



**CITY OF PLYMOUTH
MEETING MINUTES**

201 S Main, Plymouth, MI 48170
Ph (734) 453-1234 Fax (734) 455-1892
<http://www.ci.plymouth.mi.us>



MEETING MINUTES

Local Liquor License Review Committee (LLRC)

Monday, April 4, 2016

City Hall – 5:00 p.m.

CALL TO ORDER: Members Present- Joe Valenti, Colleen Pobur, Dan Dwyer

APPROVAL OF MEETING MINUTES of March 21, 2016 - It was moved by Member Valenti and seconded by Member Dwyer to approve the Meeting Minutes of March 21, 2016.

MOTION PASSED

REVIEW OF POTENTIAL CRITERIA FOR EXPANSION OF ALLOWABLE NUMBER OF LIQUOR LICENSES –

Chairperson Pobur indicated that the City Commission has authorized an increase in the number of liquor licenses allowed in the B-2 or DDA District. There was a discussion on criteria for transfers and new licenses. There was also a discussion related to style or how the criteria should be presented. The discussion focused on a narrative concept and a bullet point concept. The discussion related to Section 6-35, sub-section 4 of the Liquor Management Ordinance. The group divided the Review Factors listed in the Ordinance into five major categories and then from there they listed the specific criteria that are currently in the Ordinance. The five major categories are:

- **Business Plan of Operation and Concept** – Describe in detail the plan of operation of the proposed establishment. Use Section 6-34 as a guideline. Provide renderings, a business plan and any other information that can provide a clear idea of the proposed project. Include information about the projected percentage of food sales versus alcohol sales, the planned bar space versus the restaurant space, a description of any proposed outdoor seating area and a complete description of the proposed establishment's concept. Explain how the proposed establishment will differ from current licensed establishments in Plymouth and how the applicant believes this establishment would enhance the quality of life in Plymouth.
 - Sub-Section O – Sit Down Full Service Restaurant
 - Sub-Section P – Food to Alcohol sales volume
 - Sub-Section Q – Floor Space – Dining versus bar area
 - Sub-Section R – Size of Bar Area
 - Sub-Section S – Size of Dance Floor, if any
 - Sub-Section T – Type or character of establishment
 - Sub-Section B – Number of similar licenses/concepts – diversity.
- **Impact on the community** – Describe in detail how the applicant will exist in the community. Explain how the proposed establishment will fit into its surrounding neighborhood, deal with noise and refuse and, if applicable, be a part of a multi-use development, and/or historic redevelopment.
 - Sub-Section A – Limit expenditure of public funds
 - Sub-Section B – Number of similar licenses/concepts – diversity
 - Sub-Section C – Input from residents and businesses

- Sub-Section D – Impact on surrounding businesses and neighborhoods
- Sub-Section E – Is the establishment part of a larger facility/development
- Sub-Section U – Benefit of concept to the City
- Sub-Section H – Preservation/restoration of historic buildings
- Sub-Section I – Locating in an underdeveloped area
- **Parking** – Describe the parking plan to handle the proposed establishment’s customers. Include a drawing of the plan. Include any information about payment in lieu of parking.
- **Policing Requirements** – Explain how the applicant envisions the impact of its establishment opening in the city on Plymouth’s Public Safety Department. Discuss plan for crowd control and how the establishment would handle overcrowding. Discuss the establishment’s plan for adhering to state and local laws governing the sale of liquor.
- **Proposed Licensee’s resume** – Provide a detailed history of the applicant’s business history and business experience, especially in similar licensed establishments. List all Michigan Liquor Control Commission violation attributed to all members of the proposed licensee team. Advise the Commission if the proposed licensee owes the city any taxes or other municipal payments at the time of the application.

At this point there was additional discussion related to Section 6-33, sub-sections E & F related to an earlier amendment to the Liquor Management Ordinance which allow an existing business a preference until November 1, 2011. Since that date has passed the group discussed the possibility of deleting it from the Ordinance.

There was also a discussion related to a typographical error in Section 6-36, Sub-Section A. That section should replace the word “lire” and insert LLRC in that spot.

There was also discussion related to any revisions in the Liquor Management Ordinance should send potential applicants over to the Zoning Code – Special Land Use Permits. This section deals with specific requirement of liquor serving establishments and the requirement to obtain a Special Land Use Permit from the Planning Commission.

City Manager Sincock indicated that the current system of accepting applications for local approval started when the City received notice from the State of Michigan Liquor Control Commission that an application was in process at the State level. Mayor Dwyer indicated that he felt that it is irrelevant if an applicant has started a MLCC license application or not.

There was public input from representatives of the Greek Islands restaurant related to a Class C type license versus a beer/wine type license.

After additional discussion the LLRC went back to the Review Factors List a second time and came up with the following final list:

- **Business Plan of Operation and Concept** – Describe in detail the plan of operation of the proposed establishment. Use Section 6-34 as a guideline. Provide renderings, a business plan and any other information that can provide a clear idea of the proposed project. Include information about the projected percentage of food sales versus alcohol sales, the planned bar space versus the restaurant space, a description of any proposed outdoor seating area and a complete description o the proposed establishment’s concept. Explain how the proposed establishment will differ from current licensed establishments in Plymouth and how the applicant believes this establishment would enhance the quality of life in Plymouth. The Plan of operation should include how the applicant will comply with the City Zoning Ordinances related to Special Land Use Permits.
 - Sub-Section O – Sit Down Full Service Restaurant

- Sub-Section P – Food to Alcohol sales volume
- Sub-Section Q – Floor Space – Dining versus bar area
- Sub-Section R – Size of Bar Area
- Sub-Section S – Size of Dance Floor, if any
- Sub-Section T – Type or character of establishment
- Sub-Section B – Number of similar licenses/concepts – diversity.
- **Impact on the community** – Describe in detail how the applicant will exist in the community. Explain how the proposed establishment will fit into its surrounding neighborhood, deal with noise and refuse and, if applicable, be a part of a multi-use development, and/or historic redevelopment.
 - Sub-Section A – Limit expenditure of public funds
 - Sub-Section C – Input from residents and businesses
 - Sub-Section D – Impact on surrounding businesses and neighborhoods
 - Sub-Section E – Is the establishment part of a larger facility/development
 - Sub-Section U – Benefit of concept to the City
 - Sub-Section H – Preservation/restoration of historic buildings
 - Sub-Section I – Locating in an underdeveloped area
 - Sub-Section W – Any other factor(s) that may affect the health, safety & welfare
- **Parking** – Describe the parking plan to handle the proposed establishment’s customers. Include a drawing of the plan. Include any information about payment in lieu of parking.
 - Sub-Section G – Parking availability
- **Policing Requirements** – Explain how the applicant envisions the impact of its establishment opening in the city on Plymouth’s Public Safety Department. Discuss plan for crowd control and how the establishment would handle overcrowding. Discuss the establishment’s plan for adhering to state and local laws governing the sale of liquor.
 - Sub-Section F – Crowd Control
 - Sub-Section J – Number of drinking establishments & impact on Police
 - Sub-Section K – Policing requirements
- **Proposed Licensee’s resume** – Provide a detailed history of the applicant’s business history and business experience, especially in similar licensed establishments. List all Michigan Liquor Control Commission violation attributed to all members of the proposed licensee team. Advise the Commission if the proposed licensee owes the city any taxes or other municipal payments at the time of the application.
 - Sub-Section L – Business history
 - Sub-Section M – Business Experience
 - Sub-Section N – MLCC violation history
 - Sub-Section V – Non-payment of taxes or other payment due to the City

TABLED ITEM – REQUEST FOR CLASS C LICENSE TRANSFER INTO THE CITY FOR WESTBORN MARKET
– No action was taken and this item remains on the table.

OTHER REPORTS AND BUSINESS FOR THE LLRC – The members determined that the next meeting of the LLRC should be on Monday, April 11, 2016 at 5:00 p.m. at the Plymouth City Hall.

ADJOURNMENT- There being no further business to come before the LLRC it was moved by Member Valenti and seconded by Member Dwyer to adjourn the meeting.

MOTION PASSED

Respectfully submitted:
Paul Sincock
City Manager