

Rik Kowall, Supervisor
Anthony L. Noble, Clerk
Mike Roman, Treasurer



Trustees
Scott Ruggles
Liz Fessler Smith
Andrea C. Voorheis
Michael Powell

WHITE LAKE TOWNSHIP

7525 Highland Road • White Lake, Michigan 48383-2900 • (248) 698-3300 • www.whitelaketwp.com

January 5, 2023

Chuck Neville, Event Coordinator
White Lake Citizens League
P.O. Box 851
Highland, Michigan 48356

Dear Mr. Neville:

On January 4, 2023, the Special Event Committee met and considered your application. Your special event permit on behalf of the White Lake Citizens League for *"Winter Carnival"* to be held **February 4, 2023** on the ice of White Lake near White Lake Inn is granted and as required in Chapter 6, sec 6-21(d) of the White Lake Township Code of Ordinances, the decision of the Special Event Committee is being mailed to you and forwarded to the Township Board at the next regularly scheduled Township Board meeting for information purposes.

Please be advised the related Fireworks Permit is still subject to Township Board's approval and pending completion of review by the Fire Department.

Best regards,

Anthony L. Noble

Anthony L. Noble
White Lake Township Clerk



Charter Township of White Lake
Public Shows / Exhibition
Application

Date: December 2, 2022

All requirements shall be met (if applicable) for application approval.

Applicant: White Lake Citizens League Phone: () _____ Ext. _____

Address: P O Box 851 Highland, MI 48356 Email address: _____

Contact person on day of event: Chuck Neville Phone: () _____ Ext. _____

Event Name: Winter Carnival Event Purpose: Lake Resident Recreation & Social Activity

Event Location: On Ice Near White Lake Inn Event Date(s): Sat. 2/4/2023 or weather alter. Sat. 2/11/2023

Type of Event (Check one – See Special Event Categories for additional information)

- | | |
|---|--|
| <input type="checkbox"/> Low Hazard | <input type="checkbox"/> Township Sponsored |
| <input type="checkbox"/> Medium Hazard | <input checked="" type="checkbox"/> Non-Profit |
| <input type="checkbox"/> High Hazard | <input type="checkbox"/> Profit |
| <input type="checkbox"/> Special Hazard | <input type="checkbox"/> Other |

Detailed description of event attached? Yes No

Event Hours: 2:30 pm to 7pm

Estimated date/time for set up: Day off event between 10am to 12pm

Estimated date/time for clean up: Day of event between 7pm to 9pm

Describe set up and clean up procedures: See attached Exhibit A

Estimated attendance: 1,000

Describe crowd control plans for this event: See attached Exhibit B

Describe the Event's impact on adjacent commercial and residential property:

White Lake Inn will have a large crowd, they are fully aware of the plans and are staffing for it

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The following information shall be included with the application:

Drawing, diagram, blueprint, and / or sketch: Showing the following site plan requirements.

- General Public Shows / Exhibition layout (descriptions of all purposed activities)
- All permanent structures *During all Public Shows / Exhibitions a 10-foot unobstructed clearance shall be maintained around permanent structures (occupied buildings).
- Location of all temporary structures including tents and canopy. Include measured distances between tents and permanent structures. (Must provide tent certifications)
- Means of ingress and egress of all spectators.
- Emergency vehicle ingress and egress and means of all emergency communications.
- Dumpsters or trash collection areas, include measured distances to temporary and permanent structures). A 10-foot clearance is required
- Vehicle parking area both permanent & temporary.
- First aid area
- Location of temporary fencing and barricades.
- Location of all bathroom facilities both permanent & temporary.
- Location of all tables and seating arrangements.
- Current zoning designation.

Will street closures be necessary: Yes* No

**If yes, include a detailed map indicating road closures, emergency vehicle access, and barricade locations. White Lake Township does not have the authority to close County roads*

Describe street closures:

Streets closed: Date / time:

Streets re-open: Date / time:

Will parking closures be necessary? Yes* No

**If yes, include a detailed map indicating proposed closures and barricade locations*

Describe parking closures:

Parking closed: Date / time:

Parking re-opened: Date / time:

What parking arrangements are proposed to accommodate attendance?

Use of White Lake Inn parking lot

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Will music be provided / included during the event? Yes No

Describe type of music proposed: Live Amplification Recorded Loudspeakers

Proposed time music will begin: 2 pm
Proposed time music will end: 7 pm

Proposed location of live band / disc jockey / loudspeakers / equipment: Deck of the White Lake Inn

Describe noise control: There will be 2 small amplified loud speakers used to make announcements and play back ground music

Name of person responsible of entertainment area: _____ Phone: (_____) _____

Will the event have kiddie rides, inflatables (i.e. moonwalk), amusement rides, climbing walls, live animals, etc? Yes* No

**If yes, additional insurance coverage will be required (See Insurance Requirements) You must comply with Article IX of Ordinance No. 47.*

If yes, describe in detail the types of attractions proposed?

Will the event have food, beverage or concessions? Yes* No

**If yes, provide a copy of the permit from the Oakland County Health Department.*

Describe:

All food and beverage will be served by White Lake Inn

Do you plan to have alcohol served at this event? Yes* No

**If yes, Liquor Liability Insurance is required. You must comply with Article X of Ordinance No. 47. Must obtain approval from Michigan Liquor Control Commission.*

Include proposed location on event layout

If yes, describe measures to be taken to prohibit the sale of alcohol to minors or visibly impaired individuals

Do you plan to have special event signs? Yes* No

If yes, signs must conform to Township sign ordinances.

Describe signs, proposed locations, etc.

Do you plan to have banners? Yes* No

**If yes, you must apply for the use through the Township sign ordinance requirements.*

Is an electrical permit required? Yes* No

If yes, attach a copy of the permit.

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Does this permit application require the need for Police or Fire Department services (before, during or after the event)?

- Yes*
- No
- Both*

If yes, please explain in detail: White Lake Fire for the 10-15 minute fireworks shows at 6:30 pm (separate permit from ACE Pyro) Police to help with traffic flow and spectator control on the ice. See Exhibit B for plan developed with White Lake Police & Oakland County Sheriff

*Attach any agreement for services.

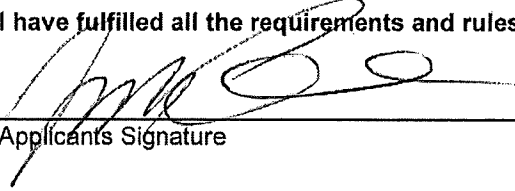
Application Check List (failure to provide necessary documentation will delay application review and approval)

I have attached the following:

- Completed Application
- Event drawing / blueprint (includes detailed event layout for vendors, rides, booths, etc.)
- Detailed Plan showing road closures, parking, etc.
- Certificate of Insurance and Indemnification
- Event Signage (description)
- Driver's License of Applicant
- Copy of all subcontractors contracts & insurance policies participating in this event.

If document(s) are missing, please explain: _____

I have fulfilled all the requirements and rules of Ordinance No. 47.

 Title President Date _____
 Applicants Signature _____ Title _____ Date _____

Property Owners Signature _____ Title _____ Date _____

Contact people in charge during the event and their responsibilities.

Chuck Neville Event Chairpperson
 Name Responsibility Phone Number

Joe Tibus President WLCL
 Name Responsibility Phone Number

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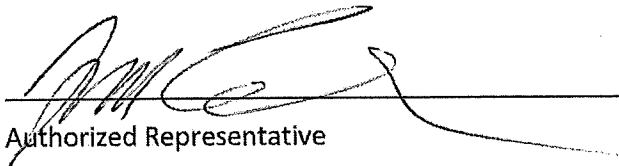
Hold Harmless Agreement

To the fullest extent permitted by law, I/We, The White Lake Citizens League (WLCL)

agree to defend, pay on behalf of, indemnify, and hold harmless the Township of White Lake, its elected and appointed officials, employees and volunteers, and others working on behalf of the Township of White Lake against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from the Township of White Lake, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with the events put on by WLCL
WLCL.

By signing below, I declare that I am authorized to sign this document on behalf of

Joe Tibus, President WLCL


Authorized Representative

December 2, 2022
Date

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FOR OFFICE USE ONLY

INSPECTION APPROVAL OR DENIAL

Signature: _____ Date: _____
Supervisor

Signature: _____ Date: _____
Clerk

Signature: _____ Date: _____
Community Development

Signature: _____ Date: _____
Building Official

Signature: _____ Date: _____
Police Chief/Designee

Signature: _____ Date: _____
Fire Chief/Designee

- Approved
- Denied
- Pending

Comments: _____

Special Conditions: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/09/2022

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 rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Lighthouse, an Alera Group Company 56 Grandville Ave SW, Ste 300 Grand Rapids MI 49503	CONTACT NAME: CL Grand Rapids CT	PHONE (A/C, No, Ext): (800) 344-3531	FAX (A/C, No): (616) 455-9489
	E-MAIL ADDRESS:		
INSURED White Lake Citizens League Inc 3701 Ormond Rd White Lake MI 48383-1837	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Home-Owners		26638
	INSURER B : United States Liability Ins.		25895
	INSURER C :		
	INSURER D :		
	INSURER E :		
INSURER F :			

COVERAGES

CERTIFICATE NUMBER: 22-23 Master

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		Y	16530467	07/01/2022	07/01/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COM/OP AGG \$ 1,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY			16530467	07/01/2022	07/01/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N	N/A			PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Non-Profit Directors & Officers Liability			NPP1655811J	10/12/2022	10/12/2023	Each Claim 1,000,000 Aggregate 1,000,000

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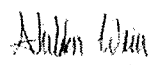
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Related to any claim arising from the White Lake Citizens League Winter Carnival to be held on February 4, 2023, or February 11, 2023 as an alternate date.

White Lake Township, all its elected and appointed officials, employees, and volunteers are named as additional insured pertaining to the general liability per form CG 20 13 04-13.

CERTIFICATE HOLDER

CANCELLATION

White Lake Township 7525 Highland Rd White Lake MI 48383	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 
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Home-Owners Insurance Company

COMMERCIAL GENERAL LIABILITY
CG 20 13 04 13

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - STATE OR GOVERNMENTAL AGENCY OR SUBDIVISION OR POLITICAL SUBDIVISION - PERMITS OR AUTHORIZATIONS RELATING TO PREMISES

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

<p>State Or Governmental Agency Or Subdivision Or Political Subdivision: WHITE LAKE TOWNSHIP AS ADDITIONAL INSURED UNDER FORM CG 20 13 RELATED TO ANY CLAIM ARISING FROM THE WLCL WINTER CARNIVAL HELD ON SATURDAY FEBRUARY 15TH, 2020</p>	<p>RECEIVED</p> <p>DEC 09 2022</p> <p>WHITE LAKE TOWNSHIP CLERK'S OFFICE</p>
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Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. Section II – Who Is An Insured is amended to include as an additional insured any state or governmental agency or subdivision or political subdivision shown in the Schedule, subject to the following additional provision:

This insurance applies only with respect to the following hazards for which the state or governmental agency or subdivision or political subdivision has issued a permit or authorization in connection with premises you own, rent or control and to which this insurance applies:

1. The existence, maintenance, repair, construction, erection or removal of advertising signs, awnings, canopies, cellar entrances, coal holes, driveways, manholes, marquees, hoist away openings, sidewalk vaults, street banners or decorations and similar exposures; or
2. The construction, erection or removal of elevators; or
3. The ownership, maintenance or use of any elevators covered by this insurance.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations; whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

**White Lake Citizens League
Winter Carnival Activities Description**

The WLCL Winter Carnival is a free event primarily for White Lake residents organized by the non-profit White Lake Citizens League.

The carnival sponsored activities include the following:

- 1) Broom ball tournament
- 2) ATV pulled sled rides for children
- 3) Scavenger egg hunt for kids under 10 on the WLI Volley ball court
- 4) 3 legged races with prizes
- 5) On ice games which include giant jenga, corn hole and fowling
- 6) Smores making at the potable, freestanding fire pits
- 7) A 10-15 minute fireworks show to close the event at approximately 6:30pm

Due to the fact that the White Lake Inn and White Lake are public places no one will be excluded from joining the activities.

The changes made to eliminate vehicle access to the ice by the White Lake Inn and other safety related changes is hoped to reduce the number of non-lake resident participants

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Exhibit A

White Lake Citizens League Winer Carnival Setup and Cleanup Process

Setup 2 Hour Duration

Place traffic cones with dowel rods and traffic barriers around perimeter of the area which includes the fireworks fall out area.

String caution tape around the perimeter created by the traffic cones

Attach "No Vehicle Permitted" Signs to caution tape

Attach Fire Marshal signs prohibiting entry to caution tape around fireworks fall out area

Place broomball nets on rink areas.

Place on ice games equipment (corn hole boards, giant jenga, fowling)

Place portable, free standing firepits around perimeter of games area with fire wood

Place rolling containers on ice for trash

Place amplified speakers on deck of White Lake Inn

Place 2' x 3' schedule of events signs on White Lake Inn Deck

Clean-up 2 Hour Duration

Pick up trash from ice not in rolling trash cans

Remove on ice games

Remove broom ball nets

Remove caution tape, traffic cones and dowel rods

Remove Speakers and Schedule of Event signs from White Lake Inn deck

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Exhibit B

White Lake Citizens League Winter Carnival Crowd Control Plan

Winter Carnival Attendees will arrive by 2 ways:

From the ice side of the White Lake Inn or by entering through the White Lake Inn.

Working in conjunction with White Lake Police and Oakland County Sheriff representatives the following plan was developed for crowd control.

- 1 The vehicle entry to the ice at the west side of the White Lake Inn will be closed
- 2 The actual winter carnival area and fire works fall out area will be closed to all vehicles
- 3 The perimeter of the area will be posted were spectators and vehicles are not permitted
- 4 Oakland County Sheriff deputies will be on ice to encourage compliance with access restrictions
- 5 White Lake Police will monitor road side traffic and spectator activities on the White Lake Inn deck
- 6 These changes to last year will be communicated to the public on WLCL Website, in WLCL emails and WLCL Facebook posts

Oakland County Sheriff will have 1 Sgt, 4 regular deputies and 4 marine deputies as well as Sheriff Cadets on site as well as a hovercraft and snowmobiles. This support will be contracted through Highland Township that has an existing service agreement with Oakland County Sheriff.

White Lake Police plan to have 1 Sgt and 4 officers on site

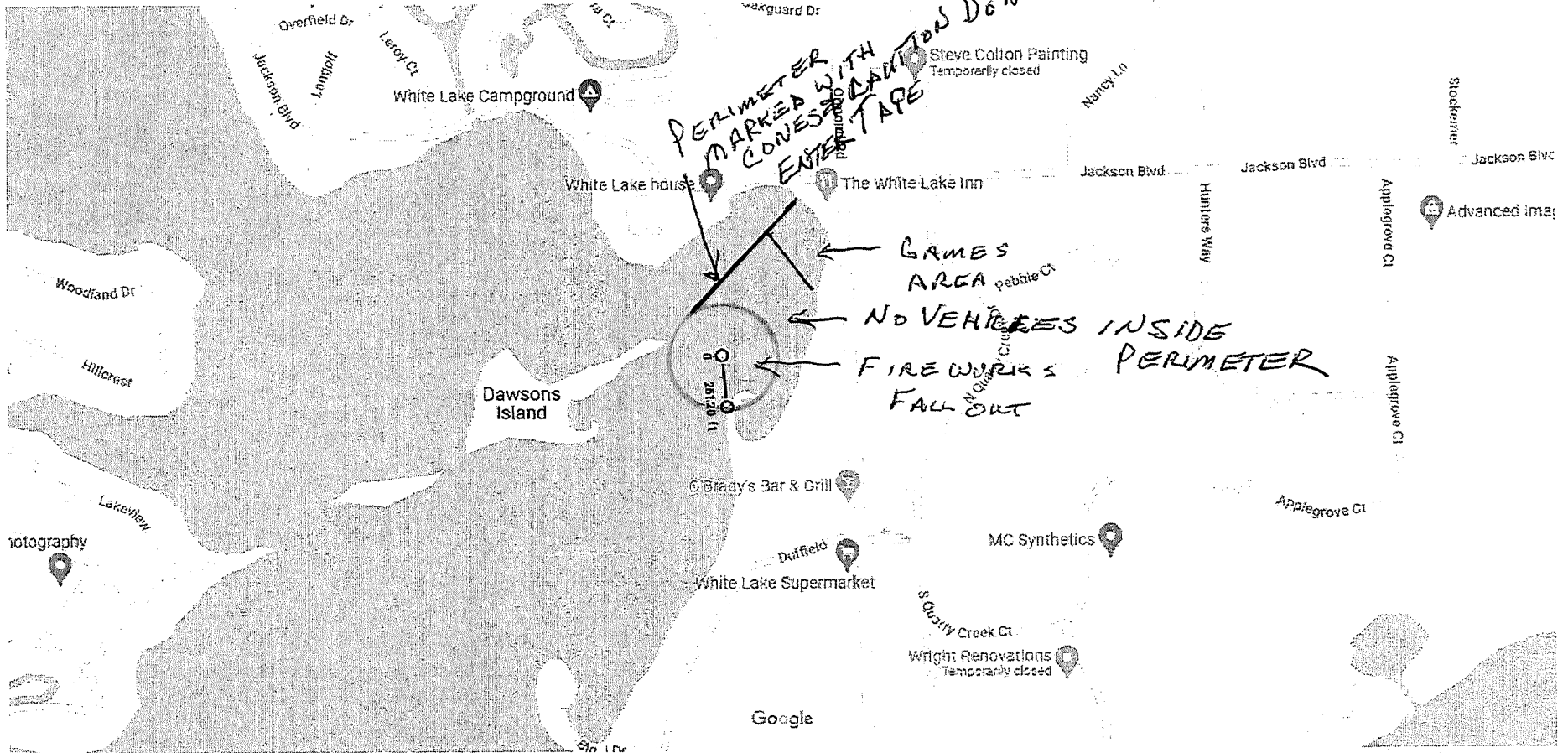
DNR will have 1-2 officers on the Lake

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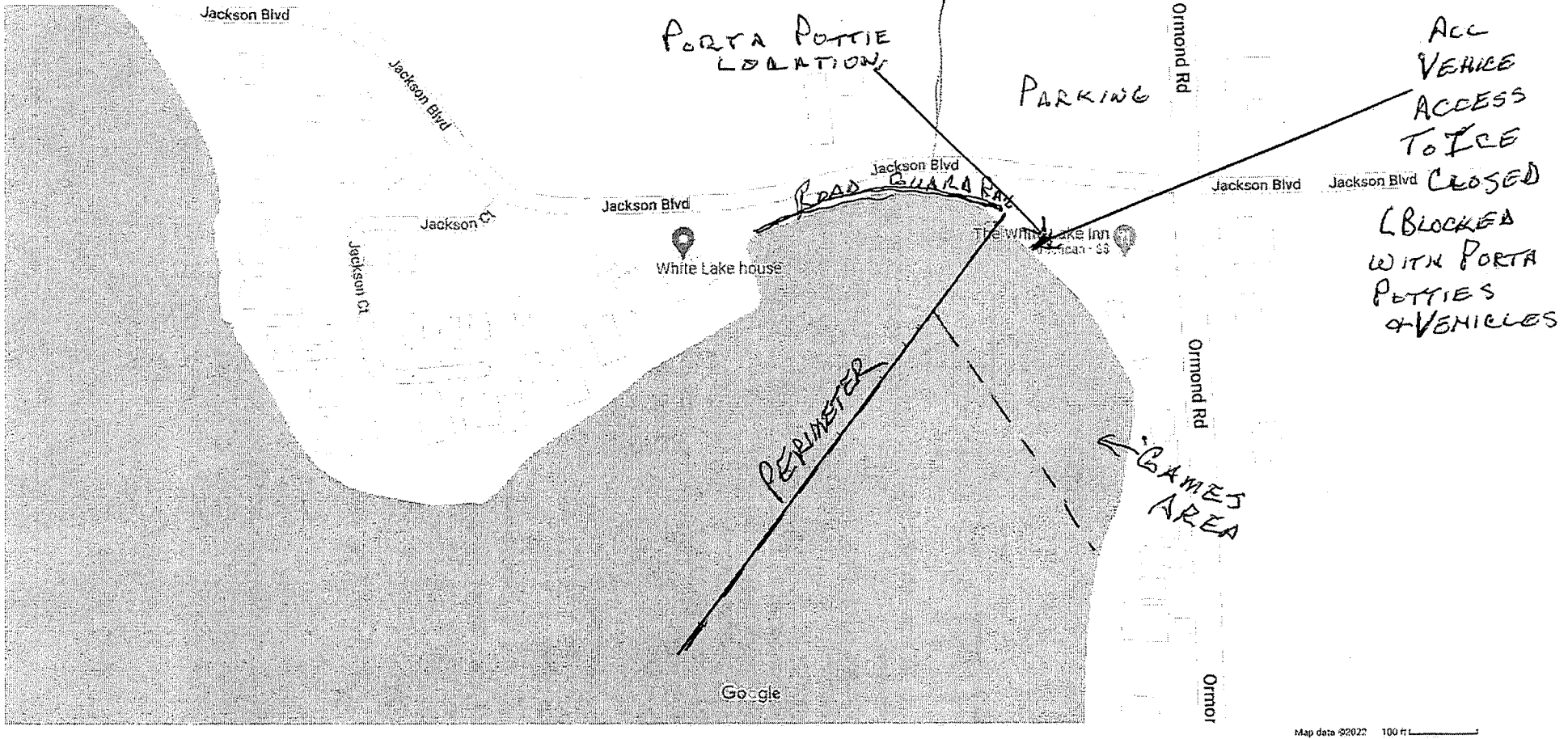
Google Maps



Measure distance
 Total distance: 251.20 ft (76.57 m)

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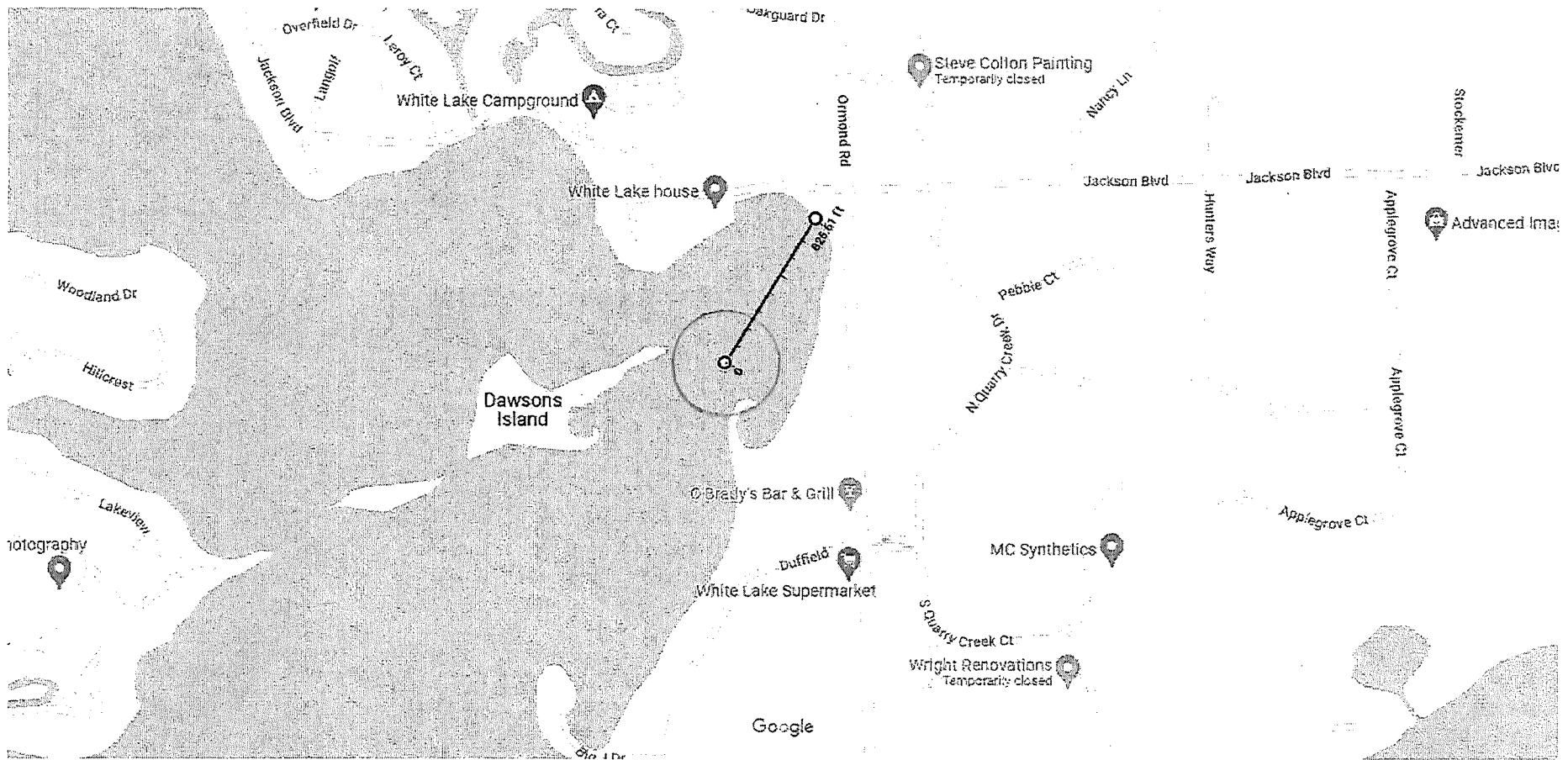
Google Maps



SPECTATOR ACCESS THROUGH WHITE LAKE INN

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Google Maps



Measure distance
 Total distance: 825.61 ft (251.65 m)



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White Lake Township

7525 Highland Rd.

White Lake, MI 48383

Receipt

Date	Receipt No.
12/09/2022	172378

Received of:
WHITE LAKE CITIZENS LEAGUE INC

Description: CARNIVAL

Item	Description	Amount
CARNIVAL	CARNIVAL-OTHER SUNDRY 101-000-695.000 CARNIVAL-OTHER 25.00	25.00
TOTAL		25.00

Check No.	Payment Method	Amount
1163	CHECK	25.00

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