

LCC 1800-813-0011 Zach or Kyle



Michigan Department of Licensing and Regulatory Affairs  
Liquor Control Commission (MLCC)  
Constitution Hall – 525 W. Allegan, Lansing, MI 48933  
Mailing Address: PO Box 30005, Lansing, MI 48909  
Toll Free 866-813-0011 – [www.michigan.gov/lcc](http://www.michigan.gov/lcc)

### **New On-Premises Redevelopment (RDA) License – MCL 436.1521a(1)(a)** **Requirements & General Information**

- A license issued under MCL 436.1521a(1)(a) may be a Class C, Tavern, B-Hotel, or A-Hotel license.
- For licenses issued under MCL 436.1521a(1)(a), the investment in the redevelopment project area during the preceding three (3) years must meet at least one (1) of the following requirements:
  1. Investment of not less than \$50,000,000.00 in cities, townships, or villages having a population of 50,000 or more.
  2. Investment of not less than an amount equal to \$1,000,000.00 per 1,000 people in cities, villages, or townships having a population of less than 50,000.
- The licensed business must be engaged in activities related to dining, entertainment, or recreation and provide that activity not less than five (5) days per week.
- The licensed business must be open to the public not less than 10 hours per day, five (5) days per week.
- The initial enhanced license fee for a license issued under this section is \$20,000.00.
- Pursuant to MCL 436.1521a(8) a license issued under MCL 436.1521a(1)(a) cannot be transferred to another location and if the licensee goes out of business the license issued under MCL 436.1521a(1)(a) shall be surrendered by the licensee to the Commission and the Commission will terminate the license.

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#### **How to Apply**

All applicants requesting a new license under MCL 436.1521a(1)(a) must submit the following:

- **Application Form** – [On-Premises Retailer License & Permit Application \(Form LCC-100a\)](#)

- **License Questionnaire** – [New On-Premises Redevelopment or Development District License Questionnaire \(Form LCC-109b\)](#)
- **Inspection Fee** - A \$70.00 nonrefundable inspection fee is required for each license requested in an application. For example, if an applicant has requested a new Class C license under MCL 436.1521a(1)(a) that has a Specially Designated Merchant (SDM) license in conjunction, the inspection fee would be \$140.00.
- **License & Permit Fees** – The annual renewal fees vary by the type of on-premises license. Additional fees will vary based upon whether additional licenses and permits are requested in conjunction with the on-premises license. An initial enhancement fee of \$20,000.00 will be required if the redevelopment license is approved prior to issuance.
- **Livescan Fingerprints** – Applicants that have never been licensed through the Michigan Liquor Control Commission must submit fingerprints through the Livescan fingerprinting process - [Livescan Fingerprint Background Request \(LCC-105\)](#).
- **Local Governmental Unit Approval** – [Local Governmental Approval Form \(LCC-106\)](#). The city, village, or township must approve the new redevelopment license with a recommendation for the issuance of a "new Class C\* license issued under the provisions of MCL 436.1521a(1)(a)". The resolution must specifically state the applicant's name and the proposed licensed address. *\*You may substitute other license types, such as Tavern, B-Hotel, or A-Hotel licenses, as applicable.*
- **Resolution establishing the redevelopment project area from the local governmental unit where the redevelopment project area is located.**
- **Affidavit from the Assessor** – The affidavit from the assessor must be certified by the city, township, or village clerk and state the following:
  - The amount of investment money expended for manufacturing, industrial, residential, and commercial development within the redevelopment project area during the preceding three (3) years (must specifically state start and end dates for the investment, e.g. January 1, 2013 to December 31, 2015).
  - Statement that the amount of commercial investment in the redevelopment project area constitutes not less than 25% of the total investment in real and personal property in the area.
- **Legible map of the redevelopment project area which clearly labels all street names.**
- **Proof of Attempt to Secure Escrowed License** – Applicants requesting new license under MCL 436.1521(a)(1)(a) must submit documentation that demonstrated they have contacted all holders of escrowed licenses within the same county and have been unable to secure a readily available escrowed license for use at their proposed location. Escrow responses must follow these guidelines:



- MCL 436.1521a(9) requires that the individual signing the application for a license issued under MCL 436.1521a shall state and demonstrate that the applicant attempted to secure a readily available on-premises escrowed license or unissued quota license issued under Section 531 and that, to the best of his or her knowledge, an on-premises escrowed license or quota license is not readily available within the county in which the applicant proposes to operate.
- Applicant will be provided a Licensee Listing Report from the MLCC which lists all on-premises escrowed licensee for the county. Applicant is required to contact all licensees on the report effective as of the date the application is filed with the MLCC.
- Applicant should send certified letters of inquiry as to the availability of the license to each licensee either at the business address or escrow contact address listed on the report.
- Applicant should submit copies of the letters sent, certified tags, signed certified return receipts, copies of any envelopes returned by the USPS, and copies of any correspondence received from the licensees.
- Applicant should provide dates, the name of the person contacted, and a synopsis of the conversation, if escrowed licensees are contacted by telephone.
- Applicant should provide documentation regarding the fair-market value of the license based on where the applicant will be located, if determinable, the size and scope of the proposed operation, and/or the existence of mandatory contractual restrictions or inclusion attached to the sale of the license when indicating to the MLCC that purchase of a license is not economically feasible or the license is not readily available.
- Applicant should provide a notarized affidavit outlining all attempts and responses (or lack thereof) to secure a readily available license.
- **Property Document** – Applicants must provide documentation that demonstrates they will have control over the property that comprises the proposed licensed premises. Property documents include deeds, land contracts, and lease agreements.
  - A provision to reassign the license in the event of a default on a land contract or termination of a lease agreement may be included, but may only provide for the reassignment subject to Commission approval.
  - If the applicant is a company and its members or stockholders own the real estate as individuals or under another company, a lease agreement is needed.
  - If the applicant is an individual and he or she owns the real estate with a spouse or someone else who will not be named on the license, a lease between the applicant and the owners of the real estate is needed.

**In addition to the documents required by all applicants:**

**Corporations** must submit the following information per Administrative Rule R 436.1109:

- Copy of current, filed Articles of Incorporation.
- Current Certificate of Good Standing from the state where incorporated and Certificate of Authority to Do Business in Michigan, if incorporated outside of this state.

- Certified copy of the minutes of a meeting of its board of directors or a statement signed by an officer of the corporation naming the persons authorized by corporate resolution to sign the application and other documents required by the Commission (or Part 3 of Form LCC-301).
- [Report of Stockholders/Members/Partners \(LCC-301\)](#)

**Limited Liability Companies (LLC)** must submit the following information pursuant to Administrative Rule R 436.1110:

- Copy of Articles of Organization and copies of any amendments to the Articles of Organization.
- Current Certificate of Authority to Do Business in Michigan, if the LLC is a non-Michigan LLC.
- Copy of Operating Agreement entered into by members.
- Copy of most recent annual statement filed with the Corporations Division, if an existing LLC.
- Statement signed by a manager of the limited liability company or by at least 1 member if management is reserved to the members naming the person authorized to sign the application and other documents required by the Commission (or Part 3 of Form LCC-301).
- [Report of Stockholders/Members/Partners \(LCC-301\)](#)

**Partnerships** must submit the following information per Administrative Rule R 436.1111:

- Partnership Agreement, if a Limited Partnership.
  - [Report of Stockholders/Members/Partners \(LCC-301\)](#)
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### **Licensing Process**

- The Licensing Division reviews the application and corresponding documents for completeness and verifies the appropriate fees have been received. If additional documents, fees, or corrections to documents are needed, Licensing will notify the applicant.
- Once all the necessary documents have been received Licensing will submit the request to the Enforcement Division for its investigation. If an applicant has applied for and meets the requirements for a conditional license, the request will be considered by the Commission.
- The Enforcement Division will contact the applicant to schedule an interview with the applicant (and current licensee for license transfers). At this meeting an investigator will review with the applicant documents, including:
  - purchase agreement
  - financial documents
  - property documents
  - other items pertaining to the application

- After the interview, the investigator will prepare a report for the Commission regarding the investigation and submit the request back to Licensing for further processing.
  - Licensing reviews the report from Enforcement and any additional documents received during the interview process. The request is prepared for the Commission to consider and placed on a docket for an upcoming licensing meeting.
  - The Commission considers the request, including:
    - the liquor license operating history of the applicant (if a current or prior licensee)
    - the arrest and conviction record of the applicant
    - whether the applicant meets the requirements for a license
    - the applicant's financial information
    - opinions of the local legislative body or police department, if received.
  - The Commission will approve or deny the request based on these factors. Occasionally, the Commission will request more information from the applicant before making a final decision.
  - After the Commission makes a decision on the request, the file is returned to Licensing for final processing.
    - Approval orders are sent to the applicant requesting any final items before the issuance of the license.
    - Denial orders are sent to the applicant and the applicant may appeal the decision.
  - When all the final items are received by Licensing, the completed request is forwarded to the Renewal Unit for the issuance of the physical license documents.
    - Any changes in financial provisions at the time of closing which do not conform to the terms previously indicated and investigated may require submission of new forms and possible additional investigation.
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### **Churches & Schools**

A new application to sell alcoholic beverages at retail may be denied if the proposed location is within 500 feet of a church or school. The Commission may waive the church/school provision if the church or school does not file an objection to the proposed license. If the church or school does file an objection, the Commission shall hold a hearing before making a decision on the issuance of the license.



**RESOLUTION TO CREATE A  
CITY REDEVELOPMENT PROJECT AREA  
City of Buchanan  
Resolution 2022- 01.241**

WHEREAS, the City of Buchanan seeks to create a "City Redevelopment Project Area" as contemplated in PA 501 of 2006, so as to enable businesses to seek and obtain liquor licenses for redevelopment; and

WHEREAS, the City of Buchanan seeks to have the entire City included in said "City Redevelopment Project Area"; and

WHEREAS, the City Commission serves as the governing body vested with the power and authority to make such a designation on behalf of the City of Buchanan; and

WHEREAS, through the passing of this Resolution, the City Commission for the City of Buchanan seeks to use the legal boundaries of the entire civil city as the boundaries for the "City Redevelopment Project Area"; and

NOW, THEREFORE, IT IS RESOLVED, that the legal boundaries of the entire civil city, as attached to this Resolution, shall serve as the boundaries for the City of Buchanan's "Redevelopment Project Area";

ADOPTED, APPROVED AND PASSED BY THE City of Buchanan on this 24<sup>th</sup> day of January, 2022.

**YEAS: Denison, Weedon, Money, Swem**

**NAYS: None**

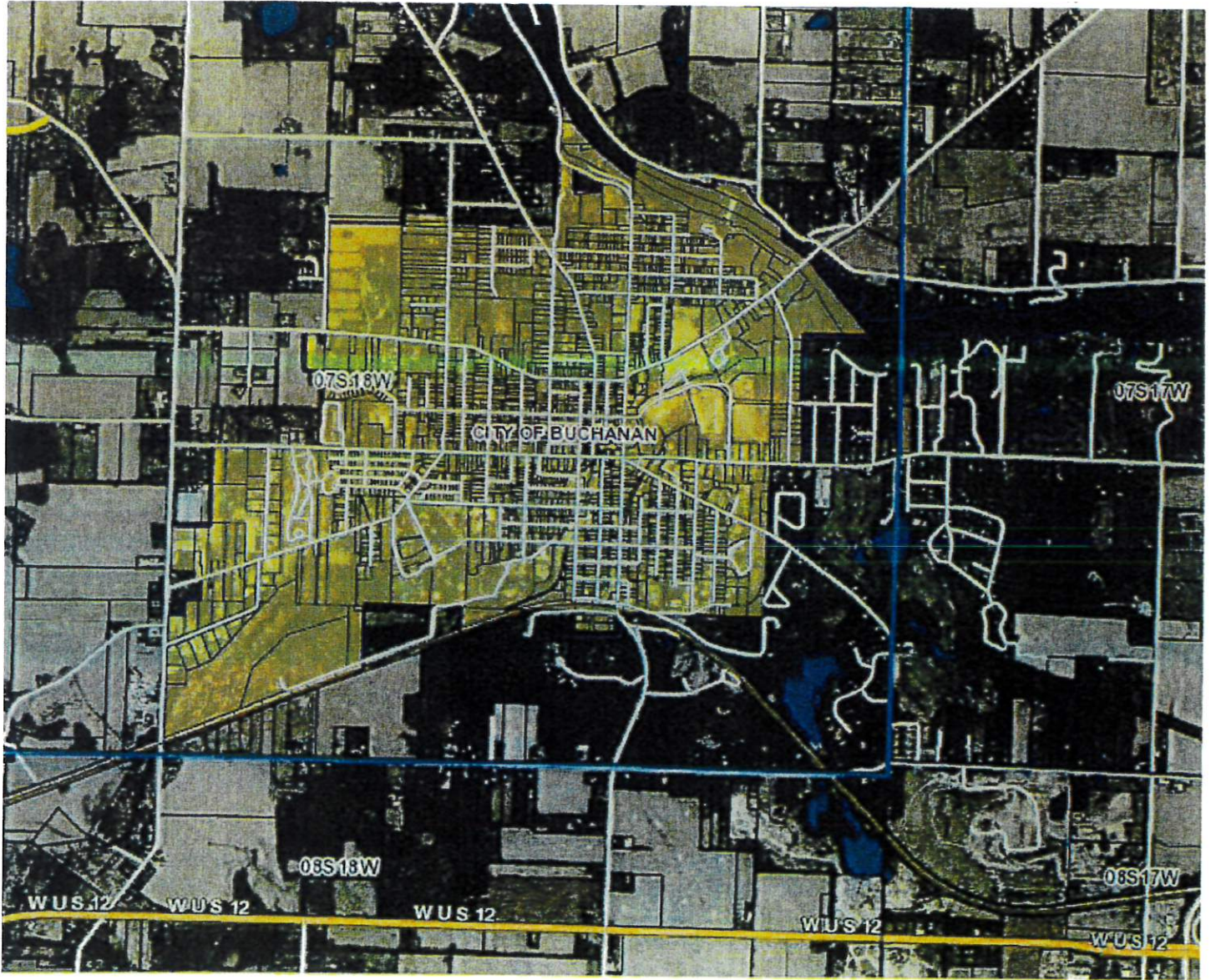
**ABSTAIN: Downey**

**ABSENT: None**

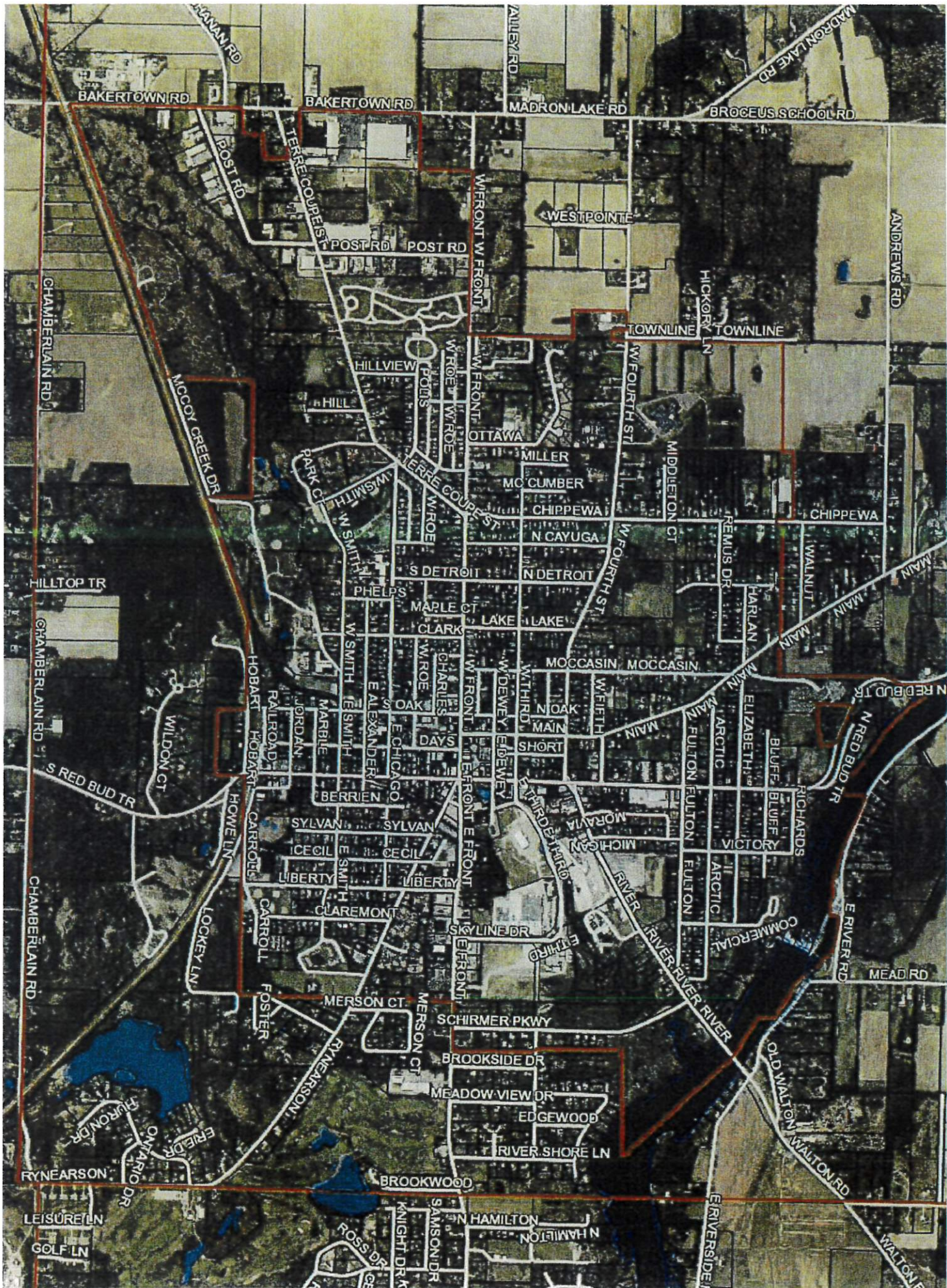
**CERTIFICATION**

The foregoing resolution was certified at a regular meeting of the City Commission of the City of Buchanan, Michigan, held on Monday, January 24, 2022, at 7:00 p.m.

  
\_\_\_\_\_  
Kalla Langston, City Clerk











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

Business ID: \_\_\_\_\_

Request ID: \_\_\_\_\_

(For MLCC use only)

**Local Government Approval**  
(Authorized by MCL 436.1501)

**Instructions for Applicants:**

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

**Instructions for Local Legislative Body:**

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

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

called to order by \_\_\_\_\_ on \_\_\_\_\_ at \_\_\_\_\_

the following resolution was offered: (date) (time)

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

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

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

to be located at: \_\_\_\_\_

and the following permit, if applied for:

Banquet Facility Permit Address of Banquet Facility: \_\_\_\_\_

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

approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are \_\_\_\_\_

**Vote**

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

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

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

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

Print Name of Clerk

Signature of Clerk

Date

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

Please return this completed form along with any corresponding documents to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Fax to: 517-763-0059



**City Assessor Supporting Affidavit for the Purposes a Creating a Redevelopment Liquor License District in the City of Buchanan, Michigan**

**AFFIDAVIT OF MALINDA A. COLE-CROCKER**

State of Michigan

County of Berrien

Malinda A. Cole-Crocker, being duly sworn deposes and states as follows under penalty of perjury:

1. My name is Malinda A. Cole-Crocker, and my current address of residence is 15420 Walton Road, Buchanan, Michigan, Berrien County, 49107.
2. I am the official City Assessor for the City of Buchanan.
3. The purpose of this Affidavit is to provide the documentation required in LARA Form LCC-109b (01-19) to support the City of Buchanan in its efforts to secure New On-Premises Redevelopment District Licenses from the State of Michigan Liquor Control Commission pursuant to MCL 436.1521a(2)(c).
4. The Redevelopment Project Area at issue is the boundaries of the Civil City of Buchanan, Michigan through the use of a designated City Redevelopment Area as set forth in MCL 436.1521a(2)(c) and on the attached outline located in the City of Buchanan, Michigan and attached as Exhibit 1 (hereinafter the "Redevelopment Project Area").
5. Based on statements provided to me by Buchanan's Building Inspector Guy Lewis, as well as an affidavit provided to me by City Manager Heather Grace, to the best of my



knowledge, information, and belief, the total amount of investment in real and personal property within the Redevelopment Project Area of the City during the preceding three (3) years, is as follows: **\$ 20,998,982.00**.

6. Based on statements provided to me by Buchanan's Building Inspector Guy Lewis, as well as an affidavit provided to me by City Manager Heather Grace, to the best of my knowledge, information, and belief, the total amount of investment money expended for manufacturing, industrial, residential, and commercial development within the Redevelopment Project Area of the City during the preceding three years, stated separately, is as follows:
  - **\$ 6,241,270.00** of investment money expended for *manufacturing* development in the Redevelopment Project Area of the City during the preceding three years;
  - **\$ 535,919.00** of investment money expended for *industrial* development in the Redevelopment Project Area of the City during the preceding three years;
  - **\$ 2,089,386.90** of investment money expended for *residential* development in the Redevelopment Project Area of the City during the preceding three years;
  - and
  - **\$ 12,132,407.00** of investment money expended for *commercial* development.
7. The population of Buchanan, Michigan was estimated at 4,213 in 2021.
8. Therefore, this total of **\$ 20,998,982.00** exceeds the threshold requirement of the Redevelopment Liquor License district of \$1,000,000 per 1000 residents in cities with less than 50,000 population, as per Act 58 of 1998, MCL 436.1521a Sec. 521a.(2).
9. As by the documents prepared by Building Official Guy Lewis (attached as exhibits), along with the affidavit submitted by City Manager Heather Grace, for the preceding three years, the amount of commercial investment in the Redevelopment Project Area within the City of Buchanan constitutes more than 25% of the total investment in real and personal property in that Redevelopment Project Area for the same time period, with the actual percentage of the total investment in commercial investment in the Redevelopment Project Area within the City of Buchanan, relative to the total investment in real and personal property in that Redevelopment Project Area, being **57.8%**.

10. As used in this affidavit, the term "investment" includes the value contained in the City of Buchanan Building Department Annual Reports for the preceding three years, as prepared by Building Official Guy Lewis and attached as exhibits to this affidavit.

I hereby swear of affirm that the information above is true and accurate and complete to the best of my knowledge, and that no relevant information has been omitted.

Dated: 4-21-2022

Signature of Individual:

Malinda A. Cole-Crocker

Malinda A. Cole-Crocker

Notary Public Attestation

State of Michigan, County of Berrien

The foregoing instrument was acknowledged before me  
this 21 day of April, 20 22.

by Malinda A. Cole-Crocker.

Kalla Langston Notary Public

My Commission Expires June 9, 2025.

KALLA LANGSTON  
NOTARY PUBLIC - STATE OF MICHIGAN  
COUNTY OF BERRIEN  
My Commission Expires June 9, 2025  
Acting in the County of Berrien

Certification of City Clerk:

Dated: 4/21/2022

Signature of Individual:

Kalla Langston

Kalla Langston



# Exhibit 1

CITY OF BUCHANAN, MI TIDING PERMIT LOG

2019-1

Permit Number	Date	Address	Owner	Contractor	Description	Type	Value	Fee
001	1-3-19	303 Clark St.	Rowland	owner	Front Porch Repair/Redwood	R	1,500	49.50
002	1-22	208 Post Rd	Redwood Kofs. VOID - expired	GICS	Dem Can call	C		200.00
003	3-11	309 River St.		CP Construction	Re-roofing w/ street repairs	R	4,550	100.50
004	3-21	800 E. Third St.	Jack Post Corp.	Royalty Roofing	Iron Roof	I	266,740	1,738.20
005	4-12	608 E. Front St.	United Federal CU	The Redwood Co.	Comm. Remold	C	250K <del>1,635.75</del>	1,635.75
006	5-10	310 River St.	Lowery's Market	RMC	Comm. Bld.	C	50,000	572.00
007	5-14	303 Days	Jill Lowery	owner	Foundation Rep.	R	3,000	25.50
008	5-16	501 N. Redwood	Ralph McDonald	Future Constr.	Comm. Roofing	C	10,500	175.50
009	6-4	808 W. Front	Westwood's Apts	Future Constr.	Comm. Roofing	C	16,000	238.00
010	6-20	302 Days Ave.	Sweeney	owner	Res Alteration	R	700.00	27.50
011	6-25	208 N. Oak St.	Nearsey	Chris Tompkins	Res Deck	R	1,958	63.85
012	7-2	408 River St.	G2 Developments	Raymond Constr.	Full Bldg/Int.	I	439,900	4,328.50
013	7-11	107 E. Front	Jolly	Carlson	Comm. Remold	C	8,000	138.00
014	7-18	113 W. 3rd St.	Ruth Christian Church	Future Constr.	Comm. Roofing	C	3,000	75.50
015	7-19	813 E. Front St.	McDonald's Restaurant	TBD	Comm. Int.	C	15,000	295.50
016	8-6	909 Carroll St.	Buchanan Meadows	W. MI Roofing	Comm. Park	C	49,000	577.00
017	10-22	1101 E. Front St.	G2 Development	Roggow Constr.	Comm. Bld.	C	250,000	2,714.25
018	9-17	117 N. Cozyuga	Thompson	owner	Res. Det. Garage	R	23,000	335.50
019	10-1	800 E. Smith - "Big C"	Mill Pond Apts	Home Pro Roofing	Multi Form Res Roof	C	34,000	433.00
020	10-1	615 River aka 613	Desenberg	Kent Companies	Res. Foundation, Rep R	R	38,009	433.00







CITY OF BUCHANAN, MI 'LDING PERMIT LOG

2020-1

Permit Number	Date	Address	Owner	Contractor	Description	Type	Value	Fee
001	1-9-20	501 River St	McCarty Holdings	IBM Construct.	New Com. Bldg	C	400,000	3,951.25
002	2-13	223 E. Front	Julie Capron PE	Rid Verrengo	Comm. Bldg	C	5,000	100.50
003	2-13	800 E. Third	Jack Post Corp.	Royalty Company	Ind. Roofing	I	219,129	1,491.00
004	2-13	304 S. Oak / aka Chicago <small>101 West</small>	Allen Gara	CP Construction	Res. Renovation	R	49,200	514.00
005	2-18	913 N. Main St	Goodh	Ayers Bsm't Sys.	Bsm't W/P	R	10,700	175.50
006	2-20	110 Theoda	Zienty	Image Builders	Res. Bldg	R	30,000	397.00
007	2-20 <small>SS-3-17-20</small>	504 River St.	City of Buchanan WWTP	Dave Construct.	Comm. Bldg Industrial Bldg Infr. use	C	9 mil plus	City Project
008	3-3	455 Post Rd.	Redbud Rocks	4 Corners Constr.	Ind. Int. Dem.	I	500,000	22,000
009	3-5	808 E. Front (E.W.)	C3 Industries	T&D	Comm. Bldg	C	150,000	1,475.00
010	3-24	806 N. Redbud Trl.	Imitiaz Shaha	Morgan Group LLC	House Fire Remediation	R	15,320	298.00
011	4-2	309 Liberty	Jackson	Ayers bsm't Sys	Bsm't W/P	R	9,155	162.00
012	4-20	522 W. Front St.	Taylor	Ayers Bsm't Sys	Basement Wall Repair	R	13,153	200.50
013	4-24	1021 W. Front St.	Cameron Downey	DM. Wirschaft	Comm. Bldg	C	68,616	699.25
014	5-5	455 Post Rd.	Redbud Rocks	4 CC LLC	Ind. Alter. Infr.	I	950,000	7,200.00
015	5-7	105 W. Fifth	Babeck	Pumper	Patio Redesign	R	500.00	22.00
016	5-12	125 Days Ave	Willard Gustavsen	Owner	Comm. Bldg	C	500,000	2,210.00
017	5-26	112 W. Fourth St	Malsch	Owner	Res. Remodel	R	6,050	38.50
018	5-28	303 Carrol St.	Walpole	Owner	Comm. Bldg	C	80,000	1,017.00
019	6-11	601 E. Third St.	General Machine Sew.	Ganey Roofing	Ind. Roofing	I	50,000	577.00
020	6-30	306 W. Front	Krueger	Owner	Res. Bldg	R	500,000	2,210.00



2020-2

CITY OF BUCHANAN, MI BUILDING PERMIT LOG

Permit Number	Date	Address	Owner	Contractor	Description	Type	Value	Fee
0281	6-30	603 S. Redbud	Burf	owner	Res. Deck	R	3,000	63.25
0282	7-17	117 W. Roe	Marker	Monroe Rest.	Storm Damage Rep	R	38,000	469.00
0283	7-24	110 E. Front St.	Stabbs	Mirelas Constr.	Comm AH	C	500.00	22.00
0284	7-28	306 Harlan	Sullivan	Servpro of BC	Fire Rehab	R	59,001	642.50
0285	8-7	311 W. Fourth St.	Horricks	owner	30' Swim Pool	R	n/a	n/a
0286	8-18	708 E. Front St.	Hilltop Cade / Dion Bouras	owner	Dem. Insd AH	C	16,356	188.00
0287	8-18	312 Fulton	Merritts	Wishart	Roof Repair	R	3,100	75.50
0288	8-20	505 S. Redbud	Garcla	owner	Exterioh memo	R	500	22.00
0289	9-17	305 Lake St	Polmounter	Michael Kneple	Det. Garage	R	13,000	252.50
0290	9-18	322 N. Detroit	Lac Properties	J. McMillton	All Bmnt Egress	R	8,000	63.25
0291	9-29	208 S. Oak St.	Witford	owner	Fire Rehab	R	20,000	285.00
0292	9-29	215 Post 445 Post 2 835 Terme Coupe	Redbud Roots	Robt General Corp	3 concrete Removal for Gas	F	4,870	92.50
0293	10-6	703 Polk St.	Caultman	owner	Infl. Egress Window	R	1,300	41.25
0294	10-6	500 E. Third St.	MAGNA Properties	Green Constr.	20,000 SF Com Blk	C	600,000	5412.00
0295	10-9	221 E. Front St.	Klea LLC / Pinaldora	Green Constr.	Comm AH	C	140,000	1,451.00
0295B	10-15	885 Terme Coupe	Redbud Roots	Green Constr.	11,378 SF AH F	F	410,000	4,446.25
0296	10-22	204 N. Redbud	Lehman's Farmhouse	owner	Handed, party, door	C	4,608	100.50
0297	10-27	314 Harlan	McKeam	Home Works	Res. AH	R	15,031	235.00
0298	10-29	316 Short St.	Kuhens	Power Home Solar	Solar Panels	R	64,922	673.75
0299	11-10	113 N. Main St.	McCarthy	Behrle	Comm AH	C	25,900	350.50

1,478,950 / 15,023.25

CITY OF BUCHANAN, MI LIDING PERMIT LOG

2020-3

Permit Number	Date	Address	Owner	Contractor	Description	Type	Value	Fee
040	11-10	112 Clark St	Robin Roy	Foundations Systems	Foundation Piers	R	17564.02	263.00
041	12-28	111 Arctic	Hendrix	Great Day Emprou	Build Sunroom	R	473.00	550.00
042	12-28	266 E. Front	Hedlund Hardware	RMC fasten	Install Furnace	C	12960	263.00
048	12-17	804 E. Front	C3 Industries	Platinum Contract	Merc Alter	C	5,000	100.50
044	12-22	685 Tame Camp	Hedlund Books	Atlas DRC	Ind. build	C	1,202,000	2,200.00
45	permits	(25A and 25B)						
				Type	Value			
				15 Commercial	10,508,472.00			
				3 Industrial	269,179.00			
				23 Residential	451,163			
				5 Manufacturing	3,625,370.00			
				Total Value	13,854,184.00			
				Total of permits	44,480.00			
<p>This record was amended on 4-20-2022 to show the 5 manufacturing facility values that were included in the industrial type category. Also to include the 9 million dollar value of the wastewater treatment plant project.</p>								
<p>Greg Lewis</p>								



CITY OF BUCHANAN, M D BUILDING PERMIT LOG

2021-1

Permit Number	Date	Address	Owner	Contractor	Description	Type	Value	Fee
001	1-5	117 W. Chicago	Gauthier	Nathan Eddy	Res Rehab.	R	17,000	250.50
002	2-9	302 Post Rd.	302 Post Rd. LLC	Cancelled Michael Shamrock	Ind Demolition	MT I	Cancelled 100.00	100.00
003	2-25	306 Schimmerer Pkwy	Sink	Owner	New Res. Dwell.	R	170,000	3,057.25
004	3-25	419 W. Front S	Kennedy	Owner	Res Dlt	R	1,500	49.50
005	3-30	714 Paris St.	Bolan	Owner	Porch Rebuild	R	6,000	24.25
006	4-9	106 Clark St.	Seans	Owner	Res Dlt	R	2,400	75.50
007	5-4	509 Rynearson	Verizon Wireless	TBD	Cell Tower Upgrade	C	25,000	350.50
008	4-22	121 W. Roe	Tate	Owner	Demo Chimney	R	500	22.00
009	4-23	316 Sylvan	Pressey	Owner	Det. Garage	R	10,600	175.50
010	5-25	808 W. Front Bldg A	Westwind Summit LP	Future Contract.	Multi Fam Rehab	C	15,000	225.50
011	6-1	800 E. Smith St.	Mill Pond Apts	Better Workings	Comm. TDRR	C	13,400	213.00
012	6-3	207 E. Third	Steve Torman	Owner	Res. Deck	R	5,000	100.50
013	6-3	311 N. Oak St.	Adam Niede Stark	D&L Metal Sales	Res Garage	R	19,798	388.00
014	6-4	213 E. Third St.	Conrad	Owner	Alter + Reno	R	4,850	100.50
015	6-8	509 Rynearson	Dish Wireless	TBD	Cell Tower Equip	C	35,000	729.30
016	6-10	113 N. Main St.	McCarty	RMC Constr.	Comm. Roofing	C	5,000	100.50
017	6-11	403 Michigan St	Payeun	Monroe Ref.	Fine Rehab	R	112,657	958.00
018	7-13	312 W. Front	Ostrander	Wishart	Porch Rehab	R	2,500	138.00
019	7-13	110 W. 3rd	Goetsch	Ayrens	Paint Wall Rep	R	18,482	275.50
020	7-29	828 Terre Coupe	South West Coating Sem	Juan Reyna	Comm.	C	48,000	521.00

Ind-1, com-695-13

512,387  
Pg 11 only

CITY OF BUCHANAN, MI BUILDING PERMIT LOG

2021-2

Permit Number	Date	Address	Owner	Contractor	Description	Type	Value	Fee
021	9-3	McCoy Creek Park	City of Buchanan	RMC	Comm Repair	C	1,500	n/c
022	9-17	813 W. Front	McDonalds Rest	TBD	Comm. Alt	C	350,000	2,842.00
023	9-9	703 S. Oak St.	Cubelic	owner	Res. Remodel	R	20,000	289.00
024	9-10	615 River St	Thorn tag	owner	Res Remodel	R	63,000	655.00
025	9-22	715 N. Detroit St.	Hindling	owner	New Res.	R	400,000	3,951.75
026	9-24	257-259 E. Front St.	Zenleaf Buchanan Development LLC	VDR Development	Merx Expand.	C	300,000	2,510.88
027	10-8	201 S. Oak St.	Roush	Foundations Sys MI	Basmt w/p	R	21,500	478.00
028	10-12	135 Schirmer	Westview Capital LLC	Alleg Elm Homes	New Res.	R	145,255	1,833.61
029	10-12	137 Schirmer	same	same	New Res.	R	136,794	1,780.30
030	10-12	139 Schirmer	same	same	New Res.	R	152,194	1,907.35
031	10-13	116 Lake St.	Klee	Tom Morrison	Res. Damage Repair	R	30,388	406.00
032	10-19	107 E. Alexander	Baone	owner	E-1 Facility	R	150,000	1,517.00
033	10-22	306 Schirmer Hwy	Lezenby	A-1 Pde Bays	Res. Utility	R	49,000	559.00
034	10-26	201 E. Front St.	Carlson	owner	Comm. Alt	C	550.00	24.75
035	11-2	114 N. Cayuga	Banders	Ayers Bsm't Syst	Inst. Bsm't Enges	R	610,700	125.50
036	11-29	309 Schirmer Hwy	City of Buchanan	Boyscout Troop 541	Stairs	C	1,700	n/c
037	12-9	124 S. Detroit	Skopac	Jeffrey Hein	Res. Deck steps	R	13,401	213.00
038	12-10	302 N. Main	Pan Pan III	Affordable Asphalt	Res Demo	R	-	n/c
039	12-10	402 S. Oak St	Black Birds LLC	owner	Renov Eriest Blg	R	26,000	341.50
040	12-14	257-259 E. Front	Buchanan Development	Dondy Roofing	Comm Re-Roof	C	445,885	532.00

Inst-3, Com-6, Res-12  
 1,908,774.90 19,985.64  
 192 only







### New On-Premises Redevelopment or Development District License Questionnaire

Complete and submit this questionnaire along with a fully completed Retailer License & Permit Application (LCC-100) with the documents required to be submitted with that form and any other documents required as listed below.

#### Part 1 - Applicant Information

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

Applicant name(s):		
Address to be licensed:		
City:	Zip Code:	
City/township/village where license will be issued:		County:
Contact Name:	Phone:	Email:
Mailing address (if different from above):		
City:	Zip Code:	

I am applying for the following on-premises redevelopment or development district license:

**MCL 436.1521a(1)(a) - Redevelopment (RDA) License - Complete Parts 2a, 3, 4, & 5**

Select one:  Class C  B-Hotel  Tavern  A-Hotel

- The proposed licensed premises must be located in a redevelopment project area defined by the local governmental unit and the investment in the redevelopment project area must meet one (1) of following requirements:
  - Investment of not less than \$50 million in cities, townships, or villages having a population of 50,000 or more
  - Investment of not less than \$1 million per 1,000 people in cities, townships, or villages having a population of less than 50,000
- The licensed business must be engaged in activities related to dining, entertainment, or recreation and provide that activity not less than five (5) days per week
- The licensed business must be open to the public not less than ten (10) hours per day, five (5) days per week
- The initial enhanced license fee for a license issued under this section is \$20,000.00

**MCL 436.1521a(1)(b) - Development District (DDA) License - Complete Parts 2b, 3, 4, & 5**

Select one:  Class C  B-Hotel  Tavern  A-Hotel

- The proposed licensed premises must be located in one of the development districts or areas listed in MCL 436.1521a(1)(b):
  - Tax Increment Finance Authority District Under Part 3 of Public Act 57 of 2018 (Formerly Public Act 450 of 1980)
  - Corridor Improvement Authority Act Development Area under Part 6 of Public Act 57 of 2018 (Formerly Public Act 280 of 2005)
  - Downtown Development Authority (DDA) District under Part 2 of Public Act 57 of 2018 (Formerly Public Act 197 of 1975)
  - Principal Shopping District under Public Act 120 of 1961.
- The total investment in real and personal property within the development district or area shall not be less than \$200,000.00 over a period of the preceding five (5) years.
- The building may be new construction or the restoration or rehabilitation of an existing building.
- The building that will house the proposed licensed premises must have at least \$75,000.00 expended for new construction or the rehabilitation or restoration of the building over the preceding five (5) years or a commitment for a capital investment of at least \$75,000.00 in the building that must be expended before the license is issued.
- The licensed business must be engaged in activities related to dining, entertainment, or recreation.
- The licensed business must be open to the general public and have a seating capacity of not less than 25 persons.
- The initial enhanced license fee for a license issued under this section is \$20,000.00.

Please Note: Pursuant to MCL 436.1521a(8) a license issued under MCL 436.1521a cannot be transferred to another location and if the licensee goes out of business the license issued under MCL 436.1521a shall be surrendered by the licensee to the Commission and the Commission will terminate the license.

**Part 2a - MCL 436.1521a(1)(a) - Redevelopment (RDA) License Required Documents**

<input type="checkbox"/> Resolution from local governmental unit establishing the redevelopment project area
<input type="checkbox"/> Affidavit from the assessor, certified by the city, township, or village clerk, which states the following: <ul style="list-style-type: none"><li>• The amount of investment money expended for manufacturing, industrial, residential, and commercial development within the redevelopment project area during the preceding three (3) years (must specifically state start and end dates for the investment, i.e. January 1, 2013, to December 31, 2015).</li><li>• Statement that the amount of commercial investment in the redevelopment project area constitutes not less than 25% of the total investment in real and personal property in the area.</li></ul>
<input type="checkbox"/> Legible map of the redevelopment project area which clearly labels all street names

**Part 2b - MCL 436.1521a(1)(b) - Development District (DDA) License Required Documents**

<input type="checkbox"/> Resolution from local governmental unit establishing the development district or area which specifically references the statute under which the area was established: <ul style="list-style-type: none"><li>• Part 3 of Public Act 57 of 2018 (Formerly Public Act 450 of 1980) for Tax Increment Finance Authorities</li><li>• Part 6 of Public Act 57 of 2018 (Formerly Public Act 280 of 2005) for Corridor Improvement Authorities</li><li>• Part 2 of Public Act 57 of 2018 (Formerly Public Act 197 of 1975) for Downtown Development Authorities</li><li>• Public Act 120 of 1961 for Principal Shopping Districts</li></ul>
<input type="checkbox"/> Affidavit from the assessor, certified by the city, township, or village clerk, which states the following: <ul style="list-style-type: none"><li>• The total amount of public and private investment in real and personal property within the development district or area over a period of the preceding five (5) years (must specifically state start and end dates for the investment, i.e. January 1, 2011, to December 31, 2015).</li></ul>
<input type="checkbox"/> Legible map of the development district or area which clearly labels all street names

**Part 3 - Available License Search**

MCL 436.1521a(9) requires any person signing an application for an on-premises Redevelopment or Development District license to verify that he or she attempted to purchase any of the on-premises licenses that are in escrow that do not have a pending transfer on file with the MLCC within the county in which the applicant for the on-premises Redevelopment or Development District license proposes to operate.

You should not apply for an on-premises Redevelopment or Development District license if there is an available quota license in the local governmental unit in which the proposed licensed business will be located. You may verify the availability of quota licenses on the Commission's website using the [Local Government Quota search page](#).

<input type="checkbox"/> I verify that I have attempted to purchase any readily available on-premises escrowed licenses that do not have pending transfers on file with the MLCC in the county where the proposed licensed business will be located. <ul style="list-style-type: none"><li>• Applicant should provide a notarized affidavit outlining all attempts and responses (or lack thereof) to secure a readily available on-premises license.</li><li>• Applicant should send certified letters of inquiry as to the availability of the license to each licensee at the address listed on the licensee listing report provided by the MLCC.</li><li>• Applicant should submit copies of the letters sent, certified tags, signed certified return receipts, copies of any envelopes returned by the USPS, and copies of any correspondence received from the licensees.</li><li>• Applicant should provide dates, the name of the person contacted, and a synopsis of the conversation if escrowed licensees are contacted by telephone.</li><li>• Applicant should provide documentation regarding the fair market value of the license based on where the applicant will be located, if determinable, the size and scope of the proposed operation, and/or the existence of mandatory contractual restrictions or inclusion attached to the sale of the license when indicating to the MLCC that purchase of a license is not economically feasible or the license is not readily available.</li></ul>
<input type="checkbox"/> There are no readily available on-premises licenses in escrow in the county where the proposed licensed business will be located.
<input type="checkbox"/> There are no unissued, on-premises quota licenses readily available in the local governmental unit where the proposed licensed business will be located.



#### Part 4 - Local Governmental Approval

An applicant for a new on-premises Redevelopment or Development District license requires approval by the legislative body of the local governmental unit in which the licensed premises will be located. Applicants for a license in a city that has a population of 600,000 or more do not require local governmental approval. Please use the Local Governmental Unit Approval Form (LCC-106) or obtain a resolution from the local governmental unit that contains the same information required on the form. The form or a resolution from the city, village, or township must specifically state the applicant's legal name, if an individual person, or the corporate name of the business, the proposed licensed address, and contain a recommendation for the issuance of a license under one of the two following options:

- New Class C\* license issued under the provisions of MCL 436.1521a(1)(a)
- New Class C\* license issued under the provisions of MCL 436.1521a(1)(b)

*\*May substitute other license types such as Tavern, A-Hotel, or B-Hotel licenses*

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#### Part 5 - Signature of Applicant

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

I certify that I understand that pursuant to MCL 436.1521a(8) a license issued under MCL 436.1521a cannot be transferred to another location and that if the licensee goes out of business the license issued under MCL 436.1521a shall be surrendered by the licensee to the Commission and the Commission will terminate the license.

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Print Name of Applicant & Title

Signature of Applicant

Date

Please return this completed form along with corresponding documents:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Fax to: 517-763-0059



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

## Retailer License & Permit Application

**Before you begin filling out the attached application, please review this checklist for the applicable forms and documents you will need to submit with your completed application form.**

The attached LCC-100 form will automatically calculate fees when opened using Adobe Acrobat Reader. The form's functionality may not work with third-party PDF readers. You may download a free copy of Adobe Acrobat Reader on the Adobe website: <https://get.adobe.com/reader/>

Are you transferring stock or membership interest? If yes, use the [License Interest Transfer Application \(LCC-101\)](#).

- Completed Retail License & Permit Application (Form LCC-100, attached)
- [Livescan Fingerprint Form](#)\* (attached)
- Inspection, License, and Permit Fees
- Corporate Documents (see list below) - Submit for the applicant company, and if the applicant company has multiple levels of ownership structure in which stockholders or members are also companies, submit the applicable documents listed below for any stockholder or member companies to the third level of ownership - for example: applicant company > stockholder/member (level 1) > stockholder/member (level 2) > stockholder/member (level 3).
- Multi-Tier Organizational Chart - If the applicant company has more than three levels of ownership structure please provide an organizational chart that shows all the levels of ownership to individual people, including trusts.
- [Local Government Authorization \(Form LCC-106\)](#) - **For a new on-premises license only**
- Purchase agreement - **For the transfer of ownership of a license**
- Property document (lease, deed, land contract, etc.)
- New Specially Designated Merchant license documents - **For a new Specially Designated Merchant license only** (see page 3)
- [New On-Premises Resort License Questionnaire \(LCC-109a\)](#) or [New On-Premises Redevelopment or Development District License Questionnaire \(LCC-109b\)](#) - **For a new on-premises Resort, Redevelopment, or Development District license only**

If applicant is a corporation also include (pursuant to R 436.1109):

*If any of the stockholders of the applicant are corporations or limited liability companies, also submit a copy of the documents listed below for those companies (except for the Certificate of Authority to Do Business in Michigan, which is required for the applicant only).*

- [Report of Stockholders/Member/Partners \(Form LCC-301\)](#)
- Copy of Articles of Incorporation filed with the Corporations Division of the Department of Licensing & Regulatory Affairs
- Current Certificate of Good Standing from the state where incorporated and Certificate of Authority to Do Business in Michigan, if incorporated outside of Michigan.
- Certified copy of the minutes of a meeting of its board of directors or a statement signed by an officer of the corporation naming the persons authorized by corporate resolution to sign the application and other documents required by the Commission or [Part 3 of Form LCC-301](#).

If applicant is a limited liability company also include (pursuant to R 436.1110):

*If any of the members of the applicant are corporations or limited liability companies, also submit a copy of the documents listed below for those companies (except for the Certificate of Authority to Do Business in Michigan, which is required for the applicant only).*

- [Report of Stockholders/Member/Partners \(Form LCC-301\)](#)
- Copy of Articles of Organization filed with the Corporations Division of the Department of Licensing & Regulatory Affairs
- Copy of the operating agreement or bylaws of the applicant company
- Current Certificate of Authority to Do Business in Michigan, if the LLC is a non-Michigan LLC.
- Statement signed by a manager of the limited liability company or by at least 1 member if management is reserved to the members naming the person authorized to sign the application and other documents required by the Commission or [Part 3 of Form LCC-301](#).

\*Fingerprints are required for applicants that are not currently licensed by the MLCC and will hold 10% or more interest in a license or applicant entity.



### Retailer License & Permit Application

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

#### Part 1 - Applicant Information

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

Applicant name(s):		
Address to be licensed:		
City:	Zip Code:	
City/township/village where license will be issued:		County:
Federal Employer Identification Number (FEIN):		

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

*Leave Blank - MLCC Use Only*

#### Part 2 - License Transfer Information (If Applicable)

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

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

#### Part 3 - Licenses, Permits, and Permissions

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

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

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

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

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

Inspection Fees:	License & Permit Fees:	<b>TOTAL FEES:</b>
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**Schedule A - Licenses, Permits, & Permissions**

Applicant name: \_\_\_\_\_

**Off Premises License Type: Base Fee:** Fee Code MLCC Use Only

New Transfer

SDM License \$100.00

SDD License \$150.00

Resort SDD License Upon Licensure/\$150.00  
*Resort SDD Licenses may only be issued in governmental units having a population of 50,000 or less*

**Off Premises Permits: Base Fee:**

Sunday Sales Permit (AM)\* \$160.00

Sunday Sales Permit (PM)\*\* \$22.50  
*(Held with SDD License)*

Catering Permit \$100.00

Secondary Location Permit - Complete Form LCC-201

Beer and Wine Tasting Permit No charge

Living Quarters Permit No charge

**On/Off Premises Permission Type: Base Fee:**

Off-Premises Storage No charge

Direct Connection(s) No charge

Motor Vehicle Fuel Pumps No charge

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

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

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

**On Premises License Type: Base Fee:** Fee Code MLCC Use Only

New Transfer

B-Hotel License \$600.00  
 Number of guest rooms: \_\_\_\_\_

A-Hotel License \$250.00  
 Number of guest rooms: \_\_\_\_\_

Class C License \$600.00

Tavern License \$250.00

Resort License Upon Licensure

DDA/Redevelopment License Upon Licensure

Brewpub License \$100.00

G-1 License \$1,000.00

G-2 License \$500.00

Aircraft License \$600.00

Watercraft License \$100.00

Train License \$100.00

Continuing Care Retirement Center License \$600.00

MCL 436.1545(1)(b)(i)  MCL 436.1545(1)(b)(ii)

*B-Hotel or Class C Licenses Only:*

Additional Bar(s)  
 Number of Additional Bars: \_\_\_\_\_

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

**On Premises Permits: Base Fee:**

Sunday Sales Permit (AM)\* \$160.00

Sunday Sales Permit (PM)\*\*

Catering Permit \$100.00

Banquet Facility Permit - Complete Form LCC-200

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

Outdoor Service No charge

Dance Permit No charge

Entertainment Permit No charge

Extended Hours Permit: No charge

Dance  Entertainment Days/Hours: \_\_\_\_\_

Specific Purpose Permit: No charge

Activity requested: \_\_\_\_\_

Days/Hours requested: \_\_\_\_\_

Living Quarters Permit No charge

Topless Activity Permit No charge

**Inspection, License, Permit, & Permission Fee Calculation**

Number of Licenses: \_\_\_\_\_ x \$70.00 Inspection Fee

Total Inspection Fee(s): \_\_\_\_\_

Total License Fee(s): \_\_\_\_\_

Total Permit Fee(s): \_\_\_\_\_

**TOTAL FEES DUE:** \_\_\_\_\_

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

Make checks payable to **State of Michigan**

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

Applicant name:

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

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

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

<input type="checkbox"/> a. Applicant holds and maintains retail food establishment license or extended retail food establishment license under the <a href="#">Food Law of 2000, MCL 289.1101 to MCL 289.8111</a> .
<input type="checkbox"/> b. Applicant holds or has been approved for Specially Designated Distributor (SDD) license.
<input type="checkbox"/> c. Applicant holds or has been approved for an on-premises license, such as a Class C, A-Hotel, B-Hotel, Tavern, Club, G-1, or G-2 license.

**Section 2 - Quota Requirements for New SDM License Applicants**

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

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

**Documents Required To Be Submitted with New SDM License Application**

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

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

**Part 5a - Information on Individual Applicant, Stockholder, Member, or Limited Partner**

Each individual, stockholder, member, or partner must complete Part 5a, 5b, and 5c. If a stockholder or member of an applicant company is a corporation or limited liability company, complete Part 5a and 5c and submit a completed Form LCC-301.

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

Name:		
Home address:		
City:	State:	Zip Code:
Business Phone:	Cell Phone:	Email:
Have you ever been licensed by the Michigan Liquor Control Commission (MLCC) or do you currently hold an interest in any other licenses issued by the MLCC? If Yes, please list business ID numbers below. If you hold interest in 2 or more locations under the same name, please also write "chain" below. Pursuant to MCL 436.1603, a retailer licensee <u>may not</u> hold interest in a manufacturer or wholesaler license. <input type="radio"/> Yes <input type="radio"/> No		
Do you hold 10% or more interest in the applicant entity? <input type="radio"/> Yes <input type="radio"/> No		
If you answered "no" to the first question and "yes" to the second question, you must submit fingerprints and undergo an investigation by the MLCC. Please see the attached instructions for submitting fingerprints to the MLCC. You must submit a copy of the completed and endorsed " <u>Livescan Fingerprint Background Request</u> " with your application.		

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

Date of Birth:	Social Security Number:	Driver's License Number:	
Are you a citizen of the United States of America? <input type="radio"/> Yes <input type="radio"/> No			
Have you ever legally changed your name? <input type="radio"/> Yes <input type="radio"/> No			
If you answered "yes", please list your prior name(s) (including maiden):			
Spouse's full name (if currently married):			
Spouse's date of birth:	Is your spouse a citizen of the United States of America? <input type="radio"/> Yes <input type="radio"/> No		
Do you or your spouse hold any position, either by appointment or election, which involves the duty to enforce any penal law of the United States of America, or the penal laws of the State of Michigan, or any penal ordinance or resolution of any municipal subdivisions of the State of Michigan? <input type="radio"/> Yes <input type="radio"/> No			
Does your spouse hold a retail, manufacturer, or wholesaler license issued by the MLCC? <input type="radio"/> Yes <input type="radio"/> No			
Have you ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If Yes, list below (attach additional pages if necessary): <input type="radio"/> Yes <input type="radio"/> No			
Date	City/State	Charge	Disposition
Has your spouse ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If Yes, list below (attach additional pages if necessary): <input type="radio"/> Yes <input type="radio"/> No			
Date	City/State	Charge	Disposition

**Part 5c - Signature**

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003. (This form must be signed by the person whose information it contains).

Print Name

Signature

Date



**Part 6 - Contact Information**

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

What is your preferred method of contact?				<input type="radio"/> Phone	<input type="radio"/> Mail	<input type="radio"/> Email	<input type="radio"/> Fax
What is your preferred method for receiving a Commission Order?				<input type="radio"/> Mail	<input type="radio"/> Email	<input type="radio"/> Fax	
Contact name:			Relationship:				
Mailing address:							
City:			State:		Zip Code:		
Phone:		Fax number:			Email:		

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

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

**Part 8 - Signature of Applicant**

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

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

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

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

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

Print Name of Applicant & Title	Signature of Applicant	Date
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Please return this completed form along with corresponding documents and fees to:  
 Michigan Liquor Control Commission  
 Mailing address: P.O. Box 30005, Lansing, MI 48909  
 Hand deliveries: Constitution Hall - 525 W. Allegan Street, Lansing, MI 48933  
 Overnight deliveries: 2407 N. Grand River Avenue, Lansing, MI 48906  
 Fax to: 517-284-8557



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

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

### APPLICANTS THAT LIVE IN MICHIGAN

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

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

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

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

### APPLICANTS THAT LIVE OUTSIDE OF MICHIGAN

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

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

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

### WHAT HAPPENS AFTER FINGERPRINTS ARE SUBMITTED

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

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

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

### QUESTIONS AND ADDITIONAL INFORMATION

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

An applicant may request a copy of his or her Criminal History Record Information (CHRI) response and may challenge the accuracy or completeness of any entry on the CHRI. The [CHRI Appeal Information & Request Form \(LCC-105a\)](#) contains information on how to request a copy of a CHRI and for the appeal process for challenging or correcting a CHRI response entry.

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

## LIVE SCAN FINGERPRINT BACKGROUND CHECK REQUEST

**Purpose:** To conduct a civil fingerprint-based background check for employment, to volunteer, or for licensing purposes as authorized by law.  
**Instructions:** See page two.

I. Authorizing Information			
1. Fingerprint Reason Code <b>LL</b>	2. Requestor/Agency ID <b>1479J</b>	3. Agency Name <b>MI Dept of Licensing &amp; Regulatory Affairs - Liquor Control</b>	4. Individual ID (MNU-OA)
II. Applicant Information: Type or clearly print answers in all fields before going to be fingerprinted.			
1a. Last Name		1b. First Name	
2. Any Alternative Names, Last Names, or Aliases		3. Social Security Number (Optional)	
4. Place of Birth (State or Country)	5. Date of Birth	6. Phone Number	7. Driver's License / State ID Number
8. Issuing State		9. Home Address	
10. City		11. State	12. ZIP Code
13. Sex	14. Race	15. Height	16. Weight
17. Eye Color		18. Hair Color	
III. Live Scan Information			
1. Date Printed	2. Picture ID Type Presented	3. Transaction Control Number (TCN)	4. Live Scan Operator*
*When an Individual ID is provided, please enter the ID into the Miscellaneous Number (MNU) field on the Live Scan device. Select OA - Originating Agency Identifier and then enter the unique identifier in the Identification Code field.			
IV. Privacy Act Statement			
<p><b>Authority:</b> Acquisition, preservation, and exchange of fingerprints and associated information by the Federal Bureau of Investigation (FBI) is generally authorized under 28 U.S.C. 534. Depending on the nature of your application, supplemental authorities include Federal statutes, State statutes pursuant to Pub. L. 92-544, Presidential Executive Orders, and federal regulations. Providing your fingerprints and associated information is voluntary; however, failure to do so may affect completion or approval of your application.</p> <p><b>Principal Purpose:</b> Certain determinations, such as employment, licensing, and security clearances, may be predicated on fingerprint-based background checks. Your fingerprints and associated information/biometrics may be provided to the employing, investigating, or otherwise responsible agency, and/or the FBI for the purpose of comparing your fingerprints to other fingerprints in the FBI's Next Generation Identification (NGI) system or its successor systems (including civil, criminal, and latent fingerprint repositories) or other available records of the employing, investigating, or otherwise responsible agency. The FBI may retain your fingerprints and associated information/biometrics in NGI after the completion of this application and, while retained, your fingerprints may continue to be compared against other fingerprints submitted to or retained by NGI.</p> <p><b>Routine Uses:</b> During the processing of this application and for as long thereafter as your fingerprints and associated information/biometrics are retained in NGI, your information may be disclosed pursuant to your consent, and may be disclosed without your consent as permitted by the Privacy Act of 1974 and all applicable Routine Uses as may be published at any time in the Federal Register, including the Routine Uses for the NGI system and the FBI's Blanket Routine Uses. Routine Uses include, but are not limited to, disclosures to: employing, governmental or authorized non-governmental agencies responsible for employment, contracting, licensing, security clearances, and other suitability determinations; local, state, tribal, or federal law enforcement agencies; criminal justice agencies; and agencies responsible for national security or public safety.</p>			
V. Procedure to Obtain a Change, Correction, or Update of Identification Records			
<p>If, after reviewing his/her identification record, the subject thereof believes that it is incorrect or incomplete in any respect and wishes changes, corrections, or updating of the alleged deficiency; he/she should make application directly to the agency which contributed the questioned information. The subject of a record may also direct his/her challenge as to the accuracy or completeness of any entry on his/her record to the FBI, Criminal Justice Information Services (CJIS) Division, ATTN: SCU, Mod. D2, 1000 Custer Hollow Road, Clarksburg, WV 26306. The FBI will then forward the challenge to the agency which submitted the data requesting that agency to verify or correct the challenged entry. Upon the receipt of an official communication directly from the agency which contributed the original information, the FBI CJIS Division will make any changes necessary in accordance with the information supplied by that agency. (28 CFR § 16.34)</p>			
VI. Consent			
<p>I understand that my personal information and biometric data being submitted by Live Scan, will be used to search against identification records from both the Michigan State Police (MSP) and the FBI for the purpose listed above. I hereby authorize the release of my personal information for such purposes and release of any records found to the authorized requesting agency listed above.</p>			
Signature:			Date:





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

### Credit Card Authorization Form

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

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

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

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

Name on Card: \_\_\_\_\_

Payment Amount: \_\_\_\_\_

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Check One:

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

MasterCard     Visa     Discover

Email: \_\_\_\_\_

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

Applicant/Licensee Name: \_\_\_\_\_ Request or Business ID #: \_\_\_\_\_

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

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

Signature \_\_\_\_\_

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

**Credit Card Payment Itemization:**

Fee Type	Fee Amount	MLCC Fee Code
<input type="checkbox"/> Inspection Fee(s):	_____	4036
<input type="checkbox"/> Special License Fee(s):	_____	4008
<input type="checkbox"/> Temporary Authorization Fee:	_____	4037
<input type="checkbox"/> License Renewal Fee(s):	_____	4004
<input type="checkbox"/> Manufacturer License(s):	_____	4038
<input type="checkbox"/> Wholesaler License(s):	_____	4085
<input type="checkbox"/> New Retailer License(s):	_____	4012
<input type="checkbox"/> Transfer Retailer License(s):	_____	4034
<input type="checkbox"/> Conditional License	_____	4012
<input type="checkbox"/> New Add Bar <input type="checkbox"/> Transfer Add Bar:	_____	4012/4034
<input type="checkbox"/> Sunday Sales Permit (AM):	_____	4033
<input type="checkbox"/> Sunday Sales Permit (PM):	_____	4032
<input type="checkbox"/> Catering Permit:	_____	4031

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

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