

Treasurer's Report reflects bank account balances

Treasurer's Report

MAY 2024

LIQUIDITY PORTAL INVESTMENTS

	RUNNING BALANCE	OPENING VALUE	DIVIDEND AMOUNT	
#101 General Fund	General Fund Huntington	\$ 148,543.89	\$ 1,531,890.62	\$ 7,137.97
#203 Metro Authority	Huntington Bank	\$ 45,515.81	\$ 1,057,845.35	\$ 4,982.25
#206 Fire Fund	Huntington Bank	\$ 194,947.76	\$ 1,009,963.86	\$ 4,458.21
#590 Sewer CD Mat May 2018	Sewer Huntington	\$ 153,810.23	\$ 275,781.36	\$ 1,223.18
#591 Timberlee H20	Huntington Bank	\$ 144,567.07	\$ 72,168.89	\$ 320.09
#592 Greilickville H20	Huntington Bank	\$ 59,112.43	\$ 112,787.76	\$ 10,245.90
#594 Marina	Marina Huntington	\$ 112,787.76	\$ 2,372,085.80	
#701 Trust & Agency	Huntington Bank	\$ 1,084.62		
#703 Current Tax	Huntington Bank	\$ 1,927.15		
#816 GSAD Receivable	Savings Huntington	\$ 21,603.35		
#820 Maintenance E.R. Rds	Huntington Bank	\$ 11,186.50		
#821 Maintenance S.R. Rds	Huntington Bank	\$ 3,098.92		
#861 Bayview Estates Lights	Huntington Bank	\$ 2,412.84		
TOTAL		\$ 900,598.33	\$ 6,319,735.88	\$ 28,367.60

INVESTMENT ACCOUNTS CDs

PURCHASED AMOUNT

CURRENT VALUE

#101 Goldman Sachs	\$200,000.00	\$ 199,422.00	\$ 0.00
#590 Ally Bank	\$250,000.00	\$ 249,415.00	\$ 149,404.50
#590 Morgan Stanley	\$150,000.00	\$ 149,404.50	\$ 0.00
TOTAL	\$600,000.00	\$ 598,241.50	\$ 7,846,943.31

TOTAL \$ 598,241.50

GRAND TOTAL \$ 7,846,943.31

Connie M. Preston, Clerk


Chris Milkowski, Treasurer

To: Elmwood Township Board
From: Sarah Clarren, Planner/Zoning Administrator
RE: May 2024 Planning and Zoning Report

PERMITS:	5/2024	5/2023	YTD 2024	YTD 2023
Single Family Dwelling	4	4	12	12
Attached SFD	0	0	0	0
Accessory Building	0	1	3	5
AG Building	0	0	1	0
Residential Addition	0	1	0	2
Deck	1	0	5	4
Sign	0	0	0	3
Commercial	1	0	4	2
B&B	0	0	3	0
Misc.	1	1	3	8
Total Permits	7	7	31	36
Fees Collected	\$743.84	\$662.48	\$4,273.84	\$2,783.92

Zoning Board of Appeals:

May 1, 2024, Regular Meeting. Cases #2024-01 and #2024-02. Requests by Daniel and Silvia Ortega regarding property at 10195 S West-Bay Shore Dr, Parcel #45-004-016-014-00. Case #2024-01 is for a 12' front yard setback variance to construct front entry and Case #2024-02 is for a 9' side setback variance to alter existing nonconforming garage to replace roof trusses and construct storage space above existing garage – *Granted with Conditions*

Planning Commission:

May 21, Regular Meeting. *Due to no complete applications, meeting was cancelled.*

June 18, Regular Meeting. *No complete applications at this time; regular meeting may be cancelled and the PC will likely hold a special meeting earlier in the month to kickoff its work on the Comprehensive Plan.*

Office Updates:

STRs. 93 licenses for 2024 have been issued. 11 applications are on waitlist.

Conferences. Clarren attended the May 8 Agritourism summit at the Hagerty Center.

Parks. Quotes have been requested from 3 different park equipment vendors for similar equipment (accessible equipment and equipment for younger visitors) and quotes that have been received will go before Committee at their 6/27 meeting for review and recommendation for the Township Board. Quotes have been requested from 3 firms regarding developing a conceptual site plan (by a landscape architect) for pickleball placement, trail connection, and review of parking. Quotes that have been received will go before the Board on their 6/10 meeting.

Comprehensive (Master) Plan. Staff is working with Beckett & Raeder on a contract and preparation for the first kickoff meeting with the Planning Commission.

Harbormaster Report June 10, 2024

Introduction: Since last month's report, activity has increased at both the Marina and Greilickville Park. We have completed our staff hiring, now employing 9 part-time returning employees and 9 new hires for the 2024 season. Below are the highlights of our recent activities:

1. Internet Speed Issues: We are experiencing difficulties with internet speed at the boat slips. We are collaborating with Michigan Broadband to resolve this issue, though the exact problem or solution is yet to be determined. We have requested a quote to run fiber optics down each dock. While immediate installation is not feasible, we are preparing for future upgrades by coordinating with contractors to install conduit from the Marina office to the dock heads before asphalt work begins.

2. Dock Fire Suppression System Damage: Damage has occurred to our dock suppression system used in the event of a fire. The cause is currently unknown. We have filed a claim with our insurance company to replace the 21 broken or badly damaged stainless steel flex connections.

3. August Construction Plans and Shower Accommodations: We met with contractors and the architect to review the August construction schedule. Construction will impact slip holders' access to normal shower and boater bathrooms starting August 12, 2024. We have researched temporary shower accommodations and propose the following options:

- **Option 1: Rent a Portable Shower Trailer**

- Caribou Services has a unit available for \$1600 per week for 6 weeks (August 21 - October 2), totaling \$9600. We would place it adjacent to the Marina Office Building in the parking lot, delaying the demolition of the current facility by 7 days.

- **Option 2: Retrofit Old Bathrooms**

- This option is not viable due to leaking roofs and the major construction required. In addition this building is scheduled for demolition on September 19, three weeks before the end of the boater season.

- **Option 3: Install Outdoor Shower Stalls**

- Outdoor showers present wastewater management challenges and are unlikely to be satisfactory to boaters due to privacy concerns and as the cooler fall days approach.

- **Option 4: Install Showers in Existing Bathrooms**

- Installing a shower in the women's bathroom adjacent to the Marina offices would reduce the number of toilets and leave only the handicapped toilet, potentially causing issues as it would be the only operating toilet other than the one at the cleaning station. The men's temporary shower would need to be placed in front of a urinal due to drainage constraints putting it in the center of the room.

- **Option 5: Purchase a Shower Trailer**

- Purchasing a 2 or 4 unit shower trailer for \$30,000-\$35,000, with the potential to resell it afterward for 80-90% of the purchase price.

Conclusion: We recommend renting the shower trailer as the best solution. While the expense is significant, other options would likely cost \$4,000 to \$5,000 and provide subpar accommodations. Savings from keeping the current breakroom facility and building the new bathhouse in its current location will help offset this unexpected cost. We will continue to source a lower cost rental alternative, but in the meantime we do have the large one on hold

4. New Utility Vehicle: The new utility vehicle was delivered and has increased productivity and employee satisfaction. Thank you for approving this purchase.

5. Bass Tournament: The Bass Tournament on May 29th saw 83 boats participating, generating \$1800 in revenue. 412 bass were weighed in, with 410 returned to the water alive.

6. Fish Log Book and Donation Box: A fish log book and donation box have been installed at the Marina fish cleaning station.

7. Daily Park Maintenance: Daily park maintenance includes cleaning restrooms twice a day, power washing pavilions weekly, playground maintenance, sand removal from sidewalks, and preparing pavilions for events. The Park has a very high use rate and it is our goal to have it clean and inviting at all times.

8. Mailchimp Email Account: We have set up a Mailchimp email account for group communication with slip holders, which has been well-received.

9. Welcome Packets: Welcome packets with coupons to local restaurants have been distributed to slip holders.

10. Dockwa Marina Management System: The implementation of the Dockwa Marina Management system is ongoing. All files have been updated and downloaded into the new system. Training continues, to use the handheld system for fee collection at the ramps as this will be very helpful during the busy Cherry Fest events.

11. New Parking Signs for Greilickville Park: New parking signs have been ordered, indicating that spaces are for park users only, with violators to be towed.

12. New Parking Signs for Brewery Creek: New parking signs will be ordered to direct cars to the rear lot, which is now lined for vehicle-only parking, and there will be a sign to direct vehicles with trailers to the lot requiring a paid Marina parking permit.

13. Slip Holder Contracts for 2025: We are reviewing slip holder contracts for the 2025 season. The new contracts will include liability language requiring all slip holders to name Elmwood Marina as an additional insured on their policies, with the liability limit increased from \$300,000 to \$1M.

14. Time-Activated Door Locks: We are obtaining quotes to install time-activated door locks on all Park and Marina bathroom doors to eliminate the need for employees to return at dusk to lock doors and for safety concerns.

15. Winter Storage Accommodations: We are reconfiguring the Marina property to accommodate winter storage for vessels due to construction impacts. This layout will be uploaded to Dockwa, and winter storage contracts will be handled electronically. However, 27 boat owners from Great Lakes Sailing have made alternative arrangements for winter storage for the upcoming season, resulting in an estimated revenue decrease of \$20,000. We aim to ensure their return next year.

16. Slip Holder Satisfaction: Slip holder satisfaction is above 90%, with many compliments on increased communication and Marina conditions. We are working to address the concerns of the few dissatisfied individuals.

Respectfully submitted, Dan Jenuwine Harbormaster

**CHARTER TOWNSHIP OF ELMWOOD
REGULAR BOARD MEETING
MAY 13, 2024
IN THE TOWNSHIP HALL**

Call to Order

Clerk Preston called the meeting to order at 6:00 p.m. and stated that Supervisor Shaw was excused from this meeting. MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE DARGA TO APPOINT KYLE TREVAS TO CHAIR THE MEETING. The motion passed unanimously by a voice vote.

Pledge of Allegiance

Trustee Trevas led the Pledge of Allegiance.

Roll Call

Present: Chris Mikowski, Terry Lautner, Dave Darga, Kyle Trevas, Jordan Gallagher, and Connie Preston

Excused: Jeff Shaw

Declaration of Conflict of Interest

Trustee Gallagher stated that he was related to the original applicant for the text amendment regarding special event facilities but had no monetary involvement with Bayview Weddings. MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE DARGA TO RECUSE TRUSTEE GALLAGHER FROM ITEM 11A. Trustee Lautner commented that in the past, our attorney has stated that if the motion applies to everyone in the township equally, there is not a conflict. The motion failed by a voice vote.

Public Hearing

E. Timberwoods Dr., S. Fox Valley Ln. and E Cottonwood Dr. Road Maintenance District Annual Adjustment of the Roll.

The Public Hearing was opened at 6:05 p.m. No comments were offered and the public hearing was closed at 6:07 p.m.

S. Blue Ridge Ln., E. Old Orchard Road, and S. Orchard Way Road Maintenance District Annual Adjustment of the Roll.

The public hearing was opened at 6:07 p.m. No comments were offered and the public hearing was closed at 6:08 p.m.

Public Comment:

None

Consent Calendar:

Department Reports:

Treasurer
Planning/Zoning
Fire Report

Committee Reports:

Minutes:

4-8-24

Post Audit Invoices 4-1-24 through 4-30-24

MOTION BY TRUSTEE DARGA, SECONDED BY TRUSTEE LAUTNER TO APPROVE THE CONSENT CALENDAR AS PRESENTED. The motion passed unanimously by voice vote.

Agenda approval

MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE DARGA TO APPROVE THE AGENDA AS PRESENTED. Motion passed unanimously by a voice vote.

Supervisor Remarks

A written report was submitted with the board packet

Trustee Remarks

None

Engineer's Report

None

Other Officer Remarks

The New Harbormaster Dan Jenuwine reviewed his written report and gave the Board details of his business background.

Communications from the Clerk

None

Old Business

None

New Business

Introduction-Text Amendment for Reintroduction of Special Event Facilities

Planner Sara Kopriva of Beckett and Raeder presented the amendment to the Board, explaining that the applicant was approved for a special event facility with a special use permit under standards previously in the ordinance. The Township removed that language under advice of Township legal counsel resulting in Bay View weddings becoming non-conforming and unable to make any changes. The proposed amendment would result in the applicant becoming conforming and also an option for development for any properties meeting the requirements of the ordinance. The Board briefly discussed lot size and requested a map of all parcels over 40 acres. Sound was also discussed with Ms. Kopriva stating that the language regarding sound was suggested by our attorney.

MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE GALLAGHER TO ACCEPT THE INTRODUCTION OF THE SPECIAL EVENT FACILITIES AMENDMENT AND PUBLISH FOR CONSIDERATION. Motion passed unanimously by a voice vote.

Road Maintenance Districts Resolutions

E. Timberwoods, S. Fox Valley Ln. and E Cottonwood Dr. Road Maintenance District Annual Adjustment of the Roll.

MOTION BY TRUSTEE LAUTNER, SECONDED BY CLERK PRESTON TO ADOPT RESOLUTION 8 OF 2024, A RESOLUTION ADJUSTING THE ANNUAL SPECIAL ASSESSMENT ROLL FOR EAST TIMBERWOODS DRIVE, S. FOX VALLEY LANE, AND S COTTONWOOD DRIVE ROAD MAINTENANCE SPECIAL ASSESSMENT DISTRICT. The motion passed 6-0 by a roll call vote.

S. Blue Ridge Ln., E. Old Orchard Road, and S. Orchard Way Road Maintenance District Annual Adjustment of the Roll.

MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE DARGA TO ADOPT RESOLUTION 9 OF 2024, A RESOLUTION ADJUSTING THE ANNUAL SPECIAL ASSESSMENT ROLL FOR S. BLUE RIDGE

LANE, E. OLD ORCHARD ROAD, AND S. ORCHARD WAY ROAD MAINTENANCE SPECIAL ASSESSMENT DISTRICT. The motion passed 6-0 by a roll call vote.

Brewery Creek Drainage

Board members had questions regarding the actual size of the drainage district and properties involved. MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE DARGA TO TABLE THE DRAIN ISSUE FOR MORE INFORMATION. Motion passed unanimously by a voice vote.

Tobin & Co Auditing Contract

Clerk Preston stated that the audit will begin next week and must be submitted to the State by June 30. MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE GALLAGHER TO ACCEPT THE THREE YEAR AUDITING CONTRACT WITH TOBIN AND COMPANY. Motion passed unanimously by a voice vote.

Fire Budget Amendment

Fire Chief Keith Tampa informed the Board that the Fire Department staff has been researching the purchase of a new ATV to replace the 23- year- old ATV. The Board approved \$40,000.00 in the 2024 budget but the best bid is coming in at close to \$48,000.00. Due to the amount of equipment to be mounted to the ATV, the suspension needs to be upgraded and they would also like to purchase a service contract. Therefore, he is asking for a budget amendment of \$8000.00 to be added to the equipment replacement line. MOTION BY TRUSTEE DARGA, SECONDED BY CLERK PRESTON TO ADOPT RESOLUTION 10 OF 2024, A BUDGET AMENDMENT RESOLUTION. The motion passed 6-0 by a roll call vote. The Board asked to see the bids for the new ATV along with specs.

Park Equipment

Planner/Zoning Administrator Sarah Claren presented the request to purchase replacement equipment for the play structures located in Cherry Bend Park in the amount of \$5500.00. Clerk Preston noted that the Board approved \$50,000.00 in the budget for park equipment. MOTION BY TRUSTEE DARGA, SECONDED BY TRUSTEE GALLAGHER TO PURCHASE MAINTENANCE EQUIPMENT FOR CHERRY BEND PARK FOR AN AMOUNT NOT TO EXCEED \$5500.00. Motion passed unanimously by a voice vote.

Introduction-Text Amendment for Multi-Dwelling Development Regulations

Planner/Zoning Administrator Sarah Claren reviewed her memo to the Board with the following text description: ZO 2017-04-22 – Text Amendment Request –, a Zoning Ordinance Amendment to amend Section 2.2 to add a definition for Dwelling, Multi and to modify the existing definitions for Parcel, Lot, lot Area and Net Lot Area; amend Section 3.14 to reintroduce development requirements for Multi-Dwelling developments; add Note ‘I’ to Section 5.6 to reference residential density requirements to Section 3.14; modify Section 7.1.2 so residential base density is determined using net acreage; modify Section 7.2.2 so residential density is based off of net lot area; modify Section 8.4.12 to have Site Plan Review applicants submit the gross lot area and net lot area.

MOTION BY TRUSTEE DARGA, SECONDED BY CLERK PRESTON TO ACCEPT INTRODUCTION AND PUBLISH ZO 2017-04-22 FOR CONSIDERATION AT THE JUNE 10, 2024 TOWNSHIP BOARD MEETING. Motion passed unanimously by a voice vote.

Introduction-Aligning and Reforming Alcohol Regulations

Planner/Zoning Administrator Sarah Claren next introduced the proposed amendment which would streamline all regulations pertaining to alcohol and tasting rooms by doing the following: ZO 2017-04-23 – Text amendment request – a Zoning Ordinance Amendment to amend Section 2.2 to add definitions for Alcohol, Beer, Brewer, Brewery, Distiller, Micro Brewer, Small Distiller, Small Wine Maker, Spirits, Tasting Room, Wine Maker, revise

definitions for Distillery, Wine, Winery, and eliminate definitions for Distillery Tasting Room, Wine, Brandy, Wine Drink, Mixed, Wine Related Beverages, and Wine Tasting Room; amend Section 5.4 to eliminate Distillery Tasting Rooms, Microbreweries/ Distilleries, and Wine Tasting Room, Add 'Distillery and/or Brewery' and 'Tasting Room' as permitted uses under Site Plan Review or Special Use Permit in certain zoning districts, allow Winery as a use within the General Commercial and Light Industrial districts under Site Plan Review, renumber uses; amend Section 5.5.K to eliminate two requirements for Temporary Produce Stands and renumber subsequent requirements; add Section 5.5.N to contain requirements for Wineries, Distilleries, and Breweries; amend Section 6.1.3 to list parking requirements for Wineries, Distilleries, and Breweries; amend Section 9.8.J to contain requirements for Tasting Rooms for Wineries, Distilleries, and Breweries; eliminate Section 9.8.L Distillery Tasting Room and its requirements and reserve Section 9.8.L for future use.

MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE GALLAGHER TO ACCEPT THE INTRODUCCION AND PUBLISH ZO 2017-04-23 FOR CONSIDERATION AT THE JUNE 10, 2024 TOWNSHIP BOARD MEETING. Motion passed unanimously by a voice vote.

Comprehensive (Master) Plan Consultant Recommendation

Sarah Clarren provided a memo with the proposals from Beckett & Raeder and Wade Trim. The selection committee unanimously voted to recommend that the Board select Beckett & Raeder as the consultant for the Township's Comprehensive Plan. MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE DARGA TO APPROVE BECKETT & RAEDER AS CONSULTANT FOR THE TOWNSHIP'S COMPREHENSIVE PLAN, CONTINGENT ON CONTRACT NEGOTIATIONS. Motion passed unanimously by a voice vote.

Insurance Renewal

MOTION BY TRUSTEE LAUTNER, SECONDED BY CLERK PRESTON TO APPROVE THE INSURANCE RENEWAL WITH MUNICIPAL UNDERWRITERS OF MICHIGAN IN THE AMOUNT OF \$46,559.00. Motion passed unanimously by a voice vote.

Payment of Invoices

MOTION BY TRUSTEE DARGA, SECONDED BY TRUSTEE GALLAGHER TO PAY THE INVOICES IN THE AMOUNT OF \$186,973.56. Motion passed unanimously by voice vote.

Extended Public Comment

None

Adjournment

Trustee Trevas adjourned the meeting at 7:17 p.m.

**CHARTER TOWNSHIP OF ELMWOOD
SPECIAL BOARD MEETING
MAY 24, 2024 IN THE TOWNSHIP HALL**

Call to Order:

Supervisor Shaw called the meeting to order at 1:10 p.m.

Roll Call:

Present: Jeff Shaw, Connie Preston, Terry Lautner, Chris Mikowski, Dave Darga, Jordan Gallagher, and Kyle Trevas

Excused: None

Declaration of Conflict of Interest

None

Public Comment

None

Agenda Approval

MOTION BY TRUSTEE TREVAS, SECONDED BY TRUSTEE DARGA TO APPROVE THE AGENDA AS PRESENTED. The motion passed unanimously by a voice vote.

New Business

Golf Cart Purchase for Marina

Supervisor Shaw presented the memo from Harbormaster Dan Jenuwine outlining the need for the cart. Mr. Jenuwine visited several dealerships looking for the best deal. Supervisor Shaw said that Mr. Jenuwine is trying to improve the efficiency of the marina operations. Trustee Darga said that employees need a safety training on the use of the cart. MOTION BY TRUSTEE DARGA, SECONDED BY CLERK PRESTON TO ALLOW THE PURCHASE OF THE GOLF CART FOR \$9995.00. The motion passed unanimously by a voice vote.

Office Equipment for the Marina

Also included in the memo was the need for office equipment to utilize the new Dockwa software system and a request to upgrade the Dockwa POS module. Supervisor Shaw stated that we may be able to utilize the Dockwa transient reservation module as our contract with the State of Michigan and CAMIS has expired. The transient module may include the updates to the POS system and so he felt we should wait on the DOCKWA upgrade. MOTION BY TRUSTEE DARGA, SECONDED BY TRUSTEE GALLAGHER TO AUTHORIZE \$3100.00 FOR THE OFFICE EQUIPMENT UPGRADE. The motion passed unanimously by a voice vote.

Public Comment

None

Adjournment

Supervisor Shaw adjourned the meeting at 1:44 p.m.

DRAFT

**CHARTER TOWNSHIP OF ELMWOOD
SPECIAL BOARD MEETING
APRIL 18, 2024 IN THE TOWNSHIP HALL**

Call to Order:

Supervisor Shaw called the meeting to order at 4:03 p.m.

Roll Call:

Present: Jeff Shaw, Connie Preston, Terry Lautner, Chris Mikowski, Dave Darga, and Kyle Trevas

Jordan Gallagher arrived at 4:09 p.m.

Excused: None

Declaration of Conflict of Interest

None

Public Comment

None

Agenda Approval

MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE DARGA TO APPROVE THE AGENDA AS PRESENTED. The motion passed unanimously by a voice vote.

New Business

Award of Contract for Marina Phase III Redevelopment

Wade-Trim engineers Garth Bogart and Ken Schwerdt answered questions regarding the bids.

(Trustee Gallagher arrived at 4:09 p.m.)

Their recommendation was to award the contract to the low bidder, RCI, noting that RCI was the only bidder to offer voluntary alternates that would save money. Their alternate was in the type of sheet piling that could save \$30,000.00. MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE DARGA TO ACCEPT THE LOW BID OF RCI. The motion passed unanimously by a voice vote.

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE LAUTNER TO APPROVE THE RELATED CONTRACTS WITH WADE-TRIM IN THE AMOUNT OF \$60,000.00 AND ENVIRONMENT ARCHITECTS FOR \$45,000.00. The motion passed unanimously by a voice vote. Supervisor Shaw commented that he gave the okay for the demolition of two buildings to begin in July in order to move up the schedule so that construction might be completed by spring.

Board members wished to add to the meeting agenda as all members were now present. MOTION BY TRUSTEE LAUTNER, SECONDED BY CLERK PRESTON TO ADD OLD FIRE HALL LIGHTING AND MARINA STORAGE TO THE AGENDA. The motion passed unanimously by a voice vote.

Harbormaster Hiring

The Personnel Committee reported that the top two candidates for a seasonal harbormaster backed out. One had accepted another position and the other needed year-round employment. The Committee also knew of two more candidates that would be interested if it was year-round. It was the consensus of the Board to combine the Harbormaster and Buildings & Grounds director and to re-publish the job opening. The Personnel Committee is to create a job description and to go ahead and hire.

Buildings and Grounds Supervisor Position

Previously covered.

Old Fire Station Lighting

Supervisor Shaw reported that he had two bids to replace the lighting at the old fire station with all LED's. Most of the lights in the bay do not work and it would be beneficial to have the lighting replaced before the May 7 election. MOTION BY TRUSTEE DARGA, SECONDED BY TRUSTEE LAUTNER TO APPROVE THE UPGRADE WITH A NOT TO EXCEED OF \$3000.00. The motion passed unanimously by a voice vote.

Marina Storage

Acting Harbormaster Clem Thompson submitted a written request to purchase a large storage container to store equipment that would be displaced by the demolition of one of the buildings. The container could be painted to match the rest of the marina. He had safety concerns regarding crossing M-22 and traveling back and forth to the old fire station. A local used container was found for \$2000.00 while many are selling for \$6000.00. The cost to transport it would be \$400.00. MOTION BY TRUSTEE DARGA, SECONDED BY TRUSTEE GALLAGHER TO PURCHASE THE STORAGE CONTAINER AND PLACE IT AT THE MARINA. The motion passed unanimously by a voice vote.

Public Comment

None

Supervisor Shaw commented that he met with Chuck Korn of Garfield Township and their engineer Jennifer Graham at our Brewery Creek property. There is interest by Garfield and EGLE to create another water treatment plant in the area. Jennifer Graham, paid by Garfield, will do a mock-up to see if there is enough room at the property. Supervisor Shaw added that he talked to other supervisors about possibly creating a regional fire department.

Adjournment

Supervisor Shaw adjourned the meeting at 5:10 p.m.

Check Register Report

Date: 06/04/2024

Time: 2:19 pm

Page: 1

ELMWOOD TOWNSHIP

BANK:

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
Checks								
38732	05/17/2024	Printed			N019	NORTH COUNTRY PAINTERS	STORAGE CONTAINER PAINTING	1,200.00
38733	05/21/2024	Printed			G047	DANIEL JENUWINE	CASH DRAWER	200.00
38734	05/21/2024	Printed			K019	KAMPS INC.	CUSHIONWOOD FOR PLAYGROUNDS	1,998.00
38735	05/23/2024	Printed			A127	AT&T MOBILITY	ACCT#287303700094	248.00
38736	05/23/2024	Printed			B111	BLUECROSS BLUESHIELD OF MI	GROUP 007015150	438.87
38737	05/23/2024	Printed			C029	CHARTER COMMUNICATIONS	ACCT#005047601	349.94
38738	05/23/2024	Printed			C010	CHERRYLAND ELECTRIC COOP	ACCT#9816411	106.55
38739	05/23/2024	Printed			C040	CONSUMERS ENERGY	ACCT#1000 5299 8042	2,520.56
38740	05/23/2024	Printed			M020	DTE ENERGY	ACCT#9100 215 4419 2	561.91
38741	05/23/2024	Printed			G046	GRAYBAR FINANCIAL SERVICES	CONTRACT 100-8704031-001	457.10
38742	05/23/2024	Printed			G425	GUARDIAN	GROUP ID 00 357534	418.75
38743	05/23/2024	Printed			01108	HALEY LEVINE	PAVILION DEPOSIT REFUND	50.00
38744	05/23/2024	Printed			M208	MICHIGAN BROADBAND SERVICES	ACCT#0371011752	434.45
38745	05/23/2024	Printed			P043	PRIORITY HEALTH	GROUP 790105 S001	3,684.64
38746	05/23/2024	Printed			T024	T. BASCH INC.	BREWERY CREEK PARKING	22,014.00
38747	05/23/2024	Printed			V023	VSP	CLIENT ID 30031936	210.64
38748	05/24/2024	Printed			T025	TC GOLF CARTS	FOR MARINA AND GHP	9,995.00
38759	06/03/2024	Printed			01113	CHELICIE EISNER	PAVILION CANCELATION	150.00
38760	06/03/2024	Printed			01116	APRIL FIORELLI	PAVILION DEPOSIT REFUND	50.00
38761	06/03/2024	Printed			01110	CHRISTINA GALLAGHER	PAVILION DEPOSIT REFUND	50.00
38762	06/03/2024	Printed			01117	SHELLY GRANT	PAVILION DEPOSIT REFUND	50.00
38763	06/03/2024	Printed			01109	ANGELA HARRANT	PAVILION CANCELATION	150.00
38764	06/03/2024	Printed			P031	PITNEY BOWES BANK INC RESERVE	ACCT#16979494 / <i>Postage</i>	3,500.00
38765	06/03/2024	Printed			01112	PMAG LLC	PAVILION DEPOSIT REFUND	50.00
38766	06/03/2024	Printed			01115	HEATHER SAUER	PAVILION DEPOSIT REFUND	50.00
38767	06/03/2024	Printed			01114	KAREN SEGAL	PAVILION CANCELATION	100.00
38768	06/03/2024	Printed			S097	SPECTRUM VOIP	CUST#2319460921	35.88
38769	06/03/2024	Printed			01111	JENNIFER WELCER	PAVILION DEPOSIT REFUND	50.00

Total Checks: 28

Checks Total (excluding void checks):

49,124.29

Total Payments: 28

Bank Total (excluding void checks):

49,124.29

Check Register Report

Date: 06/04/2024
 Time: 2:19 pm
 Page: 2

BANK: ONLINE PAYMENTS

LMWOOD TOWNSHIP

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
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ONLINE PAYMENTS Checks

500039	05/29/2024	Printed	<i>Circle K - gas</i>	W029	WEX BANK	acct#0481-00-855658-1		179.25
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Total Checks: 1

Checks Total (excluding void checks):

179.25

Total Payments: 1

Bank Total (excluding void checks):

179.25

Total Payments: 29

Grand Total (excluding void checks):

49,303.54

Supervisor's Report

6/10/24

1. The Elmwood Township Public Safety Committee met on 5/10/24 and 5/28/24 to discuss moving to ALS.
2. I have met multiple times with our Harbormaster and Deputy Harbormaster regarding improvements at the Marina. It is a new era at the Marina, with lots of upgrades happening.
3. Sarah Clarren and I met with a resident to discuss the speed limit on M-22. MDOT is the regulatory agency and a reduction in the speed limit is doubtful.
4. I have had multiple discussions with MDOT regarding the 2025 improvements to the Corridor. They have gotten almost of all the grading permits, the money is in place and the design is almost finished.
5. A resident requested information regarding the Township look into a "jake brake" ordinance. After speaking with the Leelanau County Sheriff, enforcement would be an issue.
6. Brewery Creek Parking lot has been striped and we're ordering signs. It was used for overflow parking for the big bass tournament 5/31/24. Even without striping and signs, it functioned well. We'll need to have a discussion in the future about how we want to manage parking at Brewery Creek.
7. The Marina Crew has been taking care of Greilickville Harbor Park and it seems to be working well.

Date: 06.04.2024
From: Sara Kopriva, AICP
To: Elmwood Township Board

Project: Ordinance No. 2024-01, ZO 2017-04-14 Special Event Facilities Zoning
Amendment

i
initiative

Potential Motion: Motion to approve/deny Ordinance No. 2024-01 for Special Event Facilities.

At the May Board meeting, an amendment to add special event facilities back into the zoning ordinance was introduced. The Board accepted the introduction and published the ordinance for consideration.

At the meeting, the Board asked for more information regarding the minimum lot size for the special event facilities. The proposed ordinance has a minimum lot size of 40 acres. This was discussed at length by the Planning Commission to try to find an acreage that applies to a reasonable number of parcels as well as be large enough to protect neighboring properties. Main concerns about impacts on the neighbors include noise and traffic generated from the special event facility.

Attached are two maps that the Planning Commission used in assisting in making their decision.

Large Parcels Map- This map shows various breakdowns of larger parcels in the Township. This does not take into consideration the zoning district, only lot sizes. Under each group, the map includes the number of parcels and the total acres within the township.

Slope Map- This map shows parcels that are 40 acres or more and the slopes on the parcel. Purple being flat and green and yellows being greater slopes. There are approximately 60 parcels on this map that are shown to be at least 40 acres. Again, this map does not distinguish zoning districts, only parcel size.

Attached is also the memo from the May Board packet that includes the criteria for the amendment with the findings from the Planning Commission.

Beckett & Raeder, Inc.
535 West William
Suite 101
Ann Arbor, MI 48103

734.663.2622 ph
734.663.6759 fx

www.bria2.com

Petoskey Office
113 Howard Street
Petoskey, MI 49770

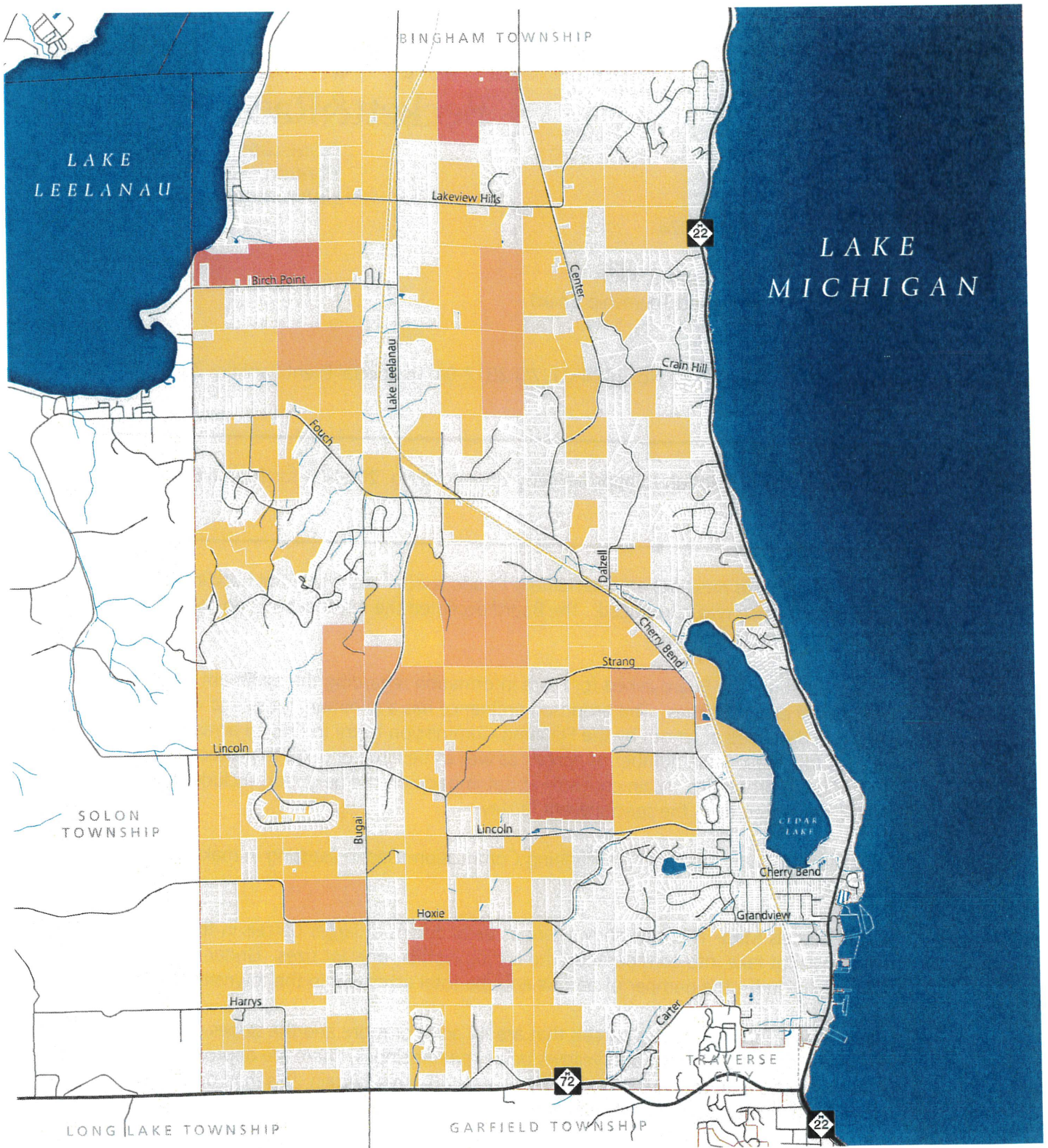
231.347.2523 ph
231.347.2524 fx

Traverse City Office
148 East Front Street
Suite 207
Traverse City, MI 49684

231.933.8400 ph
231.944.1709 fx

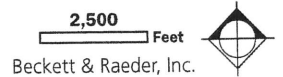
Grand Rapids Office
5211 Cascade Road SE
Suite 300
Grand Rapids, MI 49546

616.585.1295 ph

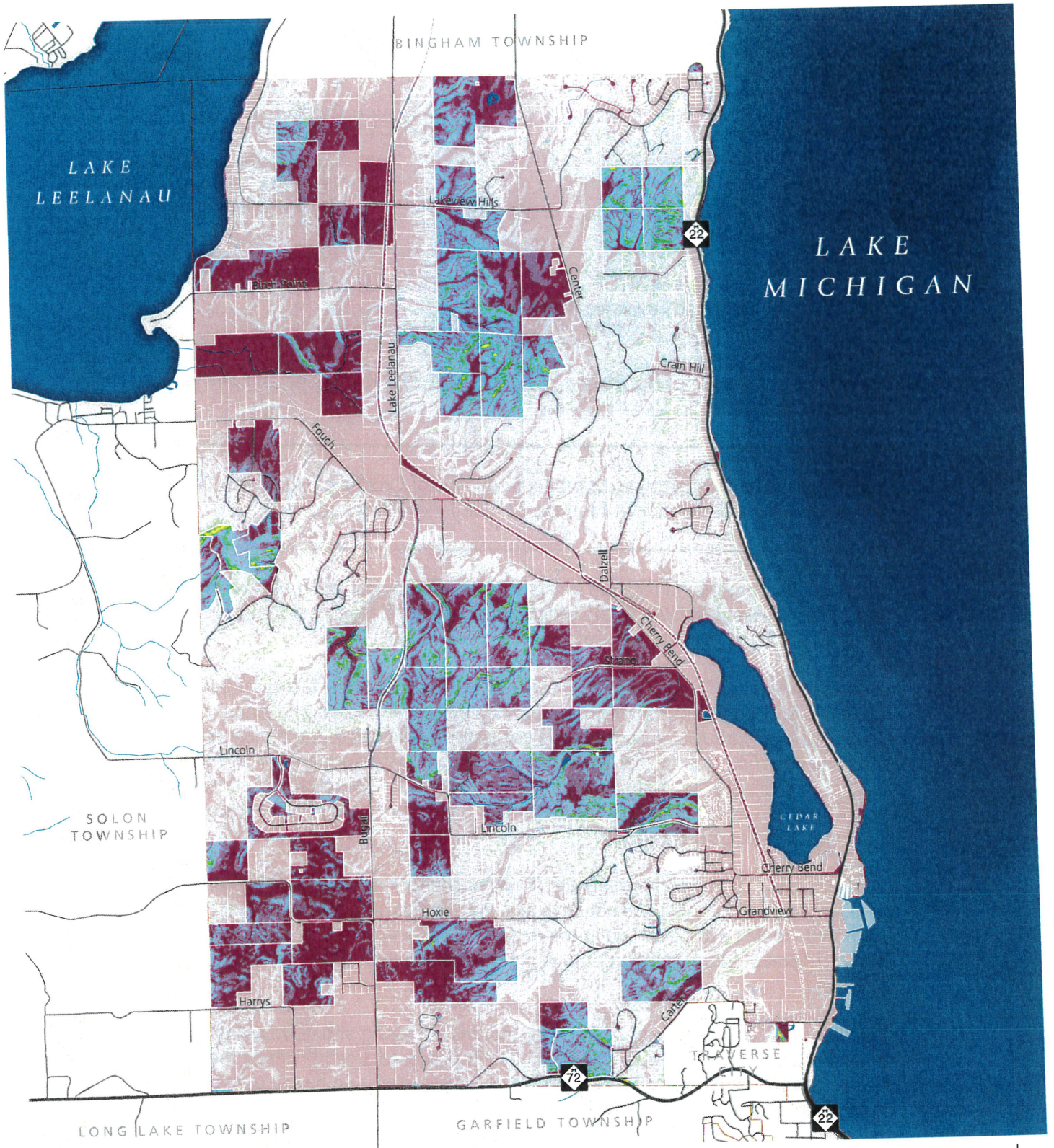


Large Parcels

Sources: Michigan Open Data Portal, Elmwood Township



	20.0 - 79.9 Acres	80.0 - 99.9 Acres	≥100 Acres
Total Parcels:	128 (3.8%)	10 (0.3%)	4 (0.1%)
Total Acres:	4,829 (39.0%)	824 (6.7%)	456 (3.7%)
Cumulative			
Total Parcels:		138 (4.1%)	142 (4.3%)
Total Acres:		5,653 (45.7%)	6,109 (49.4%)



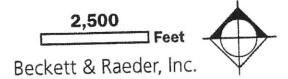
Slope

Sources: Michigan Open Data Portal, Elmwood Township

Slope



Parcel under 40 Acres: (opaque)
 Parcel over 40 Acres: (transparent)



Date: 05.08.2024
From: Sara Kopriva, AICP
To: Elmwood Township Board

Project: Ordinance No. 2024- _____, ZO 2017-04-14 Special Event Facilities
Zoning Amendment

i
initiative

Potential Motion: Motion to accept the introduction of Ordinance Number 2024- _____
and publish for consideration at the June 10, 2024 regular meeting.

The Planning Commission received an application for amendment to the Zoning Ordinance to add special event facilities to the ordinance from John Gallagher Jr that currently operates Bay View Weddings at Gallagher Farms off Lincoln Rd.

This facility was approved as a special use under the special event facility language that the Township previously removed from the Zoning Ordinance following recommendation from Township legal counsel. Since the use is not currently allowed in the ordinance, the facility (and any others previously approved) is considered a non-conforming use and cannot expand or change the operation. The applicant has made changes to the site (adding a building) and is unable to obtain the required after-the-fact permits since the ordinance does not allow for this expansion.

In an effort to become conforming and allow for changes, the applicant has proposed an amendment to the Zoning Ordinance to add the use back into the ordinance. This use as proposed would be a special use in the Agricultural zoning district and would be an option for development for any properties meeting the requirements of the ordinance. *Language Attached.*

The Planning Commission has spent many months discussing and deliberating this amendment. Following changes to the originally proposed amendment by the applicant and review by the Township Attorney, the Planning Commission has recommended approval of the amendment. *Minutes Attached.*

The Leelanau County Planning Commission has reviewed the amendment and has forwarded staff comments and minutes from their review. *Report and Minutes Attached.*

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231.347.2524 fx

231.933.8400 ph
231.944.1709 fx

616.585.1295 ph

The Elmwood Township Planning Commission is required, per Section 11.12 of the Zoning Ordinance, to consider criteria for all zoning amendment. Their findings of the criteria are included below. The Township Board is not required to use the criteria in their decision, but it does aid in consistent review of amendments to the ordinance. Following each criteria is a summary of the decision of the Planning Commission (Yes, No, N/A) for quick reference. Please refer to the complete finding for each criteria for more detailed explanation of the Planning Commission decision.

SECTION 11.12 ZONING ORDINANCE AMENDMENTS

i
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D. The following guidelines shall be used by the Planning Commission, and may be used by the Township Board in consideration of amendments to the Zoning Ordinance:

1. Text Amendment.

a. The proposed text amendment would clarify the intent of the Ordinance. YES

The Commission finds that the proposed amendment clarifies the general intent of the zoning ordinance and the districts in which the use is allowed. The Intent section of the A-R zoning district as stated in the Ordinance is "1. The A-R zoning district encourages continued agricultural pursuits and recognizes the historic importance of agriculture to the region and the need for productive and unique farmland to sustain the food production needs of the region and the nation. 2. The A-R zoning district encourages an open and rural character for the majority of Elmwood Township. 3. Without unduly limiting private property rights, the A-R zoning district preserves scenic vistas, retains contiguous greenways for natural habitat, limits impacts to the natural environment, and to the extent possible and practical protects significant woodlands, sloped areas, wetlands, and other sensitive lands in the zoning district. 4. Lastly, the use restrictions and dimensional requirements of this zoning district directly or indirectly discourage and limit a sprawling land use pattern and encourage responsible development practices.

b. The proposed text amendment would correct an error in the Ordinance. N/A

The Planning Commission finds that this amendment adds a use and regulations to the Ordinance it does not correct an error in the Ordinance.

c. The proposed text amendment would address changes to State legislation, recent case law or opinions from the Attorney General of the State of Michigan. N/A

The Planning Commission finds that the proposed text amendment does not address any changes to legislation or case law. This is a voluntary amendment that the Township received an application for consideration.

- d. The proposed text amendment would promote compliance with changes in other county, state or federal regulations. N/A**

The Planning Commission finds that the proposed amendment is not intended to promote compliance with changes in regulations. There have been no changes to county, state, or federal regulations regarding this use.

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- e. The proposed text amendment would be consistent with the goals, policies, and future land use map of the Elmwood Township Master Plan, or if conditions have changed significantly since the Master Plan was adopted, consistent with recent development trends in the area. YES**

The Planning Commission finds that the proposed amendment is consistent with the goals and policies of the Master Plan. This amendment is intend to conserve agricultural lands and protect existing farms from the cost of development (MP pg 9), complies with the Planning and Growth Management goal and objectives (MP pg 23), protects natural resources goals, objectives, and strategies (MP pg 24), and advances the commercial land use goals and objectives (MP pg 27).

- f. In the event the amendment will add a use to a district, that use shall be consistent with the character of the range of uses provided within the district. NO**

The Planning Commission finds that the proposed amendment adds a use to the district and this new use is not consistent with other uses allowed by right and special use in Section 5.4 Land Use and Zoning District Table of the Elmwood Township Zoning Ordinance.

- g. The amendment shall not create incompatible land uses within a zoning district, or between adjacent districts. NO**

The Planning Commission finds that the proposed amendment does create incompatible land uses as the uses are not similar to the uses listed in Section 5.4 Land Use and Zoning District Table of the Elmwood Township Zoning Ordinance.

- h. The proposed text amendment is supported by the findings of reports, studies, or**

other documentation on functional requirements, contemporary building practices, environmental requirements, and similar technical items. **NO**

The Planning Commission finds that they have not received reports, studies, or other documentation on functional requirements, contemporary building practices, environmental requirements, and similar technical items pertaining the request.

- i. **As applicable, the proposed text amendment shall be consistent with the Township's ability to provide adequate public facilities and services. YES**

The Planning Commission finds that the regulations that are provided in the amendment create a use that is consistent with the Township's ability to provide adequate public facilities and services including fire, water, sewer, and medical services.

- j. **The proposed text amendment shall be consistent with the Township's desire to protect the public health, safety, and welfare of the community. YES**

The Planning Commission finds that the proposed text amendment is consistent with the Township's desire to protect the public health, safety and welfare of the community as the amendment provides additional regulations to ensure that this use continues to protect the public health, safety and welfare of the community.

i
initiative

CHARTER TOWNSHIP OF ELMWOOD
 Leelanau County, Michigan

Ordinance No. 2024-_____
 ZO 2017-04-17

AN ORDINANCE TO AMEND THE TOWNSHIP ZONING ORDINANCE, IN ACCORDANCE WITH THE PROVISIONS OF THE MICHIGAN ZONING ENABLING ACT, ACT 110 OF THE PUBLIC ACTS OF 2006, AS AMENDED [MCL 125.3101 ET SEQ.], TO AMEND SECTION 2.2 DEFINITIONS TO ADD DEFINITIONS FOR ‘ACTIVE FARM OPERATION,’ ‘FESTIVAL,’ AND ‘SPECIAL EVENT FACILITIES;’ AMEND SECTION 5.4 TO ALLOW FOR SPECIAL EVENT FACILITIES WITHIN THE AGRICULTURAL-RURAL ZONING DISTRICT, WITH A SPECIAL USE PERMIT AND TO RENUMBER THE SUBSEQUENT USES WITHIN THE LAND USE AND ZONING DISTRICT TABLE; AMEND SECTION 6.1.3 TO ADD MINIMUM REQUIRED PARKING SPACES FOR SPECIAL EVENT FACILITIES; AMEND SECTION 9.8.H TO INCLUDE STANDARDS AND REGULATIONS SPECIFIC TO SPECIAL EVENT FACILITIES.

The Charter Township of Elmwood Ordains:

Section 1: Amendment.

1. Amend Section 2.2., specifically to add the following definitions:

Active Farm Operation: A farm operation within which any of the following are occurring: (1) for crops such as fruits, vegetables, hay, corn, soybeans, wheat, etc. where the crops are grown, harvested, and historically commercially marketed; (2) for dairy farms, the cows are raised, regularly milked, and the milk has historically been commercially sold; (3) for beef cattle farms, the cows are raised, and historically either commercially sold or slaughtered, and (4) for other types of specialty farms, such as deer, elk, or pheasant farms, the animals are raised and historically been commercially harvested by private hunting or other means.

Festival: A recreational, social, educational, or cultural activity, generally open to the public or a designated part of the public.

Special Event Facilities: An establishment which is rented by individuals or groups by paying a fee or other compensation to accommodate private functions, typically involving family and close friends of the individual renting the facility, including, but not limited to, banquets, weddings, anniversaries, and other similar celebrations involving more than 50 people.

2. Amend Section 5.4 to add a new number 74 as shown below and to renumber subsequent uses.

Commercial Related Uses	A-R	R-1	R-2	R-3	MHP	MC	NC	GC	LI	SC	RR
74. Special Event Facility	SUP										
P=Zoning Administrator approval, Psp=Site Plan Review with Planning Commission approval, SUP=Special Use Permit											

3. Amend Section 6.1.3, specifically to add minimum required parking spaces for Special Event Facilities to the existing table as follows:

USE	MINIMUM NUMBER OF SPACES REQUIRED
Special Event Facility	1 space for every 3 people allowed by occupancy permit

4. Amend Section 9.8.H to add requirements for Special Event Facilities as follows:
SECTION 9.8 ADDITIONAL REQUIREMENTS FOR CERTAIN SPECIAL LAND USES
H. Special Event Facilities

1. This section is intended to allow special event facilities as a part of active farm operations in the Township in order to promote the following:
 - a. Preservation of agricultural uses and the agricultural sector in the Township and in the region.
 - b. Retention of large tracts of land for land preservation and to sustain current-day and future farming opportunities.
 - c. Allow for business opportunities to make agricultural pursuits economically viable.
 - d. Protecting adjacent property owners from any potential nuisance factors related to these special events.

2. All special event facilities are subject to the following requirements as applicable:
 - a. The property shall be an active farm operation as defined by this ordinance during the use of the property for special events.
 - b. The minimum lot size shall be 40 acres.
 - c. All structures and activities related to the special event facility, including parking, shall be located 200 feet from all property lines.
 - d. The special event facility, including structures used for the special event, parking, and area designated for guests or space to be used for the special event facility, shall not exceed 7.5% of the area used for the active farm operation of the parcel.
 - e. No guest lodging shall be permitted on site.
 - f. Applicable requirements pursuant to Article 6 of this Zoning Ordinance shall be met, with the exception that parking, maneuvering lanes, and driveways may be gravel and shall be maintained to control dust. Parking and maneuvering lanes may be grass so long as the grass is maintained from wear.
 - g. All parking areas, dumpsters, and loading areas shall be screened from view of an abutting parcel containing a residential use by either a greenbelt, obscuring fence, or masonry wall.
 - h. No sounds shall be heard that annoys, disturbs, injures or endangers the comfort, repose, health, peace or safety of any reasonable person of normal sensitivities on any property that is not described in the zoning permit at any time during the special event.
 - i. Music or entertainment shall not be the primary purpose for the special event.
 - j. The duration of the special event shall not last longer than 12 hours and occur on one day. The Planning Commission may reduce the duration of the special event based on the location of the property, adjoining land uses, terrain features, noise dissemination, and the avoidance of adverse impact on other lands. Hours of operation

shall not exceed the following:

- i. Sunday through Thursday: 9:00 am to 10:00 pm
 - ii. Friday, Saturday, and federal holidays: 9:00 am to 11:00 pm
 - iii. Tear down shall not occur after 1 hour following the above hours of operation nor begin more than 1 hour prior to the above hours of operation
 - iv. All guest shall be off the site within 1 hour of the end of the special event
- k. The Planning Commission shall determine the maximum number of special events after consideration of its location, whether this is a reasonable likelihood of an adverse impact on neighbors, traffic, access, and nearby land uses as well as the standards in Section 9.3. At no time shall the Planning Commission allow more than the following special events:
- i. Maximum of 52 special events in a calendar year
 - ii. Maximum of 2 special events in a week unless there is a federal holiday in the week, then up to 3 special events may be held in that week. For this section of the Ordinance, a week shall be a calendar week, Sunday to Saturday.
- l. A management plan meeting the following shall be provided:
- i. General description of the special event facility including operational calendar.
 - ii. Specific details on where the special events will be conducted (building, tent, outdoors, etc.) and number of guests permitted. Occupancy for outdoor area shall be calculated in the same manner as indoor (building or tent) space is calculated.
 - iii. Information pertaining to provisions for catering facilities, restrooms, and utilities.
 - iv. A traffic management plan approved by the Fire Department to ensure adequate ingress and egress for guests and emergency vehicles.
 - v. Contact information for onsite special event manager, if different from owner.

Section 2: Severability.

If any sections, clause, or provision of this Ordinance is declared unconstitutional or otherwise invalid by a court of competent jurisdiction, said declaration shall not affect the remainder of the Ordinance. The Township Board hereby declares that it would have passed this Ordinance and each part, section, subsection, phrase, sentence and clause irrespective of the fact that any one or more parts, sections, subsections, phrases, sentences or clauses be declared invalid.

Section 3: Effective Date.

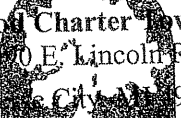
This Ordinance shall become effective eight (8) days after publication.

Public Hearing: February 20, 2024

Adopted: _____

Effective: _____

Planning/ Zoning Department
planner@elmwoodmi.gov

**Elmwood Charter Township**
10070 E. Lincoln Rd.
Traverse City, MI 49684

Contact Information
Ph: (231) 946-0921
Fax: (231) 946-9320

To: Elmwood Township Board
From: Sarah Clarren, Planner/Zoning Administrator
Date: June 4, 2024
RE: Bay View Distillery Inc Liquor License

John Gallagher III of Bay View Distillery Inc sent an email to Connie Preston, Clerk, in May 2024 indicating they are seeking local government approval for an onsite tasting room. The Local Government Approval Form (enclosed) that they provided to Clerk Preston is included within Form LCC-150, which is the MLCC's Manufacturer License & Permit Application. As this application allows the Applicant to apply for a variety of different license types, I recommend that the Board ensure that they are only granting approval for the uses approved by the Planning Commission (Distillery and Distillery Tasting Room).

The Planning Commission approved a Site Plan Review application (2023-09) for a Distillery on 9/26/2023 (minutes approved 10/24/2023 and are attached for reference). The Planning Commission then approved a Site Plan Review / Special Use Permit application (2024-02) for a Distillery Tasting Room on 4/16/2024 (minutes approved TBD and are attached for reference).

Recommended Motion: That the application from Bay View Distillery Inc for a new on-premises tasting room permit (specific to the Distillery and Distillery Tasting Room approved by the Planning Commission) to be located at 8525 E Lincoln Road, Cedar, MI 49621 be recommended to the MLCC for *approval/disapproval*.



Local Government Approval For On-Premises Tasting Room Permit
(Authorized by MCL 436.1536)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new On-Premises Tasting Room Permit application.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ meeting of the _____ council/board
(regular or special) (name of township, city, village)
called to order by _____ on _____ at _____
(date) (time)
the following resolution was offered:
Moved by _____ and supported by _____
that the application from _____
(name of applicant - if a corporation or limited liability company, please state the company name)

for a **NEW ON-PREMISES TASTING ROOM PERMIT**

to be located at: _____

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)
approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____
Nays: _____
Absent: _____

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

Print Name of Clerk Signature of Clerk Date

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

Please return this completed form along with any corresponding documents to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Overnight deliveries: 2407 N. Grand River Avenue, Lansing, MI 48906
Fax to: 517-763-0059

**Charter Township of Elmwood
Planning Commission Regular Meeting
Elmwood Township Hall (10090 E. Lincoln Rd)
April 16, 2024 at 6:30 PM**

- A. Call to Order:** Chairman Bechtold called the meeting to order at 6:30 PM.
- B. Pledge of Allegiance:** The Chair led the Pledge of Allegiance.
- C. Roll Call: Present:** Chris Mikowski, Doug Roberts, Kendra Luta, Rick Bechtold, Jeff Aprill, Jonah Kuzma, Nate McDonald
- D. Limited Public Comment:** None
- E. Agenda Modifications/Approval:** *MOTION BY COMMISSIONER APRILL, SECONDED BY COMMISSIONER ROBERTS TO APPROVE THE AGENDA AS PRINTED. MOTION PASSED 7-0.*
- F. Minutes- March 19, 2024:** *MOTION BY COMMISSIONER KUZMA, SECONDED BY COMMISSIONER MIKOWSKI TO APPROVE THE MINUTES OF MARCH 19, 2024. MOTION PASSED BY A UNANIMOUS VOTE.*
- G. Consent Calendar:** *MOTION BY COMMISSIONER LUTA, SECONDED BY COMMISSIONER APRILL TO APPROVE THE CONSENT CALENDAR AS PRESENTED. MOTION APPROVED UNANIMOUSLY.*
- H. Declaration of Conflict of Interest:** None
- I. Old Business:** None
- J. New Business: (1:45:25)**
- 1. Public Hearing and Deliberations. SPR/SUP 2024-02-Request by John Gallagher III regarding property at 8525 E Lincoln Rd (Parcel 004-030-001-00) for Bay View Distillery Tasting Room (Use: Tasting Room).**

The Chair read the statement to open the public hearing.

Public hearing opened at 6:38 p.m.

John Gallagher III 8855 E. Strang Rd. presented for Bayview Distillery at Gallagher Farms stating John Sr., his grandpa Jack, purchased the property in 1963. They have operated and maintained the Cherry Farm for the last 60 years in Elmwood Township. As part of the distillery and the expansion they are seeking an approval for the use, a 1,000 sq. ft. indoor tasting room in their manufactured approved building. The proposed space can serve up to 46 patrons off of Lincoln Rd. tucked over 1400 ft. from the road, nestled in between 2 cherry orchards with a vineyard to the north. Patrons will be served spirits produced from on-site variety of fruits and grains grown locally on the estate paired with small plate offerings for up to 20 patrons. The operations of the distillery will sustain the agricultural activity of the farm while providing employment for year-round employees. Their aspirations are to enhance the farm and provide a future for the next generation in agriculture.

Public comment opened at 6:44 p.m.

Staff noted she received and gave the Commissioners letters from the public.

Elizabeth Clark 8461 E. Lincoln Rd. wanted to point out Section 9.8 that states, “the nearest residence is approximately 1,000 ft. away”, but they are only 800 ft. from the tasting room and overlook the distillery. They have been at the location for 13 years, prior to the Bayview Wedding venue and now added distillery/tasting room. They purchased the property because it sat in the middle of orchards and nature. The hours of operation are not reasonable because of the noise and traffic. They are also concerned about hazardous materials from the production process that causes black mold. Another concern is the excessive water use and the contamination into the Aquaphor.

Public comment closed at 6:48 p.m.

MOTION BY COMMISSIONER LUTA, SECONDED BY COMMISSIONER KUZMA TO CLOSE THE PUBLIC HEARING AT 6:50 PM. MOTION PASSED BY A UNANIMOUS VOTE.

John Gallagher III stated Bayview Distillery is proposing to apply for a small distillery license which is a qualification given by the state which allows you to produce up to 50,000 gallons per year. With that qualification and restriction, they're limited on the amount they can produce. Being a farm to glass type of organization, they're looking to be a boutique and not necessarily a commercial enterprise. If this operation runs for 8 hrs. it produces approximately 25 gallons of alcohol. Industry standards illustrate that a gallon of alcohol can be produced by using from 3-8 gallons of water from irrigation, to cleaning, prep, and sanitation. With that, in an average day the distillery could use 75-200 gallons in the manufacturing center. An average household of 4 people uses approximately 300-400 gallons of water per day. The risk of affecting the Aquaphor doesn't exist; they're not going to be using volumes that are going to either deplete or hinder the replenishment of said Aquaphor. Part of the contaminants; black mold was referenced, is notorious with aging the spirits. In aging with wooden barrels, the alcohol breathes through the barrel and there is evaporation. Commonly the whiskey fungus is seen in hot climate like Kentucky and Tennessee where they have hundreds to thousands of barrels stored in open-air barns for evaporation and aging of barrels. The black mold that is toxic and we're all afraid of is not the same type of contaminant or threat to the environment, there is no threat to the environment, they're producing alcohol at such volumes that the evaporation is not going to be a considerable matter and has been approved by the Health Department for the manufacturing center already. They are applying for the use of the tasting room, not the manufacturing portion of the facility. The hours of operation are what is permitted. Realistically, seasonally, they're not going to be in operation 7 days a week from 10:00-10:00, it's not economically feasible.

The Chair noted there seems to be a discrepancy in the distance from the neighbor.

John Gallagher III stated it was 1024 ft. from the nearest residence to the structure. If the point of reference is the parking lot to the parcel line, that could be 800 ft. So, the point of reference has to be relative.

The Commissioners discussed the project and entered into deliberations with draft findings of fact.

Conditions:

1. The Commission recognizes that a proposed text amendment has been filed for modifying multiple requirements for this use (and the Distillery use). If this amendment is passed, the Applicant may seek approval (under the appropriate process) for any and all requirements within said Amendment.

2. All requirements for Distillery Tasting Rooms at the time of permitting are incorporated as conditions of approval. This includes, but is not limited to the following: part, the following:
 - a. The distillery is licensed or will be licensed prior to occupancy by the appropriate Federal, State, and Local agencies. *Evidence of this must be provided to the Zoning Administrator prior to operation.*
 - b. The distillery is operated according to generally accepted agricultural management principles and the parcel shall have a minimum of five (5) planted acres of crop that is used for the on-site production of spirits unless the Planning Commission determines that a different minimum is more appropriate to meet the standards of Section 9.3 for the reuse of existing commercial structures. *The narrative states "The proposed child parcel (net) 18.05 acres are in production of grape vines, cherry trees, alfalfa and clover. The applying parent parcel exceeds the minimum required (5) planted acres." At any given time during the operation of the Distillery Tasting Room, a minimum of 5 acres of crops shall be planted and used for the on-site production of spirits. (see condition 1).*
 - c. The maximum size of tasting room shall be 2000 sq ft. *(see condition 1)*
 - d. The hours of operation shall be between the hours of 10 am and 10 pm unless the Planning Commission determines that different hours are more appropriate to meet the standards of Section 9.3. *The narrative states "The Tasting Room shall operate between 10 am and 10 pm."*
 - e. Retail sales and food service must be clearly accessory to production of the spirit being processed on-site. The tasting room may offer food service provided:
 - i. The area for serving food shall seat no more than twenty (20) patrons at one time. *The narrative states that "Seating will be delineated for service and shall remain accessory to alcohol production." Prior to issuance of a LUP, the plans shall be delineated to show the area for serving food.*
 - ii. Sale of food shall not exceed 10% of gross sales of licensed products. *At the request of the Township, the business shall provide supporting documentation to the Township verifying compliance with this section. This section does not limit the Township's ability to make documentation request in any other sections of the Zoning Ordinance. The narrative states "The Tasting Room shall have a point of sale system that is able to track and report sales revenues."*
 - iii. Food service items shall be limited to appetizers and small plates. Carry-out foods are prohibited.
 - iv. Distillery shall be licensed to prepare and serve food by the appropriate Health Agency.
 - v. Amplified sound (including amplified music) shall be contained indoors and shall not exceed reasonable volumes, so as to avoid disturbance to any neighboring residents.
3. The Cover Sheet states that occupancy for the A-2 (Assembly) is 47 persons; this equates to approximately 16 required spaces for the Tasting Room (1000sqft). 24 spaces are required for the uses; 26 spaces are shown on the plan. The Planning Commission approves of the additional 2 parking spaces as indicated by Section 6.1.2.H.1.b of the Ordinance.
4. Recommendations proposed by the Fire Chief in his 4/15/2024 letter will be made a condition of approval. This recommendation includes:
 - a. As the building is currently under construction, a copy of the final Certificate of Occupancy is issued by the Leelanau County Department of Building Safety that includes the Tasting Room, shall be forwarded to the Fire Chief prior to its operation to the public.
5. The property owner is responsible for obtaining all other applicable permits. This shall be done prior to obtaining a Land Use Permit.
6. The Planning Commission is not approving any signage under this Site Plan Review. Any proposed signage will need to comply with the Zoning Ordinance and the property owner shall obtain a sign permit from the Zoning Administrator.
7. Once the project has been completed, the property owner or their representative shall submit As-Built plans in accordance with Section 8.6 of the Zoning Ordinance.
8. The project shall comply with all requirements of the Zoning Ordinance in effect at the time of approval.
9. The applicant stated that speakers will be indoors and inward facing.

MOTION BY COMMISSIONER KUZMA, SECONDED BY COMMISSIONER MIKOWSKI TO ACCEPT FINDINGS OF FACT AS MODIFIED. MOTION APPROVED UNANIMOUSLY.

MOTION BY COMMISSIONER LUTA, SECONDED BY COMMISSIONER MIKOWSKI THAT BASED ON THE FINDINGS OF FACT WE APPROVED, WE APPROVE THIS WITH THE DISCUSSED AND APPROVED CONDITIONS. MOTION APPROVED BY A UNANIMOUS VOTE.

2. SPR/SUP 2024-04 Request by TART Trails Inc. regarding property at 0 S. Lake Leelanau Dr. (004-140-001-00) for TART Trailhead Parking Improvements.

Chris Kushman Trail Planning Management Director at TART Trails located at 148 E. Front St. They are the owners of the Leelanau Trail between Carter Rd. and Suttons Bay. The proposed changes to the existing Fouch Rd. trail head are to pave the parking lot to add additional amenities such as a bike fix it station, a bottle fill station, a well to supply the bottle fill station, install necessary electrical for the bottle fill station, as well as a vault toilet. When they put it out to bid, they'll list

the vault toilet as a bid alternate so when bids are received, they'll see what the cost is and determine at that time if they want to do it, but they want to include it in the proposal. The reason for the paving instead of a natural surface is it's been so compacted over the years is that it is essentially an impervious surface, so they do have drainage issues, but they'll also be able to include more parking. Also, the Road Commission is in favor of the paved surface because the gravel carries over into the roadway. Commissioner Aprill asked if it would be maintained year-round, to which Kushman said it would be.

Commissioner Mikowski asked if there would be lighting, expressing concern for safety. Chris responded that it wasn't in the proposal, but they would be willing to add it if needed. Staff noted if there was lighting for a business in a parking lot, it has to be shut off at the end of business operations. The Commissioners went through Findings of Fact and Conditions for approval.

Staff recommended a modification in the highlighted section to provide letter instead of email dated April 11, 2024 from Chief Tampa and inserting the 3 recommended conditions.

Conditions:

- 1) Prior to issuance of a Land Use Permit, a sealed and signed set of plans shall be provided to the Township.
- 2) Prior to issuance of a Land Use Permit, permits from all applicable outside agencies shall be provided.
- 3) Recommendations proposed by the Fire Chief in his 4/11/24 [received April 16, 2024] letter will be made a condition of approval. These recommendations include:
 1. Applicant shall comply with IFC standards for clear widths and the maintenance of all fire apparatus access lanes. *Reference: IFC 503.2.1 & 503.4.*
 2. "NO PARKING-FIRE LANE" signs are required and shall be installed along the northern edge of the parking lot and near the entrance drive. Signs are to be placed and visible to prevent obstructing the FAAL and support safe response and backing of emergency response vehicles. Pavement markings are recommended. *Reference: IFC 503.3.*
 3. Applicant shall provide address identification visible from the public right-of-way. Address identification and approved locations will comply, at a minimum, with IFC standards. The fire chief may approve a trailhead sign that utilizes regionally accepted language identifying the location. *Reference: IFC 505.1.*
- 4) Snow storage is proposed within a detention basin. The height of snow, nor its location shall interfere with clear visibility of traffic.
- 5) Pursuant to Section 6.1.2.B.6 of the Zoning Ordinance, "Every parking lot or parking area shall be so constructed that no surface water shall shed into or towards such body of water unless such surface water is first treated or filtered to remove any silt, grease or oil, salt or other matter which would deteriorate the water quality of said body of water. Snow removal from parking lot or parking area shall not be stored within the water edge setback unless contained to the parking area."
- 6) As the Applicant proposes to use existing natural vegetation to meet the requirements of the below sections of the Ordinance, the Applicant agrees that if the natural vegetation onsite no longer meets the below requirements, they will make appropriate modifications to ensure compliance with the Zoning Ordinance.

SECTION 6.1.4.B.6

 6. All off-street parking lots abutting a residential district shall be provided with a fence of not less than five (5) nor more than six (6) feet in height, constructed of materials sufficient to block the view of the parking lot from the abutting residential district. A living fence of not less than four feet, six inches (4' 6") when planted may be substituted to meet this requirement. Such fences shall be constructed of materials approved by the Zoning Administrator and shall be durable, weather resistant, and easily maintained.

SECTION 6.4.4 Buffers

 - A. Where a nonresidential use is adjacent to a residential zoning district or use, a minimum buffer of fifteen (15) feet shall be required along the perimeter(s) of the nonresidential site.
 - B. A buffer may consist of any or a combination of the following:
 1. Existing natural vegetation, provided that it provides substantial screening year around.
 2. Existing natural vegetation, augmented with additional plantings to provide substantial screening year around.
 3. A "living wall" of upright evergreen shrubs with a minimum height of five (5) feet within two (2) years of planting.
 4. Naturalized groupings of planted vegetation with a minimum of one (1) tree and four (4) shrubs per twenty (20) linear feet
- 7) The Planning Commission is not approving any signage under this Site Plan Review. Any proposed signage will need to comply with the Zoning Ordinance and the property owner shall obtain a sign permit from the Zoning Administrator.
- 8) Once the project has been completed, the property owner or their representative shall submit As Built plans in accordance with Section 8.6 of the Zoning Ordinance.
- 9) The project shall comply with all requirements of the Zoning Ordinance in effect at the time of approval.

MOTION BY COMMISSIONER MCDONALD, SECONDED BY COMMISSIONER APRILL TO ACCEPT THE FINDINGS OF FACT. MOTION APPROVED UNANIMOUSLY.

MOTION BY COMMISSIONER APRILL, SECONDED BY COMMISSIONER MCDONALD TO APPROVE THE PROPOSAL BASED ON FINDINGS OF FACT. MOTION PASSED BY A UNANIMOUS VOTE.

3. Comprehensive Plan Selection Committee: Staff reported the proposals are due Thursday at 2:00 p.m. and as part of the selection process, a member of the Commission will serve on the Selection Committee.

MOTION BY COMMISSIONER LUTA, SECONDED BY COMMISSIONER KUZMA TO RECOMMEND CHAIRMAN BECHTOLD FOR THE COMPREHENSIVE PLAN COMMITTEE. MOTION APPROVED.

K. Discussion on Zoning Ordinance:

1. Article 10-Nonconformities: Staff noted this came to her attention when she received a call for a non-conforming use, but a conforming structure, and if that structure were to burn down, could they re-institute the use. Article 10 is silent on that. She referred to the 2016 ZO which did state if there were an explosion or an act of God for a non-conforming use and a non-conforming structure it could be re-established. Obviously, there is a time frame. In speaking with the previous ZA, she said if it's silent, it's not allowed. Staff asked the Commissioners if this was something they wanted her to work on a text amendment for to modify. The Commissioners asked for a legal opinion from the Township Attorney.

Commissioner Roberts asked about the heading in Article 10.3. Commissioner Mikowski asked for clarification on Article 10.6. Discussion ensued. Staff said that she'll ask the Attorney to weigh in on that section as well.

2. Section 5.4-permitted uses with no requirements specific to use: The Commission was provided with a list of uses with no requirements specific to the use. The Commission determined that they would be ready to discuss at the next meeting.

L. Comments from the Chair: Commissioner Bechtold thanked the Commissioners for their preparation and their willingness to take on a homework assignment.

M. Comments from Planning Commissioners: None

N. Comments from Staff: Staff mentioned upcoming trainings, noting she will be at the MTA conference next week. She also noted the Agritourism Summit May 8th.

O. Public Comment: Elizabeth Clark, Rose Gallagher

O. Adjourn: *MOTION BY COMMISSIONER APRILL, SECOND BY COMMISSIONER LUTA TO ADJOURN THE MEETING AT 8:23 PM. MOTION PASSED UNANIMOUSLY.*

Planning/ Zoning Department
planner@elmwoodmi.gov

Elmwood Charter Township
10070 E. Lincoln Rd.
Traverse City, MI 49684

Contact Information
Ph: (231) 946-0921
Fax: (231) 946-9320

To: Elmwood Township Board
From: Sarah Clarren, Planner/Zoning Administrator
Date: June 4, 2024
RE: Bay View Distillery Inc Liquor License

The Planning Commission approved a Site Plan Review application (2023-09) for a Distillery on 9/26/2023 (minutes approved 10/24/2023 and are attached for reference). The Planning Commission then approved a Site Plan Review / Special Use Permit application (2024-02) for a Distillery Tasting Room on 4/16/2024 (minutes approved TBD and are attached for reference). Enclosed you will also find the Decision and Order for the Distillery and the Distillery Tasting Room.

John Gallagher III of Bay View Distillery Inc sent an email to Connie Preston, Clerk, in May 2024 indicating they are seeking local government approval for an onsite tasting room. The Local Government Approval Form (enclosed) that they provided to Clerk Preston is included within Form LCC-150, which is the MLCC's Manufacturer License & Permit Application. As this application allows the Applicant to apply for a variety of different license types, I recommend that the Board ensure that they are only granting approval for the uses approved by the Planning Commission (Distillery and Distillery Tasting Room).

Recommended Motion: Motion to approve new On-Premises Tasting Room Permit for Bay View Distillery Inc to allow for the production and sale of distilled spirits as approved by the Planning Commission.

**Charter Township of Elmwood
Planning Commission Regular Meeting
Elmwood Township Hall (10090 E. Lincoln Rd.)
September 26, 2023 at 7:00 PM**

- A. Call to Order:** Chairman Bechtold called the meeting to order at 7:00 PM.
- B. Pledge of Allegiance:** The Chair led the Pledge of Allegiance.
- C. Roll Call: Present:** Kendra Luta, Rick Bechtold, Jeff Aprill, Jonah Kuzma
Excused: Nate McDonald, Doug Roberts, Chris Mikowski
- D. Limited Public Comment:** None
- E. Agenda Modifications/Approval:** MOTION BY COMMISSIONER LUTA, SECONDED BY COMMISSIONER APRILL TO APPROVE THE AGENDA AS PRINTED. MOTION APPROVED 4-0.
- F. Minutes- September 5, 2023:** MOTION BY COMMISSIONER LUTA, SECONDED BY COMMISSIONER APRILL TO APPROVE THE MINUTES OF SEPTEMBER 5, 2023 AS PRINTED. MOTION PASSED BY A UNANIMOUS VOTE.
- Minutes-August 15, 2023:** MOTION BY COMMISSIONER APRILL, SECONDED BY CHAIRMAN BECHTOLD TO APPROVE THE MINUTES OF AUGUST 15, 2023 AS PRINTED. MOTION APPROVED UNANIMOUSLY.
- G. Consent Calendar:** MOTION BY COMMISSIONER APRILL, SECONDED BY COMMISSIONER KUZMA TO FILE THE CONSENT CALENDAR AS PRESENTED. MOTION PASSED BY A UNANIMOUS VOTE.
- H. Declaration of Conflict of Interest:** None
- I. Old Business:** None
- J. New Business: (-1:39:20) a. Extension Request. SPR/SUP 2022-05. Request by TC Whiskey for Distillery Tasting Room, visitor's center, and offices at 9432 S. Center Hwy. (Parcel #45-004-008-009-20) [previously known as 9432 and 9440 S Center Hwy., 45-004-008-009-00 & 004-008-010-40].**
- Chairman Bechtold noted in the Commissioners packets was a memorandum from Staff with an attached letter from the TC Whiskey representative seeking the request. They had run into a problem receiving bids, so they had to re-do those.
- MOTION BY COMMISSIONER LUTA, SECONDED BY COMMISSIONER APRILL TO GRANT A 1-YEAR EXTENSION FROM DATE APPROVED. MOTION APPROVED UNANIMOUSLY.**

b. SPR 2023-09 (no public hearing required). (-1:37:34) Request by JML Design Group, Ltd., regarding property at 0 Lincoln Rd. (Parcel 45-004-030-001-00) for Gallagher Farms Distillery (Use: Distillery).

Staff said that copies of materials received on Thursday have been provided and has copies for anyone who would like a copy. She relayed that draft findings have also been prepared.

Fred Campbell 225 E. 16th St. presented the Site Plan Review for the proposed distillery for Gallagher Farms. What they're trying to do is take an 80-acre parcel of the existing farm and take the far west 20 acres of that 80-acre parcel and put a distillery on it. They are using the existing entrance off Lincoln Rd. that was put in for the event center, and this property is on the way to the event center. The building is approximately a 7,000 sq. ft., 1-story building. The renderings were provided so the Commission could see how they're giving it a barn feel to fit the surroundings of the area. They are seeking approval for the distillery for production of the whiskey without the tasting room because the tasting room is required to have a special use which will be applied for at a later date. They'll have a gravel parking lot with 12 spaces, the required number of spaces at this time is 8 spaces which is based on employee count. One of the items in the Staff report is, they need approval for the extra 12, he made the contention that the area for the parking is gravel so they're not technically marking out the parking spaces other than the handicap space will be concrete. The distillery is surrounded by the existing cherry trees. The cherry and fruit production of the Gallagher Farms is what will be used for the production of the product. The agency review letters came back. They already have the soil erosion permit. They went to the Health Department, did a perk test, and they're a week away from getting the septic and well permit. The facility will be serviced with a propane tank and well. The Road Commission sent a letter 2 days ago saying to submit for a curb cut and they would approve the existing entrance.

Chairman Bechtold asked if the parking is gravel and it's not going to be lined, will there be concrete barriers in front to designate parking? Campbell responded, no at this point it's simply for employees.

Staff asked what the area designated as the future tasting room will be used for at this time. Campbell responded by stating that the tasting room will be separated from the production facility so the building will be constructed, fire wall will be installed, on that side of the wall will be toilet rooms for the tasting room and a furnace room. The furnace room will be constructed because one of the furnaces feeds the office area on the other side of the fire wall, but the intent would be to put the underground plumbing in at this point and that's about it because they will apply for a building permit for everything but the tasting room.

The Planning Commission reviewed the draft findings. Staff noted the text on the first page is, generally speaking, the same as what was in the staff report with some modifications; one being detail on the size of the parcel. When the Planning Commission permits something, it's based on what's currently on site. It's currently 80-acres. The Planning Commission does not approve splits and she does have a recommended condition the Planning

Commission is not approving any split, it needs to conform to the land division ordinance, land division act, as well as the zoning ordinance. She also went into detail about the parking spaces, she does understand Campbell's point, but there should not be 12 cars on site unless the PC wants to give approval for 12 cars, otherwise, that should be a condition; there are 12 spaces, but only 8 can be used.

The Commissioners went through Standards and Draft Findings and found that facts support that each standard of approval has been met. The Commission then reviewed conditions and concluded that 11 conditions were necessary.

1. The Recommendations proposed by the Fire Chief in his 09/19/2023 letter will be made a condition of approval. These include, but may not be limited to:
 - a. Applicant shall comply with IFC standards for clear widths and the maintenance of all fire apparatus access lanes. *Reference: IFC 503.2.1 & 503.4.*
 - b. Applicant shall provide address identification visible from the public right-of-way and at other approved locations to facilitate emergency response. Address identification and approved locations will comply, at a minimum, with IFC standards. *Reference: IFC 505.1*
 - c. Applicant shall provide an alternative source of water for fire suppression meeting the minimum standards addressed in the above narrative. The alternative source shall be reviewed by the fire department prior to implementation and may consist of one method or a combination of solutions. All options will require coordination with EFD for compliance with the style, type, and location of fittings and compliance with EFD operational standards.
 - d. Applicant shall meet any additional requirements for hazard notification and mitigation, including fire suppression, imposed by other authorities. This may include the increasing of the minimum amount of water available for fire suppression needs.
2. The Planning Commission is not approving any proposed land divisions by approving the proposed Distillery use. Any land division must comply with the Zoning Ordinance in effect at the time of land division approval.
3. Although shown on the plan, the Planning Commission is not approving the Tasting Room. If the property owner wishes to pursue that additional use, they must apply for and obtain a Special Use Permit. Any subsequent application must comply with the Zoning Ordinance in effect at the time of approval. This goes to say that although the Soil Erosion permit submitted states that the structure is "multiuse." The Planning Commission is not approving a multiuse building at this time.
4. Although 12 parking spaces are shown on the plan, only 8 parking spaces are permitted under this SPR.
5. The property owner is responsible for obtaining all other applicable permits. This shall be done prior to obtaining a Land Use Permit.
6. The Planning Commission is not approving any signage under this Site Plan Review. Any proposed signage will need to comply with the Zoning Ordinance and the property owner shall obtain a sign permit from the Zoning Administrator.
7. Snow storage is proposed within the front setback. Snow storage areas shall be located so they do not interfere with clear visibility of traffic on internal roads or drives, adjacent streets, and highways. Snow storage areas shall not interfere with emergency vehicle access.
8. Landscaping shall be maintained in a healthy, growing condition. Diseased or dead materials shall be replaced within the current or next planting season. This includes, but is not limited to the vegetation proposed to meet the required buffering in the area designated as 'snow storage.'
9. Once the project has been completed, the property owner or their representative shall submit As-Built plans in accordance with Section 8.6 of the Zoning Ordinance.
10. The project shall comply with all requirements of the Zoning Ordinance in effect at the time of approval.
11. Easement for fire and rescue access and use of water source be granted.

MOTION BY CHAIRMAN BECHTOLD, SECONDED BY COMMISSIONER LUTA TO APPROVE THE APPLICATION [with 11 conditions]. MOTION PASSED UNANIMOUSLY.

c. Introduction. SPR/SUP 2023-10. Request by Field La Femme Properties, LLC, regarding property at 10051 S. Lake Leelanau Dr. (Parcel 45-004-018-004-25) for Farm Club (Uses: Agricultural Commercial Enterprise (Farm Market), Microbrewery).

Dusty Christensen with Mansfield Land Use Consultants presented on behalf of the applicant. Gary Jonas and Nick Thiesen with Farm Club were also there to answer questions. Dusty introduced the proposed project for expansion on the Farm Club property and hoped at the end of their discussion, have a public hearing scheduled for the next meeting. Originally when they talked to Staff about the expansion project, they talked about the satellite beverage service station and some parking expansion. As they discussed how that fit in with the changes of the Zoning Ordinance from the original Farm Club approval, the owner decided to take the opportunity to revisit the plans and submit for a new market building with a bakery in it. That use itself requires a Special Use Permit application which is why they were introducing the project and need a public hearing. He said the uses for the project were a little bit confusing, so he went through those before going over the plans. The existing Farm Club building is about 5,000 sq. ft. and was originally approved through the Site Plan Review process as an agricultural commercial enterprise. After that approval, the Township Zoning Ordinance changed and redefined what ag commercial enterprises are and the types of activities that can take place within ag commercial enterprises. There is about a 220 sq. ft. satellite beverage service station proposed as a part of the application along with some expansion of the parking lot to handle additional vehicular traffic on site for the existing building. Those are actually submitted as a microbrewery use or the expansion of the existing building and parking lot and then the use of the satellite beverage service station are a use by right microbrewery site plan review application, and the proposed new farm market building with a bakery in it is a new ag/commercial enterprise of the property in compliance with the new ag/commercial enterprise standard in the Ordinance and it requires a Special Use Permit with that process. After opening the existing Farm Club facility, traffic started off strong and just grew so part of what they've done is expand the existing parking lot. They are in excess of the required number of parking spaces in the Ordinance. They have 94 spaces on the proposed plan which is up from 36 which they are currently approved for. He included in the narrative in their packets a photo and vehicle count from a Wednesday evening in August, and the parking lot had overflowed and folks had parked along the driveway and that's something they're trying to avoid in the future. In order to comply with the Ordinance, they need to have parking in a parking lot. The main building will remain unchanged, they have a fire tank out front to provide for water access, the proposed building reflects the architectural style of the existing building, then the satellite service station. The intent of the satellite service station is for when the building and patio are full, and there are more people, instead of standing at the bar and getting in the way of servers and patrons, that gives them space to stand and wait for a table and have a drink while they wait. The project has been designed to comply with all the standards of the Zoning Ordinance and they have plans into all of the reviewing agencies and have comments back from most.

Staff noted the report she prepared spends a lot of time going through what was approved in the past as there are multiple aspects that are now considered pre-existing nonconforming (restaurant) which cannot be expanded. Staff noted that they provided the site plan of what was previously approved as well as the Fire Chief's comments from 2019 as well as the past project's narrative.

Commissioner Luta asked if they would have 2 market spaces, keeping the existing plus the new one. Christensen replied, yes, they would have 2 market spaces.

Gary Jonas said the existing market space is about 110 sq. ft. so they'll put grab and go items in there. The main market will have all the cooled items and frozen products because they do a lot of food processing so they are selling frozen vegetables, vinegar pickled vegetables, and sauerkraut, so all those products will be featured in the larger market.

Chairman Bechtold asked about the beverage service station wondering if that was currently there or proposed to go with the lawn seating. Christensen said it was constructed last summer and they're there requesting approval for it. Chairman Bechtold asked if that was on the original plan, to which Staff said no—the entire area designated as outdoor seating area was not approved.

Chairman Bechtold asked if the microbrewery would go in the existing building. Staff said the production of beer is within the existing structure that was permitted by the Planning Commission in 2018 along with the designated tasting room. They are seeking after the fact approval for the expansion of that use into the outdoor area with the structure as well as the tasting room. Our Ordinance, shockingly, does not define microbrewery; instead it lists 'distilleries/microbreweries as regulated by Michigan Liquor Control Commission,' as the use so they have to utilize the State's definition. The State defines 'Microbrewer' but staff has been unable to locate a definition of a 'Microbrewery.' Christensen said that the license from the MLCC already exists; they are using it to operate. Christensen said that the question is essentially "does what is proposed change anything or not" it's their understanding that it does not, but it sounds like they need to get some sort of formal documentation. Gary Jonas said that he has dug into the differences between a microbrewer and a brewpub and what the requirements are for them. A microbrewer cannot serve other beer or liquor—it has to be something they produce onsite. They are allowed to distribute their beer. A brewpub can bring in other beers and liquors, but they can't distribute. Jonas said he's spoken to the Inspector to find out if this is allowed, they said that the State has no control over how many outputs there are onsite, how many people can come to consume onsite—they don't regulate that at all. Jonas asked if this could be provided in writing, but the Inspector said they don't do that. He said that the Licensing Department confirmed this.

Chairman Bechtold questioned if wine could be served onsite. Christensen said they have a winemakers license and this was approved by the Commission in the past. Staff added that

yes, the Commission approved that, but only in the building and patio. They added that IF the Commission approves the proposed project, the only thing that could be served at the satellite station would be beer. This is because the definition of ag commercial enterprise no longer includes wineries; they could apply for an expansion of a wine tasting room, but all current regulations would apply, including the size limitation.

MOTION BY COMMISSIONER KUZMA, SECONDED BY COMMISSIONER APRILL TO MOVE TO A PUBLIC HEARING AT THE NEXT REGULARY SCHEDULED MEETING. MOTION APPROVED UNANIMOUSLY.

d. Review Capital Improvement Plan. Chairman Bechtold noted they're required to review the plan every year. If a project is going to exceed \$10,000 expenditure it needs to be included in the Capital Improvement Plan.

MOTION BY CHAIRMAN BECHTOLD, SECONDED BY COMMISSIONER KUZMA TO SCHEDULE A PUBLIC HEARING FOR THE CAPITAL IMPROVEMENT PLAN AT THE NEXT REGULARLY SCHEDULED MEETING. MOTION PASSED BY A UNANIMOUS VOTE.

K. Discussion on Zoning Ordinance: Commissioner Aprill said there are so many loopholes they need to work at closing and strongly recommended they see where the problems were and try to close the loopholes so they don't get things they really don't want in the Township.

Chairman Bechtold asked Staff if she had been keeping a list. Staff said yes, when time permits. Chairman Bechtold said he and Staff have talked about having a workshop meeting in the first quarter of the year.

L. Comments from the Chair: Chairman Bechtold thanked the Commissioners and noted they're dealing with some sizable projects and they'll contend with changing some language in the Ordinance as they move on.

M. Comments from Planning Commissioners: None

N. Comments from Staff: Staff reminded Commissioners the October meeting date will be on the 24th. She also noted next week is the Michigan Planning Conference which she will be attending so she will be out of the office Wednesday-Friday.

O. Public Comment: Elizabeth Clark, Kathy Johnson

P. Adjourn: MOTION BY COMMISSIONER APRILL, SECOND BY COMMISSIONER KUZMA TO ADJOURN MEETING AT 8:44 PM. MOTION PASSED UNANIMOUSLY.

Planning/ Zoning Department
planner@elmwoodmi.gov

Elmwood Charter Township
10070 E. Lincoln Rd.
Traverse City, MI 49684

Contact Information
Ph: (231) 946-0921
Fax: (231) 946-9320

To: Elmwood Township Board
From: Sarah Clarren, Planner/Zoning Administrator
Date: June 4, 2024
RE: Taproot Farmstead LLC Liquor License

Jen Viren of Taproot Farmstead LLC sent an email to Connie Preston, Clerk, indicating they are seeking local government approval for an onsite tasting room. The Local Government Approval Form (enclosed) that they provided to Clerk Preston is included within Form LCC-150, which is the MLCC's Manufacturer License & Permit Application. As this application allows the Applicant to apply for a variety of different license types, I recommend that the Board ensure that they are only granting approval for the uses approved by the Planning Commission (Winery and Wine Tasting Room).

The Planning Commission approved a Site Plan Review / Special Use Permit application (2023-05) for a winery, wine tasting room, and Agricultural Commercial Enterprise (Farm Market) for Taproot Farmstead on 7/18/23 (minutes approved 8/15/23 and are attached for reference).

Recommended Motion: That the application from Taproot Farmstead LLC for a new on-premises tasting room permit (specific to the winery and Wine Tasting Room approved by the Planning Commission) to be located at 8844 E Lincoln Road, Cedar, MI 49621 be recommended to the MLCC for *approval/disapproval*.



Local Government Approval For On-Premises Tasting Room Permit
(Authorized by MCL 436.1536)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new On-Premises Tasting Room Permit application.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a Regular meeting of the Charter Township of Elmwood council/board
(regular or special) (name of township, city, village)
called to order by Supervisor Jeff Shaw on June 10, 2023 at 6:00 PM
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from Taproot Farms and Cidery, LLC
(name of applicant - if a corporation or limited liability company, please state the company name)

for a **NEW ON-PREMISES TASTING ROOM PERMIT**

to be located at: 8844 E. Lincoln Road, Cedar, MI 49621

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)
approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the
council/board at a Regular meeting held on June 10, 2024 _____
(regular or special) (date) (name of township, city, village)

Connie Preston

Print Name of Clerk

Signature of Clerk

Date

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

Please return this completed form along with any corresponding documents to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Overnight deliveries: 2407 N. Grand River Avenue, Lansing, MI 48906
Fax to: 517-763-0059

**Charter Township of Elmwood
Planning Commission Regular Meeting
Elmwood Township Hall (10090 E. Lincoln Rd.)
July 18, 2023 at 7:00 PM**

A. Call to Order: Chairman Bechtold called the meeting to order at 7:03 PM.

B. Pledge of Allegiance: The Chair led the Pledge of Allegiance.

C. Roll Call: Present: Chris Mikowski, Doug Roberts, Rick Bechtold, Jeff Aprill, Jonah Kuzma
Excused: Nate McDonald, Kendra Luta

D. Limited Public Comment: None

E. Agenda Modifications/Approval: MOTION BY COMMISSIONER ROBERTS, SECONDED BY COMMISSIONER APRILL TO APPROVE THE AGENDA AS PRESENTED. MOTION APPROVED 5-0.

F. Minutes: June 20, 2023 and June 22, 2023

MOTION BY COMMISSIONER ROBERTS, SECONDED BY COMMISSIONER KUZMA TO APPROVE THE MINUTES OF JUNE 20, 2023 AS PRESENTED. MOTION APPROVED UNANIMOUSLY.

MOTION BY COMMISSIONER KUZMA, SECONDED BY COMMISSIONER APRILL TO APPROVE THE MINUTES OF JUNE 22, 2023 AS PRESENTED. MOTION APPROVED UNANIMOUSLY.

G. Consent Calendar: Approve/Receive and File:

MOTION BY COMMISSIONER APRILL, SECONDED BY COMMISSIONER MIKOWSKI TO ACCEPT THE CONSENT CALENDAR AS RECEIVED AND FILED. MOTION PASSED 5-0.

H. Declaration of Conflict of Interest: None

I. Old Business: None

J. New Business:

a. Public Hearing and Deliberations for SPR/SUP 2023-05. Request by Inhabitect LLC regarding property at 8850 E. Lincoln Rd., parcel #004-030-014-01 for Taproot Farmstead (Uses: Winery, Wine Tasting Room, Agricultural Commercial Enterprise (Farm Market)).

Chairman Bechtold read the statement to open a public hearing. Public hearing opened at 7:12 p.m.

Nate Griswald with Inhabitect, representative for Jen and Andy Viren, owners of Taproot Farmstead gave an overview of the project. He said it's an innovative use of the property. They do live on the property and are currently starting to farm it. It's a 32.6- acre parcel which would have a production facility, tasting room, and farm market. It would be a boutique farm focused on an ecological approach to regenerating and preserving wild lands while also encouraging agritourism. They are supporting other farms and farmers which is a critical part of the property. They want to craft hard ciders, baked goods, and fresh produce from this property. It would be 100% GMO free including apples, stone fruits, maple syrup, herbs, and produce. They would also be supplying directly to Taproot Cider House which is owned by Jen, and is an extension of that. It would be a Community Supported Ag or CSA, the agritourism experience will have farm tours and different educational opportunities for visitors and community members. There would be multiple phases of building it out, it's not going to be immediate. They want to get started with the production facility. Once the tasting room is open, it's going to be invite only up to 30 guests. They'd also be planting more apple trees, more fruit bearing trees, lavender, and other products to help flavor their cider, and there will be a sugar shack for maple syrup production. They'd also begin and complete the construction of the farm market. In the spring of 2025, the farm market and tasting room would be open to the public with some exceptions. Spring and summer hours between Memorial Day and Labor Day would be Friday-Monday 11-7, and the winter hours would be 3 days a week 11-7. The Commissioners discussed the project and asked questions.

Staff noted, what is being shown on the plan is what would be approved, if the Commission approves the project; a winery, wine tasting, and a farm market.

Jen Viren noted, we have planted 294 trees which we've had to break off the buds of apples that are already starting to grow so the roots can focus on bringing in more nutrients to help the growth of the tree rather than stunting the growth of the tree. We also have naturally already occurring fruits on our property. We have mulberries, wild black raspberries, a yellow transparent tree that has enough juice we were able to press off the fruit last year, there's sumac, we've planted elderberries, there's stone fruits, and there's lavender ready to go for this fall. We just moved in last November and I feel like we've already made a great push for keeping agriculture alive in this Township which is the reason we purchased the property, to be able to work with the ground up as an organic land. Research has shown that 5-7% of farms are selling to developers, they want to create a sustainable family farm and community.

Public comment opened at 7:49 p.m.

Prior to members of the public speaking, Staff reiterated that Public Comment is 3 minutes per individual and although not required, members of the public are encouraged to give their name and address.

Jon Sutton 8778 E. Lincoln Rd. The Viren's and I share the border that runs east and west. I have a copy of their application and they have 1 ½ acres of sugar bush, but it appears to him they have about 10 maple trees. It says they need a Site Plan Review; I'd like you to monitor that very carefully. It also says they're concerned with the environment, the mouth of their driveway had one major erosion and it washed away a good portion of Lincoln Rd. If they have wine tasting, they're going to need a sign out by the road, one of his neighbors has a venue and when they have an event, I have people stop at my house to get directions. If they have wine tasting, I'm going to get that almost daily I'm guessing. I don't believe their current road is intended for commercial traffic.

Public comment closed at 7:54 p.m.

MOTION BY COMMISSIONER APRILL, SECONDED BY COMMISSIONER KUZMA TO CLOSE THE PUBLIC HEARING AND ENTER INTO DELIBERATIONS. MOTION PASSED 5-0.

Staff noted per counsel and the Chair's past request, she drafted proposed Findings and has copies available for anyone who would like one. She said that these are Drafts and as the Commission knows, and so the public knows what that means, is that things can be added to or subtracted from and modified until a motion is made for a decision.

The Chair led the Commission through the Findings noting these are the additional requirements for certain special land uses. Ultimately, the Commission found each standard met based on facts presented within the application and associated documents.

MOTION BY COMMISSIONER KUZMA, SECONDED BY COMMISSIONER MIKOWSKI TO ACCEPT THE FINDINGS OF FACT AS MODIFIED. MOTION PASSED 5-0.

The Commission discussed conditions for the project and modified the suggested conditions. Ultimately, the following conditions were made for the project:

1. The Planning Commission is only approving two buildings at this time. The first will house the wine production and wine tasting room and the other is the Farm Market. Any other future additions or modifications must be reviewed by the Township to determine if any further permitting is required.
2. As defined by the Zoning Ordinance, Agricultural Commercial Enterprises are "**Uses dependent upon on site farm operation** and agriculture related products, such as: community-supported agriculture, "u-pick" or pick-your-own operation, farm market, agri-tourism, and similar uses" (emphasis added). The permitted use must meet and continue to meet this definition.
3. Prior to issuance of a Land Use Permit one of the following must be done: 1) A performance guarantee, as deemed sufficient by the Township Attorney, be provided to ensure the 5 acres of fruit be planted for the wine tasting room. 2) Evidence that the required 5 acres of fruit for the wine tasting room has been planted.
4. Recommendations proposed by the Fire Chief in his 7/18/2023 letter will be made a condition of approval. These recommendations include:

- a. Parking should not be allowed along the FAAL except in designated spaces. Signage should be posted along the drive indicating it as a Fire Lane (503.3 IFC).
 - b. "Approved fire apparatus access roads shall be provided for every facility, building, or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this section and shall extend to within 150 feet (45 750 mm) of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the building or facility...**Exception:** The fire code official is authorized to increase the dimension of 150 feet (45 750 mm) [in certain situations]..."
 - c. "Fire apparatus access roads shall have an unobstructed width of not less than 20 feet (6096 mm), exclusive of shoulders, except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 13 feet 6 inches (4115 mm)."
 - d. "The grade of the fire apparatus access road shall be within the limits established by the fire code official based on the fire department's apparatus."
 - e. "Where required by the fire code official, approved signs or other approved notices or markings that include the words NO PARKING-FIRE LANE shall be provided for fire apparatus access roads to identify such roads or prohibit the obstruction thereof. The means by which fire lanes are designated shall be maintained in a clean and legible condition at all times and be replaced or repaired when necessary to provide adequate visibility."
 - f. "Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. The minimum widths and clearances established in Section 503.2.1 shall be maintained at all times...(Note: Maintenance of the FAALs will require management of snow removal and storage.)"
 - g. Dead-end fire apparatus access roads in excess of 150 feet (45 720 mm) in length shall be provided with an approved area for turning around fire apparatus."
5. All requirements for Wine Tasting Rooms and Agricultural Commercial Enterprises (Farm Markets) at the time of permitting are incorporated as conditions of approval. This includes, in part, the following:
- a. The winery is licensed or will be licensed prior to occupancy by the appropriate Federal, State, and Local agencies. Evidence of this must be provided to the Zoning Administrator prior to operation.
 - b. The winery is operated according to generally accepted agricultural management principles and the parcel shall have a minimum of five (5) planted acres of fruit that is used for the on-site production of wine. Evidence of this must be provided to the Zoning Administrator prior to issuance of a Land Use Permit.
 - c. The maximum size of wine tasting room shall be 2000 sq ft. Evidence of this must be provided to the Zoning Administrator prior to issuance of a Land Use Permit.
 - d. The hours of operation shall be between the hours of 10 am and 10 pm
 - e. Amplified sound (including amplified music) shall be contained indoors and shall not exceed reasonable volumes, so as to avoid disturbance to any neighboring residents.
 - f. 50% of the retail space and gross sales of a wine tasting room must be from product produced and grown on site as described in the Department of Agricultural Generally Accepted Agricultural Practices for Farm Markets.
 - g. The use [Agricultural Commercial Enterprise] must be associated with a farm operation, operated according to the Generally Accepted Agricultural and Management Practices for Farm Markets (GAAMPS) for the State of Michigan and any additional GAAMPS that may apply for the proposed use.
 - h. Sales shall be limited to farm products in compliance with GAAMPS for Farm Markets, such as fruit, vegetables, or baked goods; plant and nursery stock; or farm-related products such as milk, cheeses, honey, preserves, or butter. A bakery may exist as part of a farm market.
 - i. Sales of the following are prohibited unless otherwise authorized by the Ordinance: Fuel or related products; Tobacco products; Lottery tickets; Vehicles or related products; New & Used household goods; Alcohol production and sales.

6. Prior to issuance of a Land Use Permit, Parking lot screening shall be installed and maintained to create a visual screen at least six feet in height along all adjoining boundaries between a residentially zoned property and either a conflicting nonresidential land use or a conflicting residential land use.
7. Prior to issuance of a Land Use Permit, the required fence shall be installed.
8. The Farm Market and all eaves / overhangs shall not extend into the required 30' wetlands setback.
9. At the time of permitting, all uses are on one parcel and are owned and operated by one entity. If this changes in the future, the Township shall be notified and the change will be reviewed to determine if the Private Road Ordinance is applicable.
10. The property owner is responsible for obtaining all other applicable permits. This shall be done prior to obtaining a Land Use Permit.
11. The Planning Commission is not approving any signage under this Site Plan Review. Any proposed signage will need to comply with the Zoning Ordinance and the property owner shall obtain a sign permit from the Zoning Administrator.
12. Landscaping shall be maintained in a healthy, growing condition. Diseased or dead materials shall be replaced within the current or next planting season.
13. Prior to issuance of a Land Use Permit, a stamped copy of the plans shall be provided.
14. Once the project has been completed, the property owner or their representative shall submit As-Built plans in accordance with Section 8.6 of the Zoning Ordinance.
15. The project shall comply with all requirements of the Zoning Ordinance in effect at the time of approval.

MOTION BY COMMISSIONER KUZMA, SECONDED BY COMMISSIONER MIKOWSKI TO APPROVE SPR/SUP 2023-05 TAPROOT FARMSTEAD WITH THE CONDITIONS SET FORTH. MOTION APPROVED BY A UNANIMOUS VOTE.

b. Introduction SPR/SUP 2023-07 Request by Jim and Melissa Hill regarding property at S. Briar Dr., E. Pico Dr., and 10651 E. Grandview Rd., parcels 004-260-018-00, 004-280-019-00, and 004-028-122-00 for Hill Storage (Use: Seasonal outdoor storage of boats and recreation vehicles).

Staff noted the Commission has seen them before when they came for a map amendment, this property was re-zoned in the last year from R1 to NC. In her Staff intro report, she did go into quite a bit of detail, but one thing she wanted to add was the Fire Chief's review was a superseded document; there is one error in that. This is an introduction so the Commission shouldn't discuss whether or not the Standards have been met, just whether the application is complete.

MOTION BY CHAIRMAN BECHTOLD, SECONDED BY COMMISSIONER ROBERTS TO SCHEDULE A PUBLIC HEARING FOR HILL STORAGE AT THEIR NEXT REGULARLY SCHEDULED MEETING. MOTION APPROVED UNANIMOUSLY.

c. SPR 2023-08 (no public hearing required). Request by Elmwood Township regarding property at Fisherman Cove, parcel 004-033-042-00, for Brewery Creek Parking Area.

Staff noted that in the packets there is a brief memo indicating this is before you because the Michigan Planning Enabling Act requires improvements made to Township property be reviewed by the Planning Commission to make sure they are in line with approved plans;

the condensed version is, it is. We recently re-did our Parks and Recs Plan, it is clearly identified within our Parks and Recs Plan and our Parks and Recs Plan is incorporated into our Master Plan. The Planning Commission and Township Board approved our Capital Improvement Plan which also includes it. This is a proposed parking area for overflow parking for the Marina. It has been approved by EGLE.

MOTION BY COMMISSIONER MIKOWSKI, SECONDED BY COMMISSIONER ROBERTS TO APPROVE THE PROPOSED PLAN BY ELMWOOD TOWNSHIP TO INCREASE THE PARKING AT BREWERY CREEK PROPERTY FOR THE MARINA USE. MOTION PASSED BY A UNANIMOUS VOTE.

K. Discussion on Zoning Ordinance: Commissioner Aprill indicated that they should revisit [wineries]. Staff said they are working on language for that. Aprill then said he would like to look at Rural Resort because that didn't get put in the new Ordinance as it should have where we leave ourselves exposed to some major development that wasn't necessarily supposed to happen. Chairman Bechtold asked staff if staff had notes underway, to which Staff said that she has been working on text regarding wineries, wine tasting rooms, micro-breweries, etc., but reminded the Commission that there are numerous applications that have been filed and cannot promise they will have text for their next meeting.

L. Comments from the Chair: Chairman Bechtold said, thank you for your thoughts and comments tonight.

M. Comments from Planning Commissioners: Commissioner Kuzma asked, where did they are with food trucks.

N. Comments from Staff: Staff noted food trucks have been tabled indefinitely because the Township doesn't have an international fire code and the Chief felt he should be reviewing those. Also, the Commission had talked about going down the route of a Licensing Ordinance so there would be no review before the Planning Commission, it would just be Staff reviewing. She also thanked the Commission noting they have a lot to review.

O. Public Comment: None

P. Adjourn: MOTION BY COMMISSIONER APRILL, SECONDED BY COMMISSIONER KUZMA TO ADJOURN AT 8:55 PM. MOTION PASSED.

Connie Preston

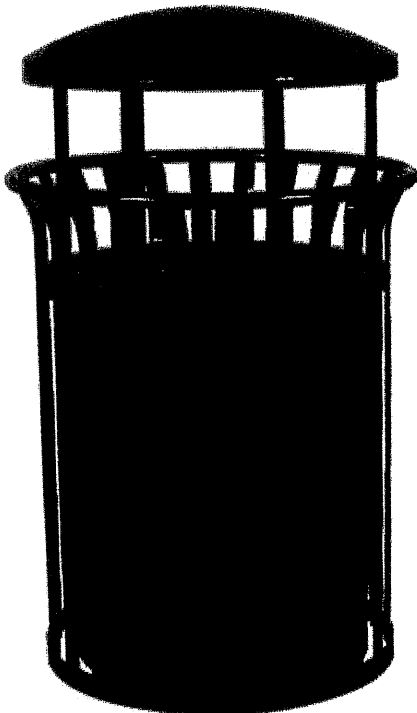
From: Jeff Shaw
Sent: Friday, May 31, 2024 9:48 AM
To: Connie Preston
Subject: FW: PArk Trash Cans

From: Harbor Master <harbormaster@elmwoodmi.gov>
Sent: Friday, May 31, 2024 8:50 AM
To: Jeff Shaw <supervisor@elmwoodmi.gov>
Subject: PArk Trash Cans

Jeff,
The first link below takes you to the Commercial Trash Can website. The pictures are the ones I think we should be looking at if you want to spend the \$\$ for permanent types of containers rather than the cheap plastic ones that blow around? As we agreed, what we have at the Park now just doesn't look good. I would think that we need to order 3 or 4 of these for the main Pavilion and probably 2 for the smaller Pavilion. All are available in a dark brown color. If you want to delay this expense, let me know and I can look at plastic that will run around \$200 each

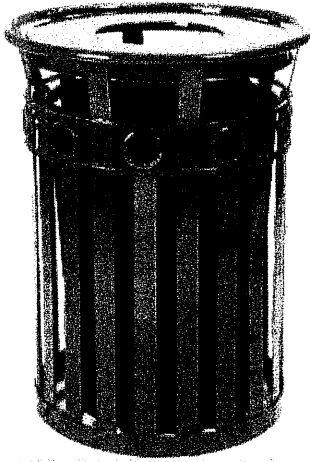
Thanks,
Dan

Commercial Trash Cans, Discount
Commercial Garbage Cans & Containers
trashcansunlimited.com



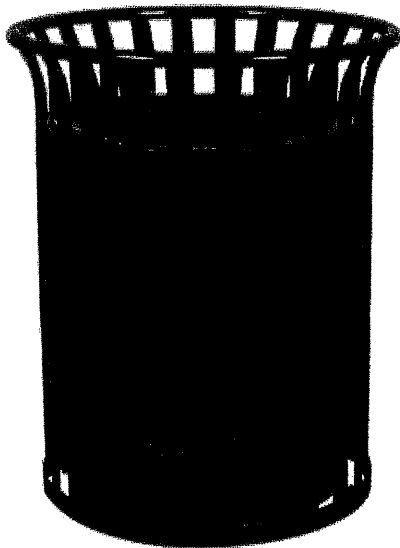
37 Gallon SCD-2633 Metal Outdoor
Streetscape Covered Trash Can (3
Color Choices)
trashcansunlimited.com

\$899



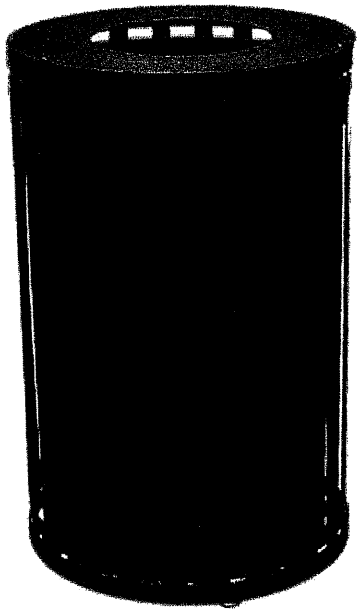
40 Gallon Oakley M3600-R-FT
Shopping Center Waste Can (6
Colors, 5 Lid Styles)
trashcansunlimited.com

\$931



37 Gallon SC-2633 Metal Outdoor
Streetscape Trash Can (3 Color
Choices)
trashcansunlimited.com

\$714



45 Gallon Hampton SCTP-40 Side
Door Or Top Opening Trash Can
(Optional Canopy Top, 3 Colors)
trashcansunlimited.com

\$995. This unit has a side opening door which is a nice feature and limits the lifting up of the trash to take the bag out.

Connie Preston

From: Harbor Master
Sent: Friday, May 31, 2024 3:10 PM
To: Connie Preston
Cc: Jeff Shaw
Subject: Fwd: Elmwood Township Marina Has a New Invoice - #11774
Attachments: invoice_11774.pdf

Connie & Jeff,

This is subject to approval on 6/10/24. Dockwa agreed to get us testing in advance and if not approved will not take us live and remove the POS upgrade.

Dan

Begin forwarded message:

From: billing@dockwa.com
Subject: Elmwood Township Marina Has a New Invoice - #11774
Date: May 31, 2024 at 2:19:46 PM EDT
To: harbormaster@elmwoodmi.gov

The Wanderlust Group, Inc.

Billed on: **May 31, 2024**
Due on: **Jul 1, 2024**
Terms: **Net-30**

Invoice 11774

Elmwood Township Marina

Dan Jenuwine
13051 SW Bayshore Dr Traverse City, MI 49684 United States

You have a new invoice

You have a new invoice from The Wanderlust Group, Inc., due on Jul 1, 2024.

[Pay your invoice online.](#)

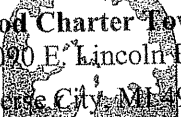
Please note our mailing address for checks:

The Wanderlust Group, Inc
Department 2630
PO Box 4110
Woburn, MA 01888-4110

Total due:
\$2,464.78

Due on:
Jul 1, 2024

Planning/ Zoning Department
planner@elmwoodmi.gov

 Elmwood Charter Township
10070 E. Lincoln Rd.
Traverse City, MI 49684

Contact Information
Ph: (231) 946-0921
Fax: (231) 946-9320

To: Elmwood Township Board

From: Sarah Clarren, Planner/Zoning Administrator

RE: Consideration of Ordinance #2024-02 (PC ZO 2017-04-22) – Multi Dwelling Development Regulations

Date: June 4, 2024

In your packet is the proposed text amendment to the Zoning Ordinance. This text amendment request is a Zoning Ordinance Amendment to amend Section 2.2 to add a definition for Dwelling, Multi and to modify the existing definitions for Parcel, Lot, lot Area and Net Lot Area; amend Section 3.14 to reintroduce development requirements for Multi-Dwelling developments; add Note 'I' to Section 5.6 to reference residential density requirements to Section 3.14; modify Section 7.1.2 so residential base density is determined using net acreage; modify Section 7.2.2 so residential density is based off of net lot area; modify Section 8.4.12 to have Site Plan Review applicants submit the gross lot area and net lot area.

This amendment was introduced to the Township Board on May 13, 2024. At that meeting, it was scheduled and published for consideration for the June meeting. There have been no changes to the amendment text since the last meeting. Enclosed is the notice that ran in the Enterprise on 5/23/24 as well as the posting notice at Township Hall.

If the Board would like to adopt this Ordinance, please use the following motion:

Recommended Motion: Motion to adopt Ordinance No. 2024-02, ZO 2017-04-22 a zoning ordinance amendment regarding multi dwelling development regulations.

CHARTER TOWNSHIP OF ELMWOOD
Leelanau County, Michigan

Ordinance No. _____
ZO 2017-04-22

AN ORDINANCE TO AMEND THE TOWNSHIP ZONING ORDINANCE, IN ACCORANCE WITH THE PROVISIONS OF THE MICHIGAN ZONING ENABLING ACT, ACT 110 OF THE PUBLIC ACTS OF 2006, AS AMENDED [MCL 125.3101 ET SEQ.], TO AMEND SECTION 2.2 TO ADD A DEFINITION FOR DWELLING, MULTI AND TO MODIFY THE EXISTING DEFINITIONS FOR PARCEL, LOT, LOT AREA AND NET LOT AREA; AMEND SECTION 3.14 TO REINTRODUCE DEVELOPMENT REQUIREMENTS FOR MULTI-DWELLING DEVELOPMENTS; ADD NOTE 'I' TO SECTION 5.6 TO REFERENCE RESIDENTIAL DENSITY REQUIREMENTS TO SECTION 3.14; MODIFY SECTION 7.1.2 SO RESIDENTIAL BASE DENSITY IS DETERMINED USING NET ACREAGE; MODIFY SECTION 7.2.2 SO RESIDENTIAL DENSITY IS BASED OFF OF NET LOT AREA; MODIFY SECTION 8.4.12 TO HAVE SITE PLAN REVIEW APPLICANTS SUBMIT THE GROSS LOT AREA AND NET LOT AREA.

The Charter Township of Elmwood Ordains:

Section 1: Amendment

1. Amend Section 2.2, specifically to add the following definitions:

Dwelling, Multi. A building or buildings on a single lot with at least two dwelling units, including any attached dwelling, as defined in this Ordinance.

2. Amend Section 2.2, specifically to modify the below definitions to read as follows:

Parcel. See Lot.

Lot. A parcel of land having frontage along a road or right-of-way on which a principal use or uses and its accessory uses are located, or intended to be located, together with any open spaces required by this Ordinance. A site condominium lot shall also be considered a lot for purposes of compliance with the regulations of this Ordinance.

Lot Area, Gross. The total horizontal area within the boundary lines of a lot not including right-of-way easements.

Lot Area, Net: The lot area excluding unbuildable areas of the lot. Examples for unbuildable areas include existing and proposed ingress and egress easements, wetlands, and bodies of water. (Amendment ZO 2017-04-09, Ordinance #2021-1, Effective January 29, 2021)

3. Amend Section 3.14, specifically so it reads as follows:

SECTION 3.14 MULTI-DWELLING REQUIREMENTS

- A. Intent. The intent of this Section is to recognize the growing need for housing within the Township, while at the same time encouraging sustainable multi-dwelling developments so these developments do not overburden the lots on which they are located and do not impose unreasonably adverse impacts on the surrounding lots. Further, this Section seeks to ensure that any multi-dwelling development of lots remains consistent with underlying zoning requirements.
- B. Multi-dwelling Development Requirements. All multi-dwelling developments that are permitted in any zoning district shall comply with the following requirements:
1. Every dwelling unit within a multi-dwelling development shall have a minimum width of twenty-four (24) feet and a minimum living area of seven hundred twenty (720) square feet.
 2. The minimum net lot area for a multi-dwelling development shall be 12,500 sq ft.
 3. Except as provided in subsection 6 below, the maximum number of dwelling units permitted (density) within a multi-dwelling development shall be determined by dividing the net lot area of the lot on which the multi-dwelling development will be located by the minimum lot size of the zoning district in which the multi-dwelling development will be located. When the density calculation results in a whole number, plus any fraction, then the calculation shall be rounded up to permit one additional dwelling unit. In addition, when a density calculation results in any fraction less than a whole number, then the developer shall be allowed to construct one (1) dwelling unit on the lot. Finally, in the case of a multi-dwelling development in the General Commercial (GC), Neighborhood Commercial (NC), Light Industrial (LI), and Shoreline Commercial (SC) Zoning Districts, 6,250 sq ft may be utilized instead of the minimum lot area when calculating the number of dwelling units.
 4. If the density of a multi-dwelling development exceeds one dwelling unit per acre, then the development shall have shared utility systems (septic and well) or connect into public utility systems (sewer and water).
 5. The Planning Commission may consider density bonuses within Planned Developments as allowed and defined within Section 7.1.2 of this Ordinance.
 6. In no instance shall density be permitted to exceed twelve (12) dwelling units per acre.

4. Amend Section 5.6, Table of Dimensional Requirements to create a new 'Note I' under

footnotes. This 'Note I' will read as follows:

Note I: Density. The maximum number of dwelling units permitted on a lot in any zoning district referenced in this table shall comply with Section 3.14 of this Ordinance.

5. Amend Section 7.1.2.C to read as follows:

SECTION 7.1.2 General Requirements

C. **Residential Base Density:** The maximum base residential density and number of permitted Dwelling units shall be determined by dividing the total net lot area by the minimum lot size of the underlying zoning district.

6. Amend Section 7.2.2 to read as follows:

SECTION 7.2.2 Application And Review Procedures

E.1.d. A residential density calculation indicating the total number of dwelling units divided by the net lot area, and a more detailed residential density calculation that divides the number of a specific unit type by the net lot area associated with that specific unit type.

7. Amend Section 8.4.12 (Requirements for Site Plan Approval) to read as follows:

12. The gross lot area and net lot area.

Section 2: Severability.

If any sections, clause, or provision of this Ordinance is declared unconstitutional or otherwise invalid by a court of competent jurisdiction, said declaration shall not affect the remainder of the Ordinance. The Township Board hereby declares that it would have passed this Ordinance and each part, section, subsection, phrase, sentence and clause irrespective of the fact that any one or more parts, sections, subsections, phrases, sentences or clauses be declared invalid.

Section 3: Effective Date.

This Ordinance shall become effective eight (8) days following publication.

Public Hearing: _____

Adopted: _____

Effective: _____

Public Notice

NOTICE OF CONDOMINIUM ASSOCIATION LIEN FORECLOSURE SALE WHEREAS, default has been made in the terms and conditions of the Master Deed of Leelanau Highlands Condominium dated March 16, 2007, signed on March 16, 2007, and recorded on March 19, 2007, in Liber 934, Page 258, et seq., Leelanau County, Michigan, Register of Deeds, and any amendments thereto, and designated as Leelanau County Condominium Subdivision Plan No. 147 (the "Master Deed"). Said default under the Master Deed has resulted in the recordation of a "Notice of Lien for Nonpayment of Assessments" by Leelanau Highlands Condominium Association, said Notice of Lien for Nonpayment of Assessments being dated November 22, 2023, signed on November 22, 2023, and recorded on November 27, 2023, as Document No. 2023005163, Leelanau County, Michigan, Register of Deeds (the "Lien") on which Lien there is claimed to be due, as of the date hereon, the sum of FOUR THOUSAND FOUR HUNDRED EIGHTY-THREE AND 21/100 DOLLARS (\$4,483.21). Under the power of sale contained in the Michigan Condominium Act of 1978, MCL 559.208(2), and Article II, Section 2.5(b) of the Amended and Restated Condominium Bylaws, attached as Exhibit A to the First Amendment to Master Deed dated July 25, 2007, signed on July 26, 2007, and recorded on July 26, 2007, in Liber 948, Page 298, et seq., Leelanau County, Michigan, Register of Deeds, please take notice as follows: Notice of foreclosure by advertisement. Notice is given under section 3212 of the revised judicature act of 1961, 1961 PA 236, MCL 600.3212, that the following Lien will be foreclosed by a sale of the lien premises, or some part of them, at a public auction sale to the highest bidder for cash or cashier's check at the place of holding the circuit court in Leelanau County, starting promptly at 1:00 P.M. on July 3, 2024. The amount due on the Lien may be greater on the day of the sale. Placing the highest bid at the sale does not automatically entitle the purchaser to free and clear ownership of the premises. A potential purchaser is encouraged to contact the county register of deeds office or a title insurance company, either of which may charge a fee for this information. Said premises are located in the Township of Elmwood, County of Leelanau, State of Michigan, and more particularly described as: Unit 37, Leelanau Highlands Condominium, a condominium according to the Master Deed recorded in Liber 934, Page 258, et seq., Leelanau County Records, and any amendments thereto, and designated as Leelanau County Condominium Subdivision Plan No. 147, together with rights in the general common elements and limited common elements as set forth in the above Master Deed, and any amendments thereto, and as described in Act 59 of the Public Acts of 1978, as amended. Owner(s) of Record: Great Lakes Homes, LLC Properly Address: 9311 East Summerfield Drive, Traverse City, Michigan 49684 Parcel ID No. 45-004-630-037-00 Attention condominium co-owner: If you are a military service member on active duty, if your period of active duty has concluded less than 90 days ago, or if you have been ordered to active duty, please contact the attorney for the party foreclosing the Lien at the telephone number listed in this Notice. The redemption period shall be six (6) months from the date of such sale pursuant to MCL 559.208(2) unless the property is determined abandoned, then, in that event, the redemption period shall be one (1) month from the date of such sale pursuant to MCL 559.208(2), after which Great Lakes Homes, LLC and all persons claiming through or under it shall be forever barred from all equity of redemption. Pursuant to MCL 600.3278, if the property is sold at foreclosure sale under Chapter 32 of the Revised Judicature Act of 1961, the owner, Great Lakes Homes, LLC, will be held responsible to the person who buys the property at the foreclosure sale or to Leelanau Highlands Condominium Association for damaging the property during the redemption period. Dated: May 7, 2024 By: Leelanau Highlands Condominium Association, a Michigan Nonprofit Corporation For any inquiries, please contact the attorney for the party foreclosing the Lien set forth below: Chantelle R. Neumann, Esq. Hirzel Law, PLC 37085 Grand River Avenue, Suite 200 Farmington, Michigan 48335 Phone: (248) 478-1800 Hirzel Law, PLC File No. 15896 (05-16)(06-06)

Elmwood Township Notice to the Public

CONSIDERATION OF ORDINANCE AMENDMENTS
PLEASE TAKE NOTE that the Township Board of the Charter Township of Elmwood will consider the adoption of the following:
1) Ordinance #2024-01 of 2024, ZO

2017-04-17 - a Zoning Ordinance Amendment to Amend Section 2.2 Definitions to add definitions for 'Active Farm Operation,' 'Festival,' and 'Special Event Facilities;' amend Section 5.4 to allow for Special Event Facilities within the Agricultural-Rural Zoning District, with a Special Use Permit and to renumber the subsequent uses within the Land Use and Zoning District Table; amend Section 6.1.3 to add minimum required parking spaces for Special Event Facilities; amend Section 9.6.H to include standards and regulations specific to Special Events Facilities.

2) Ordinance #2024-02 of 2024, ZO 2017-04-22 - a Zoning Ordinance Amendment to amend Section 2.2 to add a definition for Dwelling, Multi and to modify the existing definitions for Parcel, Lot, lot Area and Net Lot Area; amend Section 3.14 to reintroduce development requirements for Multi-Dwelling developments; add Note "I" to Section 5.6 to reference residential density requirements to Section 3.14; modify Section 7.1.2 so residential base density is determined using net acreage; modify Section 7.2.2 so residential density is based off of net lot area; modify Section 8.4.12 to have Site Plan Review applicants submit the gross lot area and net lot area.

3) Ordinance #2024-03 of 2024, ZO 2017-04-23 - a Zoning Ordinance Amendment to amend Section 2.2 to add definitions for Alcohol, Beer, Brewer, Brewery, Distiller, Micro Brewer, Small Distiller, Small Wine Maker, Spirits, Tasting Room, Wine Maker, revise definitions for Distillery, Wine, Winery, and eliminate definitions for Distillery Tasting Room, Wine, Brandy, Wine Drink, Mixed, Wine Related Beverages, and Wine Tasting Room; amend Section 5.4 to eliminate Distillery Tasting Rooms, Microbreweries/ Distilleries, and Wine Tasting Room, Add 'Distillery and/or Brewery' and 'Tasting Room' as permitted uses under Site Plan Review or Special Use Permit in certain zoning districts, allow Winery as a use within the General Commercial and Light Industrial districts under Site Plan Review, renumber uses; amend Section 5.5.K to eliminate two requirements for Temporary Produce Stands and renumber subsequent requirements; add Section 5.5.N to contain requirements for Wineries, Distilleries, and Breweries; amend Section 6.1.3 to list parking requirements for Wineries, Distilleries, and Breweries; amend Section 9.8.J to contain requirements for Tasting Rooms for Wineries, Distilleries,

and Breweries; eliminate Section 9.8.L Distillery Tasting Room and its requirements and reserve Section 9.8.L for future use.

The board will consider these ordinances at the meeting to be held on June 10, 2024 at 6:00 p.m. at the Elmwood Township Hall, 10090 E. Lincoln Road, Traverse City, MI 49684. The ordinances may be viewed at the Township Hall at 10090 E. Lincoln Road, Traverse City, MI 49684 between 9:00 a.m. and 5:00 p.m. and on the township website at www.leelanau.gov/elmwood/wppaps.asp

Public Notice

State of Michigan
13th Circuit Court - Family Division
County of Leelanau
Publication of Notice of Hearing
Regarding Petition for Name Change
Case No. 24-11202-NC
TO ALL PERSONS:
Whose address(es) are unknown and whose interest in the matter may be barred or affected by the following:
TAKE NOTICE:
David Jacob LaFrance has filed a petition for name change. A name change hearing will be held on June 17, 2024 at 9:30 a.m. at the Leelanau County 13th Circuit Court via Zoom (Meeting ID: 5482102544) before Honorable Marian Kromkowski (P30378) for the following purpose: to change the name of David Jacob LaFrance to David James Love.
Published 05/23/2024

Leelanau Montessori Public School Academy

Notice to the Public:
Leelanau Montessori will hold its Annual Budget Hearing on Wednesday, June 12, 2024 at 6:00 p.m. at the Leelanau County Government Center, 8527 Government Center Dr. Suttons Bay, MI.

Public Notice

NOTICE
The Leelanau County Government Center will be closed on Monday, May 27, 2024, in observance of Memorial Day.

As approved by the Leelanau County Board of Commissioners and as approved in the Leelanau County Personnel Policy Manual and the Teamster's Local #214 union contract, Memorial Day is a holiday and shall be observed.

Respectfully,

Drew Warner
231-342-9381
Call me for residential, vacant, commercial!
Licensed Realtor, Owner of Wholeback Inc.
Blue Lakes
Real Estate Group



1691 N Manitou Trail, Leland
MLS# 1922046

Classic cottage on nearly 2 acres w/ 100 ft across the road frontage on N. Lake Leelanau 1 mile south of Leland. Bring the boat! \$1,200,000



7398 E. Alpers Rd., Lake Leelanau
MLS# 1917780

40 beautiful private acres with driveway installed and underground electric to build ready site. Wildlife abounds. \$1,100,000

Key Realty, 310 W Front St. Suite 310F, Traverse City MI 49684
CENTURY 21
Northland
Cory Beuerle
231-631-7653
corybeuerle@gmail.com
325 N. ST. JOSEPH ST. - SUTTONS BAY - www.c21.com
KNORRWOOD BLUFFS SUTTONS BAY
PREMIUM LOTS WITH GREAT TOPOGRAPHY!
Rolling hills to suit your favored design. Ideal subdivision for "Green" homes, designed by Baldwin Homes. Minimum 1200 sf house size for "as you like living". Easy drive to Suttons Bay & Traverse City. Established Sub offers u/g utilities, n/gas & County maintained roads. 700' of Shared Frontage on West Bay with a large waterfront park, dock & amenities. Lots \$85,900-\$95,900
Designated Builder: Baldwin Homes & Land - 231-883-6613 - info@baldwinhomesland.com

Ty Wessell, Chairman
Leelanau County Board of Commissioners

Help Wanted

LEE CONSERVATION DISTRICT is seeking a Soil Erosion & Sediment Control Technician. Full time position available with benefits. Description can be found online at www.leelanauod.org or call 231-256-9783 for further info.

BEAT THE HEAT!

We have the coolest working environment! Lake Leelanau NorthWay and Suttons Bay NorthWay are looking for part-time and fill-in help. Perfect job for the semi-retired! Applications at stations, or call 231-256-9261

BARTENDER WANTED

Northern Latitudes Distillery, Part or Full-time. Experience preferred but not necessary. \$15/hour plus tips & end of busy season bonus. Email mandy@nidistillery.com or call 231-256-2700 and ask for Mandy

GRAPHIC DESIGNER-ON SITE

Experienced only, full or part time, great pay and hours. Apply in person or send resume to 515 S. Garfield Ave., Traverse City, MI 49686 or fax to (231) 946-2401

NOTICE OF ERROR

It is the responsibility of the advertiser to check the correctness of each insertion of an advertisement. The *Leelanau Enterprise* will not be responsible for more than one incorrect insertion and for only that portion that may have been rendered valueless by an error.

Real Estate Rentals

LAKE VIEW COTTAGE

Lime Lake. Now to Memorial Day \$600/week, includes all utilities, or \$100/night (three night minimum), \$125 cleaning fee. Memorial Day through Labor Day \$1,500/week or \$225/night (3 night minimum), \$125 cleaning fee. No pets. Contact Kellie O'Toole @ 517-655-4286 or kelliotoole65@gmail.com

Rentals Wanted

ONE BEDROOM HOUSE OR apartment wanted, year-round. Call 231-256-2069.

Marine



Will Buy Your Boat!

Glen Craft Marina is looking for all types of used boats. Give me a call or email with info and I can get you a great offer. Inspection and pick up included. Also, specialize in boat consignment. Great rates and fully insured.

Call G.T. at (231)334-BOAT or Call or Text (231)590-8620
email at gt@glencraftmarina.com
www.glencraftmarina.com

LEELANAU COUNTY REAL ESTATE FOR SALE!

\$985,000 - 706 N Dockside Circle, D-2, Suttons Bay, MI
4 BEDROOM, 3 BATH, 2,160 SQ FT. 2 CAR GARAGE, WATERFRONT, POOL, BOAT SLIP AVAILABLE

\$1,125,000 - 6339 E Horn Road, Lake Leelanau, MI
2,440 SQ FT | 3 BEDROOMS | WALK TO WATER ACCESS | 47 ACRES | LEELAND TOWNSHIP

OLTERS DORF REALTY, LLC
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Vicky Oltersdorf | Jonathan Oltersdorf
311 N St Josephs Street - Suttons Bay, MI | Oltersdorf.com

LVR
LEELANAU VACATION REALTY
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Your #1 Leader in Glen Arbor & Leelanau County Real Estate
South Beach 3 Beachfront in The Homestead 2BR/2BA \$795,000
South Beach 7 Beachfront in The Homestead 4BR/3BA \$1,050,000
Pine Trace 11 Vacant Lot in Woodstone Downtown Glen Arbor \$109,000
Frog Pond 14 - On Frog Pond Woodstone in Glen Arbor 2BR/2.5BA \$949,000
Empire Pole Barns For Sale Starting at \$75,000 and up. Please Call 231.218.2714 For More Info!
Ranae Ihme
Broker
ranae@lvrrealty.com • www.lvrrealty.com

Charter Township of Elmwood Notice to the Public

CONSIDERATION OF ORDINANCE AMENDMENTS

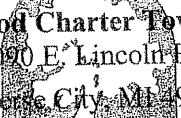
PLEASE TAKE NOTE that the Township Board of the Charter Township of Elmwood will consider the adoption of the following:

- 1) Ordinance #2024-01 of 2024, ZO 2017-04-17 - a Zoning Ordinance Amendment to Amend Section 2.2 Definitions to add definitions for 'Active Farm Operation,' 'Festival,' and 'Special Event Facilities;' amend Section 5.4 to allow for Special Event Facilities within the Agricultural-Rural Zoning District, with a Special Use Permit and to renumber the subsequent uses within the Land Use and Zoning District Table; amend Section 6.1.3 to add minimum required parking spaces for Special Event Facilities; amend Section 9.8.H to include standards and regulations specific to Special Event Facilities.
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Posted: 5-22-24
9:45 am
Elmwood Township Hall
Connie Preston, Clerk

Planning/ Zoning Department
planner@elmwoodmi.gov


Elmwood Charter Township
10050 E. Lincoln Rd.
Traverse City, MI 49684

Contact Information
Ph: (231) 946-0921
Fax: (231) 946-9320

To: Elmwood Township Board

From: Sarah Clarren, Planner/Zoning Administrator

RE: Consideration of Ordinance #2024-03 (PC ZO 2017-04-23) – Aligning and Reforming Alcohol Regulations

Date: June 4, 2024

In your packet is the proposed text amendment to the Zoning Ordinance. This text amendment request is a Zoning Ordinance Amendment to amend Section 2.2 to add definitions for Alcohol, Beer, Brewer, Brewery, Distiller, Micro Brewer, Small Distiller, Small Wine Maker, Spirits, Tasting Room, Wine Maker, revise definitions for Distillery, Wine, Winery, and eliminate definitions for Distillery Tasting Room, Wine, Brandy, Wine Drink, Mixed, Wine Related Beverages, and Wine Tasting Room; amend Section 5.4 to eliminate Distillery Tasting Rooms, Microbreweries/ Distilleries, and Wine Tasting Room, Add 'Distillery and/or Brewery' and 'Tasting Room' as permitted uses under Site Plan Review or Special Use Permit in certain zoning districts, allow Winery as a use within the General Commercial and Light Industrial districts under Site Plan Review, renumber uses; amend Section 5.5.K to eliminate two requirements for Temporary Produce Stands and renumber subsequent requirements; add Section 5.5.N to contain requirements for Wineries, Distilleries, and Breweries; amend Section 6.1.3 to list parking requirements for Wineries, Distilleries, and Breweries; amend Section 9.8.J to contain requirements for Tasting Rooms for Wineries, Distilleries, and Breweries; eliminate Section 9.8.L Distillery Tasting Room and its requirements and reserve Section 9.8.L for future use.

This amendment was introduced to the Township Board on May 13, 2024. At that meeting, it was scheduled and published for consideration for the June meeting. There have been no changes to the amendment text since the last meeting. Enclosed (within information regarding ZO 2017-04-22) is the notice that ran in the Enterprise on 5/23/24 as well as the posting notice at Township Hall.

If the Board would like to adopt this Ordinance, please use the following motion:

Recommended Motion: Motion to adopt Ordinance No. 2024-03, ZO 2017-04-23 a zoning ordinance amendment regarding aligning and reforming alcohol regulations within Elmwood Township.

CHARTER TOWNSHIP OF ELMWOOD
Leelanau County, Michigan

Ordinance No. _____
ZO 2017-04-23

AN ORDINANCE TO AMEND THE TOWNSHIP ZONING ORDINANCE, IN ACCORANCE WITH THE PROVISIONS OF THE MICHIGAN ZONING ENABLING ACT, ACT 110 OF THE PUBLIC ACTS OF 2006, AS AMENDED [MCL 125.3101 ET SEQ.], TO AMEND SECTION 2.2 TO ADD DEFINITIONS FOR ALCOHOL, BEER, BREWER, BREWERY, DISTILLER, MICRO BREWER, SMALL DISTILLER, SMALL WINE MAKER, SPIRITS, TASTING ROOM, WINE MAKER, REVISE DEFINITIONS FOR DISTILLERY, WINE, WINERY, AND ELIMINATE DEFINITIONS FOR DISTILLERY TASTING ROOM, WINE, BRANDY, WINE DRINK, MIXED, WINE RELATED BEVERAGES, AND WINE TASTING ROOM; AMEND SECTION 5.4 TO ELIMINATE DISTILLERY TASTING ROOMS, MICROBREWRIES/DISTILLERIES, AND WINE TASTING ROOM, ADD 'DISTILLERY AND/OR BREWERY' AND 'TASTING ROOM' AS PERMITTED USES UNDER SITE PLAN REVIEW OR SPECIAL USE PERMIT IN CERTAIN ZONING DISTRICTS, ALLOW WINERY AS A USE WITHIN THE GENERAL COMMERCIAL AND LIGHT INDUSTRIAL DISTRICTS UNDER SITE PLAN REVIEW, RENUMBER USES; AMEND SECTION 5.5.K TO ELIMINATE TWO REQUIREMENTS FOR TEMPORARY PRODUCE STANDS AND RENUMBER SUBSEQUENT REQUIREMENTS; ADD SECTION 5.5.N TO CONTAIN REQUIREMENTS FOR WINERIES, DISTILLERIES, AND BREWERIES; AMEND SECTION 6.1.3 TO LIST PARKING REQUIREMENTS FOR WINERIES, DISTILLERIES, AND BREWERIES; AMEND SECTION 9.8.J TO CONTAIN REQUIREMENTS FOR TASTING ROOMS FOR WINERIES, DISTILLERIES, AND BREWERIES; ELIMINATE SECTION 9.8.L DISTILLERY TASTING ROOM AND ITS REQUIREMENTS AND RESERVE SECTION 9.8.L FOR FUTURE USE.

The Charter Township of Elmwood Ordains:

Section 1: Amendment.

1. Amend Section 2.2, specifically to add the following definitions:

Alcohol. The product of distillation of fermented liquid, whether or not rectified or diluted with water, but does not mean ethyl or industrial alcohol, diluted or not, that has been denatured or otherwise rendered unfit for beverage purposes.

Beer. A beverage obtained by alcoholic fermentation of an infusion or decoction of barley, malt, hops, sugar, or other cereal in potable water.

Brewer. A person located in this state that is licensed by the Michigan Liquor Control Commission to manufacture beer and sell at retail and to licensed wholesalers the beer manufactured by the person.

Brewery. A facility licensed by the Michigan Liquor Control Commission where agriculture products are grown and/or maintained and used by brewers and/or micro brewers to manufacture beer and sell at retail and to licensed wholesalers the beer manufactured by the brewer or micro brewer.

Distiller. A person licensed by the Michigan Liquor Control Commission to manufacture and sell spirits or alcohol, or both, of any kind.

Micro Brewer. A brewer that manufactures in total less than 60,000 barrels of beer per year and that may sell the beer manufactured to consumers at the licensed brewery premises for consumption on or off the licensed brewery premises and to retailers. In determining the 60,000-barrel threshold, all brands and labels of a brewer, whether manufactured in this state or outside this state, must be combined and all breweries for the manufacturing of beer that are owned or controlled by the same person must be treated as a single facility.

Small Distiller. A manufacturer of spirits annually manufacturing in this state not more than 60,000 gallons of spirits, of all brands combined.

Small Wine Maker. A wine maker manufacturing or bottling not more than 50,000 gallons of wine in 1 calendar year. A small wine maker is not required to bottle wine it manufactures.

Spirits. A beverage that contains alcohol obtained by distillation, mixed with potable water or other substances, or both, in solution, and includes wine containing an alcoholic content of more than 21% by volume, except sacramental wine and mixed spirit drink.

Tasting Room. A location on or off the manufacturing premises of a brewer, micro brewer, wine maker, small wine maker, distiller, or small distiller where the brewer, micro brewer, wine maker, small wine maker, distiller, or small distiller may provide samples of or sell at retail for consumption on or off the premises, or both, the beer, wine, or spirits it manufactures. A small wine maker, however, may only sell wine it bottled.

Wine Maker. A person licensed by the Michigan Liquor Control Commission to manufacture wine and to sell that wine to a wholesaler, to a consumer by direct shipment, at retail on the licensed winery premises, and to sell that wine to a retailer.

2. **Amend Section 2.2, specifically to modify the below definitions to read as follows:**

Distillery. A facility licensed by the Michigan Liquor Control Commission where agriculture products are grown and/or maintained and used by distillers and/or small distillers to manufacture spirits or alcohol and to sell the spirits and/or alcohol manufactured by the distiller or small distiller.

Wine. A product manufactured by the normal alcoholic fermentation of the juice of sound, ripe grapes, or any other fruit with the usual cellar treatment, and containing not

more than 21% of alcohol by volume, including cider made from apples or pears, or both, that contains at least ½ of 1% of alcohol by volume, or mead, or honey wine made from honey, fermented fruit juices other than grapes, and mixed wine drinks.

Winery. A facility licensed by the Michigan Liquor Control Commission where agriculture products are grown and/or maintained and used by wine makers and/or small wine makers to manufacture wine and to sell that wine to a wholesaler, to a consumer by direct shipment, at retail on the licensed winery premises, and to sell that wine to a retailer.

3. Amend Section 2.2, specifically to eliminate the following definitions:

Distillery Tasting Room. A Michigan licensed room used in conjunction, as an accessory use, with a distillery where a spirit is produced on-site, may be consumed or purchased.

(Amendment ZO 2017-04-03, Ordinance #2018-04, Effective November 9, 2018)

Wine, Brandy. An alcoholic liquor as defined in Federal Standards of Identity for Distilled Spirits, 27 CFR 5.22 (d) 1980.

Wine Drink, Mixed. A drink or similar product containing less than seven percent (7%) alcohol by volume, consisting of wine and sparkling or carbonated or water and/or containing one (1) or more of the following: non-alcoholic beverages; flavorings; fruit juices; coloring materials; fruit adjuncts; sugar; preservatives; and carbon dioxide .

Wine-Related Beverages. Fortified wines, wine brandy, other mixed wine drinks, and drinks related to or inclusive of wines.

Wine Tasting Room. A Michigan licensed room used in conjunction with a winery where the tasting of wine, fruit wines, and non-alcoholic fruit juices takes place at a charge or at no charge to the individual, and the retail sales of winery and cheese products, incidental wine-related non food items, products by the bottle, container, or case for off-premises consumption, and wine-related packaged food items are allowed as provided herein.

4. Amend Section 5.4 to eliminate Use #49 (Distillery Tasting Rooms), Use #60 (Microbreweries/Distilleries regulated by Michigan Liquor Control Commission) Use #78 (Wine Tasting Room); create new Use #49 (Distillery and/or Brewery), Use #74 (Tasting Room); change permitting process for Use #79 (Winery); renumber the table as needed. Uses #49, #74, and #79 will read as follows:

Applicable to Multiple Districts	A-R	R-1	R-2	R-3	MH P	M C	NC	G C	LI	SC	R R
49. Distillery and/or Brewery	SUP						Psp	Psp	Psp		
74. Tasting Room	SUP						Psp	Psp	Psp		

5. Amend Section 5.5.K containing requirements for 'Temporary produce stands,' specifically to eliminate existing requirements 5 and 6 and then renumber subsequent requirements. The requirements that will be eliminated are:

~~5. Additional agricultural products may be sold at the produce stand provided it is grown or produced (e.g., honey, syrup, etc) in Elmwood Township.~~

~~6. Sale of craft items is limited to those produced on the property.~~

6. Amend Section 5.5 to create 5.5.N to contain requirements for Wineries, Distilleries, and Breweries. This new Section 5.5.N will read as follows:

N. Winery, Distillery, Brewery

1. **Intent.** It is the intent of this ordinance to allow construction of Breweries, Distilleries, and Wineries for beer, wine, spirits and other alcoholic beverages regulated by the Michigan Liquor Control Code of 1998, being Public Act 58 of 1998 [MCL 436.1101 et seq] (the "Code") on lands where the ingredients for such products are raised or grown. Such facilities are permitted with or without tasting rooms (See Section 9.8.J).

The growing of wine fruit and production of wine, the growing of the ingredients for making beer and the growing of crops to be used in distilling spirits are recognized as an integral component of the rural and agricultural ambiance of the agricultural areas within Elmwood Township if regulated appropriately. The growing of these crops do not require Planning Commission review, but without site plan review, production facilities could industrialize the agricultural district. It is, therefore, the intent of this section to maintain the viability of growing agricultural products by providing for the value added processing and direct sales of such beverages and other end products of such processing.

2. **Conditions.** Wineries, Distilleries, and Breweries may be permitted in accordance with Article 8 (Site Plan Review) and subject to the following conditions:
- Every winery, brewery, and distillery, is subject to the development review requirements as provided in Article 8 (Site Plan Review) of this ordinance.
 - Monthly retail sales of the beverages produced on the site are permitted along with retail sales of related products (i.e. branding merchandise for the facility). However, no tasting is permitted unless a permit for a Tasting Room is obtained onsite.
 - To ensure that production facilities within the A-R Zoning District do not industrialize the district, the following standards shall be met:
 - The parcel must be at least ten (10) acres.
 - The winery, distillery, or brewery is operated according to generally accepted agricultural management principles and for every winery, distillery, and brewery, the parcel shall have a minimum of five (5) planted acres of mature crop that is used for

the on-site production of alcohol for production facilities selling directly to the consumer. Ten (10) planted acres of mature crop that is used for the on-site production of alcohol for production facilities selling directly to the consumer is required for selling wholesale. For purposes of this section, 'mature crop' shall mean crops that are of an age where they can be harvested and used in the production of alcohol.

- iii. The total land area covered by buildings and structures used for the processing, storage and sales of wine, beer, and spirits may not exceed fifteen percent (15%) of the lot area. In order to encourage the reuse of historic buildings, the Planning Commission may consider a larger land cover percentage, while considering the impact of the use on neighboring properties. If the parcel contains a dwelling, the dwelling and the dwelling's associated accessory structures shall not be incorporated in this calculation. Any building or structure used for agricultural use (i.e. silos, animal husbandry, storage of traditional agricultural machinery (i.e. tractors, plows, etc.) shall not be incorporated in this calculation.
- d. All winery, brewery, or distillery structures and/or permitted outdoor tasting areas (if permitted shall be set back at least 100 feet from any lot line as well as any wetlands and/or any water's edge. This setback shall not apply to any building or structure used for agricultural use (i.e. silos, animal husbandry, storage of traditional agricultural machinery (i.e. tractors, plows, etc.).

7. Amend Section 6.1.3, specifically to add minimum required parking spaces for Wineries, Distilleries, and Breweries to the existing table as follows:

USE	MINIMUM NUMBER OF SPACES REQUIRED
Winery, Distillery, and/or Brewery	5 spaces plus 1 per employee on largest shift

8. Remove Section 9.8.J (Requirements for Wine Tasting Rooms) and replace with a new Section 9.8.J (Requirements for Tasting Rooms for Wineries, Breweries, and Distilleries) to read as follows:

J. Tasting Rooms for Wineries, Breweries, and Distilleries

The Township would like to encourage agriculturally related uses while preserving neighboring property owners' enjoyment of their land. Tasting Rooms are permitted as accessory uses at permitted Wineries, Breweries and Distilleries or within other zoning districts, as permitted provided that the proposed tasting room complies with the following requirements:

- 1. Every tasting room for a winery, brewery, and distillery within the Agricultural-Rural (A-R) Zoning District is subject to the development

review and requirements for a winery, brewery and distillery as provided in Article 5.5.N of this ordinance.

2. The tasting area may be located inside or outside a building, but at no time shall the tasting area exceed 2,500 sq ft.
3. A tasting room and/or an authorized outdoor tasting area shall not be located closer than 100 feet from any lot line of a lot containing a dwelling or from any lot that is zoned residential (R-1, R-2, or R-3).
4. If a tasting room is located within 500 feet from any lot line of a lot containing a dwelling or from any lot that is zoned residential (R-1, R-2, or R-3), then a fence or buffer, meeting the requirements of Section 6.4.4 of this Ordinance, shall be placed along the lot line of that adjacent lot to discourage trespass.
5. The hours of operation shall be between the hours of 10 am and 10 pm unless the Planning Commission determines that different and more restrictive hours are more appropriate to meet the standards of Section 9.3.
6. Amplified sound (including amplified music) shall be contained indoors and shall not produce sound that because of its volume or frequency annoys, disturbs, injures or endangers the comfort, repose, health, peace or safety of any reasonable person of normal sensitivities.
7. A Tasting Room is not intended to be a restaurant; restaurants are a use that is permitted in certain zoning districts. Therefore, a tasting room may offer limited food service provided:
 - a. Any retail sales and food service must be clearly accessory to the tasting room. This shall be evidenced by:
 - i. The area for serving food shall seat no more than twenty (20) patrons at one time.
 - ii. Monthly sale of food shall not exceed 10% of gross sales of licensed products. At the request of the Township, the business shall provide supporting documentation to the Township verifying compliance with this section.
 - iii. Food service items shall be limited to appetizers and small plates. Carry-in or carry-out foods are prohibited.
 - b. Any food service shall be licensed to prepare and serve food by the appropriate Health Agency.

9. Remove Section 9.8.L (Requirements for Distillery Tasting Rooms) and replace as follows:

L. RESERVED

Section 2: Severability.

If any sections, clause, or provision of this Ordinance is declared unconstitutional or otherwise invalid by a court of competent jurisdiction, said declaration shall not affect the remainder of the Ordinance. The Township Board hereby declares that it would have passed this Ordinance and each part, section, subsection, phrase, sentence and clause irrespective of the fact that any one or more parts, sections, subsections, phrases, sentences or clauses be declared invalid.

Section 3: Effective Date.

This Ordinance shall become effective eight (8) days following publication.

Public Hearing: _____

Adopted: _____

Effective: _____

Connie Preston

From: Astrid Xu <astrid.xu@granicus.com>
Sent: Tuesday, May 21, 2024 3:13 PM
To: planner@elmwoodtownship.net; Connie Preston
Subject: Final notice: RE: Granicus Subscription Renewal Notification for Elmwood, MI

Hi Sarah and Connie,

This is a final notice letting you know that Elmwood's Host Compliance services are automatically renewing, per the existing agreement. Please expect an invoice from our Finance department at AR@granicus.com in the coming weeks. If you will need to issue a purchase order, please send it both to myself and to the AR email address above.

Thank you,

Astrid Xu
Renewals Specialist
Email: astrid.xu@granicus.com
Phone: 651-461-3753



From: Astrid Xu <astrid.xu@granicus.com>
Sent: Friday, March 29, 2024 3:39 PM
To: planner@elmwoodtownship.net
Subject: Granicus Subscription Renewal Notification for Elmwood, MI



cus Subscription Renewal Notification for Elmwood, MI

Hello Sarah,

Elmwood, MI's annual Granicus subscription is due to automatically renew for the period of performance of May 13, 2024 - May 12, 2025.

The new annual total will be \$USD 10,955.76. A budgetary quote is attached for your reference. Please confirm that you have received this email.

Will Elmwood, MI need to issue a Purchase Order? If no purchase order is necessary, then no additional action is required by Elmwood, MI and an invoice will be processed and sent to Sarah Clarren at planner@elmwoodtownship.net near the date of renewal.

Granicus looks forward to continuing our relationship with Elmwood, MI and supporting your organization to create greater impact for the citizens you serve.

Please let me know if you have any questions or concerns.

Best,
Astrid Xu
Renewals Specialist

2024 Permit for Fireworks Other than Consumer or Low Impact

Authority: 2011 PA 256	The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.
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This permit is not transferable. Possession of this permit authorizes the herein named person to possess, transport and display fireworks in the amounts, for the purpose of and at the place listed below only through permit expiration date.

TYPE OF PERMIT(S) (Select all applicable boxes) <input type="checkbox"/> Agricultural or Wildlife Fireworks <input type="checkbox"/> Articles Pyrotechnic <input type="checkbox"/> Display Fireworks <input checked="" type="checkbox"/> Public Display <input type="checkbox"/> Private Display <input type="checkbox"/> Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes		FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY. PERMIT(S) EXPIRATION DATE (ENTER DATE OF EXPIRATION) <p style="text-align: center; font-weight: bold;">July 10, 2024</p>
NAME OF PERSON PERMIT ISSUED TO Kat Paye, CEO		AGE (18 YEARS OR OLDER) <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
ADDRESS OF PERSON PERMIT ISSUED TO 521 Union Street, Traverse City, MI 49684		
NAME OF ORGANIZATION, GROUP, FIRM OR CORPORATION National Cherry Festival		
ADDRESS 521 Union Street, Traverse City, MI 49684		
NUMBER AND TYPES OF FIREWORKS (Please attach additional pages if necessary)		
600 - 3" shells 175 - 4" shells 150 - 5" shells 100 - 6" shells 25 - 8" shells 20 - Various barrage cakes 3" and smaller		
EXACT LOCATION OF DISPLAY OR USE Prep Site: Charter Twp of Elmwood; Display Site: West Grand Traverse Bay, City of Traverse City		
CITY, VILLAGE, TOWNSHIP Traverse City	DATE July 6, 2024	TIME Approx. 10pm
BOND OR INSURANCE FILED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		AMOUNT \$5,000,000

Issued by action of the Legislative Body of the

City
 Village
 Township of Elmwood on the 11 day of June, 2024.

(Signature and Title of Legislative Body Representative)

THIS FORM IS VALID UNTIL THE DATE OF EXPIRATION OF PERMIT

National Cherry Festival

1000' Safety Zone
12" Shell Max

Children's Museum

Grand Traverse Bay

Legend

1000'

Barge Location

Bryant Park Beach

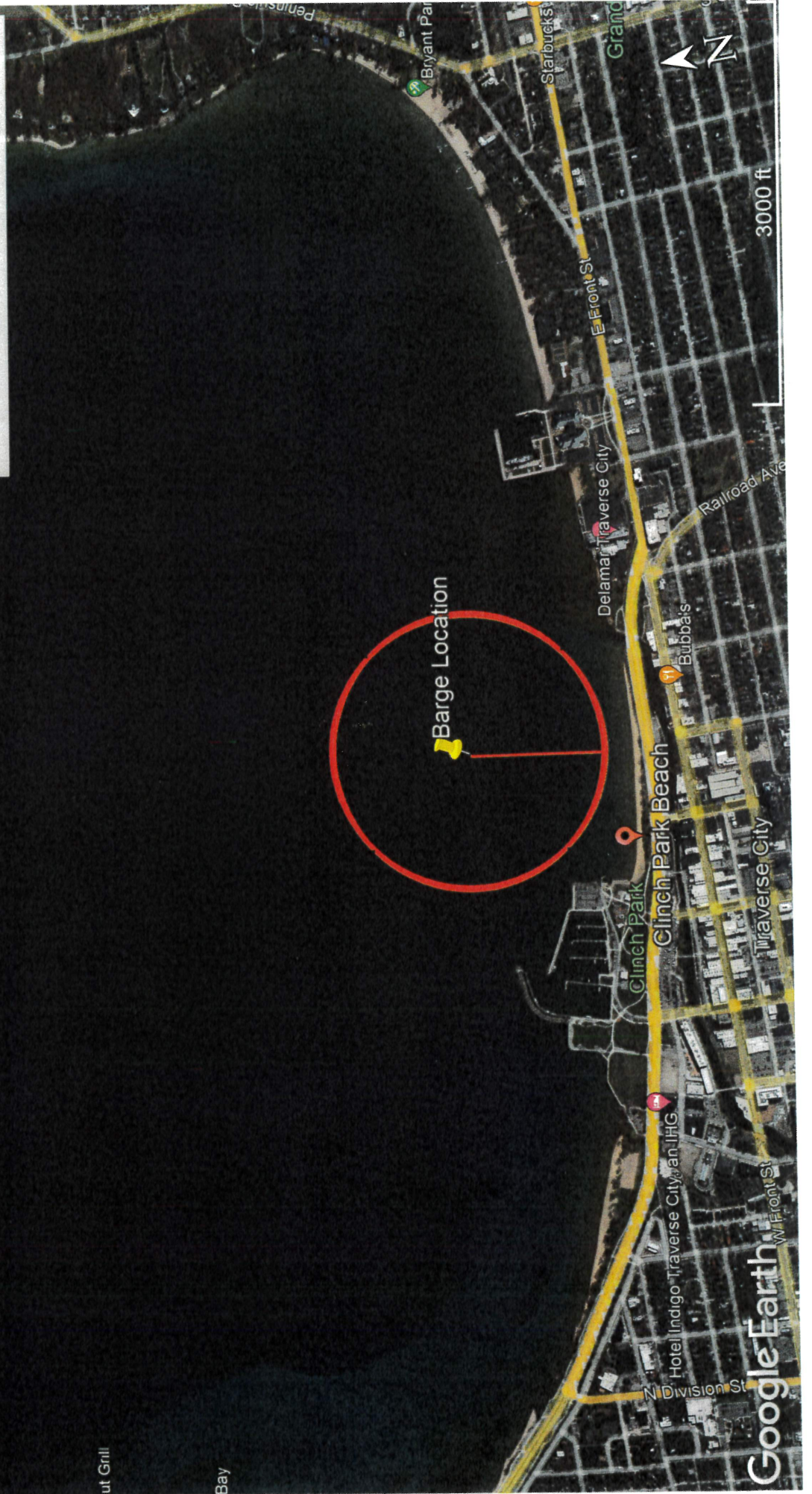
Clinch Park Beach

Feature 2

Great Lakes Children's Museum

Leelanau Trail Cherry Bend Rd Trailhead

Starbucks



Client#: 4279

FESTIFOU1

DATE (MM/DD/YYYY)

1/17/2024

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY 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: Haas & Wilkerson Insurance, 4300 Shawnee Mission Parkway, Fairway, KS 66205, 913 432-4400. CONTACT NAME: Kim Carter, PHONE: 913 432-4400, FAX: (A/C, No):, E-MAIL ADDRESS: kim.carter@hwins.com. INSURER(S) AFFORDING COVERAGE: INSURER A: ACE American Insurance Company (CHUBB) NAIC #: 22667, INSURER B: Berkley National Insurance Company 38911, 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.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL SUBR INSR, WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Rows include: A COMMERCIAL GENERAL LIABILITY (G2497246A), A AUTOMOBILE LIABILITY (H08157170), A UMBRELLA LIAB (XCPN05005085), WORKERS COMPENSATION AND EMPLOYERS' LIABILITY (N/A), B Equipment Floater (MNP1008893).

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) The certificate holder is named as Additional Insured on the General Liability policy but only with respect to the liability arising out of the Named Insureds operations or premises owned by or rented to the Named Insured per form CG2026

CERTIFICATE HOLDER: The Charter Township of Elmwood, Traverse City, MI 49684. 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: [Signature]

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2024 Application for Fireworks Other Than Consumer or Low Impact

FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY
DATE PERMIT(S) EXPIRE:

Authority: 2011 PA 256
The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.

TYPE OF PERMIT(S) (Select all applicable boxes)

- Agricultural or Wildlife Fireworks
- Articles Pyrotechnic
- Display Fireworks
- Public Display
- Private Display
- Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes

NAME OF APPLICANT National Cherry Festival		ADDRESS OF APPLICANT 521 S. Union St. Traverse City, MI 49684	AGE OF APPLICANT 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
NAME OF PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER <i>Kat Payne</i>		ADDRESS PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER <i>521 S. Union St. Traverse City, MI 49684</i>	
IF A NON-RESIDENT APPLICANT (LIST NAME OF MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)		ADDRESS (MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)	TELEPHONE NUMBER
NAME OF PYROTECHNIC OPERATOR Great Lakes Fireworks, LLC.		ADDRESS OF PYROTECHNIC OPERATOR 3275 W. M-76, P.O Box 276 West Branch, MI 48661	AGE OF PYROTECHNIC OPERATOR 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
NO. YEARS EXPERIENCE 20+	NO. DISPLAYS 500+	WHERE Throughout Michigan	
NAME OF ASSISTANT TBD		ADDRESS OF ASSISTANT TBD	AGE OF ASSISTANT 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
NAME OF OTHER ASSISTANT TBD		ADDRESS OF OTHER ASSISTANT TBD	AGE OF OTHER ASSISTANT 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
EXACT LOCATION OF PROPOSED DISPLAY Shot off Barge in West Grand Traverse Bay			
DATE OF PROPOSED DISPLAY July 6th, 2024 (Rain: N/A)		TIME OF PROPOSED DISPLAY Approx. 10:00 PM	
MANNER AND PLACE OF STORAGE, SUBJECT TO APPROVAL OF LOCAL FIRE AUTHORITIES, IN ACCORDANCE WITH NFPA 1123, 1124 & 1126 AND OTHER STATE OR FEDERAL REGULATIONS. PROVIDE PROOF OF PROPER LICENSING OR PERMITTING BY STATE OR FEDERAL GOVERNMENT Stored at a Federally Licensed Facility Until Date of Display			
AMOUNT OF BOND OR INSURANCE (TO BE SET BY LOCAL GOVERNMENT) \$5,000,000.00		NAME OF BONDING CORPORATION OR INSURANCE COMPANY Britton Gallagher	
ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY ONE CLEVELAND CENTER, 1275 E. 9TH ST, 30TH FLOOR, CLEVELAND, OH 44114			
NUMBER OF FIREWORKS		KIND OF FIREWORKS TO BE DISPLAYED (Please provide additional pages as needed)	
Approx. 600	3" Shells		
Approx. 175	4" Shells		
Approx. 150	5" Shells		
Approx. 100	6" Shells		
Approx. 25	8" Shells		
Approx. 12	10" Shells		
Approx. 20	Various Barrage Cakes 3" & Smaller		
SIGNATURE OF APPLICANT <i>Kathleen Payne</i>			DATE 12/27/23

Instructions for Application for Fireworks Other Than Consumer or Low Impact

Applications shall be submitted to the legislative body of a city, village or township board. A permit may be issued as a result of official action by the legislative body. A permit shall be valid only for use within the limits of the jurisdiction of the legislative body of a city, village or township board.

1. Type of Permit – check all boxes that may apply to the type of permit needed. You may select several permit types depending on your fireworks display. You may check with your legislative body of a city, village or township board for assistance when making your selection. Please review the following definitions to determine which type of permit to select:
 - Agricultural or Wildlife Fireworks – devices distributed to farmers, ranchers, and growers through a wildlife management program administered by the US Department of Interior or Michigan DNR.
 - Articles Pyrotechnic – 1.4G fireworks for professional use only that is classified as UN0431 or UN0432.
 - Display Fireworks – 1.3G fireworks for professional use only
 - Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes – devices with a combination of chemical elements or compounds capable of burning independently of the oxygen of the atmosphere and designed and intended to produce an audible, visual, mechanical or thermal effect for pest or animal control.
 - Public Display – a fireworks display that is open to all persons for viewing.
 - Private Display – a fireworks display that is not open to the general public for viewing.
2. Name of applicant – list the name of the applicant. The applicant may be a person representing an organization, group, firm or corporation, or self. If the applicant is also the operator, enter the same name in the operator's section.
3. Address of applicant – complete the address of the applicant; include the street address, city, state and zip code.
4. Name of person or resident agent representing corporation, LLC, DBA or other – list the name of the person or resident agent that represents the corporation, LLC, DBA or other.
5. Address of person or resident agent that represents the corporation, LLC, DBA or other – list the address of the person or resident agent representing the corporation, LLC, DBA or other.
6. Non-resident applicant – list the name of the non-resident applicant. A non-resident applicant shall appoint a Michigan attorney or Michigan resident agent in writing to be the applicant's legal representative upon whom all service of process in any action or proceeding may be served.
7. Name of pyrotechnic operator – list the name of the pyrotechnic operator. The pyrotechnic operator is the person in charge of the display. The legislative body of a city, village or township board shall rule on the competency and qualifications of the operator before granting a permit and may require an affidavit from the applicant as to the operator's experience, former pyrotechnic accidents, criminal record, sobriety, etc.
8. Address of pyrotechnic operator – list the address of the pyrotechnic operator; include the street address, city, state and zip code.
9. Age of the pyrotechnic operator – list the age of the pyrotechnic operator; the operator must be 18 years of age or older.
10. Name of assistant – list the name of the assistant to the pyrotechnic operator;
11. Address of assistant – list the address of the assistant; include the street address, city, state and zip code. If there is more than one assistant, please list additional assistants on a separate sheet and include the address and age of those additional assistants.
12. Age of assistant – list the age of the assistant to the pyrotechnic operator; the assistant must be 18 years or older.
13. Name of other assistant – list the name of other assistant to the pyrotechnic operator.
14. Age of other assistant – list the age of the assistant to the pyrotechnic operator; the assistant must be 18 years or older.
15. Exact location of proposed display – list the address of the exact location of the proposed fireworks display.
16. Date of proposed display – indicate the date of the proposed fireworks display; only one display date can be used per application.
17. Time of proposed display – indicate the time of the proposed fireworks display.
18. Manner and place of storage - indicate the manner and place of storage within the legislative body of a city, village or township board of fireworks that are ready for display, just prior to the display in the area of exhibition. The legislative body of a city, village or township board shall obtain approval from the local fire authorities of the manner and place of storage before any permit is issued.

19. Amount of bond or insurance - the issuing legislative body of a city, village or township board shall set the amount of and proof of bond or insurance for the protection of the public to satisfy claims for damages to property or personal injuries arising out of any act or omission on the part of the person, firm or corporation, or any agent or employee of the applicant. The applicant shall assure the bond or insurance required is provided.
20. Name of bonding corporation or insurance company – provide the name of the bonding corporation or insurance company for which the bond was issued through.
21. Address of bonding corporation or insurance company – list the address of the bonding corporation or insurance company; include the street address, city, state and zip code.
22. Number of fireworks and kind of fireworks to be displayed– indicate the total amount of fireworks proposed for the display or use and a description of the type of fireworks for display; such as 10 aerial bombs, 30 aerial rocket bursts, etc.
23. The application is valid for the calendar year in which the application was received and permit was issued.
24. Permit fees shall be established by the legislative body of a city, village or township board and shall be submitted to and retained by legislative body of a city, village or township board.
25. Permitting will be in compliance with the Michigan Fireworks Safety Act, PA 256 of 2011, MCL 28.466, Section 16.
26. **Mail the application to the legislative body of a city, village or township board within the location jurisdiction of the display.** DO NOT mail the application to the Bureau of Fire Services (BFS). If mailed to the BFS, it will be returned to the sender.

ELMWOOD CHARTER TOWNSHIP
Release of Liability

To be completed by Elmwood Twp Official

Consumer Fireworks Permit No. _____ OR Display Fireworks Permit No. _____

Date Issued: _____

Applicant's Name: Kat Payne (National Cherry Festival)

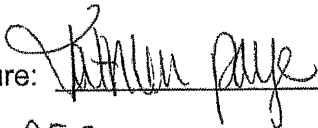
Date of Birth: April 1st, 1982

Address: 521 S. Union St.

City: Traverse City, MI

Telephone Number: 231 947 4230

In consideration of Elmwood Charter Township issuing to me, my corporation, limited liability company, or other legal entity controlled by me, a Consumer Fireworks Permit or a Display Fireworks Permit, on behalf of myself or my corporation, limited liability company, or other legal entity controlled by me, I hereby waive, release, indemnify and hold harmless Elmwood Charter Township, its officers, employees, volunteers, insurance company, successors, and assigns from any claims for death, personal injury or property damage which may arise as a result of the fireworks display authorized by the Consumer Fireworks Permit or Display Fireworks Permit. I understand that Elmwood Charter Township and the other parties being released are relying on this Waiver and I voluntarily make this Waiver of Liability. I also understand that the fireworks display authorized by the Consumer Fireworks Permit or Display Fireworks Permit has risks associated with it, and I willingly accept that possibility of risk on behalf of myself or my corporation, limited liability company, or other legal entity controlled by me. This release binds my personal representative, estate, heirs and assigns, or the successor and assigns of my corporation, limited liability company, or other legal entity controlled by me.

Applicant's Signature: 

Title, if applicable: CEO

Date: 1/8/2024

PLAN REVIEW

TYPE: Application for Fireworks Display Permit
LOCATION: Discovery Pier; West Grand Traverse Bay
APPLICANT: The Boom Boom Club

REVIEW DATE: June 5, 2024

REVIEWED BY: Keith Tampa, Fire Chief

Event Date:	July 6, 2022			Alternate Date:	None	
Contact #1: (Applicant)	Name	Kat Paye	Primary Phone #	231-947-4230	Secondary Phone #	---
Pyrotechnic Operator:	Name	Great Lakes Fireworks, LLC	Primary Phone #	Bruce Tyree 989-942-0684	Secondary Phone #	Office 586-779-8062
ATF License #:	4-MI-099-27-7L-01174		4-MI-099-51-7L-01173		---	
	<u>Display Site</u>		<u>Preparation Site</u>		<u>Storage Site</u>	
Location:	West Grand Traverse Bay – Minimum of 1000ft diameter secured perimeter		Discovery Pier (former Coal Dock), Elmwood Twp.		Discovery Pier, Elmwood Twp. – If needed	
<u>Documents Submitted/Reviewed</u>						
<ul style="list-style-type: none"> ✓ Charter Township of Elmwood Fireworks Display Permit Application ✓ Charter Township of Elmwood Release of Liability ✓ Proof of Certificate of Liability Insurance naming The Charter Township of Elmwood as an additional insured from the National Cherry Festival ✓ Great Lakes Display Fireworks Safety Plan ✓ Site Map of Display Area (West Grand Traverse Bay) showing 1000ft. radius 						

It is my recommendation that, in addition to complying with Federal and State regulations and NFPA 1123 Code for Fireworks Display (2010 edition), that the applicant also complies with and provides the following:

Storage and Transportation of Fireworks / Preparation of Fireworks

- The delivery and preparation of fireworks (product) will be coordinated with the Elmwood Township Fire Department.
- The preparation site is to located on and adjacent to Discovery Pier and shall encompass a minimum 100-foot radius from the barge and loading area. This area shall be designated on the pier by a physical barrier such as snow fencing, or other non-permanent barrier, to assist in restricting non-authorized personnel from entry. "Caution" tape shall not be considered an acceptable type of barrier.
- All access to the preparation area on Discovery Pier shall be restricted to only those authorized by Great Lakes Fireworks, or the Elmwood Township Fire Department once the product arrives onsite.
- Only the Elmwood Township Fire Department or Great Lakes Fireworks can authorize personnel to be within the preparation area.
- Fireworks shall not be left unattended upon delivery to the preparation area.

- No smoking or alcohol shall be allowed within the preparation area. “No Smoking” signs shall be posted around the preparation area perimeter in conspicuous locations.
- Only vehicles of authorized personnel will be allowed within the preparation area and will be located away from the fireworks assembly area.
- No permanent vehicle parking, except those authorized to be within the preparation area, shall be allowed on Discovery Pier while the product is on site.
- No open flames shall be allowed within the preparation area.
- A minimum of 1 portable water fire extinguisher shall be readily accessible within the preparation area.
- Fireworks shall be kept dry and protected.
- If the event is to be rescheduled, or for other reasons the fireworks are to remain at the preparation site overnight, the following minimum requirements shall be met:
 - All fireworks shall be made safe to prevent firing.
 - All above requirements shall be enforced and an authorized person shall remain on site and capable of communication with law enforcement and fire services.
 - Notification shall be made to both law enforcement and fire services of the overnight status of the fireworks.

Inspection of Fireworks

- A representative from the fire department shall be at the preparation site prior to the arrival of the fireworks and shall work with the applicant and/or display shooter to ensure compliance with Township requests.
- Fireworks shall be inspected for safe use by Great Lakes Fireworks after delivery to the preparation site.
- If upon inspection, fireworks are not safe for use, they shall be made safe and/or secured according NFPA 1123 and rules established above.

Display Site

- The display is being fired from barges in West Grand Traverse Bay.
- The display barge or vessel(s) shall be escorted to the display site by authorized vessels.
- The largest shell to be used in the display is 8 inches. The 10-inch shells indicated on the application will not be included per Bruce Tyree. This requires that the display site shall have a minimum radius of 1000 feet or greater.
- The display site perimeter is to be secured to reduce the chance of unauthorized entry. This shall require the use of law enforcement or other appropriate marine vessels.
- The Traverse City Fire Department shall be notified of the display site location, and the location verified by both the Elmwood Township and Traverse City Fire Chiefs or designees.

Operations

- A reliable method of communicating with the lead shooter shall be made available to the Elmwood Township and Traverse City Fire Departments from the time the display barge leaves the dock until its return.
- Any substantial injury during the display shall be transferred to the Clinch Park marina via law enforcement or fire service marine vessel. This shall require pre-event coordination with the Traverse City Fire Department and law enforcement agencies.

- Prior to the departure of the fireworks barge to the display site, the display operator shall demonstrate the safety function of the switch box and any other safety measures for the fire department officials as requested.
- Emergency procedures shall be described to the fire department representative which include the following information:
 1. Description of the means of alerting staff of emergencies.
 2. Identification of the signal and means to notify the display operator, sponsor, or both to terminate the loading or firing of fireworks in the event a hazard arises during the display.
 3. Identification of the means of notifying public emergency forces.
 4. Emergency reporting instructions describing the information that should be provided to emergency operators or responders.
- Conditions for the safe conduct of the display shall be assessed on the date of the display. If in the opinion of the fire department representative, the display poses a significant hazard to life or property, the fire department representative shall revoke approval for the display and shall immediately notify the permit applicant and display shooter.
- At the conclusion of the display, the lead shooter shall ensure all of the fireworks (product) has been fired or rendered safe prior to returning to the Discovery Pier. A minimum of 15 minutes after the last ignition shall be required prior to the barge returning to the Discovery Pier.
- All clean up and securing of unfired product shall rest with Great Lakes Fireworks.

Fire Department and Township Resources

- The fire department shall develop an Incident Action Plan for this event.
- The fire department shall provide a liaison between the Township and the display shooter/contractor to assist with meeting the requirements of the Township.
- The fire department liaison shall coordinate with the display shooter/contractor the arrival of the fireworks and the inspection of the preparation area.
- If, in the opinion of the fire department liaison, Township requirements are not being met or the safety and security of the preparation site cannot be maintained, the fire department liaison shall reserve the right to stop fireworks operations until the issues are corrected.
- The fire department may establish defensive suppression lines to the Discovery Pier which may be operated from outside the preparation area.
- The fire department may maintain a non-committed, staffed engine and ambulance during the event. No additional fire department crews should be required during the fireworks preparation and display.
- The fire department liaison shall be available and have communication with the lead shooter from the time the fireworks barge leaves until its return. He or she shall be able to mobilize and coordinate resources in the event of an emergency and shall ensure any unexploded fireworks have been made safe prior to the return of the barge to the Discovery Pier.
- It is recommended that additional lighting be used during the return and unloading of the fireworks barge. The fire department may assist with lighting the general area but cannot guarantee this service. It is recommended that the contractor/display shooter make other arrangements as necessary.

Shared Use Restrictions

The Discovery Pier provides water access for multiple organizations. No unauthorized person, occupied vessel, or activity shall be allowed to fall within the preparation site perimeter while the fireworks are on site. This includes employees and guests of the Rotary Camps and Services, the Discovery Center Great Lakes, the National Cherry Festival, and the other organizations sharing that facility on the dates of the event. It is understood, that due to this condition, special arrangements may need to be made. A letter of understanding, signed by the affected parties, is required to be on file with the Elmwood Township Fire Chief for a minimum one week prior to the day of the event. The letter shall have at a minimum, a list of the dates and times of restricted access, and a statement affirming that no unauthorized person, occupied vessel or activity will be allowed within the preparation site perimeter. Persons wishing authorization to be within the preparation site perimeter shall be required to contact the Elmwood Township Fire Chief. Excluded from this are those persons directly contracted for and essential to the safe delivery, preparation, and operation of the fireworks display.

- | |
|--|
| <p><u>Additional Documentation Requirements</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Signed Letter of Understanding regarding <u>Shared Use Restrictions</u> <input type="checkbox"/> Letter from the property owner permitting the use of the Discovery Pier for the fireworks preparation and storage. <input type="checkbox"/> Proof of Certificate of Liability Insurance naming The Charter Township of Elmwood as an additional insured from Great Lakes Fireworks <input type="checkbox"/> Map of Preparation Area (Discovery Pier) |
|--|

Conclusion

This review is not a permit to conduct a fireworks display. These requirements are issued on behalf Elmwood Township Fire Department to the Charter Township of Elmwood Board to support the safe conduct of a fireworks display. The final decision for the issuance of a permit rests with the Elmwood Township Board.

Reviewed By: Elmwood Township Fire Chief Keith Tampa

Date 6/5/2024

Reviewed By: Elmwood Township Supervisor _____

Date _____

2024 Permit for Fireworks Other than Consumer or Low Impact

Authority: 2011 PA 256	The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.
------------------------	---

This permit is not transferable. Possession of this permit authorizes the herein named person to possess, transport and display fireworks in the amounts, for the purpose of and at the place listed below only through permit expiration date.

TYPE OF PERMIT(S) (Select all applicable boxes)		FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY.
<input type="checkbox"/> Agricultural or Wildlife Fireworks <input type="checkbox"/> Articles Pyrotechnic <input type="checkbox"/> Display Fireworks <input checked="" type="checkbox"/> Public Display <input type="checkbox"/> Private Display <input type="checkbox"/> Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes		PERMIT(S) EXPIRATION DATE (ENTER DATE OF EXPIRATION)
NAME OF PERSON PERMIT ISSUED TO Trevor Tkach		AGE (18 YEARS OR OLDER) <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
ADDRESS OF PERSON PERMIT ISSUED TO P.O. Box 4033, Traverse City, MI 49684		
NAME OF ORGANIZATION, GROUP, FIRM OR CORPORATION The Boom Boom Club		
ADDRESS P.O. Box 4033, Traverse City, MI 49684		
NUMBER AND TYPES OF FIREWORKS (Please attach additional pages if necessary)		
<ul style="list-style-type: none"> 463 - 3" shells 211 - 4" shells 168 - 5" shells 72 - 6" shells 17 - 8" shells 23 - Various barrage cakes 3" and smaller 		
EXACT LOCATION OF DISPLAY OR USE Prep Site: Charter Twp of Elmwood; Display Site: West Grand Traverse Bay, City of Traverse City		
CITY, VILLAGE, TOWNSHIP Traverse City	DATE July 4th, 2024 Rain date: July 5th	TIME Approx. 10pm
BOND OR INSURANCE FILED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		AMOUNT \$5,000,000

Issued by action of the Legislative Body of the

City Village Township of Elmwood on the 11 day of June, 2024.

(Signature and Title of Legislative Body Representative)

THIS FORM IS VALID UNTIL THE DATE OF EXPIRATION OF PERMIT

Traverse City Boom Boom Club

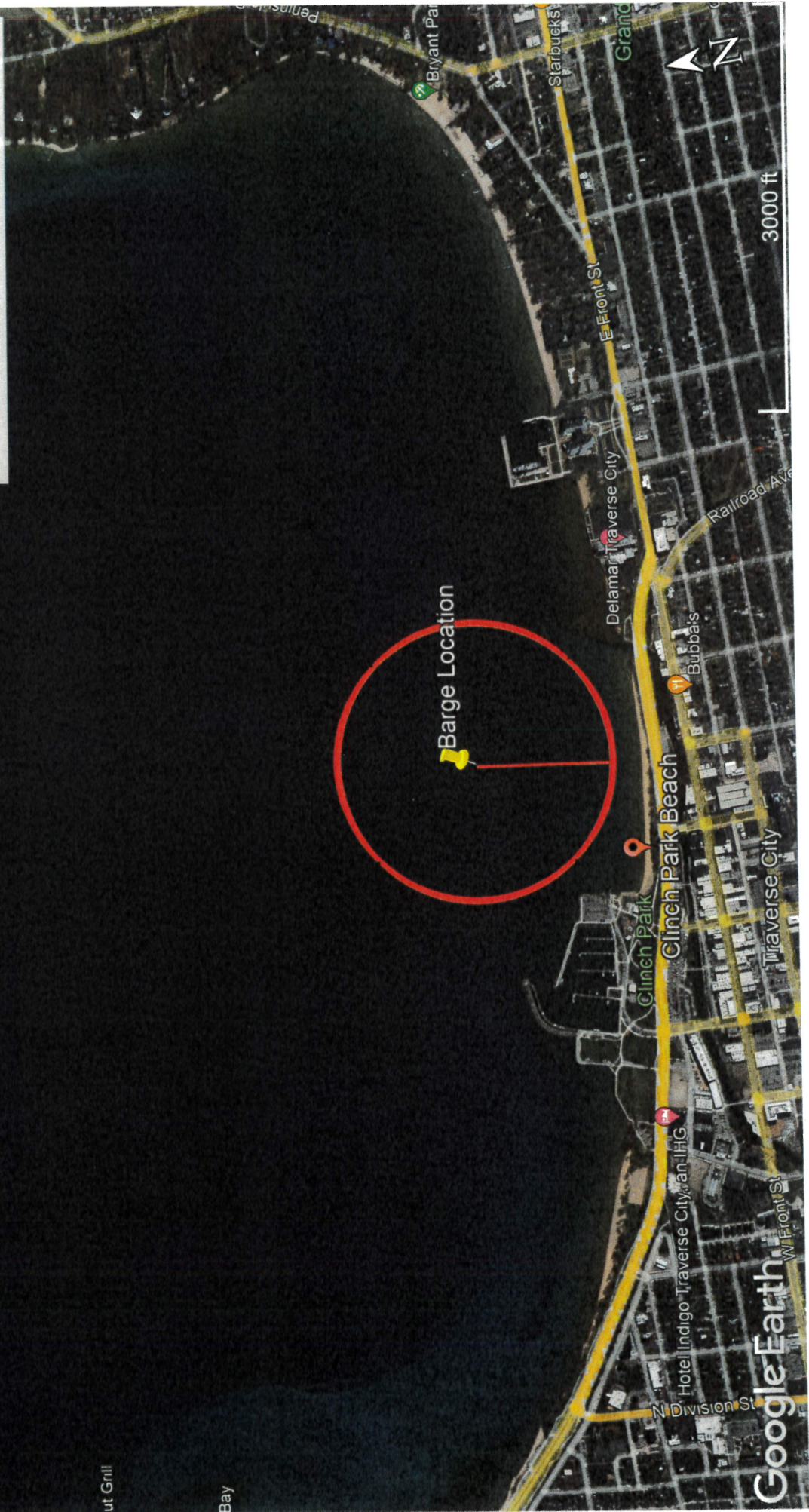
1000' Safety Zone
12" Shell Max

Children's Museum

Grand Traverse Bay

Legend

- 1000'
- Barge Location
- Bryant Park Beach
- Clinch Park Beach
- Feature 2
- Great Lakes Children's Museum
- Leelanau Trail Cherry Bend Rd Trailhead
- Starbucks



ELMWOOD CHARTER TOWNSHIP
Release of Liability

To be completed by Elmwood Twp Official

Consumer Fireworks Permit No. _____ OR Display Fireworks Permit No. _____

Date Issued: _____

Applicant's Name: Travis Trach - TC Boom Boom Club

Date of Birth: 9/26/76

Address: 521 S Union St

City: Traverse City MI 49684

Telephone Number: 231-947-4230

In consideration of Elmwood Charter Township issuing to me, my corporation, limited liability company, or other legal entity controlled by me, a Consumer Fireworks Permit or a Display Fireworks Permit, on behalf of myself or my corporation, limited liability company, or other legal entity controlled by me, I hereby waive, release, indemnify and hold harmless Elmwood Charter Township, its officers, employees, volunteers, insurance company, successors, and assigns from any claims for death, personal injury or property damage which may arise as a result of the fireworks display authorized by the Consumer Fireworks Permit or Display Fireworks Permit. I understand that Elmwood Charter Township and the other parties being released are relying on this Waiver and I voluntarily make this Waiver of Liability. I also understand that the fireworks display authorized by the Consumer Fireworks Permit or Display Fireworks Permit has risks associated with it, and I willingly accept that possibility of risk on behalf of myself or my corporation, limited liability company, or other legal entity controlled by me. This release binds my personal representative, estate, heirs and assigns, or the successor and assigns of my corporation, limited liability company, or other legal entity controlled by me.

Applicant's Signature: Travis Trach

Title, if applicable: President

Date: 1/4/24

2024 Application for Fireworks Other Than Consumer or Low Impact

FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY

DATE PERMIT(S) EXPIRE:

Authority: 2011 PA 256

The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.

TYPE OF PERMIT(S) (Select all applicable boxes)

Agricultural or Wildlife Fireworks

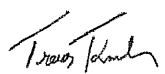
Articles Pyrotechnic

Display Fireworks

Public Display

Private Display

Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes

NAME OF APPLICANT The Boom Boom Club		ADDRESS OF APPLICANT P.O Box 4033, Traverse City, MI 49684	AGE OF APPLICANT 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
NAME OF PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER Trevor Tkach		ADDRESS PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER P.O Box 4033 Traverse City, MI 49684	
IF A NON-RESIDENT APPLICANT (LIST NAME OF MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)		ADDRESS (MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)	TELEPHONE NUMBER 231 947 4230
NAME OF PYROTECHNIC OPERATOR Great Lakes Fireworks, LLC.		ADDRESS OF PYROTECHNIC OPERATOR 3275 W. M-76, P.O Box 276 West Branch, MI 48661	AGE OF PYROTECHNIC OPERATOR 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
NO. YEARS EXPERIENCE 20+	NO. DISPLAYS 500+	WHERE Throughout Michigan	
NAME OF ASSISTANT TBD		ADDRESS OF ASSISTANT TBD	AGE OF ASSISTANT 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
NAME OF OTHER ASSISTANT TBD		ADDRESS OF OTHER ASSISTANT TBD	AGE OF OTHER ASSISTANT 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
EXACT LOCATION OF PROPOSED DISPLAY Shot off a Barge in West Grand Traverse Bay			
DATE OF PROPOSED DISPLAY July 4th, 2024 (Rain: July 5th, 2024)		TIME OF PROPOSED DISPLAY Approx. 10:00 PM	
MANNER AND PLACE OF STORAGE, SUBJECT TO APPROVAL OF LOCAL FIRE AUTHORITIES, IN ACCORDANCE WITH NFPA 1123, 1124 & 1126 AND OTHER STATE OR FEDERAL REGULATIONS. PROVIDE PROOF OF PROPER LICENSING OR PERMITTING BY STATE OR FEDERAL GOVERNMENT Stored at a Federally Licensed Facility Until Date of Display			
AMOUNT OF BOND OR INSURANCE (TO BE SET BY LOCAL GOVERNMENT) \$5,000,000.00		NAME OF BONDING CORPORATION OR INSURANCE COMPANY Britton Gallagher	
ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY ONE CLEVELAND CENTER, 1275 E. 9TH ST, 30TH FLOOR, CLEVELAND, OH 44114			
NUMBER OF FIREWORKS		KIND OF FIREWORKS TO BE DISPLAYED (Please provide additional pages as needed)	
463	3" Shells		
211	4" Shells		
168	5" Shells		
72	6" Shells		
17	8" Shells		
3	10" Shells		
6	12" Shells		
23	Various Barrage Cakes 3" & Smaller		
SIGNATURE OF APPLICANT 			DATE 12/28/23

Instructions for Application for Fireworks Other Than Consumer or Low Impact

Applications shall be submitted to the legislative body of a city, village or township board. A permit may be issued as a result of official action by the legislative body. A permit shall be valid only for use within the limits of the jurisdiction of the legislative body of a city, village or township board.

1. Type of Permit – check all boxes that may apply to the type of permit needed. You may select several permit types depending on your fireworks display. You may check with your legislative body of a city, village or township board for assistance when making your selection. Please review the following definitions to determine which type of permit to select:
 - Agricultural or Wildlife Fireworks – devices distributed to farmers, ranchers, and growers through a wildlife management program administered by the US Department of Interior or Michigan DNR.
 - Articles Pyrotechnic – 1.4G fireworks for professional use only that is classified as UN0431 or UN0432.
 - Display Fireworks – 1.3G fireworks for professional use only
 - Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes – devices with a combination of chemical elements or compounds capable of burning independently of the oxygen of the atmosphere and designed and intended to produce an audible, visual, mechanical or thermal effect for pest or animal control.
 - Public Display – a fireworks display that is open to all persons for viewing.
 - Private Display – a fireworks display that is not open to the general public for viewing.
2. Name of applicant – list the name of the applicant. The applicant may be a person representing an organization, group, firm or corporation, or self. If the applicant is also the operator, enter the same name in the operator's section.
3. Address of applicant – complete the address of the applicant; include the street address, city, state and zip code.
4. Name of person or resident agent representing corporation, LLC, DBA or other – list the name of the person or resident agent that represents the corporation, LLC, DBA or other.
5. Address of person or resident agent that represents the corporation, LLC, DBA or other – list the address of the person or resident agent representing the corporation, LLC, DBA or other.
6. Non-resident applicant – list the name of the non-resident applicant. A non-resident applicant shall appoint a Michigan attorney or Michigan resident agent in writing to be the applicant's legal representative upon whom all service of process in any action or proceeding may be served.
7. Name of pyrotechnic operator – list the name of the pyrotechnic operator. The pyrotechnic operator is the person in charge of the display. The legislative body of a city, village or township board shall rule on the competency and qualifications of the operator before granting a permit and may require an affidavit from the applicant as to the operator's experience, former pyrotechnic accidents, criminal record, sobriety, etc.
8. Address of pyrotechnic operator – list the address of the pyrotechnic operator; include the street address, city, state and zip code.
9. Age of the pyrotechnic operator – list the age of the pyrotechnic operator; the operator must be 18 years of age or older.
10. Name of assistant – list the name of the assistant to the pyrotechnic operator;
11. Address of assistant – list the address of the assistant; include the street address, city, state and zip code. If there is more than one assistant, please list additional assistants on a separate sheet and include the address and age of those additional assistants.
12. Age of assistant – list the age of the assistant to the pyrotechnic operator; the assistant must be 18 years or older.
13. Name of other assistant – list the name of other assistant to the pyrotechnic operator.
14. Age of other assistant – list the age of the assistant to the pyrotechnic operator; the assistant must be 18 years or older.
15. Exact location of proposed display – list the address of the exact location of the proposed fireworks display.
16. Date of proposed display – indicate the date of the proposed fireworks display; only one display date can be used per application.
17. Time of proposed display – indicate the time of the proposed fireworks display.
18. Manner and place of storage – indicate the manner and place of storage within the legislative body of a city, village or township board of fireworks that are ready for display, just prior to the display in the area of exhibition. The legislative body of a city, village or township board shall obtain approval from the local fire authorities of the manner and place of storage before any permit is issued.

19. Amount of bond or insurance - the issuing legislative body of a city, village or township board shall set the amount of and proof of bond or insurance for the protection of the public to satisfy claims for damages to property or personal injuries arising out of any act or omission on the part of the person, firm or corporation, or any agent or employee of the applicant. The applicant shall assure the bond or insurance required is provided.
20. Name of bonding corporation or insurance company – provide the name of the bonding corporation or insurance company for which the bond was issued through.
21. Address of bonding corporation or insurance company – list the address of the bonding corporation or insurance company; include the street address, city, state and zip code.
22. Number of fireworks and kind of fireworks to be displayed– indicate the total amount of fireworks proposed for the display or use and a description of the type of fireworks for display; such as 10 aerial bombs, 30 aerial rocket bursts, etc.
23. The application is valid for the calendar year in which the application was received and permit was issued.
24. Permit fees shall be established by the legislative body of a city, village or township board and shall be submitted to and retained by legislative body of a city, village or township board.
25. Permitting will be in compliance with the Michigan Fireworks Safety Act, PA 256 of 2011, MCL 28.466, Section 16.
26. **Mail the application to the legislative body of a city, village or township board within the location jurisdiction of the display. DO NOT mail the application to the Bureau of Fire Services (BFS). If mailed to the BFS, it will be returned to the sender.**

PLAN REVIEW

TYPE: Application for Fireworks Display Permit
LOCATION: Discovery Pier; West Grand Traverse Bay
APPLICANT: The Boom Boom Club

REVIEW DATE: June 5, 2024

REVIEWED BY: Keith Tampa, Fire Chief

Event Date:	July 4, 2022			Alternate Date:	July 5, 2022	
Contact #1: (Applicant)	Name	Trevor Tkach	Primary Phone #	231-947-4230	Secondary Phone #	---
Pyrotechnic Operator:	Name	Great Lakes Fireworks, LLC	Primary Phone #	Bruce Tyree 989-942-0684	Secondary Phone #	Office 586-779-8062
ATF License #:	4-MI-099-27-7L-01174		4-MI-099-51-7L-01173		---	
	<u>Display Site</u>		<u>Preparation Site</u>		<u>Storage Site</u>	
Location:	West Grand Traverse Bay – Minimum of 1000ft diameter secured perimeter		Discovery Pier (former Coal Dock), Elmwood Twp.		Discovery Pier, Elmwood Twp. – If needed	
<u>Documents Submitted/Reviewed</u>						
<ul style="list-style-type: none"> ✓ Charter Township of Elmwood Fireworks Display Permit Application ✓ Charter Township of Elmwood Release of Liability ✓ Great Lakes Display Fireworks Safety Plan ✓ Site Map of Display Area (West Grand Traverse Bay) showing 1000ft. radius 						

It is my recommendation that, in addition to complying with Federal and State regulations and NFPA 1123 Code for Fireworks Display (2010 edition), that the applicant also complies with and provides the following:

Storage and Transportation of Fireworks / Preparation of Fireworks

- The delivery and preparation of fireworks (product) will be coordinated with the Elmwood Township Fire Department.
- The preparation site is to located on and adjacent to Discovery Pier and shall encompass a minimum 100-foot radius from the barge and loading area. This area shall be designated on the pier by a physical barrier such as snow fencing, or other non-permanent barrier, to assist in restricting non-authorized personnel from entry. “Caution” tape shall not be considered an acceptable type of barrier.
- All access to the preparation area on Discovery Pier shall be restricted to only those authorized by Great Lakes Fireworks, or the Elmwood Township Fire Department once the product arrives onsite.
- Only the Elmwood Township Fire Department or Great Lakes Fireworks can authorize personnel to be within the preparation area.
- Fireworks shall not be left unattended upon delivery to the preparation area.

- No smoking or alcohol shall be allowed within the preparation area. “No Smoking” signs shall be posted around the preparation area perimeter in conspicuous locations.
- Only vehicles of authorized personnel will be allowed within the preparation area and will be located away from the fireworks assembly area.
- No permanent vehicle parking, except those authorized to be within the preparation area, shall be allowed on Discovery Pier while the product is on site.
- No open flames shall be allowed within the preparation area.
- A minimum of 1 portable water fire extinguisher shall be readily accessible within the preparation area.
- Fireworks shall be kept dry and protected.
- If the event is to be rescheduled, or for other reasons the fireworks are to remain at the preparation site overnight, the following minimum requirements shall be met:
 - All fireworks shall be made safe to prevent firing.
 - All above requirements shall be enforced and an authorized person shall remain on site and capable of communication with law enforcement and fire services.
 - Notification shall be made to both law enforcement and fire services of the overnight status of the fireworks.

Inspection of Fireworks

- A representative from the fire department shall be at the preparation site prior to the arrival of the fireworks and shall work with the applicant and/or display shooter to ensure compliance with Township requests.
- Fireworks shall be inspected for safe use by Great Lakes Fireworks after delivery to the preparation site.
- If upon inspection, fireworks are not safe for use, they shall be made safe and/or secured according NFPA 1123 and rules established above.

Display Site

- The display is being fired from barges in West Grand Traverse Bay.
- The display barge or vessel(s) shall be escorted to the display site by authorized vessels.
- The largest shell to be used in the display is 8 inches. The 10 and 12-inch shells indicated on the application will not be included per Bruce Tyree. This requires that the display site shall have a minimum radius of 1000 feet or greater.
- The display site perimeter is to be secured to reduce the chance of unauthorized entry. This shall require the use of law enforcement or other appropriate marine vessels.
- The Traverse City Fire Department shall be notified of the display site location, and the location verified by both the Elmwood Township and Traverse City Fire Chiefs or designees.

Operations

- A reliable method of communicating with the lead shooter shall be made available to the Elmwood Township and Traverse City Fire Departments from the time the display barge leaves the dock until its return.
- Any substantial injury during the display shall be transferred to the Clinch Park marina via law enforcement or fire service marine vessel. This shall require pre-event coordination with the Traverse City Fire Department and law enforcement agencies.

- Prior to the departure of the fireworks barge to the display site, the display operator shall demonstrate the safety function of the switch box and any other safety measures for the fire department officials as requested.
- Emergency procedures shall be described to the fire department representative which include the following information:
 1. Description of the means of alerting staff of emergencies.
 2. Identification of the signal and means to notify the display operator, sponsor, or both to terminate the loading or firing of fireworks in the event a hazard arises during the display.
 3. Identification of the means of notifying public emergency forces.
 4. Emergency reporting instructions describing the information that should be provided to emergency operators or responders.
- Conditions for the safe conduct of the display shall be assessed on the date of the display. If in the opinion of the fire department representative, the display poses a significant hazard to life or property, the fire department representative shall revoke approval for the display and shall immediately notify the permit applicant and display shooter.
- At the conclusion of the display, the lead shooter shall ensure all of the fireworks (product) has been fired or rendered safe prior to returning to the Discovery Pier. A minimum of 15 minutes after the last ignition shall be required prior to the barge returning to the Discovery Pier.
- All clean up and securing of unfired product shall rest with Great Lakes Fireworks.

Fire Department and Township Resources

- The fire department shall develop an Incident Action Plan for this event.
- The fire department shall provide a liaison between the Township and the display shooter/contractor to assist with meeting the requirements of the Township.
- The fire department liaison shall coordinate with the display shooter/contractor the arrival of the fireworks and the inspection of the preparation area.
- If, in the opinion of the fire department liaison, Township requirements are not being met or the safety and security of the preparation site cannot be maintained, the fire department liaison shall reserve the right to stop fireworks operations until the issues are corrected.
- The fire department may establish defensive suppression lines to the Discovery Pier which may be operated from outside the preparation area.
- The fire department may maintain a non-committed, staffed engine and ambulance during the event. No additional fire department crews should be required during the fireworks preparation and display.
- The fire department liaison shall be available and have communication with the lead shooter from the time the fireworks barge leaves until its return. He or she shall be able to mobilize and coordinate resources in the event of an emergency and shall ensure any unexploded fireworks have been made safe prior to the return of the barge to the Discovery Pier.
- It is recommended that additional lighting be used during the return and unloading of the fireworks barge. The fire department may assist with lighting the general area but cannot guarantee this service. It is recommended that the contractor/display shooter make other arrangements as necessary.

Shared Use Restrictions

The Discovery Pier provides water access for multiple organizations. No unauthorized person, occupied vessel, or activity shall be allowed to fall within the preparation site perimeter while the fireworks are on site. This includes employees and guests of the Rotary Camps and Services, the Discovery Center Great Lakes, the National Cherry Festival, and the other organizations sharing that facility on the dates of the event. It is understood, that due to this condition, special arrangements may need to be made. A letter of understanding, signed by the affected parties, is required to be on file with the Elmwood Township Fire Chief for a minimum one week prior to the day of the event. The letter shall have at a minimum, a list of the dates and times of restricted access, and a statement affirming that no unauthorized person, occupied vessel or activity will be allowed within the preparation site perimeter. Persons wishing authorization to be within the preparation site perimeter shall be required to contact the Elmwood Township Fire Chief. Excluded from this are those persons directly contracted for and essential to the safe delivery, preparation, and operation of the fireworks display.

- | | |
|---|--|
| <u>Additional Documentation Requirements</u> | |
| <input type="checkbox"/> | Signed Letter of Understanding regarding <u>Shared Use Restrictions</u> |
| <input type="checkbox"/> | Letter from the property owner permitting the use of the Discovery Pier for the fireworks preparation and storage. |
| <input type="checkbox"/> | Proof of Certificate of Liability Insurance naming The Charter Township of Elmwood as an additional insured from Great Lakes Fireworks |
| <input type="checkbox"/> | Map of Preparation Area (Discovery Pier) |

Conclusion

This review is not a permit to conduct a fireworks display. These requirements are issued on behalf Elmwood Township Fire Department to the Charter Township of Elmwood Board to support the safe conduct of a fireworks display. The final decision for the issuance of a permit rests with the Elmwood Township Board.

Reviewed By:

Elmwood Township Fire Chief

Keith Tampa

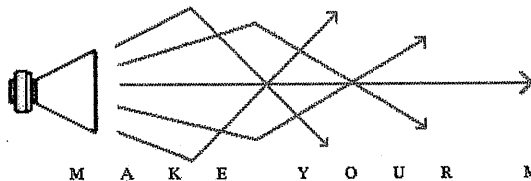
Date

6/5/2024

Reviewed By:

Elmwood Township Supervisor

Date



SOUND ENVIRONMENTS LLC

2682 Garfield Road North, Suite 25
Traverse City, Michigan 49686

M A K E Y O U R M E S S A G E C L E A R

Phone: (231) 946-1496 ofc. — E-Mail: info@soundenvironmentsLLC.com

April 17, 2024

Good Afternoon,

This morning I made a visit to the Elmwood Township Boardroom, and wanted to share some of my findings as well as a course of action to remedy or expand. Explanations will be kept brief however if any additional information or clarification is needed I would be happy to assist. Attached Invoice and Estimate are listed as files INV12292 and EST ET041724 respectfully.

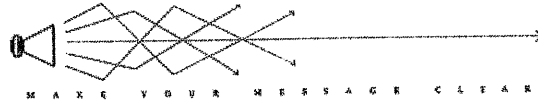
- I. Older mixer in use has issues with inputs overloading the system when wireless is being used
 - A. adjustments were made to help sound quality but would suggest the system designed as such in IIIA
- II. Current Audio Mixer has issues of crackling/static noises when adjusting volume. This is Caused by dust in the control knobs impeding the electrical signal
 - A. Audio mixer can be refurbished and cleaned for much less than purchase of a new mixer.
- III. More microphones in use than SCM800 can accommodate and no auto mixing available
 - A. As Matt had asked about if we can add a Shure SCM810 auto mixer into the system to automatically mix 8 of the microphones for the board members. Then the SCM800 that is currently in use after cleaning would be available as a better supplement for the audio system giving 8 additional inputs as needed.
- IV. Wireless microphone operating in the 655-680MHz range. In the United States, wireless microphone systems which are capable of transmitting between 616-698 MHz are no longer legal to buy, use, or sell after July 13, 2020.
 - A. Background: Congress directed the FCC in 2012 to reallocate some of the UHF TV Spectrum for use by broadband wireless devices, such as smart phones. Unlike the 700 MHz auction in 2008, the 600 MHz incentive auction offered broadcasters an opportunity to voluntarily give up spectrum in return for a share of the auction proceeds, hence the term "incentive auction." This auction is sometimes referred to as the "600 MHz Auction" because the frequencies offered at auction started at 698 MHz (the former top-end of the UHF TV band) and moved down from there. The auction started in 2016. After four stages, supply met demand with a reallocation of 614-698 MHz.
 - B. As such a new Wireless microphone has been included on the estimate as well.

Please feel free to reach out with any questions or concerns associated with this report or the estimate and invoice

Thank you,
Patrick Sullivan
Systems Technician
Sound Environments
2682 Garfield Rd. N., Ste. 25
Traverse City, MI 49686
231-946-1496 ofc. 231-735-4462 cell
SullivanPatrickW@gmail.com

Sound Environments LLC
 2682 Garfield Rd N Ste 25
 Traverse City, MI 49686 US
 +1 2319461496
 info@soundenvironmentsllc.com
 soundenvironmentsllc.com

SOUND ENVIRONMENTS



Estimate

ADDRESS
 Debbie Street
 Elmwood Township
 10090 E. Lincoln Rd.
 Traverse City, MI 49684

ESTIMATE #	DATE	EXPIRATION DATE
ET041724	04/17/2024	05/17/2024

DATE		DESCRIPTION	QTY	RATE	AMOUNT
	Part - Non Inventory	GLXD24+/SM58-Z3 Featuring the industry standard SM58® vocal microphone, the GLXD24+/SM58 Dual Band Vocal System delivers superior, transparent digital audio.	1	649.00	649.00T
	Part - Non Inventory	SCM810 Eight-Channel Automatic Mixer with Logic Control and EQ per Channel, AC only, One Rack Space, Rack Mount Ready	1	1,703.00	1,703.00T
	Part - Non Inventory	12" 8-Pin Mini DIN to Mini DIN Cable	1	10.00	10.00T
	Installation/Repair/Training	Sound/Lighting/Video - Installation/Repair/Training	2	70.00	140.00
	Shipping & Ha	UPS, FedX, Freight Expenses	1	50.00	50.00
					Subtotal: 2,552.00
	Sublet Sales	Repair of existing Shure SCM800 8 Channel Mic Mixer	1	250.00	250.00T
	Installation/Repair/Training	Sound/Lighting/Video - Installation/Repair/Training	1	70.00	70.00
	Shipping & Ha	UPS, FedX, Freight Expenses	1	25.00	25.00
					Subtotal: 345.00
		Credit of \$37.50 will be applied to any purchases related to this invoice or			

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	the site visit on April 17th 2024			

All material is guaranteed to be as specified. All work to be completed in a workman-like manner according to professional standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above this estimate. All agreements contingent upon strikes, accidents or delays beyond our control.

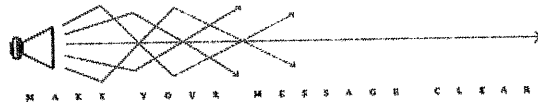
SUBTOTAL	2,897.00
TAX	0.00
TOTAL	\$2,897.00

Accepted By

Accepted Date

Sound Environments LLC
 2682 Garfield Rd N Ste 25
 Traverse City, MI 49686 US
 +1 2319461496
 info@soundenvironmentsllc.com
 soundenvironmentsllc.com

SOUND ENVIRONMENTS



Invoice

BILL TO
 Debbie Street
 Elmwood Township
 10090 E. Lincoln Rd.
 Traverse City, MI 49684

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
12292	04/17/2024	\$67.50	04/17/2024	Due on receipt	

DATE		DESCRIPTION	QTY	RATE	AMOUNT
	Audio Consultation/Design/Analysis	Audio/Acoustical Consultation/Design/Analysis Services	0.50	75.00	37.50
	Travel Time	Required travel to destination and back Consultation will be credited on purchases of part or all of EST ET041724	0.50	60.00	30.00

Thank you very much for your business we look forward to helping you again with any of your future sound, lighting or video needs.

BALANCE DUE

\$67.50

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

PRELIMINARY

Date: 06/05/2024

Time: 3:25 pm

Page: 1

ELMWOOD TOWNSHIP

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
THE ACCUMED GROUP	A026	BILLING SERVICES	0	00/00/0000	1,009.85
				Vendor Total:	1,009.85
ACE HARDWARE	A020	ACCT#23467	0	00/00/0000	122.86
				Vendor Total:	122.86
BATTERIES+BULBS	B021	FOR FIRE DEPT.	0	00/00/0000	15.95
				Vendor Total:	15.95
BREEZE HILL FARMS LLC	B086	FLOWERS FOR MARINA	0	00/00/0000	361.88
				Vendor Total:	361.88
CARTRIDGE WORLD	C008	TONER FOR MARINA	0	00/00/0000	559.26
				Vendor Total:	559.26
TOM DONLEY	D006	INSTALL SWIM BUOYS AND FLOAT	0	00/00/0000	225.00
				Vendor Total:	225.00
GRAND TRAVERSE COUNTY	G200	CUST100040 TIMBERLEE WATER	0	00/00/0000	16,282.20
				Vendor Total:	16,282.20
GRAND TRAVERSE REFRIGERATI	G061	FISH FREEZER START-UP	0	00/00/0000	275.00
				Vendor Total:	275.00
HOMETOWN LAWN SERVICE	H024	FERTILIZER/WEED CONTROL	0	00/00/0000	2,130.00
				Vendor Total:	2,130.00
HUNTINGTON NATIONAL BANK	Z003	ACCT ENDING 2407	0	00/00/0000	1,349.65
				Vendor Total:	1,349.65
MICHIGAN TOWNSHIPS ASSOCIAT	M090	TWP ID 42916 ANNUAL MEMBERSHIP	0	00/00/0000	7,318.00
				Vendor Total:	7,318.00
NETLINK	M185	TECH SUPPORT	0	00/00/0000	420.50
				Vendor Total:	420.50
PRINTING SYSTEMS INC.	P045	ACCT#2495 ELECTION SUPPLIES	0	00/00/0000	497.26
				Vendor Total:	497.26
SMITH & JOHNSON, ATTORNEYS,	S034	Consent Judgement Enforcement	0	00/00/0000	1,155.00
				Vendor Total:	1,155.00
JEAN SNOOK	S150	Mileage	0	00/00/0000	14.07
				Vendor Total:	14.07
STEVEN H. SCHWARTZ & ASSOC F	S076	LABOR ATTORNEY	0	00/00/0000	255.00
				Vendor Total:	255.00
TOBIN & CO., P.C.	T060	AUDIT/PROGRESS BILLING	0	00/00/0000	4,500.00
				Vendor Total:	4,500.00
TRAVERSE CITY LIGHT & POWER	C093	ACCT#00174230-5	0	00/00/0000	21.43
				Vendor Total:	21.43
VERIZON WIRELESS	V014	ACCT#682962913-00001	0	00/00/0000	5.18
				Vendor Total:	5.18
VISIBLE DIFFERENCE BLDG. MAIN	V002	3 MONTHS	0	00/00/0000	780.00
				Vendor Total:	780.00
WADE TRIM	W107	GENERAL SERVICES	0	00/00/0000	16,324.48
				Vendor Total:	16,324.48
THE WANDERLUST GROUP	W031	POS MODULE	0	00/00/0000	2,464.78
				Vendor Total:	2,464.78
WELLS FARGO VENDOR FINANCIA	W027	CONT#450-0093930-000	0	00/00/0000	90.71
				Vendor Total:	90.71

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR
PRELIMINARY

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ELMWOOD TOWNSHIP

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
				Grand Total:	56,178.06
				Less Credit Memos:	0.00
	Total Invoices:	37		Net Total:	56,178.06
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	56,178.06

