



AGENDA
Committee on General Services
February 17, 2016 @ 9:30 a.m.
City Council Conference Room, City Hall 10th Floor
Updated 2/16/2016 P.M.

Councilmember Tina Houghton, Chair
Councilmember Carol Wood, Vice Chair
Councilmember Patricia Spitzley, Member

1. Call to Order

2. Approval of Minutes:

- January 20, 2016

3. Public Comment on Agenda Items

4. Discussion/Action:

- A.) RESOLUTION – Claim Appeal; Claim #1191; 1701 S Rundle Avenue
- B.) RESOLUTION – Set Public Hearing; Noise Waiver; Groesbeck Park Golf Course Construction Project
- C.) DISCUSSION – City Clerk and update on Liquor Licenses

5. Place on File

- Transfer of Ownership Escrowed 2015 Class C from Pro-Bowl with license to remain in escrow by REO Entertainment Group LLC; 2122 N Martin Luther King Jr. Blvd.
- Application for SDM License; Decker-Prescott Enterprises, LLC; 1629 E Michigan
- Application for Transfer of Ownership of SDM License; THJ Inc., 916 E Grand River

6. Other

7. Adjourn



MINUTES

**Committee on General Services
Wednesday, February 17, 2016 @ 9:30 a.m.
10th Floor Conference Room, City Hall**

CALL TO ORDER

The meeting called to order at 9:48 a.m.

ROLL CALL

Councilmember Tina Houghton, Chair
Councilmember Carol Wood, Vice Chair
Councilmember Patricia Spitzley, Member

OTHERS PRESENT

Courtney Vincent, Administrative Assistant
Yolanda Bennett, Assistant City Attorney
Scott Sanford, Code Compliance
Brian Jackson, Deputy City Clerk
Brian J. Cenci, Eng., Inc.

Approval of Minutes

MOTION BY COUNCILMEMBER SPITZLEY TO APPROVE THE MINUTES FROM JANUARY 20, 2016 AS PRESENTED.

Councilmember Wood recommended changing the line "Mr. Sanford stated his office would be willing to waive that fee" to "It was the recommendation of Mr. Sanford that the administrative fee be waived."

MOTION BY COUNCILMEMBER SPITZLEY TO APPROVE THE MINUTES FROM JANUARY 20, 2016 AS AMENDED. MOTION CARRIED 3-0.

Public Comment on Agenda Items

No public comment.

Discussion/Action:

RESOLUTION – Claim Appeal; Claim # 1191; 1701 S Rundle Avenue

Mr. Sanford noted that the claimant, Ms. Jennifer Howland, was not in attendance today, had not been in attendance at the meeting of the Claims Review Committee, and had not been in attendance for the January 20th Committee on General Services meeting when her claim appeal was originally scheduled to be reviewed.

Councilmember Houghton stated that Ms. Howland had called that morning to notify the Committee she would not be able to attend the meeting due to her being unable to take the time off from work.

Mr. Sanford detailed the appeal, noting the property was cited for a trash violation on July 6, 2015, with compliance due date of July 13, 2015, and a Code Compliance inspection was performed on July 14, 2015. The trash contractor removed the couch on July 23, 2015. The couch had been out between the curb and the sidewalk for about two weeks, long enough to kill the grass underneath, before the citation was issued. A grass notice had been sent to Ms. Howland at the same time as the trash notice. The couch could have been removed with a bulk sticker, but the claimant admitted in an email that she knew about the bulk stickers and that she had planned on getting one but never did. Mr. Sanford stated that his office notifies residents when they call after receiving a trash notice that bulk stickers are available, but Ms. Howland had not contacted them. He explained that the city contractor had a base fee of \$197 for services and that the city charged an administration fee of \$265, resulting in the total amount due of \$462.00. They do not have the ability to purchase bulk stickers for individuals, but they do refer them to where they can be purchased once they are contacted. Mr. Sanford recommended the claim be denied because proper notice was given, the claimant admitted to leaving the couch out between the sidewalk and curb for several weeks, and the claimant failed to obtain a bulk sticker even after the Department of Public Service gave notice that they could not remove the item without it.

MOTION BY COUNCILMEMBER WOOD TO DENY CLAIM #1191 AT 1701 S. RUNDLE AVENUE IN THE AMOUNT OF \$462.00 DUE TO THE FACT THAT THE CLAIMANT ADMITTED TO KNOWING A BULK STICKER WAS NEEDED BUT STILL DID NOT OBTAIN ONE. MOTION CARRIED 3-0.

Councilmember Spitzley asked if bulk stickers were free for low income residents. Councilmember Wood stated that she believed they could receive two free stickers per year. Councilmember Houghton asked what the process was for obtaining a free bulk sticker. Mr. Sanford replied that a person needed to go to the City Treasury Office and apply for it. They can pick up the sticker there if they meet the income requirement. Councilmember Spitzley asked how a person would show proof of the income requirement. Mr. Sanford replied that the Treasury Office would need to be contacted for that information.

RESOLUTION – Set Public Hearing; Noise Waiver; Groesbeck Park Golf Course Construction Project

Mr. Brian Cenci, Project Manager for the Groesbeck Park Drain Project, stated that the request for the noise ordinance waiver was to provide the contractor with the ability to work on Saturdays if needed to complete the work as quickly as possible. He specified that this would only apply to work done within the Groesbeck Park Golf Course and nowhere else on the project.

Councilmember Spitzley expressed concern that the request was to extend from approval until the end of July 2016. Mr. Cenci replied that the end of July was the estimated completion date. He noted that regular golf course activity would continue over the weekends. Councilmember Wood explained that the resolution to schedule the public hearing would go before City Council on February 22nd and public hearing would take place on March 28th. If the request passed, then it would return to committee for approval on April 20th before being brought back to the City

Council for final approval on April 25th, at which time the waiver would be granted and weekend work allowed.

Mr. Cenci reiterated that the weekend work might not be necessary, that the request was in anticipation of possible weekend work in order to complete the golf course portion of the project as soon as possible. Councilmember Wood noted that the Mayor's Office had the ability to grant up to three one-day permits without having to take the request before the City Council and suggested Mr. Cenci could contact them if there was a need for weekend work before the waiver was granted. They would be required to provide at least 24-hour notice to the neighbors of the Saturday work before obtaining the day-permit from the Mayor's Office.

Councilmember Wood asked how many neighbors would be affected by the project. Mr. Cenci asked what the notification area was. Councilmember Houghton replied that the minimum required was 300 feet, but that the Committee preferred 500 feet. Councilmember Wood stated that notice to neighbors of the public hearing would need to go out on February 23rd to be in compliance with the 30 day notice requirement. Mr. Cenci replied that the only neighbors that would fall 500 feet would be the residents of the Peppertree Park Townhomes, and the Ingham County Drain Commission's Office had the mailing information for those residents. Councilmember Wood asked that a copy of the notice also be sent to the City Council's Office as proof of mailing.

Mr. Jackson asked if there was specific language needed in the public hearing notice. Councilmember Wood stated that the City Council's Office would provide Mr. Cenci with examples of the language for the notices.

MOTION BY COUNCILMEMBER WOOD TO APPROVE THE RESOLUTION SETTING THE PUBLIC HEARING FOR THE NOISE ORDINANCE WAIVER FOR THE GROESBECK GOLF COURSE PORTION OF THE GROESBECK PARK DRAIN PROJECT FOR MARCH 28, 2016. MOTION CARRIED 3-0.

DISCUSSION – City Clerk Update on Liquor Licenses

Councilmember Wood summarized the situation with liquor licenses that had been discussed at the last meeting, noting that City Council was asking for restaurants and bars to resume the sign-off process and obtain a resolution of approval for liquor licenses requests.

Mr. Jackson stated that it is the current practice of the City Clerk's Office to send notice of any notification from the Liquor Control Commission regarding any type of liquor license request to City Council, City Treasury, and the Police Liquor Enforcement. Councilmember Wood asked if they received a sign-off sheet from each department, and Mr. Jackson replied that the City Clerk's Office only notifies the departments of the request. He specified that the Clerk's Office also notifies the applicant, and the letter sent informs them that City Council approval is required for licenses to sell liquor for consumption on property and for transfers of liquor licenses. He did not believe they had retroactively sought Council approval for those who currently have licenses without a resolution. Councilmember Wood requested a gap analysis be completed of those with licenses who were not approved by the City Council

Councilmember Houghton questioned whether they legally could retroactively approve the requests. Councilmember Wood echoed that concern because these applicants had already been approved by the State, possibly preventing any further recourse.

Councilmember Wood asked if the application for Decker-Prescott Enterprises and for THJ, Inc. were for party stores. Mr. Jackson replied that they were for facilities that would not have consumption of alcohol on the premises. Councilmember Wood noted that the application for Pro-Bowl, Inc. was for transfer of ownership and for the license to go into escrow, so it would need to go before the City Council for approval.

Councilmember Spitzley asked if the City Council had any ability to act on the applications that were only approved by the State when those applications come up for renewal. Councilmember Wood replied that the only time City Council has been able to weigh-in on a renewal was if there had been bad behavior at the facility or if they knew of an issue with taxes. Councilmember Houghton added that the City Council would send a letter of recommendation for approval or denial, and that the final decision was up to the Liquor Control Commission.

The Committee asked for the City Clerk's Office to conduct a gap analysis, beginning when the administrative rule changed with the State, to find anyone who received approval of either a transfer of liquor license ownership, a liquor license for on premise consumption, or liquor license partnership changes.

Councilmember Houghton asked if the Liquor Control Commission looked at violations such as sale of alcohol to minors when a liquor license for a liquor store was up for renewal or transfer. Councilmember Wood replied that the Liquor Control Commission was not always aware of all city requirements for renewal.

Mr. Jackson stated that he would return at the next scheduled Committee on General Services meeting scheduled for March 16th with an update on the progress of the gap analysis.

Place on File

Notice from the Michigan Liquor Control Commission

ID# 820054; Application for SDM License; Decker-Prescott Enterprises, LLC; 1629 E Michigan

Notice from the Michigan Liquor Control Commission

ID# 817245; Application for Transfer of Ownership of SDM License; THJ Inc., 916 E Grand River

MOTION BY COUNCILMEMBER WOOD TO PLACE THE ABOVE NOTICES FROM THE LIQUOR CONTROL COMMISSION FOR DECKER-PRESCOTT ENTERPRISES, LLC AND THJ INC. ON FILE. MOTION CARRIED 3-0.

The following document will be placed on hold until the next Committee on General Services meeting:

Notice from the Michigan Liquor Control Commission

ID# 814815; Transfer of Ownership Escrowed 2015 Class C from Pro-Bowl with license to remain in escrow by REO Entertainment Group LLC; 2122 N Martin Luther King Jr. Blvd

Adjourned at 10:25 a.m.

Submitted by

Courtney Vincent, Administrative Assistant

Lansing City Council

Approved by the Committee on March 16, 2016

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MINUTES
Committee on General Services
Wednesday, January 20, 2016 @ 9:30 a.m.
10th Floor Conference Room, City Hall

CALL TO ORDER

The meeting called to order at 9:31 a.m. by Councilmember Wood

ROLL CALL

Councilmember Tina Houghton, Chair – arrived at 9:33 a.m.

Councilmember Carol Wood, Vice Chair

Councilmember Patricia Spitzley, Member

OTHERS PRESENT

Sherrie Boak, Council Staff

Courtney Vincent, Council Staff

Mark Dotson, Deputy City Attorney

Jim DeLine, Council Internal Auditor

Scott Sanford, Code Compliance

Andy Kilpatrick, Engineering

Approval of Minutes

Councilmember Wood passed the gavel to Councilmember Spitzley.

MOTION BY COUNCILMEMBER WOOD TO APPROVE THE MINUTES FROM DECEMBER 8, 2015 AS PRESENTED. MOTION CARRIED 2-0.

Councilmember Spitzley passed the gavel back to Councilmember Wood.

Public Comment on Agenda Items

No public comment.

Councilmember Wood amended the agenda to address the resolutions for the noise waivers first.

Discussion/Action:

RESOLUTION – Set Public Hearing; Noise Waiver; I-96 Bridges between Cedar and Aurelius

Councilmember Houghton arrived at 9:33am

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Councilmember Wood passed the gavel to Councilmember Houghton.

Mr. Kilpatrick stated that the Michigan Department of Transportation (MDOT) was requesting a noise waiver for bridge work on I-96 that would affect two properties on Aurelius Road within the 300 feet of the project. MDOT anticipated that the work could take up to eight nights between April and August. The work would consist of demolition and placement of concrete. The majority of the bridge work would be preventative maintenance.

Councilmember Spitzley asked for clarification on the locations of the homes, and Mr. Kilpatrick noted one was north of I-96 and one was west of Aurelius. Councilmember Houghton asked if the owners of those two properties had been contacted. Mr. Kilpatrick stated that they will receive notification after the public hearing date has been set. Councilmember Spitzley asked if they would also receive special notification. Mr. Kilpatrick clarified only those two properties would receive notice since they are the only two properties affected. It was asked that the postcards be colored paper for easy visibility.

MDOT had not provided a detailed schedule to date, but they were hoping to have the schedule and more information on the impacts of the project by the date of the public hearing. MDOT is working on the bridge at Sycamore Creek and at Cedar Street, but this particular project is the one affecting residential property. The project on the Aurelius Bridge would widen the bridge, adding bike lanes and sidewalks while the other bridge projects addressed maintenance issues.

Councilmember Wood asked when the project was expected to start. Mr. Kilpatrick was informed that MDOT was requesting a construction timeframe from March through November, and it was anticipated that the Aurelius Bridge would be out for the majority of the construction season.

The Committee reviewed the calendar for the public hearing date, and it was confirmed it would be February 29, 2016.

Councilmember Houghton asked Mr. Watson what the detours would be for the project, and it was anticipated that the detour would be Miller Road, Cedar Street, and Willoughby Road for the Aurelius bridge project.

MOTION BY COUNCILMEMBER WOOD TO APPROVE THE RESOLUTION SETTING THE PUBLIC HEARING FOR THE NOISE WAIVER FOR THE I-96 BRIDGE BETWEEN CEDAR AND AURELIUS FOR FEBRUARY 29, 2016. MOTION CARRIED 3-0.

RESOLUTION – Set Public Hearing; Noise Waiver; US-127 Sound Wall

Mr. Kilpatrick stated that MDOT was requesting a noise waiver for construction of a sound wall on the east side of US-127 north of Grand River Avenue. He outlined the affected residential area, noting there were Lansing Township properties on the west side and about 50 properties on the east side. The project would start in early March beginning with tree removal. He added that MDOT did not anticipate the need for any work to be completed outside of normal hours during the project. MDOT has had a pre-construction meeting with the contractor; however, a schedule for the project has not been completed. The potential noise related work would be drilling the shafts for the columns with some prep-work occurring on nights and weekends. MDOT did not anticipate a lot of that type of work and simply wanted the waiver in case it was necessary.

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Councilmember Houghton asked who would be responsible for paying for this project, and Mr. Kilpatrick informed the Committee that the majority was federally funded and that the City of Lansing's portion would be between \$20,000 and \$30,000. It was unknown what East Lansing was responsible for.

MOTION BY COUNCILMEMBER WOOD TO APPROVE THE RESOLUTION SETTING THE PUBLIC HEARING FOR THE NOISE WAIVER FOR THE US-127 SOUND WALL FOR FEBRUARY 29, 2016. MOTION CARRIED 3-0.

Councilmember Wood offered to provide Mr. Kilpatrick with neighborhood information for notifications.

RESOLUTION – Claim Appeal; Claim # 1194; 1812 Herbert Street

Mr. Sanford detailed the appeal, noting the property was cited on August 19, 2015, compliance due date of August 26, 2015, and a Code Compliance inspection was performed on August 27, 2015. The trash contractor removed the trash on September 1, 2015. It was also noted that this was the second trash violation for the property in 2015 and there was one also in 2014. Lastly Mr. Sanford confirmed the notices were sent to both the occupant and the tax payer on record. Code Compliance recommends denial.

Mr. Decline, speaking on behalf of the Claims Review Committee, informed the Committee the claim was denied by the Claims Review Committee.

Ms. Abboodi, as translator for the owner, stated they had been picking up the trash but had to cease due to health issues, and that was when they receive the violation notification. The owner submitted an updated doctor's letter.

Councilmember Wood asked if the claimants had contacted Code Compliance at any point regarding their situation. It was confirmed they had not. Mr. Sanford stated that the claimants had requested an extension for the 2014 violation.

Councilmember Spitzley asked for clarification on what type of trash was on the property and where the trash had been located. Mr. Sanford clarified that the trash, which was located in the rear yard, was debris such as metal products, trash, old furniture, a bicycle, cardboard, and an old bed.

Councilmember Houghton asked the claimants why they did not ask for an extension with their second violation as they had done for their first. The applicant stated that the violation notice had come in the mail the same day the owner became sick

MOTION BY COUNCILMEMBER WOOD TO DENY CLAIM #1193 AT 1812 HERBERT IN THE AMOUNT OF \$812.00 DUE TO THE FACT THERE WAS PROPER NOTICE GIVEN, NO EXTENSION WAS REQUESTED, AND THE CONTRACTOR WAS HIRED AND DID PERFORM THE CLEAN UP.

The claimants can contact the City Treasurer's Office to coordinate a payment plan for the charges.

Councilmember Spitzley asked if the Committee had a policy regarding assisting claimants facing a hardship. Councilmember Wood stated that there was none. Mr. Sanford added that

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residents will be provided with contact information for assistance through non-profit organizations if they contact the office.

Councilmember Houghton noted the fees charged to the claimant included an administrative fee of \$265, and Mr. Sanford stated his office would be willing to waive that fee.

COUNCILMEMBER WOOD AMENDED HER MOTION TO WAIVE THE \$265 ADMINISTRATIVE FEE, BRINGING THE NEW AMOUNT DUE TO \$547 ON THE DENIED CLAIM.

Councilmember Wood noted that the claimants would receive a statement in the mail with the amount due and that the claimants could make arrangements with the City Treasurer's Office regarding payment. It will not be placed on the tax roll until July 1, 2016.

MOTION BY COUNCILMEMBER WOOD TO WAIVE THE ADMINISTRATIVE FEE OF \$265 AND DENY THE CLAIM FOR THE REMAINING AMOUNT OF \$547. MOTION CARRIED 3-0.

Mr. Dotson asked how often the Committee on General Services saw claim appeal requests and what the standard was for the Committee's authority on the appeals.

Councilmember Houghton outlined the process and what options the Committee has to make any decision but to be fair to all and not set precedence.

Mr. Dotson asked if those in violation were notified regarding what relief could be provided. Mr. Sanford replied that all violation notices direct the property owners to contact Code Compliance if they need assistance or an extension, noting that this was in compliance with the ruling of the 6th Circuit Court.

Councilmember Spitzley asked if it would be possible to include information for assistance when bringing their property into compliance and Mr. Sanford confirmed the owner can contact the Code Compliance for that information.

RESOLUTION – Community Funding Request; Lansing for Cesar Chavez

Councilmember Wood informed the Committee that there is a budget line item specifically for Cesar Chavez, even though they submitted a Community Funding application. Therefore this would not require any action by the Committee.

The budget line item allows for \$1,000 even though they had requested \$500. Councilmember Wood recommended the total \$1,000.

MOTION BY COUNCILMEMBER WOOD TO PLACE THE COMMUNITY FUNDING REQUEST FOR LANSING FOR CESAR CHAVEZ ON FILE. MOTION CARRIED 3-0

Place on File

Councilmember Wood recapped for the new Committee members what the City Clerk had updated the Committee on in 2015 regarding the transfer of liquor licenses. This was that the State did not need local approval for a transfer, but then the State amended that to say if the City had an ordinance, they City could provide approvals or denial. The Clerk was supposed to provide all transfers with applications, and once they went through the process of department sign-off, they would then be sent to the Committee on General Services for approval or denial. Council Staff was asked to invite the City Clerk to the next meeting to provide an overview of the

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process to the new members. The three items as listed below will remain on the February agenda.

Transfer of Ownership Escrowed 2015 Class C from Pro-Bowl with license to remain in escrow by REO Entertainment Group LLC; 2122 N Martin Luther King Jr. Blvd.

Application for SDM License; Decker-Prescott Enterprises, LLC; 1629 E Michigan.

Application for Transfer of Ownership of SDM License; THJ Inc., 916 E Grand River

Other

Changes to Council Rules

Councilmember Wood updated the Committee that the City Attorney had asked that the legislative mailing rules be removed until her further review during the last time the Committee had discussed the council rules. The Committee was waiting on that interpretation. Mr. Dodson was not prepared to discuss the proposed changes to the council rules at this time.

Councilmember Wood added that the topic of legislative mailing was brought up due to what appeared to be mailing conflicts during the last election where mailings were directly sent to absentee voters. It is not the interest of any Councilmembers that tax payers dollars should be spent that way.

The consensus of the Committee was to remove the topic from the agenda until notification from the City Attorney office that they have findings and interpretation to present.

Adjourned at 10:25 a.m.

Submitted by Council Staff

Lansing City Council

Approved by the Committee on _____



L A N S I N G
CITY COUNCIL

January 14, 2016

Jennifer Howland
1701 S. Rundle Ave
Lansing, MI 48910

RE: Claim ID# 1191; 1701 S. Rundle

Dear Ms. Howland:

The City of Lansing Committee on General Services is contacting you at this time to formally invite you to their next meeting on Wednesday, January 20, 2016 at 9:30 a.m. in the City Council Conference Room, 10th Floor, City Hall.

The Committee agenda includes the claim you filed on August 25, 2015, regarding property located at 1701 S. Rundle Ave., Lansing, MI for Trash Fees in the amount of \$462.00. If it is possible for you to attend this meeting, we would greatly appreciate any information you can provide on the claim.

Please call or e-mail us to confirm your attendance. We hope to see you there!

Thank you,

A handwritten signature in black ink, appearing to read "Courtney Vincent".

Courtney Vincent
Administrative Secretary
Lansing City Council
10th Floor, City Hall
124 W. Michigan Ave.
517-483-4177
courtney.vincent@lansingmi.gov

Tenth Floor City Hall
124 W. Michigan Ave.
Lansing, MI 48933
517-483-4177
Fax: 517-483-7630

RECEIVED DEC 14 2015



City of Lansing

OFFICE OF THE CITY ATTORNEY

Janene McIntyre, City Attorney

November 13, 2015

Jennifer Howland
1701 S. Rundle Ave
Lansing, MI 48910

Re: Claim – 1701 S. Rundle

Dear Ms. Howland:

Please be advised that on November 12, 2015, the Claims Review Committee reviewed your claim in the amount of \$462.00 regarding a trash fee for property located at 1701 S. Rundle, Lansing, Michigan, and denied the claim you filed with the City of Lansing.

You have the right to appeal the decision of the Claims Review Committee to the Lansing City Council. If you desire to do so, please submit your appeal in writing, within thirty (30) days of the date of this letter, to the Lansing City Clerk, 9th Floor, City Hall, Lansing, MI 48933, for placement on the Council's agenda.

If you have any questions concerning this matter, please contact this office.

Sincerely,

La'Rae M. Trice
Recording Secretary

Claim ID: 1191

RECEIVED
2015 DEC 14 PM 3:30
LANSING CITY CLERK

To whom it may concern,

Included is my previous explanation of why I am disputing this fee. I think my reason is valid to have the fee dismissed or reduced. The main reason being, the notice was never mailed to me but to my mortgage company. They never forwarded the letter or contacted me. There was a notice tag on the couch and I did call the number and speak to someone. They said they would put notes in the system, apparently it wasn't the correct place I needed to contact. If I can speak at this review I will be there. I really cannot afford this outrageous fee.

Thanks,

Jenny Howland

Howland, Jennifer

From: Howland, Jennifer
Sent: Tuesday, August 25, 2015 10:24 AM
To: Howland, Jennifer
Subject: house

AUG 21 2015

To whom it may concern,

I am sending this to dispute the \$462.00 charge for a couch being removed from the curb at my address. I will pay a fee but I think \$462 is extremely high. I am a single mother of four children and work two jobs. I work hard just to pay the month to month bills. I have never even been able to afford a new couch, they have been hand me downs. About a month ago a friend was selling a couch set online for \$100. My current couch had been sinking in for about a year, so I decided to buy this used set (by making payments) a friend was selling. The catch was I had to get it that night. I didn't have room for my old couch, so I set it outside in hopes someone that needed it would pick it up. I figured if people break into my house, steal stuff my son's bike from my yard, and items from my porch, there must be a need for a used couch. To my surprise, even after posting free ads online, no one came to pick it up. So I called and got the info for getting it removed and was planning on getting a free bulk sticker. The next Monday after work I was going to go pick it up and I grabbed the info needed and it dawned on me I didn't qualify for the sticker but my children did, but my son was at work. So I called and explained the situation and they said I would have to pay for one. I explained that I didn't have the money and they said there wasn't any notes in the system for my address yet so I should be ok. So I again posted it on craigslist, on facebook, and on our neighborhood page. I received a red note on the couch a couple of days later, that said something to the point of oops you forgot to sticker your trash. I took it as a warning and called immediately. I told them I would get a sticker and put it on it the following trash pick up day if I could, because I read on our neighborhood watch page they have been getting stolen off the furniture it's placed on. She looked up my address and said she still didn't see any notes and that should be fine and she would note the system. So the beginning of the next week after I was paid, I was going to get the sticker and it was gone. I assumed someone seen it online and picked it up. A few weeks later I received a bill. I called the number on the bill and she didn't see any notes in the system and the red note I received was probably from the trash company and not the city. She did say there was a notice sent out, but I never received it. Probably because this notice was mailed to my mortgage company and not me and I am thinking the first one was never forwarded. I have never had anything big to throw away I guess I didn't understand the process. I do understand it was an eye sore and I do understand I should've had it taken care of sooner. I take pride in my house and my neighborhood. I volunteer at the city rescue mission with my kids. We are part of the neighborhood organization and the neighborhood watch. We also help in the community garden. I really, truly do not have the money to pay for this. My house was in foreclosure recently and managed to save it, but I really do live paycheck to paycheck and sometimes struggle to put food on the table. If there is a way I can volunteer to work off this debt or to reduce it to an amount I could afford I would happily do so.

Thanks,
Jenny Howland



CITY OF LANSING
 316 N. CAPITOL SUITE C2
 Lansing, MI 48933
 Ph: (517) 483-4361
 Fax: (517) 377-0100

RECEIVED AUG 05 2015
 AUG 31 2015

Department of Administration

DUE DATE 08/22/2015

INVOICE

08/03/2015

Bill To:

HOWLAND JENNIFER
 1941 BENJAMIN DR
 LANSING, MI 48906-4156

TOTAL AMOUNT DUE

\$ 462.00



Invoice Number	Record No.	Address	Amount Due
00061146	E15-05849	1701 S. RUNDLE AVE	\$462.00
07/23/2015			
Trash - Admin Fee			
Trash - Contractor Charge			

TOTAL DUE \$462.00

Questions regarding this invoice: Contact **CODE COMPLIANCE** at 517.483.4361

Payment Information:

- Make checks payable to: City of Lansing
- Mail payments or pay in person at:
 City of Lansing Treasurers Office
 124 W Michigan Ave 1st Fl
 Lansing MI 48933
- In order to assure proper credit, please send the top portion of this bill along with your payment.
- Payment in full is due within 30 days from the billing date
- Any unpaid balance remains as a lien against this property and will be added to the next property tax bill.

Appeals Process:

If you intend to appeal this nuisance fee, you or your agent must file a written protest with the Claims Review Committee within 30 days after the nuisance fee is placed on the July or December Tax Roll. Claims forms are available in the City Attorney's Office and the City of Lansing's web address: www.lansingmi.gov. Return completed claim to: Lansing City Attorney's Office, 124 West Michigan Ave 5th Fl, Lansing, MI 48933

Other Information:

- July property taxes are due and payable on or before August 31st. December property taxes are due and payable on or before February 14th.
- For Red Tag Monitoring Fees Only -- invoices not paid within 30 days are subject to a 5% penalty which will be applied on the 31st day.

By Authority of the Lansing City Council - Ordinance Numbers 655, 676, 1060.08 and 1460.04

Payments may be made online or in person Monday thru Thursday 8:00 a.m. - 4:30 p.m., at the above address or by mail



RD# 1191

City of Lansing

OFFICE OF THE ATTORNEY
AUG 13 2015

Claim Form – Special Assessments

Please provide the following information so we can contact you regarding your claim.

NAME: Jennifer Howland DATE: 8/23/15
 MAILING ADDRESS: 1701 S Rundle Ave
 CITY: Lansing STATE: MI ZIP CODE: 48910
 TELEPHONE: Home 517 282-4512 Work () _____

Please provide the following information on the incident(s) for which you are filing a claim. IF YOU DO NOT PROVIDE ALL OF THE INFORMATION BELOW, WE MAY NOT BE ABLE TO PROCESS YOUR CLAIM.

ADDRESS: 1701 S Rundle Ave PARCEL NO. 33-01-01-20-481-012
 DATE OF INCIDENT: 07/23/15 AMOUNT YOU WERE BILLED: 462.00
 TOTAL AMOUNT YOU ARE CONTESTING: 462.00
 TYPE OF ASSESMENT: Code Compliance

Please give a detailed description of the circumstances surrounding the incident, including why you feel the City should not have charged you this fee. You may attach additional pages or documentation to this form as needed.

See attached letter

A description of the claims review process is available on our website at: http://www.lansingmi.gov/attorney/Claims_review_process.jsp

Howland, Jennifer

From: Howland, Jennifer
Sent: Tuesday, August 25, 2015 10:24 AM
To: Howland, Jennifer
Subject: house

AUG 31 2015

To whom it may concern,

I am sending this to dispute the \$462.00 charge for a couch being removed from the curb at my address. I will pay a fee but I think \$462 is extremely high. I am a single mother of four children and work two jobs. I work hard just to pay the month to month bills. I have never even been able to afford a new couch, they have been hand me downs. About a month ago a friend was selling a couch set online for \$100. My current couch had been sinking in for about a year, so I decided to buy this used set (by making payments)a friend was selling. The catch was I had to get it that night. I didn't have room for my old couch, so I set it outside in hopes someone that needed it would pick it up. I figured if people break into my house, steal stuff my son's bike from my yard, and items from my porch, there must be a need for a used couch. To my surprise, even after posting free ads online, no one came to pick it up. So I called and got the info for getting it removed and was planning on getting a free bulk sticker. The next Monday after work I was going to go pick it up and I grabbed the info needed and it dawned on me I didn't qualify for the sticker but my children did, but my son was at work. So I called and explained the situation and they said I would have to pay for one. I explained that I didn't have the money and they said there wasn't any notes in the system for my address yet so I should be ok. So I again posted it on craigslist, on facebook, and on our neighborhood page. I received a red note on the couch a couple of days later, that said something to the point of oops you forgot to sticker your trash. I took it as a warning and called immediately. I told them I would get a sticker and put it on it the following trash pick up day if I could, because I read on our neighborhood watch page they have been getting stolen off the furniture it's placed on. She looked up my address and said she still didn't see any notes and that should be fine and she would note the system. So the beginning of the next week after I was paid, I was going to get the sticker and it was gone. I assumed someone seen it online and picked it up. A few weeks later I received a bill. I called the number on the bill and she didn't see any notes in the system and the red note I received was probably form the trash company and not the city. She did say there was a notice sent out, but I never received it. Probably because this notice was mailed to my mortgage company and not me and I am thinking the first one was never forwarded. I have never had anything big to throw away I guess I didn't understand the process. I do understand it was an eye sore and I do understand I should've had it taken care of sooner. I take pride in my house and my neighborhood. I volunteer at the city rescue mission with my kids. We are part of the neighborhood organization and the neighborhood watch. We also help in the community garden. I really, truly do not have the money to pay for this. My house was in foreclosure recently and managed to save it, but I really do live paycheck to paycheck and sometimes struggle to put food on the table. If there is a way I can volunteer to work off this debt or to reduce it to an amount I could afford I would happily do so.

Thanks,
Jenny Howland



CITY OF LANSING

316 N. CAPITOL SUITE C2
Lansing, MI 48933
Ph: (517) 483-4361
Fax: (517) 377-0100

RECEIVED AUG 05 2015

AUG 31 2015

DUE DATE 08/22/2015

INVOICE

08/03/2015

TOTAL AMOUNT DUE

\$ 462.00



Bill To:

HOWLAND JENNIFER

1941 BENJAMIN DR

LANSING, MI 48906-4156

Invoice Number	Record No.	Address	Amount Due
00061146	E15-05849	1701 S. RONDLE AVE	\$462.00
07/23/2015			
Trash - Admin Fee			
Trash - Contractor Charge			
TOTAL DUE			\$462.00

Questions regarding this invoice: Contact **CODE COMPLIANCE** at 517.483.4361

Payment Information:

- Make checks payable to: City of Lansing
- Mail payments or pay in person at:
City of Lansing Treasurers Office
124 W Michigan Ave 1st Fl
Lansing MI 48933
- In order to assure proper credit, please send the top portion of this bill along with your payment.
- Payment in full is due within 30 days from the billing date
- Any unpaid balance remains as a lien against this property and will be added to the next property tax bill.

Appeals Process:

If you intend to appeal this nuisance fee, you or your agent must file a written protest with the Claims Review Committee within 30 days after the nuisance fee is placed on the July or December Tax Roll. Claims forms are available in the City Attorney's Office and the City of Lansing's web address: www.lansingmi.gov. Return completed claim to: Lansing City Attorney's Office, 124 West Michigan Ave 5th Fl, Lansing, MI 48933

Other Information:

- July property taxes are due and payable on or before August 31st. December property taxes are due and payable on or before February 14th.
- For Red Tag Monitoring Fees Only -- invoices not paid within 30 days are subject to a 5% penalty which will be applied on the 31st day.

By Authority of the Lansing City Council - Ordinance Numbers 655, 676, 1060.08 and 1460.04

Payments may be made online or in person Monday thru Thursday 8:00 a.m. - 4:30 p.m., at the above address or by mail



Mayor Virg Bernero

**Lansing Fire Department
Fire Marshal's Office
Code Enforcement Section**

316 N. Capitol, Ste C-1, Lansing, MI 48933-1238
(517) 483-4361 FAX (517) 377-0100

TRASH AND DEBRIS CORRECTION NOTICE

**HOWLAND JENNIFER or Current Occupant
1941 BENJAMIN DR
LANSING, MI 48906-4156**

Violation Date: 07/06/2015
Violation Location: 1701 S RUNDLE AVE
Parcel No: 33-01-01-20-484-012
Compliance Due Date: July 13, 2015

You are hereby notified that this Office has found a violation of the City of Lansing Housing Code Section 302 EXTERIOR PROPERTY at the above referenced location.

Violation: Deteriorated furniture observed at the curb, (couch)

Failure to correct this violation by the Compliance Due Date shall cause this office to immediately hire a contractor to complete the cleanup. **If any other additional trash and/or debris (as defined in Section 302) is found on the premises by the contractor it will also be removed without additional notice.** The contractor's expenses plus a \$265.00 administrative services fee will be billed to you. If this bill is not paid within 30 days of the billing date, the amount will be assessed as a lien against your property. **Please be advised that, in an effort to discourage repeat offenses of this nature, the City will assess you an extra \$75.00 fee for each time there is an additional premise violation at the violation address above during this calendar year.** If you have any questions or concerns about complying within the time indicated, you may contact me Monday through Thursday between the hours of 8-9 AM or 12-1 PM.

Pursuant to Section 107.2 of the IPMC, you have the right to appeal this notice of violation. In accordance with Section 106.3 any action taken by the City on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

Code Officer: Larry Connelly (517) 483 7621

"Equal Opportunity Employer"

Taxpayer's Copy



Mayor Virg Bernero

**Lansing Fire Department
Fire Marshal's Office
Code Enforcement Section**

316 N. Capitol, Ste C-1, Lansing, MI 48933-1238
(517) 483-4361 FAX (517) 377-0100

TRASH AND DEBRIS CORRECTION NOTICE

**Occupant or Current Occupant
1701 S RUNDLE AVE
LANSING, MI 48910**

**Violation Date: 07/06/2015
Violation Location: 1701 S RUNDLE AVE
Parcel No: 33-01-01-20-484-012
Compliance Due Date: July 13, 2015**

You are hereby notified that this Office has found a violation of the City of Lansing Housing Code Section 302 EXTERIOR PROPERTY at the above referenced location.

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Taxpayer's Copy



Mayor Virg Bernero

**Lansing Fire Department
Fire Marshal's Office
Code Enforcement Section**

316 N. Capitol, Ste C-1, Lansing, MI 48933-1238
(517) 483-4361 FAX (517) 377-0100

Trash Authorization Form

Submitted to: Eric Crutcher on 07/14/2015

TAXPAYER: HOWLAND JENNIFER, 1941 BENJAMIN DR LANSING, MI 48906-4156

Location of Work:

Enf Num: E15-05849

Address: 1701 S RUNDLE AVE
Lot No:
Description:
Parcel No: 33-01-01-20-484-012

Remove Trash and Debris

Work Authorized:

Violation: Deteriorated furniture observed at the curb, (couch)

PLUS ANY OTHER INCIDENTAL TRASH / DEBRIS ON THE PROPERTY

Authorized Time required to complete work: 1

Authorized Cubic Yards: 3

Warning Comment:

trash in the ROW, (couch)

Submitted By: Larry Connelly (517) 483 7621

This action is authorized by the Manager of Code Compliance



Nuisance Fees
 City of Lansing Treasurers Office
 124 W Michigan Ave 1st Floor
 Lansing, MI 48933
 Ph: (517) 483-4361 Fx: (517) 377-0169

Nuisance Fee Billing Statement

Date Created: 07/23/2015
 Due Date: 08/22/2015
 Pay Invoice In Full



HOWLAND JENNIFER
 1941 BENJAMIN DR
 LANSING MI 48906-4156

Inv Number: 00061146
 Parcel: 33-01-01-20-484-012
 Address: 1701 S RUNDLE AVE

Parcel: 33-01-01-20-484-012

Bill Detail

Invoice Number	Date of Service	Enforcement Num	Address	Amount Due
00061146		E15-05849	1701 S RUNDLE AVE	\$462.00
Fee Details:				Quantity
				Description
				Balance
				1.000
				Trash - Admin Fee
				\$ 265.00
				197.000
				Trash - Contractor Charge
				\$ 197.00
Total Amount Due				\$ 462.00

Questions regarding this invoice: Contact **CODE COMPLIANCE** at 517.483.4361

Payment Information:

- Make checks payable to: City of Lansing
- Mail payments or pay in person at:
 City of Lansing Treasurers Office
 124 W Michigan Ave 1st Fl
 Lansing MI 48933
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By Authority of the Lansing City Council - Ordinance Numbers 655, 676, 1060.08 and 1460.04

Payments may be made online or in person Monday thru Friday 8:00 a.m. - 4:30 p.m., at the above address or by mail



1701 S Rundle Ave (1)





1701 S Rundle Ave (3)

Patrick E. Lindemann

Ingham County Drain Commissioner

PO Box 220
707 Buhl Avenue
Mason, MI 48854-0220

Phone: (517) 676-8395

Fax: (517) 676-8364

<http://dr.ingham.org>



Carla Florence Clos
Deputy Drain Commissioner

Paul C. Pratt
Deputy Drain Commissioner

David C. Love
Chief of Engineering and Inspection

Sheldon Lewis
Administrative Assistant

January 11, 2016

Lansing City Council
124 W. Michigan Ave.
10th Floor City Hall
Lansing, MI 48933

RE: Construction on Groesbeck Park Golf Course

Dear Lansing City Council:

This month, construction of the Groesbeck Park Drain will begin in Lansing Charter Township and inside the Lansing city limits. Part of the project's scope involves work inside the Groesbeck Park Golf Course. The construction includes work throughout the course's front nine holes, including the reconstruction of two holes. In order to allow the reconstructed holes time to grow for the 2016 season, it is essential that this work remain on schedule.

Part G of chapter 654.07 of the Lansing Code of Ordinances states that a special permit is required in order to operate any tools used in construction creating a noise disturbance during weekends. According 654.11 Part A of the Lansing Code of Ordinances, a 2/3 vote of this body can grant a permit for relief from any of the restrictions or noise level requirements described above.

I am requesting that the project's contractor, Mead Bros. Excavating, Inc., be allowed to work on the Groesbeck Park Golf Course on weekends until the end of July 2016, if needed to remain on schedule. Every effort will be made to work expeditiously during the week, but it may be necessary to work on weekends in order to reduce the length of time that the reconstructed holes are removed from play.

If you have any questions regarding the request, you may contact me or the project manager, Brian Cenci of Eng., Inc., (517) 887-1100.

Sincerely,


Patrick E. Lindemann
Ingham County Drain Commissioner

cc: Brian Cenci, PE, Eng., Inc.

**BY THE COMMITTEE ON GENERAL SERVICES
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING**

WHEREAS, Mead Bros, Excavating, Inc., has requested a waiver of the noise ordinance, Sec. 654.07(g) of the Lansing Codified Ordinances, to help expedite construction within the Groesbeck Park Golf Course, specifically in the area of the front nine holes, and

WHEREAS, the Ingham County Drain Commission verifies that the purpose of the construction is for the Groesbeck Park Drain and reconstruction of two holes in that area, and

WHEREAS, the Ingham County Drain Commission recommends that Mead Bros, Excavating, Inc., pursuant to Lansing Codified Ordinances, Sec. 654.11(a) be permitted to conduct construction activities necessary to timely complete the project by working:

- 1) Saturdays from 8:00 AM to 5:00 PM.

This waiver of the noise ordinance would be from the effective date of this resolution through Saturday, August 13, 2016.

NOW THEREFORE BE IT RESOLVED that a public hearing be held on Monday, March 28, 2016, at 7:00 PM in the City of Lansing Council Chambers, 124 W. Michigan, in consideration of the request for issuance of a waiver of the noise ordinance to permit Mead Bros. Excavating, Inc., to work:

- 1) Saturdays from 8:00 AM to 5:00 PM.

BE IT FINALLY RESOLVED THAT this waiver of the noise ordinance would be from the effective date of this resolution through Saturday, August 13, 2016.

Adopted by the Committee
on General Services

on

Approved for Placement on
the City Council Agenda:

By F. Joseph Abood,
Deputy City Attorney

Date: _____

Submitted at 2/17 meeting

CITY COUNCIL

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XV. B. 4.

RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LIQUOR CONTROL COMMISSION
ANDREW J. DELONEY
CHAIRPERSON

MIKE ZIMMER
DIRECTOR

December 11, 2015

City of Lansing
Attn: Clerk
city.clerk@lansingmi.gov

The purpose of this letter is to notify this local legislative body that the Michigan Liquor Control Commission has received an application for a license, as follows:

Request ID#: 814815

Transfer ownership of LICENSE TYPE: Transfer ownership escrowed 2015 Class C license with Sunday Sales Permit (AM) and (PM) from Pro-Bowl, Inc., with license to remain in escrow

Name of applicant(s): REO Entertainment Group LLC

Business address and phone: 2122 N Martin Luther King Jr, Lansing 48906

**Home address and phone number of partner(s)/subordinates:
Marc Curtis, 2843 E. Grand River #114, East Lansing, MI 48823 517.599.9122**

Under administrative rule R 436.1105, the Commission shall consider the opinions of the local residents, local legislative body, or local law enforcement agency with regard to the proposed business when determining whether an applicant may be issued a license or permit. Since this request is a transfer under MCL 436.1529(1), approval of the local unit of government is not required.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor.

Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements.

MICHIGAN LIQUOR CONTROL COMMISSION
Retail Licensing Division
(866) 813-0011



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
MICHIGAN LIQUOR CONTROL COMMISSION
ANDREW J. DELONEY
CHAIRMAN

MIKE ZIMMER
DIRECTOR

January 5, 2016

City Clerk
City of Lansing
9th Floor of City Hall
124 W. Michigan Ave.
Lansing, MI 48933

The purpose of this letter is to notify this local legislative body that the Michigan Liquor Control Commission has received an application for a license, as follows:

Request ID#: 820054

New LICENSE TYPE: SDM

Name of applicant(s): DECKER-PRESCOTT ENTERPRISES, LLC

Business address and phone: 1629 E MICHIGAN, LANSING 48912

Home address and phone number of partner(s)/subordinates:

DECKER-PRESCOTT, SHIRLEY M – 2023 Jerome St, Lansing, MI 48912-3001 B: 517-574-5014 C: 517-331-9088

DECKER, BRANDON J – 164 N. Canal Rd, Eaton Rapids, MI 48827 B: 517-574-5014 C: 517-614-1143

PRESCOTT, JR., MERTON W – 2023 Jerome St, Lansing, MI 48912-3001 B: 517-574-5014 C: 517-256-5197

Under administrative rule R 436.1105, the Commission shall consider the opinions of the local residents, local legislative body, or local law enforcement agency with regard to the proposed business when determining whether an applicant may be issued a license or permit. The Michigan Liquor Control Code does not require the approval of this request by the local unit of government.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor.

Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements.

MICHIGAN LIQUOR CONTROL COMMISSION
Retail Licensing Division
(866) 813-0011



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
MICHIGAN LIQUOR CONTROL COMMISSION
ANDREW J. DELONEY
CHAIRMAN

MIKE ZIMMER
DIRECTOR

January 5, 2016

City Clerk
City of Lansing
9th Floor of City Hall
124 W. Michigan Ave.
Lansing, MI 48933

The purpose of this letter is to notify this local legislative body that the Michigan Liquor Control Commission has received an application for a license, as follows:

Request ID#: 817245

Transfer ownership of SDM license

Name of applicant(s): THJ INC

Business address and phone: 916 E GRAND RIVER, LANSING 48906 Ingham County

Home address and phone number of partner(s)/subordinates:
Tanveer Jat – 4374 Okemos Rd., Apt B-116, Okemos, MI 48864 b/c:517-580-2705

Under administrative rule R 436.1105, the Commission shall consider the opinions of the local residents, local legislative body, or local law enforcement agency with regard to the proposed business when determining whether an applicant may be issued a license or permit. Since this request is a transfer under MCL 436.1529(1), approval of the local unit of government is not required.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor.

Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements.

MICHIGAN LIQUOR CONTROL COMMISSION
Retail Licensing Division
(866) 813-0011