services Snow & Ice Control Policy as reviewed and revised on October 3, 2022.

BE IT FURTHER RESOLVED THAT the City Commission of the City of Plymouth does hereby establish that the minimum billing for the City or its contractors removing snow as a result of violations of Section 62-39 and 62-

40 of the Plymouth City Code shall be a minimum of \$150.00 and the hourly rate shall not be less than \$150.00 per hour for City or contractor services and billings shall also include all administrative costs for inspections, follow up, and billing.

MOTION PASSED 6-0

9. REPORTS AND CORRESPONDENCE

- a. Presentation on Old Village – Economic Development Director John Buzuvis
Buzuvis gave a presentation on Tax Increment Financing (TIF), which he defined as taxes in a specific geographic district being diverted into a fund to reinvest directly back in that district. Commission members discussed the idea of a TIF for Old Village and how bonding for potential projects could impact the City's creditworthiness for other infrastructure or capital improvement projects throughout the City. It was agreed that this was a preliminary discussion and that the group would need to study the issue further before making any decision.
- b. Liaison Reports
Maguire said the Plymouth District Library will no longer collect fines, will offer amnesty for outstanding fines, and will allow up to ten pages of free computer printouts for patrons.
Kehoe said the Zoning Board of Appeals would be meeting on October 6.
O'Donnell said the Planning Commission would be meeting on October 12.
Moroz said the 35th District Court meeting had been rescheduled to November 10, and that the Michigan Municipal League convention would begin on October 19.
- c. Appointments – if needed
There were no appointments.

10. ADJOURNMENT

A motion to adjourn was offered by Filipczak and seconded by O'Donnell at 8:05 p.m.

MOTION PASSED 6-0

NICK MOROZ
MAYOR

MAUREEN A. BRODIE, CMC, MiPMC
CITY CLERK



Special Event Application

S 2011/10/11/12

ITEM 5.b

N

City of Plymouth
201 S. Main
Plymouth, Michigan 48170-1637

www.plymouthmi.gov
Phone 734-453-1234
Fax 734-455-1892

Complete this application in accordance with the City of Plymouth Special Events Policy, and return it to the City Manager's Office at least 21 calendar days prior to the starting date of the event.

FEES WILL BE CHARGED FOR ALL SPECIAL EVENTS. SEE ATTACHMENT B.

Sponsoring Organization's Legal Name Old Village Association

Ph# 517-712-0440 Fax# N/A Email plymoutholdvillageassociation@yahoo.com Website oldvillageplymouth.com

Address 638 Starkweather City Plymouth State MI Zip 48170

Sponsoring Organization's Agent's Name Laticia Horstman Title _____

Ph# 517-712-0440 Fax# N/A Email laticia_art@yahoo.com Cell# 517-712-0440

Address 638 Starkweather City Plymouth State MI Zip 48170

Event Name Old Village Halloween Carnival

Event Purpose Halloween Party

Event Date(s) 10-30-22

Event Times 11-4

Event Location Liberty Street between Starkweather & Mill

What Kind Of Activities? Games, treats/prizes, costume contest

What is the Highest Number of People You Expect in Attendance at Any One Time? 100-200

Coordinating With Another Event? YES NO If Yes, Event Name: _____

Event Details: (Provide a detailed description of all activities that will take place. Attach additional sheets if necessary.)

Our annual Halloween Block Party! There will be music over speakers, a costume contest, games for kids to play and "win" treats.

TYPE OF EVENT: Based on Policy 12.2, this event is: (Weddings Ceremonies - Please Review Section 12.2 f.)

City Operated Co-sponsored Event Other Non-Profit Other For-Profit Political or Ballot Issue

2. **ANNUAL EVENT:** Is this event expected to occur next year? YES NO

If Yes, you can reserve a date for next year with this application (see Policy 12.15). To reserve dates for next year, please provide the following information:

Normal Event Schedule (e.g., third weekend in July):

Sunday before Halloween

Next year's specific dates:

10/29/23

See section 12.13 for license & insurance requirements for vendors

3. **FOOD VENDORS/ CONCESSIONS?** YES NO **OTHER VENDORS?** YES NO

4. **DO YOU PLAN TO HAVE ALCOHOL SERVED AT THIS EVENT?** YES NO

5. **WILL ALCOHOL BE SERVED ON PRIVATE PROPERTY AS PART OF THIS EVENT?** YES NO

6. **WILL YOU NEED ELECTRICITY AND/OR WATER?** YES NO

CITY SERVICES REQUIRED? If needed, please attach a letter indicating all requests for City Services. (see Attachment B)

Electricity to play music, please.

7. **AN EVENT MAP IS** **IS NOT** attached. If your event will use streets and/or sidewalks (for a parade, run, etc.), or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. Also show any streets or parking lots that you are requesting to be blocked off.

8. **EVENT SIGNS:** Will this event include the use of signs? YES NO

If Yes, refer to Policy 12.8 for requirements, and describe the size and location of your proposed signs. Please complete a sign illustration / description sheet and include with the application.

Signs or banners approved by the City of Plymouth for Special Events shall be designed and made in a uniform and well-maintained manner. THE CITY MANAGER MUST APPROVE ALL SIGNS. SIGNS CANNOT BE ERECTED UNTIL APPROVAL IS GIVEN.

Signs and/or Banners may be used during the event only. Please refer to Special Event Policy for information related to the installation of banners on Downtown Street Light Poles in advance of event. NO SIGNS ARE ALLOWED IN THE PARKING ADVANCE OF THE EVENT.

9. **UNLIMITED PARKING:** Are you requesting the removal of time limit on the (see Policy 12.3)? YES NO

If Yes, list the lots or locations where/why this is requested:

No parking on Liberty Street during event hours.

INDEMNIFICATION AGREEMENT

INDEMNIFICATION AGREEMENT

The Old Village Association (organization name) agree(s) to defend, indemnify, and hold harmless the City of Plymouth, Michigan, from any claim, demand, suit, loss, cost of expense, or any damage which may be asserted, claimed or recovered against or from the Halloween Carnival (event name) by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss, cost of expense is caused in whole or in part by the negligence of the City of Plymouth or by third parties, or by the agents, servants, employees or factors of any of them.

Signature

[Handwritten Signature]

Date

10/6/22

Witness

Date



Plymouth's Old Village Association Presents

THE OLD VILLAGE HALLOWEEN CARNIVAL

SUNDAY OCTOBER 30TH, 2022

11AM-4PM

**KIDDIE
TRAIN
RIDES**

**PUMPKIN
BOWLING**

**50/50
RAFFLE**

**COSTUME
CONTESTS**

**PUMPKIN
TOWER
OF DEATH**

FOR MORE INFO: WWW.OLDVILLAGEPLYMOUTH.COM

ON LIBERTY ST. BETWEEN MILL AND STARKWEATHER

EVENT REVIEW FORM

EVENT NAME: Old Village Halloween TOTAL ESTIMATED FEE: _____

(Note: All fees are only initial estimates and can increase upon assessment of services after the close of the event).

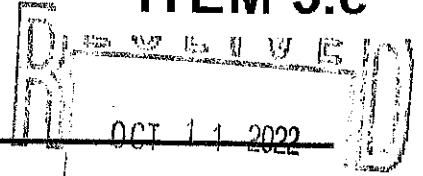
MUNICIPAL SERVICES:	<u>Approved</u>	Denied	(list reason for denial)	Initial <u>CP</u>
- POSTING OF NO PARKING ON LIBERTY ST - DELIVERY OF BARRICADES FOR ROAD CLOSURES				
\$250 Bathroom Cleaning Fee Per Day of Event? YES <u>NO</u>				
Labor Costs: \$	125 ⁰⁰	Equipment Costs: \$	30 ⁰⁰	Materials Costs \$
POLICE:	<u>Approved</u>	Denied	(list reason for denial)	Initial <u>guc</u>
NO SERVICES NEEDED				
Labor Costs \$		Equipment Costs \$	Ø	Materials Costs \$
FIRE:	<u>Approved</u>	Denied	(list reason for denial)	Initial <u>AS</u>
NO SERVICES NEEDED				
Labor Costs \$	Ø	Equipment Costs \$		Materials Costs \$
HVA:	Approved	Denied	(list reason for denial)	Initial
DDA:	Approved <u>X</u>	Denied	(list reason for denial)	Initial <u>JLS</u>
NO SERVICES				
Labor Costs \$		Equipment Costs \$		Materials Costs \$
RISK MANAGEMENT:	<u>Approved</u>	Denied	(list reason for denial)	Initial <u>MB</u>
Class I - Low Hazard				
Class II - Moderate Hazard Event Sponsors must provide current Certificate of Insurance naming City				
Class III - High Hazard of Plymouth as 'Additional Insured' including in the Description Box/Area.				
Class IV - Severe Hazard				
SITE FEE APPLIED TO ALL EVENTS IS \$100 PER DAY. TOTAL EVENT SITE FEE \$ _____				
APPROVED _____ NOT APPROVED _____ DATE _____				

RECEIVED OCT 11 2022

ITEM 5.c



Special Event Application



City of Plymouth
201 S. Main
Plymouth, Michigan 48170-1637

www.plymouthmi.gov
Phone 734-455-1234
Fax 734-455-1892

Complete this application in accordance with the City of Plymouth Special Events Policy, and return it to the City Manager's Office at least 21 calendar days prior to the starting date of the event.

FEES WILL BE CHARGED FOR ALL SPECIAL EVENTS. SEE ATTACHMENT B.

Sponsoring Organization's Legal Name THE Compassionate Friends (TCF)

Ph# _____ Fax# _____ Email _____ Website www.tcfivonia.org

Address Meeting place
St. Timothy's Church 16700 Newburgh City Livonia State MI Zip 48154

Sponsoring Organization's Agent's Name Cindy Stevens Title Event Coordinator

Ph# _____ Fax# _____ Email stevenscd57@ Cell# 734-837-3722
Gmail.com

Address 8577 W. Hubbard St. City Westland State MI Zip 48185

Event Name THE Compassionate friends Worldwide Candle Lighting

Event Purpose Light candles in honor and memory of all children who died too soon.

Event Date(s) Sunday, December 11, 2022

Event Times 6:00 to 9:00 p.m. approximately (including set up & clean up)

Event Location Hellogg Park in Plymouth

What Kind Of Activities? music, reading poems, candle lighting, reading children's names who died.

What is the Highest Number of People You Expect in Attendance at Any One Time? Approx 300

Coordinating With Another Event? YES NO If Yes, Event Name: Walk of Memory Trees

Event Details: (Provide a detailed description of all activities that will take place. Attach additional sheets if necessary.)

- We will play music before event at about 6:30 pm with City of Plymouth music system.
- Event starts @ 7:00 pm with special music, reading poems, candle lighting, reading children's names who died way to soon.
- Need Screen on stage to show names w/ pp.
- Bereaved parents, grandparents + siblings view memory trees with ornaments in park.



Special Event Application and Policy

City of Plymouth
201 S. Main
Plymouth, Michigan 48170-1637

www.plymouthmi.gov
Phone 734-453-1234
Fax 734-455-1892

Attention Applicant:

Please be aware that a fee will be billed for ALL Special Events.

Please read this document carefully! Sections 12.2 through 12.6 should help you determine what your fees may be.

By submitting a Special Event Application, you and your organization agree to the terms outlined in the attached Special Event Policy and agree to comply with all other ordinances, laws and City requirements which may apply to this Special Event.

Revised 3-16-15

Applies to all events reserved after this revision

1. **TYPE OF EVENT:** Based on Policy 12.2, this event is: *(Weddings Ceremonies – Please Review Section 12.2 f.)*
City Operated Co-sponsored Event Other Non-Profit Other For-Profit Political or Ballot Issue

2. **ANNUAL EVENT:** Is this event expected to occur next year? YES NO

If Yes, you can reserve a date for next year with this application (see Policy 12.15). To reserve dates for next year, please provide the following information:

Normal Event Schedule (e.g., third weekend in July):

Second Sunday in December

Next year's specific dates:

Sunday, December

See section 12.13 for license & insurance requirements for vendors

3. **FOOD VENDORS/ CONCESSIONS?** YES NO **OTHER VENDORS?** YES NO
4. **DO YOU PLAN TO HAVE ALCOHOL SERVED AT THIS EVENT?** YES NO
5. **WILL ALCOHOL BE SERVED ON PRIVATE PROPERTY AS PART OF THIS EVENT?** YES NO
6. **WILL YOU NEED ELECTRICITY AND/OR WATER?** YES NO

CITY SERVICES REQUIRED? If needed, please attach a letter indicating all requests for City Services.
(see Attachment B)

Electricity needed (2) large Tables (2 chairs)
Bandshell (2 microphones - music system)

7. **AN EVENT MAP IS** **IS NOT** attached. If your event will use streets and/or sidewalks (for a parade, run, etc.), or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. Also show any streets or parking lots that you are requesting to be blocked off.

8. **EVENT SIGNS:** Will this event include the use of signs? YES NO
If Yes, refer to Policy 12.8 for requirements, and describe the size and location of your proposed signs: **Please complete a sign illustration / description sheet and include with the application.**

Signs or banners approved by the City of Plymouth for Special Events shall be designed and made in an artistic and workman like manner. THE CITY MANAGER MUST APPROVE ALL SIGNS. SIGNS CANNOT BE ERECTED UNTIL APPROVAL IS GIVEN.

Signs and/or Banners may be used during the event only. Please refer to Special Event Policy for information related to the installation of banners on Downtown Street Light Poles in advance of event. NO SIGNS ARE ALLOWED IN THE PARK IN ADVANCE OF THE EVENT.

9. **UNLIMITED PARKING:** Are you requesting the removal of time limits on parking (see Policy 12.5)?

YES NO

If Yes, list the lots or locations where/why this is requested:

10. **CERTIFICATION AND SIGNATURE:** I understand and agree on behalf of the sponsoring organization that
- a. a Certificate of Insurance must be provided which names the City of Plymouth as an additional named insured party on the policy. (See Policy 12.10 for insurance requirements)
 - b. Event sponsors and participants will be required to sign Indemnification Agreement forms (refer to Policy 12.12).
 - c. All food vendors must be approved by the Wayne County Health Department, and each food and/or other vendor must provide the City with a Certificate of Insurance which names the City of Plymouth as an additional named insured party on the policy. (See Policy 12.13)
 - d. The approval of this Special Event may include additional requirements and/or limitations, based on the City's review of this application, in accordance with the City's Special Event Policy. The event will be operated in conformance with the Written Confirmation of Approval. (see Policy 12.11 and 12.16)
 - e. The sponsoring organization will provide a security deposit for the estimated fees as may be required by the City, and will promptly pay any billing for City services which may be rendered, pursuant to Policy 12.3 and 12.4.

As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with City's Special Event Policy, the terms of the Written Confirmation of Approval, and all other City requirements, ordinance and other laws which apply to this Special Event.

9-30-22
Date

Cindy D. Stevens
Signature of Sponsoring Organization's Agent

RETURN THIS APPLICATION at least twenty (21) days prior to the first day of the event to: City

Manager's Office
City Hall
201 S. Main Street
Plymouth MI 48170

Phone: (734) 453-1234 ext. 203

11. INDEMNIFICATION AGREEMENT

INDEMNIFICATION AGREEMENT

The Compassionate Friends (organization name) agree(s) to defend, indemnify, and hold harmless the City of Plymouth, Michigan, from any claim, demand, suit, loss, cost of expense, or any damage which may be asserted, claimed or recovered against or from the TCF Worldwide Candlelight (event name) by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss, cost of expense is caused in whole or in part by the negligence of the City of Plymouth or by third parties, or by the agents, servants, employees or factors of any of them.

Signature Emily Stevens

Date 9-30-22

Witness _____

Date _____

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

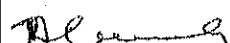
PRODUCER USI Insurance Services LLC 312 Elm Street, Suite 2400 Cincinnati, OH 45202	CONTACT NAME: Jessica Cadrain PHONE (A/C, No, Ext): 513-270-8406 E-MAIL ADDRESS: Jessica.Cadrain@usi.com	FAX (A/C, No): 610-537-2223
	INSURER(S) AFFORDING COVERAGE	
INSURED The Compassionate Friends, Inc; 48660 Pontiac Trail #930808 Wixom, MI 48393	INSURER A: Philadelphia Insurance Company	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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 THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		PHPK2460889	10/18/2022	10/18/2023	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE/OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: Name of Chapter - #1669 TCF Livonia Chapter, Event or Monthly Meeting - Worldwide Candle Lighting,
Date/Times - December 11, 2022 5:30 pm to 9:30 pm, Location - Kellogg Park, W Ann Arbor Trail Plymouth, MI 48170
 City of Plymouth and Kellogg Park are included as additional insureds on General Liability policy.

CERTIFICATE HOLDER Kellogg Park W Ann Arbor Trail Plymouth, MI 48170	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
--	---

EVENT REVIEW FORM

EVENT NAME: Worldwide Candle Lighting TOTAL ESTIMATED FEE: _____
 (Note: All fees are only initial estimates and can increase upon assessment of services after the close of the event).

MUNICIPAL SERVICES:	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial <u>CP</u>
<u>2 FTE DURING EVENT</u> <u>BANDSHELL & PA SYSTEM</u>				
\$250 Bathroom Cleaning Fee Per Day of Event? <input checked="" type="radio"/> YES <input type="radio"/> NO				
Labor Costs: \$	<u>500</u>	Equipment Costs: \$	<u>100</u>	Materials Costs \$ <u>100</u>
POLICE:	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial <u>JEC</u>
<u>NO SERVICES NEEDED</u>				
Labor Costs \$	<u>0</u>	Equipment Costs \$	<u>0</u>	Materials Costs \$
FIRE:	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial <u>MS</u>
<u>NO SERVICES NEEDED</u>				
Labor Costs \$	<u>0</u>	Equipment Costs \$	<u>0</u>	Materials Costs \$
HVA:	<input type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial
DDA:	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial <u>JWR</u>
<u>NO SERVICES</u>				
Labor Costs \$	<u>0</u>	Equipment Costs \$	<u>0</u>	Materials Costs \$
RISK MANAGEMENT:	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial <u>MR</u>
Class I – Low Hazard <input checked="" type="radio"/> Class II – Moderate Hazard Event Sponsors must provide current Certificate of Insurance naming City Class III – High Hazard of Plymouth as ‘Additional Insured’ including in the Description Box/Area. Class IV – Severe Hazard				
SITE FEE APPLIED TO ALL EVENTS IS \$100 PER DAY. TOTAL EVENT SITE FEE \$ _____				
APPROVED _____ NOT APPROVED _____ DATE _____				

**City of Plymouth
SPECIAL EVENT APPLICATION**

>> FEES WILL BE CHARGED FOR ALL SPECIAL EVENTS <<

Complete this application in accordance with the City of Plymouth Special Events Policy, and return it to the City Manager's Office at least 21 Calendar days prior to the starting date of the event.

Sponsoring Organization's Legal Name Plymouth Community Chamber of Commerce

Ph# 734-453-1540 Fax# 734-404-6026 Email mary@plymouthmich.org Website www.plymouthmich.org

Address 850 W. Ann Arbor Trail City Plymouth State MI Zip 48170

Sponsoring Organization's Agent's Name Mary Nyhus Title Event Manager

Ph# same Fax# same Email same Cell# _____

Address same City _____ State _____ Zip _____

Event Name Walk of Trees 2022

Event Purpose Community Involvement in the Christmas Holidays

Event Date(s) November 18, 2022 thru January 4, 2023

Event Times 24/7

Event Location Kellogg Park

What Kind Of Activities? People will walk through the Park to view the trees

What is the Highest Number of People You Expect in Attendance at Any One Time? N/A

Coordinating With Another Event? YES NO If Yes, Event Name: _____

Event Details: 78 Christmas trees will be set up in Kellogg Park. 27 of the trees will be placed on the east side of the fountain for a "memorial section" and the rest of them, 51, on the west side.

The trees will be sponsored by different businesses, families, organizations, etc. The Chamber will supply white lights for each tree though the sponsors are allowed to use their own lights provided they are LED. Decorations must be durable and be wired to the branches to keep from blowing off. Tree sponsors must retrieve the decorations by January 4, 2023 so that the City can dispose of the trees.

OCT 06 2022

1. **TYPE OF EVENT:** Based on Policy 12.2, this event is: *(Weddings Ceremonies – Please Review Section 12.2 f.)*
City Operated Cosponsored Event Other NonProfit Other ForProfit Political or Ballot Issue

2. **ANNUAL EVENT:** Is this event expected to occur next year? YES NO

If Yes, you can reserve a date for next year with this application (see Policy 12.15). To reserve dates for next year, please provide the following information:

Normal Event Schedule (e.g., third weekend in July): The Friday before Thanksgiving thru New Years Day

Next year's specific dates: _____

See section 12.13 for license & insurance requirements for vendors

3. **FOOD VENDORS/ CONCESSIONS?** YES NO **OTHER VENDORS?** YES NO

4. **DO YOU PLAN TO HAVE ALCOHOL SERVED AT THIS EVENT?** YES NO

5. **WILL ALCOHOL BE SERVED ON PRIVATE PROPERTY AS PART OF THIS EVENT?** YES NO

6. **WILL YOU NEED ELECTRICITY AND/OR WATER?** Electricity YES NO

CITY SERVICES REQUIRED? If needed, please attach a letter indicating all requests for City Services.
(see Attachment B)

We will need Municipal Services to put 78 poles in the ground and attach the trees to the poles when the trees are delivered to the Park (a map is attached for placement of poles). We will need electric outlets strung to plug the tree lights into. The trees will need to be removed no earlier than January 4, 2021

7. **AN EVENT MAP IS** **IS NOT** attached. If your event will use streets and/or sidewalks (for a parade, run, etc.), or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. Also show any streets or parking lots that you are requesting to be blocked off.

8. **EVENT SIGNS:** Will this event include the use of signs? YES NO

If Yes, refer to Policy 12.8 for requirements, and describe the size and location of your proposed signs: **Please complete a sign illustration / description sheet and include with the application.**

Signs or banners approved by the City of Plymouth for Special Events shall be designed and made in an artistic and workman like manner. THE CITY MANAGER MUST APPROVE ALL SIGNS. SIGNS CANNOT BE ERECTED UNTIL APPROVAL IS GIVEN.

Signs and/or Banners may be used during the event only. Please refer to Special Event Policy for information related to the installation of banners on Downtown Street Light Poles in advance of event. NO SIGNS ARE ALLOWED IN THE PARK IN ADVANCE OF THE EVENT.

9. **UNLIMITED PARKING:** Are you requesting the removal of time limits on parking (see Policy 12.5)?

YES NO

If Yes, list the lots or locations where/why this is requested:

10. **CERTIFICATION AND SIGNATURE:** I understand and agree on behalf of the sponsoring organization that
- a. A Certificate of Insurance must be provided which names the City of Plymouth as an additional named insured party on the policy. (See Policy 12.10 for insurance requirements)
 - b. Event sponsors and participants will be required to sign Indemnification Agreement forms (refer to Policy 12.12).
 - c. All food vendors must be approved by the Wayne County Health Department, and each food and/or other vendor must provide the City with a Certificate of Insurance which names the City of Plymouth as an additional named insured party on the policy. (See Policy 12.13)
 - d. The approval of this Special Event may include additional requirements and/or limitations, based on the City's review of this application, in accordance with the City's Special Event Policy. The event will be operated in conformance with the Written Confirmation of Approval. (see Policy 12.11 and 12.16)
 - e. The sponsoring organization will provide a security deposit for the estimated fees as may be required by the City, and will promptly pay any billing for City services which may be rendered, pursuant to Policy 12.3 and 12.4.

As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with City's Special Event Policy, the terms of the Written Confirmation of Approval, and all other City requirements, ordinance and other laws which apply to this Special Event .

October 5, 2022

Date

Mary Nyhus

Signature of Sponsoring Organization's Agent

RETURN THIS APPLICATION at least twenty (21) days prior to the first day of the event to:

City Manager's Office
 City Hall
 201 S. Main Street
 Plymouth MI 48170

Phone: (734) 4531234 ext. 203

11. INDEMNIFICATION AGREEMENT

INDEMNIFICATION AGREEMENT

Plymouth Community

The Chamber of Commerce (*organization name*) agree(s) to defend, indemnify, and hold harmless the City of Plymouth, Michigan, from any claim, demand, suit, loss, cost of expense, or any damage which may be asserted, claimed or recovered against or from the Walk of Trees 2022 (*event name*) by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss, cost of expense is caused in whole or in part by the negligence of the City of Plymouth or by third parties, or by the agents, servants, employees or factors of any of them.

Signature: Mary Nyhus

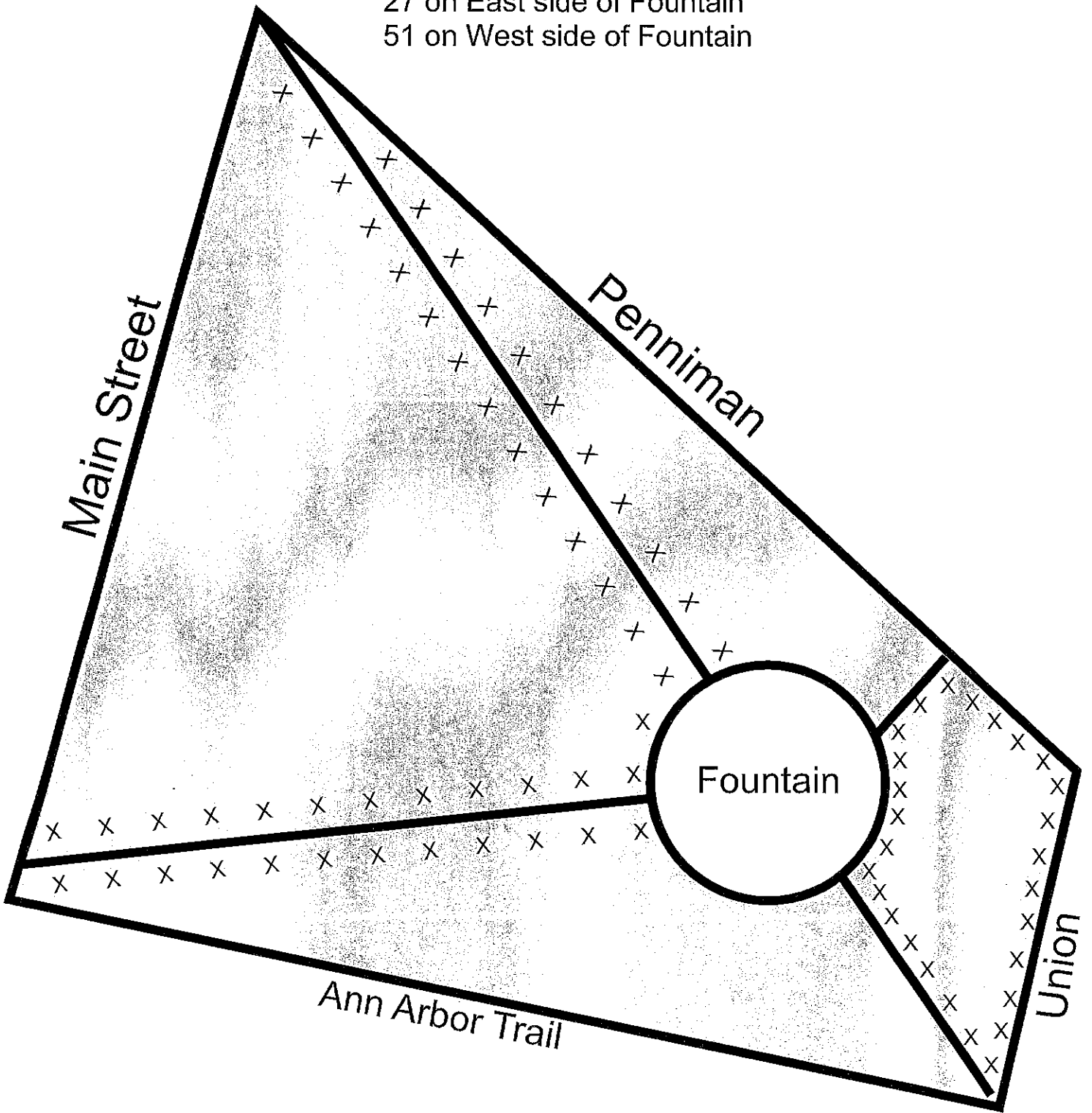
Date: October 5, 2022

Witness Wanda Clouston

Date: October 5, 2022

Kellogg Park

X = pole placement for Christmas Trees
27 on East side of Fountain
51 on West side of Fountain



EVENT REVIEW FORM

EVENT NAME: Walk of Trees TOTAL ESTIMATED FEE: _____

(Note: All fees are only initial estimates and can increase upon assessment of services after the close of the event).

MUNICIPAL SERVICES:	Approved	Denied	(list reason for denial)	Initial
<p>SET UP / TEAR DOWN OF POLES / TREES</p>				
\$250 Bathroom Cleaning Fee Per Day of Event? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>				
Labor Costs:	\$ <u>2,750</u>	Equipment Costs:	\$ <u>1,000</u>	Materials Costs \$
POLICE:	<input checked="" type="checkbox"/> Approved	Denied	(list reason for denial)	Initial <u>gpc</u>
<p>NO SERVICES NEEDED</p>				
Labor Costs \$		Equipment Costs \$	<u>0</u>	Materials Costs \$
FIRE:	<input checked="" type="checkbox"/> Approved	Denied	(list reason for denial)	Initial <u>ms</u>
<p>NO SERVICES NEEDED</p>				
Labor Costs \$	<u>0</u>	Equipment Costs \$		Materials Costs \$
HVA:	Approved	Denied	(list reason for denial)	Initial
DDA:	Approved <input checked="" type="checkbox"/>	Denied	(list reason for denial)	Initial <u>MB</u>
<p>NO SERVICES</p>				
Labor Costs \$		Equipment Costs \$		Materials Costs \$
RISK MANAGEMENT:	Approved	Denied	(list reason for denial)	Initial
Class I – Low Hazard				
Class II – Moderate Hazard Event Sponsors must provide current Certificate of Insurance naming City				
Class III – High Hazard of Plymouth as 'Additional Insured' including in the Description Box/Area.				
Class IV – Severe Hazard				
SITE FEE APPLIED TO ALL EVENTS IS \$100 PER DAY. TOTAL EVENT SITE FEE \$ _____				
APPROVED _____ NOT APPROVED _____ DATE _____				



Special Event Application

City of Plymouth
 201 S. Main
 Plymouth, Michigan 48170-1637

www.plymouthmi.gov
 Phone 734-453-1234
 Fax 734-455-1892

Complete this application in accordance with the City of Plymouth Special Events Policy, and return it to the City Manager's Office at least 21 calendar days prior to the starting date of the event.

FEES WILL BE CHARGED FOR ALL SPECIAL EVENTS. SEE ATTACHMENT B.

Our Lady of Good Counsel Catholic Church

Sponsoring Organization's Legal Name		Our Lady of Good Counsel Catholic Church	
Ph# (734) 453-0326	Fax# (734) 416-9257	Email lajinesst@olgcp parish.net	Website olgcp parish.net
Address 1062 Church Street		City Plymouth	State MI Zip 48170
Sponsoring Organization's Agent's Name		Reverend Todd Lajiness	
Ph# (734) 453-0326	Fax# (734) 416-9257	Email lajinesst@olgcp parish.net	Title Pastoral Administrator
Address 1062 Church Street		City Plymouth	Cell# (734) 625-5332
		State MI	Zip 48170

Event Name PraiseFest in Kellogg Park

Event Purpose Religious celebration and worship concert for Catholic holiday, Corpus Christi

Event Date(s) Sunday, June 11, 2023

Event Times 2:30 - 4:30pm

Event Location Kellogg Park

What Kind Of Activities? Exposition of the Blessed Sacrament, Praise and Worship Music, Prayer

What is the Highest Number of People You Expect in Attendance at Any One Time? 400

Coordinating With Another Event? YES NO If Yes, Event Name: _____

Event Details: (Provide a detailed description of all activities that will take place. Attach additional sheets if necessary.)
 Same as last year. See Attached.

1. **TYPE OF EVENT:** Based on Policy 12.2, this event is: *(Weddings Ceremonies – Please Review Section 12.2 f.)*
City Operated Co-sponsored Event Other Non-Profit Other For-Profit Political or Ballot Issue

2. **ANNUAL EVENT:** Is this event expected to occur next year? YES NO

If Yes, you can reserve a date for next year with this application (see Policy 12.15). To reserve dates for next year, please provide the following information:

Normal Event Schedule (e.g., third weekend in July): Changes with religious calendar, always in June

Next year's specific dates: June 2, 2024

See section 12.13 for license & insurance requirements for vendors

3. **FOOD VENDORS/ CONCESSIONS?** YES NO **OTHER VENDORS?** YES NO

4. **DO YOU PLAN TO HAVE ALCOHOL SERVED AT THIS EVENT?** YES NO

5. **WILL ALCOHOL BE SERVED ON PRIVATE PROPERTY AS PART OF THIS EVENT?** YES NO

6. **WILL YOU NEED ELECTRICITY AND/OR WATER?** YES NO

CITY SERVICES REQUIRED? If needed, please attach a letter indicating all requests for City Services.
(see Attachment B)

Use of bandshell, sound equipment, lights (if needed), electricity.

7. **AN EVENT MAP IS** **IS NOT** attached. If your event will use streets and/or sidewalks (for a parade, run, etc.), or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. Also show any streets or parking lots that you are requesting to be blocked off.

8. **EVENT SIGNS:** Will this event include the use of signs? YES NO

If Yes, refer to Policy 12.8 for requirements, and describe the size and location of your proposed signs: **Please complete a sign illustration / description sheet and include with the application.**

Signs or banners approved by the City of Plymouth for Special Events shall be designed and made in an artistic and workman like manner. THE CITY MANAGER MUST APPROVE ALL SIGNS. SIGNS CANNOT BE ERECTED UNTIL APPROVAL IS GIVEN.

Signs and/or Banners may be used during the event only. Please refer to Special Event Policy for information related to the installation of banners on Downtown Street Light Poles in advance of event. NO SIGNS ARE ALLOWED IN THE PARK IN ADVANCE OF THE EVENT.

9. **UNLIMITED PARKING:** Are you requesting the removal of time limits on parking (see Policy 12.5)?

YES NO


If Yes, list the lots or locations where/why this is requested:

10. **CERTIFICATION AND SIGNATURE:** I understand and agree on behalf of the sponsoring organization that
- a. Certificate of Insurance must be provided which names the City of Plymouth as an additional named insured party on the policy. (See Policy 12.10 for insurance requirements)
 - b. Event sponsors and participants will be required to sign Indemnification Agreement forms (refer to Policy 12.12).
 - c. All food vendors must be approved by the Wayne County Health Department, and each food and/or other vendor must provide the City with a Certificate of Insurance which names the City of Plymouth as an additional named insured party on the policy. (See Policy 12.13)
 - d. The approval of this Special Event may include additional requirements and/or limitations, based on the City's review of this application, in accordance with the City's Special Event Policy. The event will be operated in conformance with the Written Confirmation of Approval. (see Policy 12.11 and 12.16)
 - e. The sponsoring organization will provide a security deposit for the estimated fees as may be required by the City, and will promptly pay any billing for City services which may be rendered, pursuant to Policy 12.3 and 12.4.

As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with City's Special Event Policy, the terms of the Written Confirmation of Approval, and all other City requirements, ordinance and other laws which apply to this Special Event.

10/6/22

Date



Signature of Sponsoring Organization's Agent

RETURN THIS APPLICATION at least twenty (21) days prior to the first day of the event to: City

Manager's Office
City Hall
201 S. Main Street
Plymouth MI 48170

Phone: (734) 453-1234 ext. 203

11. INDEMNIFICATION AGREEMENT

INDEMNIFICATION AGREEMENT

Our Lady of Good Counsel Church

The _____ (*organization name*) agree(s) to defend, indemnify, and hold harmless the City of Plymouth, Michigan, from any claim, demand, suit, loss, cost of expense, or any damage which may be asserted, claimed or recovered against or from the Praise Fest in Kellogg Park (*event name*) by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss, cost of expense is caused in whole or in part by the negligence of the City of Plymouth or by third parties, or by the agents, servants, employees or factors of any of them.

Signature Max. J. Lee

Date 10/6/22

Witness Karen M. Owen

Date Oct 6, 2022

City of Plymouth Special Event Application Request

From: Our Lady of Good Counsel Parish

Title of Event: Praise Fest in Kellogg Park

Date: Sunday, June 11, 2023

Time: 2:30 – 4:30pm

The intent of Praise Fest is to celebrate our Feast of Corpus Christi (Latin for the Body of Christ) with our parish and community in thanksgiving for the many blessings from God this past year. We would like to use the bandshell and sound equipment for a praise and worship concert with our own parish band. We will also set up a space in the bandshell with a make-shift altar to have the Presence of Jesus in the Blessed Sacrament as the focus for our praise. The priest will bless the community with the Blessed Sacrament at the end of the concert.

We held this event last year in Kellogg Park and desire to establish it as a tradition for this Feast day. Recognizing not everyone is familiar with our religious custom, attached are photos from last year's event.

We are hopeful to connect and celebrate with our community to be a light for God's grace and peace. Please reach out if you have any additional questions as you discern our application. We are most grateful to have our parish home in the City of Plymouth. It is all gift to be a part of the Plymouth Community!



EVENT NAME: Praise Fest

EVENT REVIEW FORM

TOTAL ESTIMATED FEE: _____

(Note: All fees are only initial estimates and can increase upon assessment of services after the close of the event).

MUNICIPAL SERVICES:	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial <u>CP</u>
<u>1 FTE DURING EVENT PA SYSTEM</u>				
Labor Costs: \$ <u>300</u> Equipment Costs: \$ <u>100</u> Materials Costs: \$ <u>100</u>				
POLICE:	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial <u>guc</u>
<u>2 - OFFICERS @ 3 HRS</u>				
Labor Costs \$ _____ Equipment Costs \$ <u>486-</u> Materials Costs \$ _____				
FIRE:	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial <u>AS</u>
<u>NO SERVICES REQUESTED</u>				
Labor Costs \$ <u>0</u> Equipment Costs \$ _____ Materials Costs \$ _____				
HVA:	<input type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial _____
DDA:	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial <u>JAB</u>
<u>NO SERVICES</u>				
Labor Costs \$ _____ Equipment Costs \$ _____ Materials Costs \$ _____				
RISK MANAGEMENT:	<input checked="" type="radio"/> Approved	<input type="radio"/> Denied	(list reason for denial)	Initial <u>MB</u>
Class I - Low Hazard				
Class II - Moderate Hazard Event Sponsors must provide current Certificate of Insurance naming City				
Class III - High Hazard of Plymouth as 'Additional Insured' including in the Description Box/Area.				
Class IV - Severe Hazard				
SITE FEE APPLIED TO ALL EVENTS IS \$100 PER DAY. TOTAL EVENT SITE FEE \$ _____				
APPROVED _____ NOT APPROVED _____ DATE _____				



Special Event Application

City of Plymouth
 201 S. Main
 Plymouth, Michigan 48170-1637

www.plymouthmi.gov
 Phone 734-453-1234
 Fax 734-455-1892

Complete this application in accordance with the City of Plymouth Special Events Policy, and return it to the City Manager's Office at least 21 calendar days prior to the starting date of the event.

FEES WILL BE CHARGED FOR ALL SPECIAL EVENTS. SEE ATTACHMENT B.

Sponsoring Organization's Legal Name Governor Whitmer's Campaign

Ph# _____ Fax# _____ Email _____ Website _____

Address _____ City _____ State _____ Zip _____

Sponsoring Organization's Agent's Name Julia Evasic Title Advance Lead

Ph# (734) 855-5327 Fax# _____ Email evasic.wfg@gmail.com Cell# _____

Address 9016 Stonehouse City Livonia State MI Zip 48150

Event Name Bus Tour for Governor Whitmer's Campaign

Event Purpose Canvas Kickoff to extend knowledge of our campaign and good work to the community and to get people engaged in the election.

Event Date(s) October 25th

Event Times 12:30pm-5:30pm (or 5, whenever we can pack up)

Event Location Plymouth Farmers Market and the parking lot behind Penn Theatre

What Kind Of Activities? Canvas Kickoff activities, door knocking information, voting information, community get together

What is the Highest Number of People You Expect in Attendance at Any One Time? 200

Coordinating With Another Event? YES NO If Yes, Event Name: All of Governor Whitmer's Bus Tour Campaign

Event Details: (Provide a detailed description of all activities that will take place. Attach additional sheets if necessary.)
We will have a bus that the Governor/Lt Governor and other important electeds.
They will be connecting with the community, thanking everyone for their support
and getting voters and everyone ready for the midterm elections.

1. **TYPE OF EVENT:** Based on Policy 12.2, this event is: *(Weddings Ceremonies – Please Review Section 12.2 f.)*
City Operated Co-sponsored Event Other Non-Profit Other For-Profit Political or Ballot Issue

2. **ANNUAL EVENT:** Is this event expected to occur next year? YES NO

If Yes, you can reserve a date for next year with this application (see Policy 12.15). To reserve dates for next year, please provide the following information:

Normal Event Schedule (e.g., third weekend in July): _____

Next year's specific dates: _____

See section 12.13 for license & insurance requirements for vendors

3. **FOOD VENDORS/ CONCESSIONS?** YES NO **OTHER VENDORS?** YES NO
4. **DO YOU PLAN TO HAVE ALCOHOL SERVED AT THIS EVENT?** YES NO
5. **WILL ALCOHOL BE SERVED ON PRIVATE PROPERTY AS PART OF THIS EVENT?** YES NO
6. **WILL YOU NEED ELECTRICITY AND/OR WATER?** YES NO

CITY SERVICES REQUIRED? If needed, please attach a letter indicating all requests for City Services.
(see Attachment B)

We would like to use the bathrooms that are right next to the Plymouth Farmers market and the Penn Theatre, the ones on the side in that alley way.

7. **AN EVENT MAP** IS IS NOT attached. If your event will use streets and/or sidewalks (for a parade, run, etc.), or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. Also show any streets or parking lots that you are requesting to be blocked off.

8. **EVENT SIGNS:** Will this event include the use of signs? YES NO

If Yes, refer to Policy 12.8 for requirements, and describe the size and location of your proposed signs: **Please complete a sign illustration / description sheet and include with the application.**

Signs or banners approved by the City of Plymouth for Special Events shall be designed and made in an artistic and workman like manner. THE CITY MANAGER MUST APPROVE ALL SIGNS. SIGNS CANNOT BE ERECTED UNTIL APPROVAL IS GIVEN.

Signs and/or Banners may be used during the event only. Please refer to Special Event Policy for information related to the installation of banners on Downtown Street Light Poles in advance of event. NO SIGNS ARE ALLOWED IN THE PARK IN ADVANCE OF THE EVENT.

9. **UNLIMITED PARKING:** Are you requesting the removal of time limits on parking (see Policy 12.5)?

YES NO

If Yes, list the lots or locations where/why this is requested:

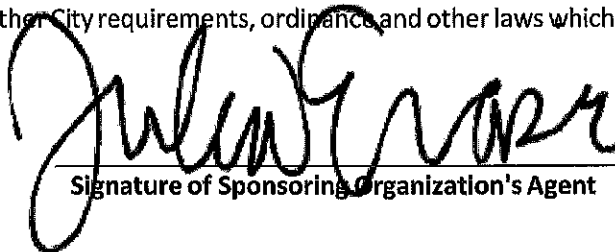
Just the parking lot behind the Farmers Market and Penn Theatre, not the parking lot by Kellogg Park.

10. **CERTIFICATION AND SIGNATURE:** I understand and agree on behalf of the sponsoring organization that
- a. a Certificate of Insurance must be provided which names the City of Plymouth as an additional named insured party on the policy. (See Policy 12.10 for insurance requirements)
 - b. Event sponsors and participants will be required to sign Indemnification Agreement forms (refer to Policy 12.12).
 - c. All food vendors must be approved by the Wayne County Health Department, and each food and/or other vendor must provide the City with a Certificate of Insurance which names the City of Plymouth as an additional named insured party on the policy. (See Policy 12.13)
 - d. The approval of this Special Event may include additional requirements and/or limitations, based on the City's review of this application, in accordance with the City's Special Event Policy. The event will be operated in conformance with the Written Confirmation of Approval. (see Policy 12.11 and 12.16)
 - e. The sponsoring organization will provide a security deposit for the estimated fees as may be required by the City, and will promptly pay any billing for City services which may be rendered, pursuant to Policy 12.3 and 12.4.

As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with City's Special Event Policy, the terms of the Written Confirmation of Approval, and all other City requirements, ordinances and other laws which apply to this Special Event.

10/14/22

Date



Signature of Sponsoring Organization's Agent

RETURN THIS APPLICATION at least twenty (21) days prior to the first day of the event to: City

Manager's Office
City Hall
201 S. Main Street
Plymouth MI 48170

Phone: (734) 453-1234 ext. 203

11. INDEMNIFICATION AGREEMENT

INDEMNIFICATION AGREEMENT

The Whitmer Campaign (*organization name*) agree(s) to defend, indemnify, and hold harmless the City of Plymouth, Michigan, from any claim, demand, suit, loss, cost of expense, or any damage which may be asserted, claimed or recovered against or from the Bus Tour (*event name*) by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss, cost of expense is caused in whole or in part by the negligence of the City of Plymouth or by third parties, or by the agents, servants, employees or factors of any of them.

Signature 

Date 10/14/22

Witness Emilie Rohrbach

Date 10/14/22



Administrative Recommendation

City of Plymouth
201 S. Main
Plymouth, Michigan 48170-1637

www.plymouthmi.gov
Phone 734-453-1234
Fax 734-455-1892

To: Mayor & City Commission
From: Paul J. Sincock, City Manager
CC: S:\Manager\Sincock Files\Memorandum - Liquor License Mid-Year Review 10-17-22.docx
Date: October 11, 2022
RE: Public Hearing Liquor Management Ordinance

Background

The City Commission has indicated a desire to complete a "mid-year" evaluation of Liquor Licenses and the cap on licenses, based on Zoning District. We have attached a copy of the current Ordinance from our web site for your reference. We have also attached a copy of the Notice of Public Hearing and a copy of the article that was in the recent E-Newsletter, the Pulse. We mailed the notice of the Public Hearing to all property owners within the DDA, in addition, we mailed a copy to all Class-C type liquor license holders in the City.

While the City Commission was clear on the fact that they wanted to hear public comment related to the possibility of expanding or eliminating the cap on the number of liquor establishments in the city. The Commission did not provide the City Administration with clarity on the direction of how many to increase by or if they simply want to eliminate the cap. Once the Commission gathers input, perhaps they can then give us specific direction on what, if any changes that they would like to see in the Ordinance. Once we have that information, we can proceed to bring any required Ordinance amendments back to the City Commission and to the Liquor License Review Committee.

Related to public comment, I will note that the City Administration did receive two calls related to this issue. We suggested that they either appear in person, on-line, or send an email in accordance with the notice of the hearing. I believe there was concern that since Covid several of our establishments are not even open seven days a week and are still operating at reduced hours. We also received one email as of this writing, and we have included that in your packet. Individual Commissioners may have received other emails or calls from the public related to this matter, but we are not aware of any other emails or calls.

The Downtown Development Authority Board reviewed this matter at their meeting on October 10, 2022. We have attached a brief outline of the discussion from John Buzuvis. The DDA Board did support adding two licenses within the DDA District.

Just as a point of information, the City Administration processes license applications for the LLRC, and the City Commission based on when we receive information from the State of Michigan Liquor Control Commission. We process applications on a first come, first served basis and the establishment must have documents sent to the city from the State MLCC in order for us to move forward.

Related to Police activity, Police Chief Al Cox has provided a detailed report on the number of cases and calls for service related to alcohol. He shows previous year's numbers and then the year-to-date number through September of this year. Only one establishment has MLCC violations that are outstanding and that would be for repeated fire code violations at Greek Islands/Ebenezer. That violation is currently awaiting adjudication by the MLCC. Overall, we have not seen a significant increase in unacceptable behavior by our licensees or the public.

There has also been a question related to procedures related to processing drivers who are suspected of being intoxicated while driving. The time it takes to process a cooperative first-time operating while intoxicated (OWI) arrest, is about two-hours, if everything runs smoothly. It would be reasonable to increase the time as we move from a first time OWI to a 2nd offense, 3rd offense and "super drunk." All of these cases involve having our officers go to the hospital to have blood drawn for testing by the State Police. We are fortunate that we are now able to use the new Henry Ford Health Center on Ann Arbor Road and Haggerty for blood draws, rather than having to take the prisoner to St. Mary's in Livonia.

We remind the City Commission that our Liquor Management Ordinance does require that we have food establishments that serve alcohol. After bad experiences with bars previously, the City Commission put the food requirement into the Ordinance.

Recommendation

The City Administration is looking for specific direction from the City Commission as to how they would like to proceed on this matter. We are proposing three different Resolutions for the City Commission to choose from:

- Resolution 1 – Make no changes to the Liquor Management Ordinance
- Resolution 2 – Add a specific number of licenses to the Liquor Management Ordinance
- Resolution 3 – Eliminate the license cap in the Liquor Management Ordinance

City of Plymouth MLCC Licenses

DBA Name	License Type	Bus. ID	Owner/Licensee	Address	Date Opened
Alcohol By The Glass Establishments					
Aqua	C SDM	226180	VNB, LLC.	413 N Main	Grecian Café 2011
Barrio Cocina Y Tequileria	C SDM	236468	The Locale, LLC	555 Forest	2006- Grape Expectations
Bearded Lamb Brewing Company	Micro-Brewer/Small Wine Maker	272804	Bearded Lamb LLC	149 W Liberty	2009- Liberty St Brewing Co.
Bigalora	C SDM	260089	Bigalora Plymouth, LLC	777 W Ann Arbor Tr	Pre-1998
Compart's On The Park/Fiamma/Sardine Room	C SDM	130622	Paison, Inc.	350, 370, & 380 S Main	2000/Sardine-2011
Cultural Center	C	1315	City of Plymouth Parks & Rec	525 Farmer	Pre-1998
E.G. Nick's	C	98834	T. Belli & Assoc., Inc.	500 Forest	1998
Greek Islands/The Ebenezer	C	243776	G.I. Poros, Inc.	306 S Main	2018
Hermann's Olde Town Grille	C-Resort SDM	260437	Hermann Hospitality Corporation	195 W Liberty	Pre-1998
Ironwood Grill	C SDM	216563	Ironwood of Plymouth, LLC	840 W Ann Arbor Tr	2010
Mayflower Lt. Gamble Post 6695 of VFWUS	Club	8784	Mayflower-Lt. Gamble Post No. 6695 VFWUS	1426 S Mill	Pre-1998
Mayflower Meeting House	C	369	Exclusive Catering, Inc.	499 S Main	Pre-1998
Nico & Vali	C SDM	217164	Nico & Vali, LLC	744 Wing	2010
Pakwaan Restaurant	C-DDA	261375	Pakwaan, LLC	447 Forest	1999 Tavern-2006
Park Place Gastro Pub	C SDM	132112	Piano Bar of Plymouth, Inc.	336 S Main	2000 (Formerly 336)
Penn Grill	C SDM	192104	VWS Holdings, LLC	820 Penniman	2006/2007
Pizza E Vino	C SDM	226382	Buon Vino Winery, LLC	849 Penniman	2011
Plymouth-Ann Arbor Elks	Club	8213	Plymouth-Ann Arbor MI Lodge No. 325 Benevolent and Protective Order of Elks	110 W Ann Arbor Trail	2022
Plymouth KOC Bldg Council #3292	Club	8119	Plymouth K of C Bldg, Inc.	150 Fair	Pre-1998
Plymouth ROC Restaurant	C SDM	272107	Straight Family Hospitality Inc	1020 W Ann Arbor Rd	Pre-1998
Sean O'Callaghan's Public House	C SDM	135112	Sean O'Callaghan's Ltd.	821 Penniman/345 Fleet	2001
Sidecar	C SDM	276453	Sidecar Plymouth, LLC	340 N Main	Pre-1998 (Jack Dunleavy's)
Stella's Trackside & Stella's Black Dog Tavern	C SDM	263307	Stella's Trackside, Inc.	885 Starkweather	Pre-1998
Stella's Blackdog Tavern	C SDM	233687	TBD Advisors Inc.	860 Fralick	Pre-1998
The Honey Hole	C SDM	259259	The Honey Hole Market, Inc	584 Starkweather	2018
The Post Local Bistro	C SDM	232456	408, Inc.	844 Penniman	RBG-2010
Westborn Market	C SDM	241888	Westborn of Plymouth, LLC	860-870 Penniman	2016
Packaged Alcohol- Stores					
Bellybusters Liquor	SDM/SDD	140657	J&D Pizza, Inc.	571 S Mill	
Main Street Quick Stop	SDM/SDD	9664	Yaldo, Inc.	480 N Main	
Mayflower Market	SDM/SDD	142078	J.B.N.A., Inc.	824 S Main	
Old World Olive Press	SDM	228753	Old World Olive Press-Plymouth LLC	467 Forest	
Rite Aid #3657	SDM/SDD	141512	Rite Aid of Michigan, Inc.	800 W Ann Arbor Rd	
Sunoco Gas Station	SDM/SDD	239870	F&L Petroleum, Inc.	129 W Ann Arbor Tr	
Speedway #8820 Gas Station	SDM	246381	Speedway LLC (A Delaware LLC)	1066 N Mill	3/1/2017
Starvin Marvin, Inc (Marathon Gas Station)	SDM	264666	Starvin Marvin, Inc	402 N Mill	7/30/2019
USA Gas & Go	SDM/SDD	271492	Plymouth Business Ventures, LLC	400 W Ann Arbor Rd	7/13/1905
Westborn Market	SDM	246614	Westborn of Plymouth, LLC	860-870 Penniman	1/26/2017
Other Alcohol					
Vokin Vodka	Small Distiller	241605	Vokin LLC	710 Junction	2016-CANX LICENSE IN 2020

DDA (16)
 OUTSIDE DDA (12)
 ESCROW LICENSE
 OFF PREMISE LICENSE (10)
 INACTIVE LICENSE

2022 MID-YEAR REPORT OF ALCOHOL RELATED POLICE INCIDENTS

TO: PAUL SINCOCK, CITY MANAGER
FROM: A.L. COX, DIRECTOR OF PUBLIC SAFETY *A.L. Cox*
SUBJECT: ALCOHOL RELATED INCIDENTS FOR PERIOD 1/1/2022-9/30/2022
DATE: 10/7/2022

Current MLCC Licenses in the City of Plymouth

Alcohol by the Glass: 27 Active, 1 In Escrow (1 for every 338 residents)
Packaged Liquor: 10 Active (1 for every 913 residents)

Total MLCC inspections by Officers to every MLCC regulated establishment

- Officers are required to perform MLCC inspections of all MLCC regulated establishments. This occurs monthly for alcohol by the glass establishments, including our packaged beer, wine, and liquor stores. Inspections consist of an Officer's walk-thru/observation of the establishment's employees, patrons, and service practices. A written checklist/report may also be completed.

MLCC Police Officer Inspections	2019	2020	2021	2022 through 9/30
Total	447	424	355	267

Total alcohol related Disorderly Conduct Calls For Service (CFS)

- The following table displays all alcohol related Disorderly Conduct CFS for the referenced time period. Total CFS of this type are listed first, followed by those dispatched directly to the address of any licensed establishment. The last category is all other alcohol related Disorderly Conduct CFS around town. Two felonies were included in these numbers (Aggravated Assault-Gun & Aggravated Stalking)

Alcohol Related Disorderly Conduct CFS	2019	2020	2021	2022 through 9/30
Total	32	44	32	25
Local Establishments	9	19	11	11
Other Areas Around Town	23	25	21	14

Total alcohol related driving/motor vehicle CFS

- All drunken driving incidents, including OWI 1st Offense, Repeat Offenders (OWI II & OWI III), Super Drunk, and Child Endangerment cases.

Alcohol/Motor Vehicle related CFS	2019	2020	2021	2022 through 9/30
Total	36	32	31	25

- In an effort to give you a better understanding of our total number, the following table breaks down the specifics regarding the types of drunks we encounter and in some cases an idea of their condition (Blood Alcohol Content over .17).

Year	OWI 1st Offense MISDEMEANOR	OWI 2nd Offense MISDEMEANOR	OWI 3rd Offense FELONY	"Super Drunk" Law .17 BAC or higher MISDEMEANOR	Total OWI Arrests	OWI Crashes
2019	20 (56%)	2 (6%)	3 (8%)	11 (30%)	36	3
2020	22 (68%)	5 (16%)	0	5 (16%)	32	4
2021	18 (58%)	4 (13%)	1 (3%)	8 (26%)	31	5
2022 through 9/30	15 (60%)	2 (8%)	1 (4%)	7 (28%)	25	4

Total other alcohol related incidents

- Includes such incidents as Minor in Possession, Open Intoxicants, Trespassing and other CFS involving alcohol not otherwise captured.

Other alcohol related incidents	2019	2020	2021	2022 through 9/30
Total	5	7	4	7

Total alcohol related Malicious Destruction of Property (MDOP) CFS

- This single CFS was not classified as an MDOP but resulted in glass breakage and door damage during the Breaking & Entering of a commercial business by an intoxicated arrestee.

Alcohol related MDOP CFS	2019	2020	2021	2022 through 9/30
Total	2	2	0	1

Total alcohol related referrals to Hegira Health Inc.- Community Outreach for Psychiatric Emergencies (COPE)

- This includes all alcohol related incidents in which a referral was made to COPE for either an immediate crisis situation or one in which a person is seeking help with alcohol or substance abuse.

Alcohol related COPE Referrals	2019	2020	2021	2022 through 9/30
Total	No Data Captured	10	3	1

Total Violation Reports Involving City MLCC Licensed Establishments

MLCC Violation Reports	2019	2020	2021	2022 through 9/30
Total	1	11	5	1

G.I. Poros (The Ebenezer)

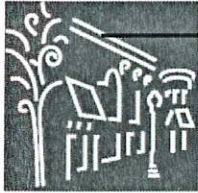
- 9/14/2022: Violation Report was filed with the MLCC for repeated Fire Code violations during fire inspections on multiple dates between 6/22/2022 and 9/14/2022. Currently, awaiting review by the MLCC.

CONTINUE TO NEXT PAGE→

Total Police Notifications to MLCC regulated establishments

- These notifications were telephone calls, emails, or face to face meetings with bar owners or management anytime Officers responded to an incident involving a subject(s) that consumed in their establishment (i.e. a visibly intoxicated subject that was arrested for drunk driving after having been served at a local bar). They also included interaction with fire department personnel regarding failed fire inspections that result in a MLCC Violation Report.
- It is important to note that the information as to where a subject(s) was drinking is generally provided by an intoxicated person that, in the same breath, will tell us he/she had “two beers” when it is obvious they had much more.

Establishment	2019	2020	2021	2022 through 9/30
Aqua	0	0	0	0
Barrio Cocina Y Tequileria	0	0	0	0
Bigalora	0	1	0	0
Compari's/Fiama/Sardine Room	0	0	0	0
Cultural Center	0	0	0	0
E.G. Nicks	0	1	0	0
Greek Islands	0	4	4	1
Herman's Olde Town Grille	0	0	0	0
Ironwood	0	0	0	1
Liberty Street Brewing Co.	0	0	0	0
Mayflower Meeting House	0	0	0	0
Nico & Vali	0	0	0	0
Pakwaan Restaurant	0	0	0	0
Park Place Gastro Pub	0	0	0	0
Penn Grille	0	0	1	0
Pizza E Vino	0	0	0	0
Plymouth Knights of Columbus	0	0	0	0
Plymouth ROC	0	3	0	0
Sean O'Callaghan's	0	0	0	0
Stella's Trackside & Stella's Black Dog Tavern	0	0	0	0
Stella's Black Dog Tavern	0	1	0	0
The Honey Hole	0	0	0	0
The Post Local Bistro	3	3	1	0
VFW	0	0	0	0
Westborn Market	0	0	0	0
Total	3	13	6	2



Administrative Information

To: Paul Sincock, City Manager

From: DDA Staff 

CC: S:\DDA\Shared Files\DDA Board\DDA Agendas\DDA Agendas 2022\October2022

Date: 10/10/2022

Re: DDA Board Recommendation on Liquor License Cap

Background:

As you are aware the Downtown Development Authority Board of Directors discussed the existing liquor license cap within the DDA. This discussion was precipitated by the City Commission's desire to do a second cap review this year after requests from potential business owners to "expand" the cap.

The DDA board considered three options: leaving the liquor license cap at the current sixteen licenses in the DDA, increasing the cap by "x" amount, or eliminating the cap. Initially a motion to keep the cap at the current level was made and supported. The board discussed several issues including parking, and business mix and what impact new/additional establishments may have on the parking supply/demand. Additional discussion included why this issue was raised mid-year as opposed to during the regular cap review in the winter/spring? The board also discussed the potential impact on police resources and how much new licenses may increase alcohol related police calls for service. A roll call vote was taken and the motion to keep the cap at 16 in the DDA failed (2 in favor, nine opposed).

Another motion was made to recommend that the City Commission increase the cap number by three (3) licenses and supported. A friendly amendment was made and accepted to increase the cap by only two (2) licenses. This motion passed 8-3 with a roll call vote.

Recommendation:

The Downtown Development Authority Board of Directors recommends that the City Commission consider increasing the liquor cap in the DDA district by two (2) licenses resulting in the new cap of eighteen liquor licenses permitted by ordinance in the DDA.

Draft meeting minutes from the DDA Board meeting are included for your reference.



Plymouth Downtown Development Authority

Regular Meeting Minutes

Monday, October 10, 2022 - 7:00 p.m.

City of Plymouth
201 S. Main
Plymouth, Michigan 48170-1637

www.plymouthmi.gov
Phone 734-453-1234
Fax 734-455-1892

1. CALL TO ORDER

Chair Kerri Pollard called the meeting to order at 7:00 p.m.

Present: Chair Pollard, Vice Chair Andre Martinelli, Mayor Nick Moroz, Members Jack Ayoub, Ellen Elliott, Scott Foess, Brian Harris, Dan Johnson, Richard Matsu, Patrick O'Neill, and Shannon Perry

Also present: Economic Development Director John Buzuvis,

2. CITIZENS COMMENTS

There were no citizen comments.

3. APPROVAL OF THE AGENDA

Martinelli offered a motion, seconded by Johnson, to approve the agenda for Monday, October 10, 2022.

MOTION PASSED 11-0

4. APPROVAL OF THE MEETING MINUTES

Moroz offered a motion, seconded by Martinelli, to approve the minutes of the September 12, 2022, meeting.

MOTION PASSED 11-0

5. BOARD COMMENTS

Moroz congratulated Detective Jon Hiemstra for being named the police officer of the year. Johnson asked about the status of the parking deck repair. Buzuvis said construction began last week and is on schedule.

6. OLD BUSINESS

a. Five-Year Action Plan Update

Buzuvis said RRFB lights have been installed on Ann Arbor Trail and on and Main St. and that new bases for the mast arms at Ann Arbor Trail and Harvey are on order. He said staff was working with the Detroit Institute of Arts and with artist Tony Roko for projects that will be installed in the spring, and that there would be one more power washing this fall.

b. Paid Parking Discussion

Pollard referred the group to the paid parking presentation City Manager Paul Sincock gave to the City Commission and some members of the DDA on September 19. Discussion ensued. It was suggested that money collected from paid parking could be used to replace the parking deck. Bonding and a millage were also suggested as a way to pay for a new parking deck. There was also

DRAFT OCTOBER DDA MINUTES

a suggestion that revenue from paid parking could be used to fund a system of transportation within the downtown area. Some expressed concern that paid parking would be a deterrent to potential customers and staff and that there would be significant ongoing costs. There were also comments about changing driving habits that could lead to less need for parking and the impact of paid public parking on the private lots downtown. The discussion concluded with the suggestion that the DDA needs to decide what it wants to accomplish in terms of parking and then how it will be paid for.

Debora Kuptz, 997 Carol, said a rigorous study should be completed to determine whether there is a parking problem, and stated her belief that paid parking downtown would lead to more parking in the neighborhoods.

7. NEW BUSINESS

a. 2022 Liquor License Cap Recommendation

Buzuvis explained that this topic was brought up at a City Commission meeting in September when two businesses expressed interest in moving to the City if there were available liquor licenses.

Administration prepared three resolutions for consideration.

RESOLUTION A

The following motion was offered by Elliott and seconded by O'Neill.

WHEREAS The City of Plymouth has a Liquor Management Ordinance related to the number of allowable liquor licenses in a particular zoning district; and

WHEREAS The Plymouth Downtown District currently allows for 16 licenses under the current cap; and

WHEREAS The City Commission has requested a recommendation from the DDA Board on the potential of raising the current cap in the DDA District.

NOW THEREFORE BE IT RESOLVED THAT the Downtown Development Board of Directors recommends that no changes be made to the current cap in the downtown district. The cap would remain at 16 in the downtown district as defined in the Liquor Management Ordinance under this recommendation pending approval from the City Commission.

Several concerns about raising the cap were voiced, among them, that adding liquor licenses would lead to a business mix weighted toward restaurants, and that increasing liquor-serving establishments could lead to alcohol offenses that would take officers off the road for extended time periods. The need for more parking during the peak restaurant hours was also mentioned as a concern.

There was a roll call vote.

LIQUOR DISCUSSION

DRAFT OCTOBER DDA MINUTES

Yes: Elliott, Harris

No: Ayoub, Foess, Johnson, O'Neil, Perry, Martinelli, Matsu, Moroz, Pollard

MOTION FAILED 2-9

RESOLUTION B – No motion was made.

WHEREAS The City of Plymouth has a Liquor Management Ordinance related to the number of allowable liquor licenses in a particular zoning district; and

WHEREAS The Plymouth Downtown District currently allows for 16 licenses under the current cap; and

WHEREAS The City Commission has requested a recommendation from the DDA Board on the potential of raising the current cap in the DDA District.

NOW THEREFORE BE IT RESOLVED THAT the Downtown Development Board of Directors recommends the liquor license cap in the downtown district under the Liquor License Management Ordinance be removed in its entirety. The cap would no longer exist in the downtown district as defined in the Liquor Management Ordinance under this recommendation pending approval from the City Commission.

RESOLUTION C

Moroz offered the following motion, seconded by Martinelli.

WHEREAS The City of Plymouth has a Liquor Management Ordinance related to the number of allowable liquor licenses in a particular zoning district; and

WHEREAS The Plymouth Downtown District currently allows for 16 licenses under the current cap; and

WHEREAS The City Commission has requested a recommendation from the DDA Board on the potential of raising the current cap in the DDA District.

NOW THEREFORE BE IT RESOLVED THAT the Downtown Development Board of Directors recommends the liquor license cap in the downtown district under the Liquor License Management Ordinance be raised by three. The cap in the downtown district as defined in the Liquor Management Ordinance would now have 19 potential licenses under this recommendation pending approval from the City Commission.

O'Neill offered an amended motion to raise the cap by two, with 18 potential licenses under the recommendation. Moroz and Martinelli accepted the amendment.

There was a roll call vote.

DRAFT OCTOBER DDA MINUTES

Yes: Ayoub, Foess, O'Neill, Perry, Martinelli, Matsu, Moroz, Pollard

No: Elliott, Harris, Johnson

MOTION PASSED 8-3

8. REPORTS AND CORRESPONDENCE

Buzuvis said preparations for the holiday season has begun. Pollard reminded the group to complete the online security training.

9. ADJOURNMENT

Foess offered a motion, seconded by Moroz to adjourn the meeting at 8:37 p.m.

MOTION PASSED 11-0

DRAFT



NOTICE OF PUBLIC HEARING

Monday, October 17, 2022, 7:00 p.m.

City of Plymouth
201 S. Main
Plymouth, Michigan 48170-1637

www.plymouthmi.gov
Phone 734-453-1234
Fax 734-455-1892

THE PLYMOUTH CITY COMMISSION WILL HOLD A PUBLIC HEARING IN ACCORDANCE WITH THE LIQUOR MANAGEMENT ORDINANCE AT THEIR REGULAR MEETING ON

Monday, October 17, 2022, at 7:00 p.m.
At Plymouth City Hall, 201 S. Main St. Plymouth, MI 48170

Zoom access at <https://us02web.zoom.us/j/85275511067>

Passcode: 369373

Webinar ID: 852 7551 1067

The public hearing will consider the following:

To consider expanding or deleting the “license cap” that is a part of the Liquor Management Ordinance under Licensing Policy, Section 6-33 as shown in the City’s Code of Ordinances.

This is a public meeting, and any interested person is invited to attend and provide comment to the City Commission related to increasing the current restriction on the number of liquor licenses or to eliminate the cap on liquor licenses in the City. Interested persons may also provide comment to the City Commission in advance of the public meeting by sending an email to citycommission@plymouthmi.gov

Maureen Brodie
City Clerk

Posted: City Hall
Cultural Center
Public Library

Sec. 6-31. - Short title.

This article shall be known and may be cited as the "Liquor Management Ordinance." 

(Ord. No. 2010-01, 4-5-10)

Sec. 6-32. - Statement of purpose.

- (a) The purpose of this article is to allow the city to establish and administer a policy for the issuance and transfer of liquor licenses and permits which allow the service by the glass of any alcohol (beer, wine, spirits) to be consumed on the premises, to provide for the enforcement of liquor laws, regulations and ordinances, and to manage the number of on-premises retail liquor licenses in the city.
- (b) This article shall also create the liquor license review committee (LLRC), which shall be composed of at least three members of the city commission. The purpose of the LLRC is to review applications and make recommendations to the city commission as required by this article.
- (c) It shall be the policy of the city to notify all known existing service by the glass also known as on-premises retail type liquor license holders of proposed changes in this article via first class mail at least ten business days in advance of the city commission acting on a change.

(Ord. No. 2010-01, 4-5-10)

Sec. 6-33. - Licensing policy.

- (a) New licenses or liquor license permits, transfer of ownership of existing licenses, transfers into the city of new licenses, will be approved at the sole discretion of the city commission. This shall include liquor license permits proposed within the B-1, B-2, B-3, and ARC zoning districts within the city.
- (b) Within the B-2, central business district, as indicated on the city zoning map, the city shall have a cap or total of not more than 16 state stand alone liquor licenses of any type of on-premises retail licenses that would allow for the service of any alcohol (beer, wine, spirits) by the glass or for consumption on premises of any establishment. This section would not apply to non-stand alone state licenses.
- (c) Within the B-1, B-3 and ARC zoning districts within the city, as indicated on the city zoning map, the city shall have a cap or total of not more than 12 state stand alone liquor licenses of any type of on-premises retail licenses that would allow for the service of any alcohol (beer, wine, spirits) by the glass or for consumption on premises of any establishment. This section would not apply to non-stand alone state licenses.
- (d) The city commission shall not recommend to the state liquor control commission the approval of any on-premises retail liquor license in excess of 16 within the B-2 district as outlined here.
- (e) The city commission shall not recommend to the state liquor control commission the approval of any on-premises retail liquor license in excess of 12 within the B-1, B-3, and ARC districts as outlined here.
- (f) The city shall conduct an annual review of all 28 on premises retail liquor licenses within B-1, B-2, B-3, and ARC zoning districts in accordance with the liquor management ordinance. This review shall be conducted by the local liquor license review committee and a recommendation shall be forwarded to the city commission.
- (g) If the designation of a non-stand alone license changes to one of a stand alone license, no such license can be operated, sold or transferred in the city unless there is space available under the cap as defined in 6-33(b)

and (c).

(Ord. No. 2003-4, 5-19-03; Ord. No. 2011-05, §§ 1, 2, 6-26-11; Ord. No. 17-04, 4-17-17; Ord. No. 18-03, 3-5-18)

Sec. 6-34. - Plan of operation required.

- (a) *Business operation.* All new requests for permits, requests for transfers of ownership of existing licenses or requests for transfers of licenses into the city of on-premises licensees shall operate in accordance with a plan of operation approved by the city commission.
- (b) *Plan of operation.* A plan of operation shall contain an operational statement outlining the proposed manner in which the establishment will be operated, including, but not limited to, the format, schedule of the hours of operation, crowd control, security, alcohol management, use of the facilities, parking provisions, plan for interior use and layout, and any other pertinent information as requested by the city or city's liquor license review committee (LLRC).
- (c) *Compliance.* Licensees shall comply with all applicable state and city regulations, this general policy, and a plan of operation as approved by the city commission. Any change to a plan of operation shall be approved by the city commission prior to implementation of the change by the licensee. Failure of such compliance or variance from an approved plan is a violation of this ordinance and may result in the city commission recommending to the Michigan Liquor Control Commission that the license be revoked or not renewed.

(Ord. No. 2010-01, 4-5-10)

Sec. 6-35. - Review procedures.

Each applicant for a new license, the establishment of a new permit, the transfer into the city of a new license, or the transfer of an existing license shall make a request to the city in accordance with the following procedures:

- (1) *Application.* Each applicant must submit to the city clerk an application (on a form provided by the city), a plan of operation, plot plan of the site, a plan for interior use and exterior design, and the layout of any ancillary facilities. As part of the application, each applicant shall submit a written statement explaining in detail how their proposal meets the factors as listed in subsection 6-35(4).
- (2) *City departmental review.* Upon receipt of an application and plans, the city manager will refer same to the chief of police, fire chief, planning department, building department and other city officers or employees, who shall cause a thorough review and investigation, including, but not limited to a complete history of past business experience and liquor law violations, if any, to be made of the persons and/or premises which must meet or exceed codes. The applicant shall provide all requested information to, and fully cooperate with, all city departments requesting any and all additional relevant information. The findings resulting from such review and investigation shall be reported to the city manager, who then will report same to the LLRC and the city commission.
- (3) *Public hearing/review.*
 - a. *Hearing.* The city commission shall hold a public hearing upon a request for a new license, the establishment of a new permit, transfer of an existing license to new owners, or for the transfer of a new license into the city.
 - b. *Notice.* Notice of all hearings shall be provided to all property owners, residents and voters, within

300 feet of the proposed establishment, all LCC Service by the Glass-On Premises retail license holders, the Chamber of Commerce, all neighborhood associations and the Plymouth-Canton Community Schools. The applicant shall pay the cost of such notice.

- c. *Appearance.* The applicant will be required to appear at the hearing before the LLRC committee or the city commission, and make a written and/or oral presentation concerning the request.
 - d. *Recommendation.* The LLRC shall review and may recommend approval or disapproval of all requests to the city commission.
- (4) *Review factors.* In reviewing a request for a new license or permits or transfers of ownership of existing licenses or transfers into the city of new on-premises licensees, the city commission or LLRC may consider and/or weigh the following factors:
- a. Conserve the expenditure of funds for public improvements and services to conform with the most advantageous uses of land, resources and property.
 - b. Total number of similar licenses in the city.
 - c. Input from residents and surrounding business owners.
 - d. Impact of the establishment on surrounding businesses and neighborhoods.
 - e. Whether a proposed licensed premise is part of a multi-use project with substantial new retail, office, or residential components. The size of the licensed premise relative to the overall project or development.
 - f. Crowd control.
 - g. Parking availability.
 - h. Preservation or restoration of historic buildings.
 - i. Locating in an underdeveloped area.
 - j. Concentration of drinking establishments and impact on policing requirements.
 - k. Policing requirements.
 - l. Business history.
 - m. Business experience.
 - n. LCC violation history.
 - o. Will facility be a sit down full service restaurant serving alcohol or other "bar only" type establishment.
 - p. Will restaurant have a 70-percent—30-percent sales of food over alcohol
 - q. Percent of floor area devoted to dining versus bar area.
 - r. Size of bar area.
 - s. Size of dance floor, if any.
 - t. Type or character of the establishment, e.g. dining, nightclub, hotel, dance club.
 - u. Overall benefit of the plan to the city.
 - v. Non-payment of taxes or other payment due to the city.
 - w. Any other factor(s) that may effect the health, safety and welfare or the best interests of the community.

(5) *Approval.* If after a review by the LLRC, and/or a public hearing, the city commission is satisfied that the establishment or operation will provide a benefit to the city and constitute an asset to the community, it will adopt a resolution granting approval, subject to the satisfaction of any conditions stated in the resolution.

a. *Building—Remodeling.* If the request involves a change to the physical size or layout of the establishment, when the applicant's building or remodeling is completed, it must meet all state and local regulations, and must comply with the representations made to the city commission and LLRC committee by the applicant. If such physical alteration is approved by the city commission and it is subsequently determined that the project was not substantially completed as required by the plans and specifications presented to the city, or in substantial compliance with representations made to the city, the city may recommend that the license be revoked or not be renewed for the following year.

(Ord. No. 2010-01, 4-5-10)

Sec. 6-36. - Permits and transfer of ownership.

(a) *Permits.* New requests for permits for dance, entertainment, or dance and entertainment shall be reviewed by the LLRC and approved in the sole discretion of the city commission after evaluation of the factors listed in subsection 6-35(4). The city will not consider requests for topless entertainment permits.

(b) *Transfer of ownership.* Requests for transfer of ownership of existing licensed establishments shall be reviewed by the LLRC and approved or disapproved by the city commission. The city commission may hold a public hearing. If the continuation of an existing operation is contemplated, the applicant must present a plan that indicates that it will continue the existing operation as established. If there are proposed changes in the operations then the request for transfer of ownership shall be subject to the reviews outlined in subsection 6-35(4).

(c) Any change in existing operations from a full service sit down restaurant that serves alcohol to an establishment that features primarily alcohol would be subject to a new review as outlined in subsection 6-35(4).

(Ord. No. 2003-4, §6, 5-19-03; Ord. No. 18-03, 3-5-18)

Sec. 6-37. - Annual license and permit review.

(a) The city commission will undertake a review of any license or permit for the purpose of making a recommendation to the Michigan Liquor Control Commission regarding renewal of said license or permit. The commission shall consider whether a licensed establishment has been operated in a manner consistent with the provisions of this article and all other applicable laws, and regulations of the city and the State of Michigan.

(b) Each year, the city manager shall cause an investigation to be made relative to each existing on-premises licensed establishment. The investigation shall include, but not be limited to, the following:

(1) Licensee shall submit copies of current valid licenses from appropriate county, state or federal governments to insure authorization to serve food at the establishment.

(2) An inspection of the premises to determine whether the licensee is in compliance with the license itself,

its approved site plan and if applicable its plan of operation, as well as any conditions imposed by the city or the Michigan Liquor Control Commission or representations made by the licensee at the time of issuance or transfer of the license.

- (3) An inspection of city records to determine whether all taxes and other monies due the city are timely paid.
 - (4) An inspection of police files or other sources of information to determine whether any activity in connection with the licensed premise is in violation of the law, disturbs the public peace and tranquility, constitutes a nuisance, or contributes to the disruption of the normal activities of those in the neighborhood of the licensed premise.
 - (5) A review to determine the existence of any of the criteria as described in section 6-39.
 - (6) A review of the operation of the licensed establishment to determine whether the business is being operated in compliance with any and all representations that may have been made by the licensee to the city or the city commission.
- (c) *Recommendations from city departments.* Following receipt of a fully completed application, fees, and such other information as may be requested by the city, the city clerk shall forward the application to the police department, fire department, building department, treasurer's office, and such other departments as required by the city manager, which departments shall make their reviews and recommendations prior to consideration by the city commission. In conducting its review, the city may request other pertinent information from the licensee. The completed report shall be reviewed by the LLRC prior to being considered by the city commission.
- (d) The local liquor license review committee shall annually review and report to the city commission its recommendations to maintain, expand or delete the total number of allowable on-premises retail licenses for establishments that serve alcohol by the glass under a variety of State of Michigan Licenses, including but not limited to; Class C, Club, B Hotel, A Hotel, Tavern, Brewpub, Micro-brewer, Resort, DDA, Economic Development, winery or other type license.

(Ord. No. 2010-01, 4-5-10; Ord. No. 18-03, 3-5-18)

Sec. 6-38. - Revocation and non-renewal.

- (a) Each establishment within the city for which a liquor license or permit is granted shall be operated and maintained in accordance with all applicable laws and regulations of the City of Plymouth and the State of Michigan. Upon any violation of this article, the commission may, after notice and hearing, request the Michigan Liquor Control Commission to revoke such license and/or permit.
Upon any violation(s) of this article, the city will notify the licensee of the specific violation(s) and afford the licensee an opportunity to come into compliance with this article. Licensee must reach compliance in that time established by the city manager, but in no event more than ten days after notification to licensee by city of such violation. Absent compliance within that time established by the city manager, the city may hold the above mentioned hearing and request that the Michigan Liquor Control Commission not renew and/or revoke such license and/or permit.
- (b) Before filing any objection to renewal or request for revocation of a license or permit with the Michigan Liquor Control Commission, the city shall serve the licensee with notice and proceed in accordance with this

article, as amended. The city shall serve the licensee by first class mail mailed at least ten days prior to the hearing with notice of hearing, which notice shall contain, the following:

- (1) Date, time and place of hearing.
 - (2) Notice of the proposed action.
 - (3) Reasons for the proposed action.
 - (4) Names of witnesses known at the time who will testify.
 - (5) A statement that the licensee may present evidence or any testimony that may refute or respond to the claims of adverse witnesses.
 - (6) A statement requiring the licensee to notify the city attorney's office at least three days prior to the hearing date if they intend to contest the proposed action, and to provide the names of witnesses known at the time who will testify on their behalf.
- (c) Upon completion of the hearing, the city commission shall submit to the licensee and the Michigan Liquor Control Commission a written statement of its findings and determination.

(Ord. No. 2010-01, 4-5-10)

Sec. 6-39. - Criteria for non-renewal or revocation.

- (a) The city commission may recommend non-renewal or revocation of a license or permit originally authorized on or after July 1, 2003 to the liquor control commission upon a determination based upon a preponderance of the evidence presented at the hearing that any of the following exists:
- (1) Failure to comply with all standards, plans or agreements entered into in consideration for the issuance, transfer or continuance of the license or permit, or failure to comply with all agreements or consent judgments entered into subsequent to the issuance of the license or permit.
 - (2) Failure to comply with an approved plan of operation and other plans, specifications, or representations made or submitted to the city by the licensee.
 - (3) Violations of the state liquor laws or regulations of the liquor control commission.
 - (4) Violations of state laws or local ordinances including, but not limited to those laws or ordinances concerning the public health, safety or public welfare.
 - (5) Maintenance of a nuisance upon or in connection with the licensed premises including, but not limited to, any of the following:
 - a. Failure to correct violations of building, electrical, mechanical, plumbing, zoning, health, fire or other applicable regulatory codes, to include the history thereof;
 - b. A pattern of patron conduct in the neighborhood of the licensed premises, which is a violation of the law and/or disturbs the peace, order and tranquility of the neighborhood; Including types of police, fire or medical services related to this operation.
 - c. Failure to maintain the grounds and exterior of the licensed premises, including litter, debris or refuse blowing or being deposited upon adjoining properties;
 - d. Entertainment on the premises or activity in connection with the licensed premises which by its nature causes, creates or contributes to disorder, disobedience to rules, ordinance or laws, or

contributes to the disruption of normal activity of those in the neighborhood of the licensed premises.

- (6) Failure by the licensee to permit the inspection of the licensed premises by the city's agents or employees in connection with the enforcement of this article.
 - (7) Failure to pay taxes or make other payments due to the city in a timely manner.
- (b) The city commission may recommend non-renewal or revocation of a license or permit originally authorized to operate in the city on or before June 30, 2003 to the liquor control commission upon a determination based upon a preponderance of the evidence presented at the hearing that any of the following exists:
- (1) Violations of the state liquor laws or regulations of the liquor control commission.
 - (2) Violations of state laws or local ordinances including, but not limited to those laws or ordinances concerning the public health, safety or public welfare.
 - (3) Maintenance of a nuisance upon or in connection with the licensed premises including, but not limited to, any of the following:
 - a. Failure to correct violations of building, electrical, mechanical, plumbing, zoning, health, fire, property maintenance or other applicable regulatory codes, to include the history thereof;
 - b. A pattern of patron conduct in the neighborhood of the licensed premises, which is a violation of the law and/or disturbs the peace, order and tranquility of the neighborhood;
 - c. Failure to maintain the grounds and exterior of the licensed premises, including litter, debris or refuse blowing or being deposited upon adjoining properties;
 - d. Entertainment on the premises or activity in connection with the licensed premises which by its nature causes, creates or contributes to disorder, disobedience to rules, ordinance or laws, or contributes to the disruption of normal activity of those in the neighborhood of the licensed premises.
 - (4) Failure by the licensee to permit the inspection of the licensed premises by the city's agents or employees in connection with the enforcement of this article.
 - (5) Failure to pay taxes or make other payments due to the city in a timely manner.

(Ord. No. 2010-01, 4-5-10)

Sec. 6-40. - Capacity limits.

The total capacity of each room of a licensed establishment shall be established and determined by the appropriate fire and building safety codes.

(Ord. No. 2010-01, 4-5-10)

Sec. 6-41. - Termination of escrowed licenses.

The city commission may, through resolution, request that the Michigan Liquor Control Commission terminate an on-premises license that has been placed in escrow for more than one (1) year after its expiration.

(Ord. No. 2010-01, 4-5-10)

Sec. 6-42. - Fees.

Each applicant for a new license or permit, for transfer of an existing license or permit, for expansion of an existing establishment, and for renewal of an existing license or permit shall pay a non-refundable application investigation fee. Each applicant for renewal of a license that was originally established on or before June 30, 2003 shall be exempt from annual renewal fees; all others shall pay an annual review fee. Such fees will be in addition to any fee required by the liquor control commission and shall be set by a city commission resolution.

(Ord. No. 2010-01, 4-5-10)

City Commission to Consider Allowing Additional Liquor Licenses

The Plymouth City Commission will hold a public hearing in accordance with the liquor management ordinance on Monday, October 17, 2022. The hearing will take place during their regular meeting at 7:00 p.m. The public hearing is to consider expanding or deleting the license cap that is a part of the City's Liquor Management Ordinance. The current ordinance caps liquor licenses at 16 in the DDA and 12 in other areas of the City.

This is a public meeting and any interested person is invited to attend and provide comment. To provide comment to the City Commission prior to the meeting, you may send an email to citycommission@plymouthmi.gov.

The meeting will be held in person at City Hall, 201 S. Main, with Zoom access at <https://us02web.zoom.us/j/85275511067>

Passcode: 369373

Webinar ID: 852 7551 1067

2022 Infrastructure Improvement Program

ANN ARBOR TRAIL RETAINING WALLS

The barricades have been delivered and demolition and installation will start next week.

BYRON STREET

All work is done, with the exception of restoration, which is scheduled to take place shortly.

CAROL AND EVERGREEN

Due to delays caused by Consumer's Energy, this project has been pushed out to next year.

SEASONAL PATHWAY ON N. TERRITORIAL The concrete has been poured and is currently curing. Restoration work is expected to begin next week.

UNION STREET

Crews have removed the street surface and are scheduled to begin the storm sewer work the first week of October. The project is on schedule and expected to wrap up at the beginning of November.



Sincock, Paul

From: Scott Silvers <scott@hartsilvers.com>
Sent: Saturday, October 8, 2022 8:34 AM
To: Group - Commission
Subject: Expanding or deleting the "license cap"

Hi, I'm in favor of expanding or deleting the "license cap", as doing so will allow the former Pharmacy to become a tasting room. That more than a few restaurant groups in town use one license to serve dual, or triple restaurants (think of Arbor Brewing/Bigalora, or Fiama/Sardine/Compari's), which indicates that the 'cap' is clearly an impediment to commerce, as businesses have found a way around this arbitrary 'cap'.

On a broader note, as an adult, I'd like to be able to buy a beer with my meal if I wish to (*as one mostly can in the rest of the Western world*), as I feel like we're still saddled with the Prohibition austerity mindset when it comes to beverages that contain alcohol. Opponents to relaxing the cap will claim that doing so will increase public intoxication, driving while intoxicated, increase noise and mayhem, etc., turning Plymouth into the Las Vegas strip (or Royal Oak on a Saturday night).

That negative scenario is not borne out by what's actually occurring in Plymouth on any week, or weekend night, as there have never been more options in town to have an adult drink with dinner or a snack. *Police calls for service records will tell you everything you need to know in that regard.* Additionally, Our ordinances limit hours of operation for both service, noise and music, effectively curtailing the problematic witching hours that usually cause social problems, as described above. With the addition of an ordinance that allows for rooftop dining and music, I have to imagine some creative entrepreneur will eventually seek yet another liquor license for such a venture – and once again run into this arbitrary cap. *The genie is clearly out of the bottle*, and adults typically enjoy alcoholic beverages with a meal – Plymouth should embrace that, rather than restrict.

It's not an easy or quick decision, especially in matters that revolve around social and economic interactions, but I anticipate that relaxing the cap is inevitable and ultimately good for Plymouth.

Thanks,
Scott Silvers
883 Sutherland

Sent from [Mail](#) for Windows

RESOLUTION – 1 – No changes to Ordinance

The following Resolution was offered by _____ and seconded by _____

WHEREAS The City Commission was desirous of reviewing the City’s Liquor Management Ordinance
And seeking public input to the review of any potential changes.

NOW THEREFORE BE IT RESOLVED THAT after a Public Hearing on potential changes to the Liquor
Management Ordinance, the City Commission of the City of Plymouth has determined to NOT MAKE any
changes to the Ordinance at this time.



RESOLUTION – 2 – Add additional licenses to the cap

The following Resolution was offered by _____ and seconded by _____

WHEREAS The City Commission was desirous of reviewing the City’s Liquor Management Ordinance
And seeking public input to the review of any potential changes.

NOW THEREFORE BE IT RESOLVED THAT after a Public Hearing on potential changes to the Liquor
Management Ordinance, the City Commission of the City of Plymouth has determined direct the City
Administration to prepare Ordinance amendments that will add _____ liquor licenses to the cap in the
DDA and _____ additional licenses in areas outside of the DDA.



RESOLUTION – 3 – Eliminate the cap on licenses

The following Resolution was offered by _____ and seconded by _____

WHEREAS The City Commission was desirous of reviewing the City’s Liquor Management Ordinance
And seeking public input to the review of any potential changes.

NOW THEREFORE BE IT RESOLVED THAT after a Public Hearing on potential changes to the Liquor
Management Ordinance, the City Commission of the City of Plymouth has determined direct the City
Administration to prepare Ordinance amendments that will eliminate the cap on liquor licenses
contained in the Liquor Management Ordinance.



Administrative Recommendation

City of Plymouth
201 S. Main
Plymouth, Michigan 48170-1637

www.plymouthmi.gov
Phone 734-453-1234
Fax 734-455-1892

To: Mayor & City Commission
From: Paul J. Sincock, City Manager
CC: *S:\Manager\Sincock Files\Memorandum - GLWA Water Service Contract Reopener 10-17-22.docx*
Date: October 13, 2022
RE: GLWA Water Service Contract Re-opener

Background

The City Commission is aware that the City of Plymouth has a contract with the Great Lakes Water Authority (GLWA) and that they took over our former contract with Detroit Water and Sewerage Department (DWSD) back in 2015 when an agreement was reached between the two parties to lease the assets of the Detroit water supply and sewage disposal systems.

The City of Plymouth has a multi-year agreement with GLWA to provide drinking water and sewer services to the City of Plymouth. As a part of our contract with GLWA there are scheduled reopeners which allows both parties to amend the contract terms, if needed. The reopener is needed to allow the city to make sure that our volumes (volume purchases, peak day, peak hour) are all in line with expectations. This allows us to add volume for things like the Pulte Development, Starkweather Lofts on Plymouth Road, new houses behind Starkweather school and so on. Also, this will allow GLWA to plan for future volume needs as well as to help plan for the peak day, peak hour calculations for their operations.

It should be noted that we have been very careful about the peak day and peak hour calculations due to the significant costs if we exceed the limits in the contract. Both Plymouth Township and the City of Northville had issues with this in the past and experienced significant cost increases as a result. Our residents have been very good about setting sprinkler systems to operate during the overnight hours and this helps us ease the load on peak day and hour calculations. This is also why we spend a lot of time informing our residents of the need to use the sprinklers and dishwashers during the overnight hours.

We have attached a memorandum from Chris Porman, Director of Municipal Services along with some material from GLWA as additional background information. In addition, we have also attached the proposed agreement.

RECOMMENDATION:

The City Administration recommends that the City Commission adopt Amendment #2 to water service contract between the City and the Great Lakes Water Authority. The agreement has some minor changes in contract volume and planning volume. The contract was developed collaboratively between GLWA and the City as well as our Engineer and City Attorney.

We have attached a proposed Resolution for the City Commission to consider regarding this matter. Should you have any questions in advance of the meeting please feel free to contact me.



Department of Municipal Services

1231 Goldsmith Plymouth, MI 48170 734-453-7737 phone 734-455-1666 fax

Date: October 10, 2022
To: Paul J. Sincock, City Manager
From: Chris S. Porman, Assistant City Manager/Director of Municipal Services
Adam Gerlach, Assistant Director of Municipal Services
Re: Water Service Contract Readopt 2022

CP

Background:

On October 14, 2008, the City of Plymouth and the City of Detroit entered into a 30-year contract with the City of Detroit Water and Sewerage Department and Board of Water Commissioners for the delivery and purchase of potable water. This contract has subsequently been reassigned to Great Lakes Water Authority (GLWA) following the agreement between the City of Detroit and GLWA on June 12, 2015.

In the contract are scheduled reopeners which allow both parties to amend the contract terms if needed. Our last contract reopener took place in 2017.

The contract reopener allowed discussion related to the contractual limits to the City of Plymouth. There are two sections pertaining to volume: planning volume, which is used for GLWA to plan for potential usage and system upgrades; and usage volume, which is a look back at the past six-year average. The planning volume stated in the contract will be reduced to better align with our actual usage volume. The planning volume will be established at 46,000 MCF (thousand cubic feet), reduced from 49,600 MCF. We will continue to pay for actual water used based on our metered usage.

The Maximum usage day and Peak Hour Demand account for the largest portion of the annual contract value. The current contract value for the Max Day is 1.81 MGD (million gallons per day), and the current contract value for Peak Hour is 2.62 MGD. While the Max Day value is sufficient for our usage, the Peak Hour has been adjusted from 2.62 MGD to 2.71 MGD. The reason for this increase is based on our observed highest Peak Hour of 2.46 MGD with a 10% operational buffer. This methodology is the approach that GLWA is using with all the communities during this round of contract reopener discussions. The cost to increase our Peak Hour is approximately \$23,000 per year; which is a minimal increase based on the size of the contract. It is important to note that should the City exceed either the Max Day or Peak Hour amounts, we would be penalized and incur fines to our operations.

As a small community, it doesn't take much to alter our flow, and where we do see change in flow is daily usage habits. Our residents have been helpful in setting sprinkler systems and dishwashers, etc. to run in the overnight hours, to decrease the demand on the system during the peak hour times (typically 5AM-10AM and 5PM-10PM). By voluntarily following our recommendations and reminders, the residents have not added to the increase in usage during those typically heavy peak usage times in the GLWA system, thus keeping us below our contract limit and not creating a large cost center. Once again should we have a significant event such as a water main break or structure fire, those events do not count toward our usage as they are anomalies and not part of our normal usage. Should those events occur, we can provide notification to GLWA, so we are not penalized for such an occurrence.

All in all, when the contract was entered in 2008, our volume requirements, our Max Day and Peak Hour values have served us well. Even with the slight increase in Peak Hour limits, we feel that the contract values are representative of the city's usage. We've had some growth in the community since our last contract reopener with Pulte, Starkweather Lofts, etc. and it seems sufficient for the need to adjust our values appropriately.

Recommendation:

The recommendation is for the City Commission to readopt the Water Service Contract between Great Lakes Water Authority and City of Plymouth. The city will need the Mayor to sign and execute the contract. Following our approval and signature, the GLWA Board will then adopt and execute the same.

If you have any questions, please feel free to contact me.

**AMENDMENT NO. 2 TO WATER SERVICE CONTRACT
BETWEEN
GREAT LAKES WATER AUTHORITY
AND
CITY OF PLYMOUTH**

This Amendment No. 2 (“Amendment”) is made between the Great Lakes Water Authority, a municipal authority and public body corporate (“GLWA”), and the City of Plymouth, a municipal corporation (“Member Partner”). GLWA and Member Partner are collectively referred to as the “Parties”.

RECITALS

- A. GLWA leases, operates, and maintains the public water supply system owned by the City of Detroit (“System”); and
- B. On October 14, 2008, the Parties entered a Water Service Contract (“Contract”) reflecting the terms and conditions governing the delivery and purchase of potable water, as subsequently amended and assigned; and
- C. GLWA has determined that its charge methodology renders irrelevant the “minimum take or pay” terms of Section 5.06 of the Contract; and
- D. Through the One Water Partnership, GLWA member partners requested that GLWA undertake an effort to place all member partners on the same periodic contract review schedule (“Reopener Schedule”) to assist in reducing, as much as practicable, volatility in member partner water charges; and
- E. GLWA devised a contract alignment process (“CAP”) that results in all model water contracts being reopened on a four-year schedule beginning in calendar year 2022 and every four years thereafter; and
- F. Article 15 of the Contract permits the Parties to amend the Contract by mutual agreement; and
- G. In consideration of the mutual undertakings of the Parties and for the benefit of the public, it is the mutual desire of the Parties to enter this Amendment to amend the Contract as set forth in detail in the following sections.

ACCORDINGLY, THE PARTIES AGREE AS FOLLOWS:

1. Section 2.01 is deleted in its entirety and replaced with the following:

2.01 Term. The GLWA shall sell and supply water to Customer from the System in accordance with the terms of this Contract for a period of thirty years from the effective date of this Contract and any ten-year renewal terms (collectively the “Contract Term”), subject to Article 3 herein. The effective date of this Contract shall be October 14, 2008. This Contract replaces and supersedes any prior water service contracts between the Parties and any prior water service contracts between the City of Detroit and Customer.

2. Section 5.06 of the Contract is deleted in its entirety.
3. Section 5.07 of the Contract is deleted in its entirety and replaced with the following:

5.07 Periodic Review and Reopener. For Customer and System planning purposes and, regarding the Minimum Annual Volume, enforcement of the provisions of Article 3, Maximum Flow Rates, Pressure Ranges, Projected Annual Volumes and Minimum Annual Volumes (collectively, "Values") shall be established by mutual agreement for the Contract Term. As of calendar year 2018, the Parties shall review the Values in calendar year 2022 and every four years thereafter for the Contract Term and any renewal terms (each review year a "Reopener Year", and collectively the Reopener Years comprising the "Reopener Schedule"). However, if Customer executes the Contract more than two years before the next Reopener Year, then the Reopener Schedule set forth in bold type in Exhibit B, Table 2, shall be modified and shown to permit one additional Reopener Year prior to the next Reopener Year in the Reopener Schedule. The Values shall be contractually binding between each Reopener Year. If the Parties do not negotiate Values according to the Reopener Schedule, then the Values established for planning purposes (as shown in italicized type in Exhibit B) shall become contractually binding until the next Reopener Year.

4. Exhibit A of the Contract is amended by deleting in its entirety the existing Exhibit A and substituting the attached Exhibit A in its place.
5. Exhibit B of the Contract is amended by deleting in its entirety the existing Exhibit B and substituting the attached Exhibit B in its place.
6. Except for the provisions of the Contract specifically contained in this Amendment, all other terms, conditions, and covenants contained in the Contract shall remain in full force and effect and as set forth in the Contract.
7. This Amendment to the Contract shall be effective and binding upon the Parties when it is signed and acknowledged by the duly authorized representatives of both Parties and is approved by Member Partner's governing body and the GLWA Board of Directors.

(Signatures appear on next page)

Accordingly, GLWA and Member Partner, by and through their duly authorized officers and representatives, have executed this Amendment.

City of Plymouth:

By: _____
Nick Moroz
Mayor

By: _____
Maureen Brodie
City Clerk

APPROVED BY
PLYMOUTH CITY COMMISSION ON: _____
Date

Great Lakes Water Authority:

By: _____
Suzanne R. Coffey, P.E.
Chief Executive Officer

Dated: _____

APPROVED BY
GLWA BOARD OF DIRECTORS ON: _____
Date

APPROVED AS TO FORM BY
GLWA GENERAL COUNSEL ON: _____
Signature/Date

EXHIBIT B

Projected Annual Volume and Minimum Annual Volume (Table 1)
Pressure Range and Maximum Flow Rate (Table 2)
Flow Split Assumptions (Table 3)
Addresses for Notice (Table 4)

Table 1 and Table 2 set forth the agreed upon Projected Annual Volumes, Minimum Annual Volumes, Pressure Ranges and Maximum Flow Rates for the term of this Contract provided that figures in bold type face are immediately enforceable pursuant to the terms of Section 5.07 and italicized figures are contained for planning purposes only but will become effective absent the negotiated replacements anticipated in Section 5.07.

The approximate rate of flow by individual meter set forth in Table 3 is the assumption upon which the Pressure Range commitments established in Table 2 have been devised. Should Customer deviate from these assumptions at any meter(s), the Board may be unable to meet the stated Pressure Range commitments in this Contract or in the contract of another customer of the Board and Section 5.08 of this Contract may be invoked.

EXHIBIT B

Table 1
 Projected Annual Volume and Minimum Annual Volume

Fiscal Year Ending June 30	Projected Annual Volume (mcf)	Minimum Annual Volume (mcf)
2009	49,500	24,750
2010	49,500	24,750
2011	49,500	24,750
2012	49,500	24,750
2013	49,500	24,750
2014	49,500	24,750
2015	49,500	24,750
2016	49,500	24,750
2017	49,500	24,750
2018	49,500	24,750
2019	46,000	23,000
2020	46,000	23,000
2021	46,000	23,000
2022	46,000	23,000
2023	46,000	23,000
2024	46,000	23,000
2025	46,000	23,000
2026	46,000	23,000
2027	46,000	23,000
2028	<i>46,000</i>	<i>23,000</i>
2029	<i>46,000</i>	<i>23,000</i>
2030	<i>46,000</i>	<i>23,000</i>
2031	<i>46,000</i>	<i>23,000</i>
2032	<i>46,000</i>	<i>23,000</i>
2033	<i>46,000</i>	<i>23,000</i>
2034	<i>46,000</i>	<i>23,000</i>
2035	<i>46,000</i>	<i>23,000</i>
2036	<i>46,000</i>	<i>23,000</i>
2037	<i>46,000</i>	<i>23,000</i>
2038	<i>46,000</i>	<i>23,000</i>

EXHIBIT B

Table 2
Pressure Range and Maximum Flow Rate

Calendar Year	Pressure Range (psi)		Pressure Range (psi)		Maximum Flow Rate (mgd)	
	Meter PL-01		Meter PL-02		<u>Max Day</u>	<u>Peak Hour</u>
	<u>Min</u>	<u>Max</u>	<u>Min</u>	<u>Max</u>		
2008	120	145	93	121	1.81	2.62
2009	120	145	93	121	1.81	2.62
2010	120	145	93	121	1.81	2.62
2011	120	145	93	121	1.81	2.62
2012	120	145	93	121	1.81	2.62
2013	120	145	93	121	1.81	2.62
2014	120	145	93	121	1.81	2.62
2015	120	145	93	121	1.81	2.62
2016	120	145	93	121	1.81	2.62
2017	120	145	93	121	1.81	2.62
2018	120	145	93	121	1.81	2.62
2019	120	145	93	121	1.81	2.62
2020	120	145	93	121	1.81	2.62
2021	120	145	93	121	1.81	2.62
2022	120	145	93	121	1.81	2.62
2023	120	145	93	121	1.81	2.71
2024	120	145	93	121	1.81	2.71
2025	120	145	93	121	1.81	2.71
2026	120	145	93	121	1.81	2.71
2027	120	145	93	121	1.81	2.71
2028	120	145	93	121	1.81	2.71
2029	120	145	93	121	1.81	2.71
2030	120	145	93	121	1.81	2.71
2031	120	145	93	121	1.81	2.71
2032	120	145	93	121	1.81	2.71
2033	120	145	93	121	1.81	2.71
2034	120	145	93	121	1.81	2.71
2035	120	145	93	121	1.81	2.71
2036	120	145	93	121	1.81	2.71
2037	120	145	93	121	1.81	2.71

EXHIBIT B

Table 3
Flow Split Assumptions

Meter	Assumed Flow Split (2023-2026)
PL-01	0 – 20 %
PL-02	80 – 100 %

Table 4
Addresses for Notice

If to the GLWA: Great Lakes Water Authority 735 Randolph Street, Suite 1901 Detroit, Michigan 48226 Attention: General Counsel	If to Customer: City Manager City of Plymouth 201 S. Main Street Plymouth, Michigan 48170 Cc: Director of Municipal Services
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RESOLUTION

The following Resolution was offered by Comm. _____ and seconded by Comm. _____

WHEREAS The City of Plymouth has a contract with Great Lakes Water Authority (GLWA) to provide for the delivery and purchase of potable water for the City, and

WHEREAS The Contract does provide for reopeners to allow both parties to amend the contract terms, if needed, and

WHEREAS The GLWA and the City have worked collaboratively to make minor adjustments in the contract.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby adopt the Amendment No. 2 to the Water Service Contract between the Great Lakes Water Authority and the City of Plymouth.

BE IT FURTHER RESOLVED THAT the Mayor of the City of Plymouth is authorized to sign the contract on behalf of the City and the City Clerk shall include a complete copy of the contract in the Meeting Minutes of this City Commission Meeting.



Administrative Recommendation

City of Plymouth
201 S. Main
Plymouth, Michigan 48170-1637

www.plymouthmi.gov
Phone 734-453-1234
Fax 734-455-1892

To: Mayor & City Commission
From: Paul J. Sincock, City Manager
CC: S:\Manager\Sincock Files\Memorandum - Final Payment ADA Bathrooms at PCC to Shaw Construction - 10-17-22.docx
Date: October 13, 2022
RE: Final Payment to Shaw Construction – Phase 1 & 2 ADA Bathroom Projects

Background

The City Commission policy requires that the City Administration come and seek final payment approval for major infrastructure projects. The Commission is aware that Shaw Construction was the contractor for State portion (Phase 1 & 2) of the ADA Bathroom projects at the Plymouth Cultural Center. Phase 3, which includes the locker room bathrooms and referee room bathroom are currently in design.

Both the banquet side and arena side bathrooms are now complete, and Shaw Construction is requesting final payment for Phase 1 & 2 as we will not be able to proceed with construction on Phase 3 until next late spring, due to activity in the arena. Funding for the current phases of the project is covered by state and federal funding.

Working on a 50-year-old building has presented a number of challenges to the construction contractor, but they were extremely flexible with the building schedule as well as site challenges.

We have attached memorandum from Recreation Director Steve Anderson which further outlines the final payment process and this project.

RECOMMENDATION:

The City Administration recommends that the City Commission authorize payment to Shaw Construction in the amount of \$21,445. Funding for this project is covered by grant funds.

We have attached a proposed Resolution for the City Commission to consider regarding this matter. Should you have any questions in advance of the meeting please feel free to contact me.



CITY OF PLYMOUTH


www.plymouthmi.gov

Recreation Department
Plymouth Cultural Center
525 Farmer
Plymouth, MI 48170

Phone 734-455-6620

Memo

To: Paul Sincock, City Manager

From: Steve Anderson, Recreation Director 

CC:

Date: 2/9/2021

Re: Requested City Commission Approval – Final Payment ADA Bathroom Project

As you are aware, the Cultural Center ADA Bathroom project has come to a close and the actual construction is complete. We are glad that we had the opportunity to partner with Shaw Construction on the project and look forward to the possibility of working with Shaw Construction in the future. Over the past six months, Shaw Construction has shown flexibility and professionalism when tackling some of the odd construction quirks of this 50-year-old facility.

Many of the visitors to the facility have been very complimentary about the work that has been done to make our bathrooms ADA compliant. Additionally, many of the visitors have also comment on the craftsmanship of the work done by Shaw and their subcontractors.

The last of project close out paperwork is currently being completed by the NSA principal architect. Additionally, we anticipate those final approval documents to be forwarded to our office within the next seven days.

Therefore, we would like to seek approval from the City Commission to process the final payment to Shaw Construction for the Cultural Center ADA Bathroom project in the amount of \$21,445.00. This payment is contingent upon receipt of the final close out documents from NSA.

Please contact me anytime with any questions or any other requested information.



**CONSTRUCTION &
MANAGEMENT CO.**
COMMERCIAL & INDUSTRIAL
GENERAL CONTRACTORS

13980 Farmington Road
Livonia, MI 48154
Phone: 734.425.6854
www.shawcm.com

Invoice

Date	Invoice #
9/23/2022	2022-0478R

Bill To
CITY OF PLYMOUTH 201 S MAIN PLYMOUTH MI 48170

P.O. No.	Terms	Project
2217Retention	Net 30	2217 Plymouth Cult...

Quantity	Description	Rate	Amount
1	2217 - Final Retention City of Plymouth Cultural Center Phase II	21,445.00	21,445.00
1 1/2% penalty per month will be added to all balances unpaid by due date Payments made by credit card will be assessed a 3.5% fee.		Total	\$21,445.00

R E S O L U T I O N

The following Resolution was offered by Comm. _____ and seconded by
Comm. _____.

WHEREAS The City completed ADA Bathroom project Phases 1 & 2 at the
Plymouth Cultural Center

WHEREAS The project has been completed by Shaw Construction and they
are requesting first and final payment on the project, and

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth
does hereby authorize final payment to Shaw Construction for the Plymouth Cultural
Center ADA Bathroom Projects Phases 1 & 2 in the amount \$21,445.



Administrative Recommendation

City of Plymouth
201 S. Main
Plymouth, Michigan 48170-1637

www.plymouthmi.gov
Phone 734-453-1234
Fax 734-455-1892

To: Mayor & City Commission
From: Paul J. Sincock, City Manager
CC: S:\Manager\Sincock Files\Memorandum - Authorization for Saxton's Parking Lot Submittals for Mayor's Signature 10-17-22.docx
Date: October 13, 2022
RE: Authorization for Mayor to Sign Submittals on Saxton's Parking Lot Development

Background

Previously, the City Commission has been presented with the preliminary layout of the Saxton's Parking Lot, without the Wira Property. The City Engineer is working towards bringing the development plans to both the Planning Commission and the Historic District Commission over the next two months.

We are currently planning on four Electric Vehicle charging stations within the Saxton's lot. We are also planning two handicapped spaces with direct access to the Ann Arbor Trail sidewalk.

In order to keep this project moving towards a winter bidding and spring construction, we need to bring the submittals forward to the Planning Commission and the Historic District Commission. We are asking at this time for the City Commission to approve of the Engineer completing the submittals for the Mayor's signature.

Recommendation

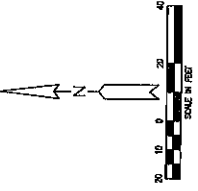
The City Administration recommends that the next step in the development of the Saxton's Public Parking Lot will be to authorize the City Engineer to prepare the submittals for the Planning Commission and Historic District Commission for the Mayor's signature.

We have prepared a proposed Resolution for the City Commission to consider regarding this matter. Should you have any questions, in advance of the meeting please feel free to contact me.

NO.	DESCRIPTION	DATE	REVISION

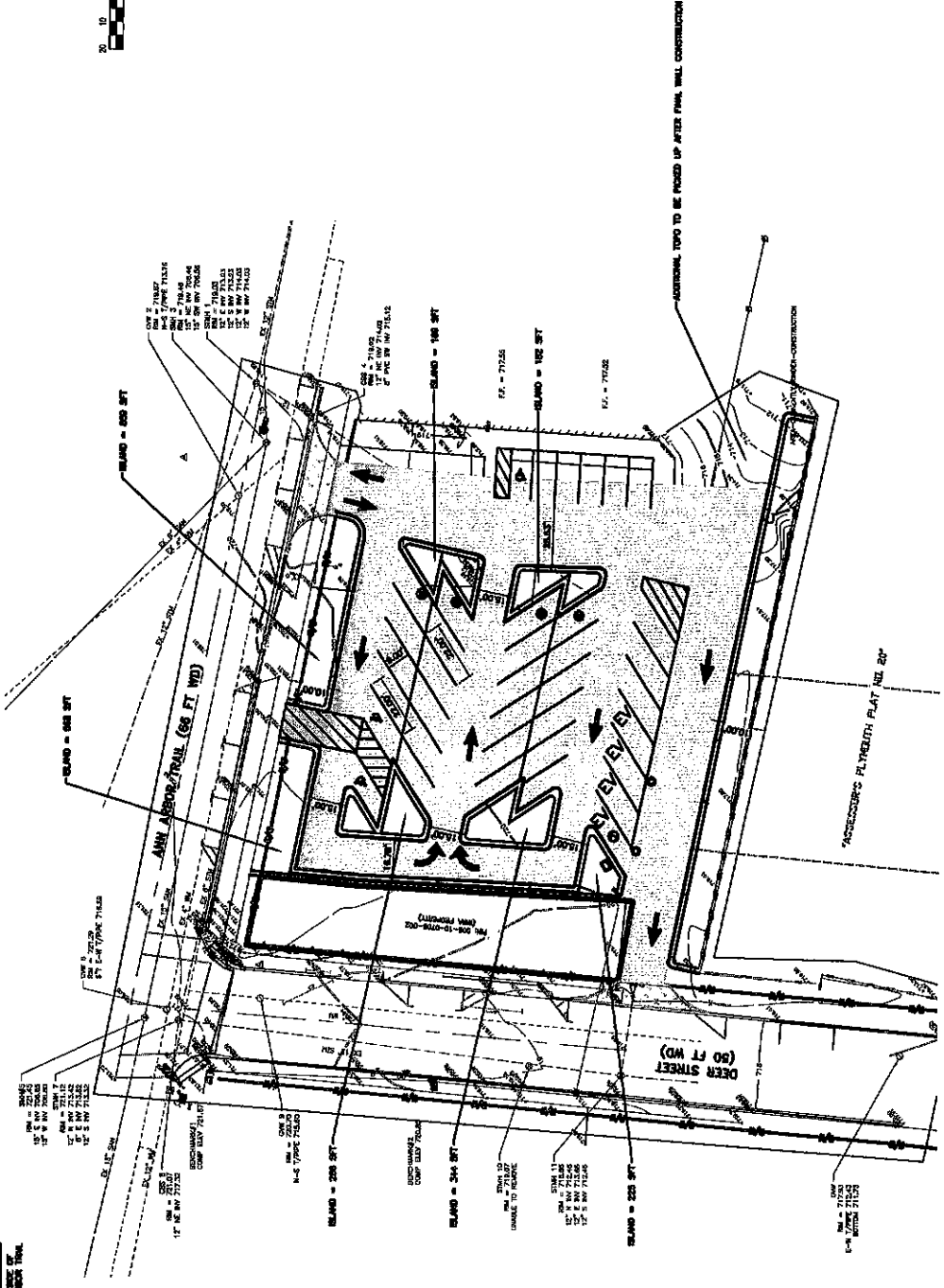


CITY OF PLYMOUTH
301 S MAIN ST
WAYNE COUNTY, MICHIGAN 48170
 SEXTON PROPERTY PARKING LOT
 PROPOSED PARKING PLAN
 PLYMOUTH-021
 7



BENCHMARK #1
 ELEV. 721.67
 1" = 30' TO CENTER OF SOUTHWEST CORNER OF
 FRONT WALKWAY AND DRIVE.

BENCHMARK #2
 ELEV. 720.85
 1" = 30' TO EAST AND SOUTH PAVE OF WEST SIDE OF
 DRIVE. THIS POINT OF CORNER OF FRONT WALKWAY.



THIS BOOK (INFORMATION - SURVEY (2) - PLANNING (12/17/2022 04:45 AM BY ERIC, BSM) (12/17/2022 04:45 AM BY ERIC, BSM) (12/17/2022 04:45 AM BY ERIC, BSM) (12/17/2022 04:45 AM BY ERIC, BSM)

R E S O L U T I O N

The following Resolution was offered by _____ and seconded by _____.

WHEREAS The City of Plymouth maintains a public parking system and the City Commission is desirous of making improvements to what is Commonly known as the Saxton's Parking Lot, and

WHEREAS The City Engineer has developed a plan for improvements to that Parking lot.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Plymouth does hereby authorize the engineer to proceed to finalize the plans and prepare submittals for the Planning Commission and the Historic District Commission. Further, the Mayor is authorized to sign submittals on behalf of the city.