

AGENDA

Committee on City Operations July 14, 2025 at 4:30 PM



Lansing City Hall, City Council Conference Room
124 W. Michigan Avenue, 10th Floor

To provide input or ask questions on any item that is listed on the agenda, members of the public may contact the City Council at city.council@lansingmi.gov or (517) 483-4177 prior to the meeting. To view the meeting live and participate in virtual public comment: <https://www.lansingmi.gov/1212/Council-Committee-Meetings>

Council Member Brown, Chairperson
Council Member Spadafore, Vice Chairperson
Council Member Garza, Member

- 1. Call to Order**
- 2. Roll Call**
- 3. Minutes**
 - A. June 23, 2025
- 4. Public Comment on Agenda Items (Up to 3 Minutes)**
- 5. Discussion/Action:**
 - B. COMMUNITY FUNDING APPLICATION - Eastside Neighborhood Organization Summer Festival
 - C. RESOLUTION - Liquor License; Pandoff-Hill Corporation, for a Class C license with Sunday Sales (AM/PM), Dance, Entertainment, and Outdoor Service Area, permits at 3224 E. Michigan Ave, Suite G
 - D. RESOLUTION - Setting a Public Hearing on Noise Special Permit; Hoffman Bros. Inc request to allow for the conducting work as part of the Combine Sewer Operations (CSO) 019 Project at 1038 North Larch St.
 - E. RESOLUTION - Setting a Public Hearing on Noise Special Permit; request from the Public Service Department to allow for rehabilitating Pleasant Grove Rd. from Holmes Rd. to Mt. Hope Avenue
- 6. Other**
- 7. Adjourn**

Persons with disabilities who need an accommodation to fully participate in these meetings should contact the City Council Office at 517-483-4177 (TTY 711) 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.



MINUTES
Committee on City Operations
Thursday, June 23, 2025 @ 4:00 p.m.
City Council Conference Room

CALL TO ORDER

Council Member Brown called the meeting to order at pm

PRESENT

Council Member Jeffrey Brown, Chair
Council Member Peter Spadafore, Vice-Chair
Council Member Jeremy Garza, Member

OTHERS PRESENT

Renee Richmond, Council Administrative Assistant
Greg Venker, OCA
Jay West
Katrina Greeley
Rawley Van Fossen, Director EDP
Stan Parker
Patrick Snyder

MINUTES

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE MINUTES FROM JUNE 5, 2025 AS PRESENTED. MOTION CARRIED 3-0.

PUBLIC COMMENT

Discussion/Action

COMMUNITY FUNDING – Churchill Downs Neighborhood Summer Picnic

Mr. West thanked everyone for their assistance and the annual picnic brings the community together. Ms. Richmond noted the request is for \$312.54, the final amount for the inflatable is \$362.50.

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE COMMUNITY FUNDING REQUEST FOR CHURCHILL DOWNS NEIGHBORHOOD SUMMER PICNIC IN THE AMOUNT OF \$362.50.

Councilmember Spadafore asked if the money had to be used for city resources or facility rentals, Mr. Venker responded must be a community activity towards events involving children doing activities.

MOTION CARRIED 3-0.

RESOLUTION – Noise Special Permit; Lansing Housing Commission request to allow for the building of a new 63-unit apartment building at 220. E. Kalamazoo Street

Ms. Greeley noted the 2nd hearing was done, and this is the final allowance for work on Saturday's for only light duty power tools.

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE RESOLUTION NOISE SPECIAL PERMIT; LANSING HOUSING COMMISSION REQUEST TO ALLOW FOR THE BUILDING OF A NEW 63-UNIT APARTMENT BUILDING AT 220. E. KALAMAZOO STREET.

Councilmember Brown asked about the email in the packet, Ms. Greeley confirmed it went to the Cherry Hill Neighborhood Organization, and they had no questions and were aware of the constructions. Councilmember Garza confirmed there were no written concerns.

MOTION CARRIED 3-0.

RESOLUTION – Noise Special Permit; Lansing Housing Commission request to allow for the building of a new 56-unit apartment building at 510 Cherry Street

Councilmember Brown confirmed no concerns written or public at the 2nd hearing.

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE RESOLUTION NOISE SPECIAL PERMIT; LANSING HOUSING COMMISSION REQUEST TO ALLOW FOR THE BUILDING OF A NEW 56-UNIT APARTMENT BUILDING AT 510 CHERRY STREET. MOTION CARRIED 3-0.

RESOLUTION – Claim Appeal; Claim #2176, Eastside Community Action Center for \$674 in red tag fees at 1018 Bensch Street

Dr. Parker noted two weeks after purchasing this property they received a bill on red tags, they contacted the previous owner who stated they were unaware of the fees, as well as the title company. As they went through the process the fees were added to the taxes. They are asking that the fees be waived by the Committee, adding they were informed they had 90 days to update the property without any fees.

Mr. Van Fossen explained that the property was tagged in May 2022, the previous owner was making payments then stopped, the first payment was 09/2022 and the last was 05/2024. Referring to the first 90 days, it was not lifted and is subject to fees since previous owners stopped payment and it went into foreclosure. When it goes into auction, department suspends fees until sold and then they resume once purchased, the total as of today is \$674. Councilmember Brown asked if Eastside receives grant funding for rehabs, Mr. Van Fossen confirmed they are a part of a historical award for renovations.

Councilmember Spadafore asked if the Center has taken steps to come off the red tag list. Mr. Van Fossen confirmed final electrical and plumbing permits for 2025, unaware of other safety corrections in terms of the violations. Dr. Parker indicated everything is in order, Mr. Van Fossen noted they haven't been out in a couple months and for them to call if they believe violations have been corrected.

Councilmember Brown asked if Council is able to suspend for 90 days. Mr. Venker answered no with the way the ordinance is written, and cautions taking consideration the nature of the entity that receives the fee. Adding, as part of Council is making sure process was followed. Councilmember Garza inquired about the previous owners not notified, Mr. Van Fossen stated that does not track on their end.

Councilmember Spadafore asked what period the current fees cover, Mr. Van Fossen responded 01/2025 to 06/2025. Dr. Parker believes it is closer to \$1,000, Mr. Van Fossen does not show that amount.

MOTION BY COUNCIL MEMBER SPADAFORE TO DENY THE CLAIM APPEAL #2176, EASTSIDE COMMUNITY ACTION CENTER FOR \$674 IN RED TAG FEES AT 1018 BENSCH STREET.

Councilmember Garza inquired what if the amount is higher. Mr. Venker noted the only amount before Council is \$674.

MOTION CARRIED 2-1.

Dr. Parker noted they were unaware this was going to Council tonight and asked if it could be moved to the next Council meeting. The Committee noted it could be pulled and moved.

Other

Ms. Richmond mentioned the next meeting is July 3rd, it was noted there would not be a quorum, so the Committee agreed to move to Monday, July 14th at 4:30pm.

Adjourn

Adjourned at 4:33pm

Submitted by Renee Richmond, Recording Secretary

Lansing City Council

Approved by the Committee on

Application for Community Funding

Organization Name: Eastside Neighborhood Organization

Tax Id#: 92-3330566

Mailing Address: 430 N. Fairview Ave

City, State, Zip: Lansing MI 48912

Contact Person(s) and Title(s): Nancy Mahlow, President

Phone Number: 517-372-3249 Cell Number: _____

E-mail Address: nmahlow2012@gmail.com

Amount Requested: \$ 500

Event Title & Type: Eastside Summer Festival

Date of Event: 8-23-25 Time of Event: Noon - 6 p.m.

- Reason for Request: (check all that apply)

☐ Defray costs for Rental of Facility ☐ Defray costs for Set Up

☒ Defray costs for Rental of the Showmobile ☐ Defray costs for Misc. Rental

☒ Defray costs for "Other" (Pease Explain: fire Marshall, porta-potties, washing stations, insurance, dumpster _____)

- Facility Requested For Event and or Equipment (Attached a copy of the rental form)

☐ City Park ☐ City Building ☐ Cooley Law School Stadium

☐ Lansing Center ☒ Mobile Stage Unit ☐ Other Equipment

What is the expected rental rate for the facility requested and or equipment: \$ 900

Admission fee or registration fee for the event: \$ 0

Total Estimated Attendance: 1,200 Estimated Lansing Residents Attendance: 1,000

If your organization has applied for other City funding for this event, please list each Department and amount requested:

Mayor's neighborhood grant - \$3,000

Please list all other organizations that are sponsoring or participating in your event:

\$750 BWL, Sparrow - \$1,000, CATA \$750; VP Carter \$100;

If your organization received funding from the Lansing City Council previously please list the amount, year, and purpose:

<u>YEAR</u>	<u>AMOUNT</u>	<u>PURPOSE</u>
2023	\$500	ENO Summer Festival

TOTAL amount of funds granted by the City in the previous year: \$ 4,000

Please list any admission fee or registration fee for this event: \$ 0

Along with the completion of this application, the following MUST be attached:
(Please check after each is completed and attached)

- ☐ A BUDGET FOR YOUR EVENT
- ☐ A LIST OF POTENTIAL FUNDING SOURCES AND HOW EACH FUNDING SOURCE WILL BE USED TOWARDS THE EVENT
- ☐ LIST OF YOUR ORGANIZATION'S OFFICERS
- ☐ A COPY OF COMPLETED RESERVATION FORM OR CONTRACT FOR FACILITY FOR THE EVENT

If your request is granted, you must complete return the attached Community Funding Reporting Statement to the City Council within 60 days after the event. To be eligible for Community Funding in future fiscal years this must be completed.

Date: 6/29/25

Signed: Nancy Mahlow

Richmond, Renee

To: Boak, Sherrie
Subject: RE: [EXTERNAL]

From: Nancy Mahlow <nmahlow2012@gmail.com>
Sent: Tuesday, July 1, 2025 12:41:57 AM
To: Boak, Sherrie <Sherrie.Boak@lansingmi.gov>
Subject: [EXTERNAL]

1. \$6,000 - Items to pay for: Showmobile, SEPA application, advertising, dumpster, fire marshall, insurance, porta-potties, rental space from Gillespie for the old Sears parking lot, misc expenses (water, trash bags, trash cans, 2 tables, 2 canopies
2. List of board members - Nancy Mahlow, Pres; Bridget Doyle, VP; Julee Parsons, Treasurer; Don Dean, Julie Vandeenboom, Glenn Lopez, Karyn Coward
3. I forgot to add \$100 from Mayor Schor

We are slowly receiving sponsor funding. I'm waiting to hear from CATA and Dean Transportation.

I think this is it.

--

Nancy Mahlow
nmahlow2012@gmail.com
517-372-3249



ARLINGTON/ROE & CO.
8888 KEYSTONE CROSSING SUITE 900
INDIANAPOLIS, IN 46240
Phone: (800) 878-9891
Fax:

To: Rathbun Agency

*** BINDER ***

06/18/2025

Attn: Paige Miller
paige@rathbunagency.com

Commission: 15%

Renewal Of: NEW

From: Roxanne Koopman
rkoopman@arlingtonroe.com

Insured: **EASTSIDE NEIGHBORHOOD ORGANIZATION (ENO)**

Mailing **430 N FAIRVIEW AVE**
Address: **LANSING, MI 48907**

Thank you for your order to bind. We appreciate your business! We have bound the below coverage. Policy to Follow Shortly

POLICY INFORMATION

COMMERCIAL LIABILITY POLICY		
Policy Number:	SE 1157327	
Policy Period:	08/23/2025 to 08/25/2025	
Carrier:	United States Liability Insurance Company	
Status:	Admitted	
A.M. Best Rating:	A++ (Superior) - XIV	
COVERAGE PART		PREMIUM
Commercial Liability		\$550.00
Each Occurrence Limit	\$1,000,000	
Personal & Advertising Injury Limit (Any One Person/Organization)	\$1,000,000	
Medical Expense Limit (Any One Person)	\$1,000	
Damages To Premises Rented To You (Any One Premises)	\$100,000	
Products/Completed Operations Aggregate Limit	See L-535	
General Aggregate Limit	\$2,000,000	
POLICY PREMIUM		\$550.00

Location of All Covered Special Event(s)

1 - 3131 E Michigan Ave, Lansing, MI 48912

APPLICABLE FORMS & ENDORSEMENTS

The following forms apply to the Commercial Liability coverage part

CG 21 06 12/23	EXCLUSION - ACCESS OR DISCLOSURE OF CONFIDENTIAL OR PERSONAL MATERIAL OR INFORMATION	CG0001 12/07	Commercial General Liability Coverage Form
CG0068 05/09	Recording And Distribution Of Material Or	CG0168 11/20	Michigan Changes

Information In Violation Of Law Exclusion			
CG2109 06/15	Exclusion - Unmanned Aircraft	CG2136 03/05	Exclusion - New Entities
CG2139 10/93	Contractual Liability Limitation	CG2144 07/98	Limitation Of Coverage To Designated Premises Or Project
CG2147 12/07	Employment-Related Practices Exclusion	CG4032 05/23	Exclusion - Perfluoroalkyl and Polyfluoroalkyl Substances (PFAS)
IL0017 11/98	Common Policy Conditions	IL0021 09/08	Nuclear Energy Liability Exclusion Endorsement
IL0286 04/17	Michigan Changes - Cancellation and Nonrenewal	Jacket 07/19	Policy Jacket
L 427 01/20	Exclusion for Fireworks and Other Pyrotechnic Devices	L 535 03/15	Exclusion - Products-Completed Operations Hazard Other Than Food Or Beverage Products
L-206 02/11	Fully Earned Premium Endorsement	L-224 10/10	Punitive Or Exemplary Damages Exclusion
L-387 03/06	Exclusion - Mechanical Rides	L-423 02/11	Exclusion For Structure Collapse
L-428 04/15	Absolute Firearms Exclusion	L-461 12/11	Assault Or Battery Exclusion
L-472 07/08	Exclusion - Injury To Performers Or Entertainers	L-526 01/15	Absolute War Or Terrorism Exclusion
L-536 09/09	Exclusion - Participation In Athletic Activity, Physical Activity Or Sports	L-599 10/12	Absolute Exclusion for Pollution, Organic Pathogen, Silica, Asbestos and Lead with a Hostile Fire Exception
L-607 02/11	Exclusion For Climbing, Rebounding And Interactive Games And Devices	L-609 02/11	Animal Exclusion
L-610 11/04	Expanded Definition Of Bodily Injury	L-656 02/06	Extension Of Coverage - Committee Members
L-686 10/12	Absolute Exclusion for Liquor and Other Related Liability	L-816 11/18	Amendments of Conditions - Limits of Insurance Under Multiple Coverage Parts
L-820 12/18	Special Events Blanket Additional Insured Endorsement	L-835 10/22	Exclusion - Specific Activities, Operations or Features
LLQ 102 02/15	Event Vendor, Exhibitor And Contractor Exclusion	LLQ101 08/06	Expanded Definition Of Employee
LLQ368 08/10	Separation Of Insureds Clarification Endorsement	SPE 300 05/09	Special Events Property Damage Amendment
SPE 312 03/15	Who Is An Insured	TRIADN 12/20	Disclosure Notice of Terrorism Insurance Coverage

SEPA – SPECIAL EVENT PERMIT APPLICATION

1. APPLICANT (BINDING PARTY)

Name

Address

Title

City, State, ZIP

Company/Organization/Group

Organization Type (Please Check) TAX ID# _____
☐ Profit ☐ Non-Profit ☐ Other (Please Specify) _____

2. EVENT COORDINATOR(S)

Name OR ☐ Check here if same as above

(____) _____ (____) _____
Cell Phone Other Phone

Address

E-mail

City, State, ZIP OR ☐ Check here if same as above

3. EVENT DAY CONTACT INFORMATION

Name OR ☐ Check here if same as above

(____) _____ (____) _____
Cell Phone Other Phone

Address

E-mail

City, State, ZIP OR ☐ Check here if same as above

4. EVENT INFORMATION

Event Name _____

Type of Event (Please check all that apply and attach a Route Map and/or Site Map for your event)

- | | | |
|--|---|--|
| ☐ Walk/Run: City streets/sidewalk | ☐ Festival: City Streets/sidewalks | ☐ March/Parade: City streets/sidewalk |
| ☐ Walk/Run: River trail | ☐ Festival: City owned parks | ☐ March/Parade: Specify Below |
| ☐ Neighborhood/Block Party | ☐ Gated/Ticket/Admission | |

Other Event Type (Please Specify: Picnic, Wedding Reception, Concert, Play, etc.)

☐ PARADE (If checked, please complete the following questions)

Animals Involved? ☐ YES ☐ NO Vehicles Involved? ☐ YES ☐ NO

☐ Major Streets Involved? If yes, which streets and where on these streets? (Attach Route Map showing streets)

SEPA – SPECIAL EVENT PERMIT APPLICATION

4. EVENT INFORMATION - continued

Event Route/Location

If planning a Festival, Community Event, etc., a Site Map with the event layout must be submitted with your SEPA application.

If planning a run/walk event, a Route Map must be submitted with your SEPA application

*Please note the city has approved downtown routes or may amend the proposed route as needed

Event Description and Purpose

Will your event have alcohol? ☐ YES ☐ NO

If yes, provide:

Map showing where alcohol is to be sold/consumed, entrances/exits, ID check-in

[City of Lansing Beer/Liquor Application](#)

[Michigan Liquor Control Commission Application](#)

Will your event have Vendors? ☐ YES ☐ NO

☐ Food ☐ Alcohol ☐ Merchandise ☐ Marketing ☐ Cannabis ☐ Other

If yes, provide map showing vendor location, required electrical hookup, and complete vendor list with names and contact information.

*Vendors require Fire Marshal inspection day of event. Inspection charges will apply.

Will your event have Cannabis?

If either of the boxes are checked, please use the link to apply for a marijuana Event.

☐ Consumption

☐ Sale

[Marijuana Event Application](#)

Will your event have fireworks or pyrotechnics? ☐ YES ☐ NO

Please contact the Lansing Fire Department

Ph: 517-483-4200

Will your event a tent or temporary structure?

☐ YES ☐ NO

**Tents over 10 X 12 will require a permit and inspection.

Will your event produce elevated noise levels? ☐ YES ☐ NO

[Local Street/Block Closure/Noise Waiver](#)

Will your event require street closure for set up/event? ☐ YES ☐ NO

Event Start Date

Event Start Time

Event End Date

Event End Time

Event Set-up Date

Event Set-up Time

Event Tear-down Date

Event Tear-down Time

Anticipated daily attendance

Has this event occurred in Lansing before?

☐ YES ☐ NO

If yes, where?

5. CITY SERVICES REQUIRED

Fill in all information applicable to your event. Please attach map, plan, or route.

Required Street/Sidewalk/Block Parking Barricading:

Street	Block (ie: 100 S)	Side
Street	Block (ie: 100 S)	Side
Street	Block (ie: 100 S)	Side
Street	Block (ie: 100 S)	Side

USE OF PARKING LOTS

There are a few City parking lots that are available for the set-up of the event on the lot. Please contact 517.483.4276 for more information

SEPA – SPECIAL EVENT PERMIT APPLICATION

5. CITY SERVICES REQUIRED - continued

ADDITIONAL CITY SERVICES (electricity, water, trashcans, etc.)

USE OF CITY PARK	CITY PARK NAME _____
TRAFFIC CONTROL PLAN/BARRICADING	STREETS INVOLVED _____
SITE IMPROVEMENT	REQUEST _____
POWER WASHING/CLEANING	DESCRIPTION _____
BANNERS (Installation/removal)	DESCRIPTION _____

ACCESS TO CITY WATER PROVIDE VENDOR LIST, TYPE OF VENDOR AND CONTACT INFORMATION

ACCESS TO ELECTRICITY PROVIDE TYPE AND CONTACT LIST: VENDOR, MUSIC, LIGHTS, TICKET BOOTH, ETC.

If you would like to rent the City of Lansing Showmobile (Mobile Stage) complete the information below. If questions, call 517.483.4276

Delivery Date _____ Delivery Time _____ Pickup Date _____ Pickup Time _____

Deliver to address: _____ Please include a site map with placement location.

6. ATTACHMENTS

Please check off items included with the SEPA Application

- | | |
|--|--|
| ☐ Detailed Site Plan (inc. entrances, exits, ticket area) | ☐ Fireworks or Pyrotechnic permit or application |
| ☐ Detailed Event Set-up (vendor location, tents, stage) | ☐ Community Use Fund Application |
| ☐ Security Plan (Name of Company and contact info) | ☐ Local Street/Block Closure/Noise Waiver Application |
| ☐ Trashcan placement and removal plan | ☐ Noise Waiver Notification to Residents (copy) |
| ☐ Restroom / Port-a-john plan (placement and # units) | ☐ Street Closure Map |
| ☐ Liquor /Cannabis License State of Michigan | ☐ Tent Inspection Application (copy) |
| ☐ City of Lansing Beer/Liquor Application | ☐ Certificate of Insurance/Additional Insured Endorsement |
| ☐ Signed Park/River Trail Permit | ☐ Liquor Liability Insurance |

7. STREET CLOSURE PETITION (MDOT)

Certain streets located within the City are under Michigan Department of Transportation jurisdiction and require approval through MDOT prior to holding an event. Visit <https://www.michigan.gov/mdot/> for more information and necessary forms.

8. SIGNATURE

Must be signed by person with fiduciary authority to bind organization.

By submitting this form, you understand that your information will be sent to the City of Lansing. Only employees of the City of Lansing will use your information, and it will only be used for the purpose of filing and taking action against this for. Your information will not be distributed to any third parties.

Submission of this application without the required supporting documents and SEPA application fee, does not guarantee approval of the event or the final SEPA application fee.

Applicant _____

Organization _____

Title _____

Date _____

BY THE COMMITTEE ON CITY OPERATIONS
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, Eastside Neighborhood Organization requested \$500 to defray costs for a special event permit associated with their event, "Eastside Summer Festival" to be held August 23, 2025; and

WHEREAS, the maximum total amount of Community Funding Account to be awarded to an organization in one fiscal year is \$500; and

WHEREAS, the Committee on City Operations met on July 14, 2025, reviewed the request, and approved \$500.

THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby approves an allocation from Community Funding Account to Eastside Neighborhood Organization in the amount of \$500 to defray costs for a special event permit associated with their event "Eastside Summer Festival" to be held on August 23, 2025.

BE IT FURTHER RESOLVED that the Mayor and the Finance Department shall process this request by charging \$500 to the Council Community Promotion Account – 101.112101.956289.

BE IT RESOLVED that Eastside Neighborhood Organization shall submit a written analysis of the event, including information regarding the number of attendees, a detailed account as to contributors, funds received, expended and residual funds to the Lansing City Council within 60 days after the event.



On-Premises Alcohol Sales Application

[Instructions](#)
[Application Information](#)
[Attachments](#)
[Approvals](#)

Non-Refundable License Fees

1. Application Fee: \$1540 for New Location, \$425 for Transfer of Ownership

Materials Required

1. Notary Statement
2. Attachment of Michigan Liquor Control Commission Application
3. Treasury Form(s)
4. Floor Plans, if not already on file

(City Codified Ordinances - Chapter 830)

Business Information

I am applying for: ☐ Transfer of current operating licenses location
☒ All other types

License(s) for which
I am seeking Local
Government
Approval*

Class-C Liquor License

Business Name* Pandoff-Hill Corporation

Does Business As Lansing DuckPin

Phone* 614-674-2713

xxx-xxx-xxxx

Email

pandoffhillcorp@gmail.com

name@domain

Address to be
Licensed *

Street Address

3224 E Michigan Ave

Address Line 2

Suite G

City

Lansing

State / Province / Region

MI

Postal / Zip Code

48912

Country

USA

Provide the names, addresses and ages of the persons entitled to share in the profits thereof, or, in the case of a corporation, the objects for which the corporation is organized, the names, addresses and ages of the officers and directors and, if a majority interest in the stock of such corporation is owned by one person or his or her nominee, the name, address, and age of such person:

Name	Position	Address	age
Wesley Pandoff	CEO	14314 Wacousta Rd, Grand Ledge, MI 4	
Robert Hill	CFO	4114 Presidents Way, Dewitt, MI 48820	

Character of
Business *

What Character of business do you intend to operate?

DuckPin Bowling and entertainment in social district

Length of Time *

What is the length of time your business has been of that charater, or in the case of a corporation, the date when its charter was issued?

04/26/2024

Similar Licenses *

Have you made applications for a similar or other license on premises other than those described in this application?

☐ Yes

☒ No

Are Building Plans
on File? *

☒ Yes

☐ No

I (we) have never been convicted of a felony and is (are) not disqualified to receive a license by reason of any item contained in this chapter of the laws of the State.

☒ I Agree

*

I (we) will not violate any State of Federal laws or any ordinance of the City in the conduct of this business.

☒ I Agree

***** I (we) or my (our) agent(s) do not owe any personal property taxes.

☒ I Agree

***** The copy of the Michigan Liquor Control Commission application submitted with this application is a true copy of what I (we) intend to submit to the Michigan Liquor Control Commission.

☒ I Agree

Business Owner Information

Type of Ownership ***** ☐ Single Owner ☒ Multiple Owners

Owner Name ***** Wesley Pandoff

Address *****

Street Address

14314 Wacousta Rd

Address Line 2

City State / Province / Region

Grand Ledge MI

Postal / Zip Code Country

48837 USA

Phone ***** 614-674-2713

xxx-xxx-xxxx

Email ***** wesley.pandoff@yahoo.com

name@domain

Owner Date of Birth *****

Owner Place of Birth ***** Michigan

Applicant Information

Applicant Name ***** Wesley Pandoff

Address

Street Address

14314 Wacousta Rd

Address Line 2

City

Grand Ledge

State / Province / Region

MI

Postal / Zip Code

48837

Country

USA

Phone *

614-674-2713

xxx-xxx-xxxx

Email *

wesley.pandoff@yahoo.com

name@domain

Fees Due

\$ 1,540.00

Methods for payment are on the first page of this document, under "**Payments.**" Processing this application will not proceed until payment is received.

Electronic Signature Agreement *

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☒ I Agree

I hereby certify that this application is complete and accurate to the best of my knowledge, information and belief. I understand that a false statement on this application may result in either a denial of this application or subsequent revocation if this license is granted.

Signature*Wesley Pandoff***Date Submitted**

10/29/2024

[Previous](#)[Next](#)

Comments

2000 characters left



On-Premises Alcohol Sales Application

[Instructions](#)[Application Information](#)[Attachments](#)[Approvals](#)**License Desk
Approval**☒ Approved☐ Denied**Police Approval**☒ Approved☐ Denied**Fire Marshal
Approval**☒ Approved☐ Denied**Zoning Approval**☒ Approved☐ Denied**Building Safety
Approval**☒ Approved☐ Denied**Treasury Approval**☒ Approved☐ Denied**Treasurer Approval**☒ Approved☐ Denied**Clerk Approval ***☐ Approved☐ Denied[Previous](#)[Next](#)

Comments

2000 characters left

BY THE COMMITTEE ON CITY OPERATIONS
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the Licensing and Enforcement Division of the Michigan Liquor Control Commission received a request from Pandoff-Hill Corporation for a Class C license, Sunday sales (AM/PM), dance, entertainment, and outdoor service area permits at 3224 E. Michigan Ave, Suite G.; and

WHEREAS, the applicant has applied for approval of the license pursuant to Chapter 830 of the Lansing Codified Ordinances, has paid the appropriate application fee, and has received all the required departmental approvals; and

WHEREAS, the Committee on City Operations met on July 14, 2025, and reviewed the request with affirmative action taken.

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council, hereby, approves the request from Pandoff-Hill Corporation for a Class C license, Sunday sales (AM/PM), dance, entertainment, and outdoor service area permits at 3224 E. Michigan Ave, Suite G.



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 regular meeting of the Lansing City council/board
(regular or special) (name of township, city, village)
called to order by President Jeremy Garza on Dec 2, 2024 at 7:01 pm
(date) (time)
the following resolution was offered:

Moved by Vice President Adam Hussain and supported by n/a

that the application from Pandoff-Hill Corporation d/b/a Lansing DuckPin
(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): new Redevelopment District Class C license pursuant to 436.1521a(1)(a)
(list specific licenses requested)

to be located at: 3224 E. Michigan Ave., Suite G, Lansing, Michigan 48912

and the following permit, if applied for:

☐ Banquet Facility Permit Address of Banquet Facility: _____

It is the consensus of this body that it recommends 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: 8

Nays: 0

Absent: 0

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the Lansing City
council/board at a regular meeting held on Dec 2, 2024
(regular or special) (date) (name of township, city, village)

Chris Swope

Print Name of Clerk

Signature of Clerk

12/3/2024

Date

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

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

Michigan Liquor Control Commission

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

Overnight packages: 2407 N. Grand River, Lansing, MI 48906

Fax to: 517-763-0059

BY THE COMMITTEE ON CITY OPERATIONS
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the City of Lansing Department of Public Service and the Lansing Board of Water & Light are partnering to construct the utility and infrastructure improvements associated with the Combined Sewer Overflow (CSO) 019 Project, a project area generally bounded by W. Cesar E. Chavez Avenue on the northside, N Chestnut Street on the westside, W Lapeer Street on the southside, and N Grand Avenue on the eastside; and

WHEREAS, City Council previously approved Resolution #2025-122, which granted a noise waiver for work on Saturdays from 8:00am to 4:30pm from May 17, 2025 to November 22, 2025 in the project area of the CSO 019 project; and

WHEREAS, the construction contractor, Hoffman Bros., Inc. has rented a property to use as a staging yard at 1038 N. Larch Street; and

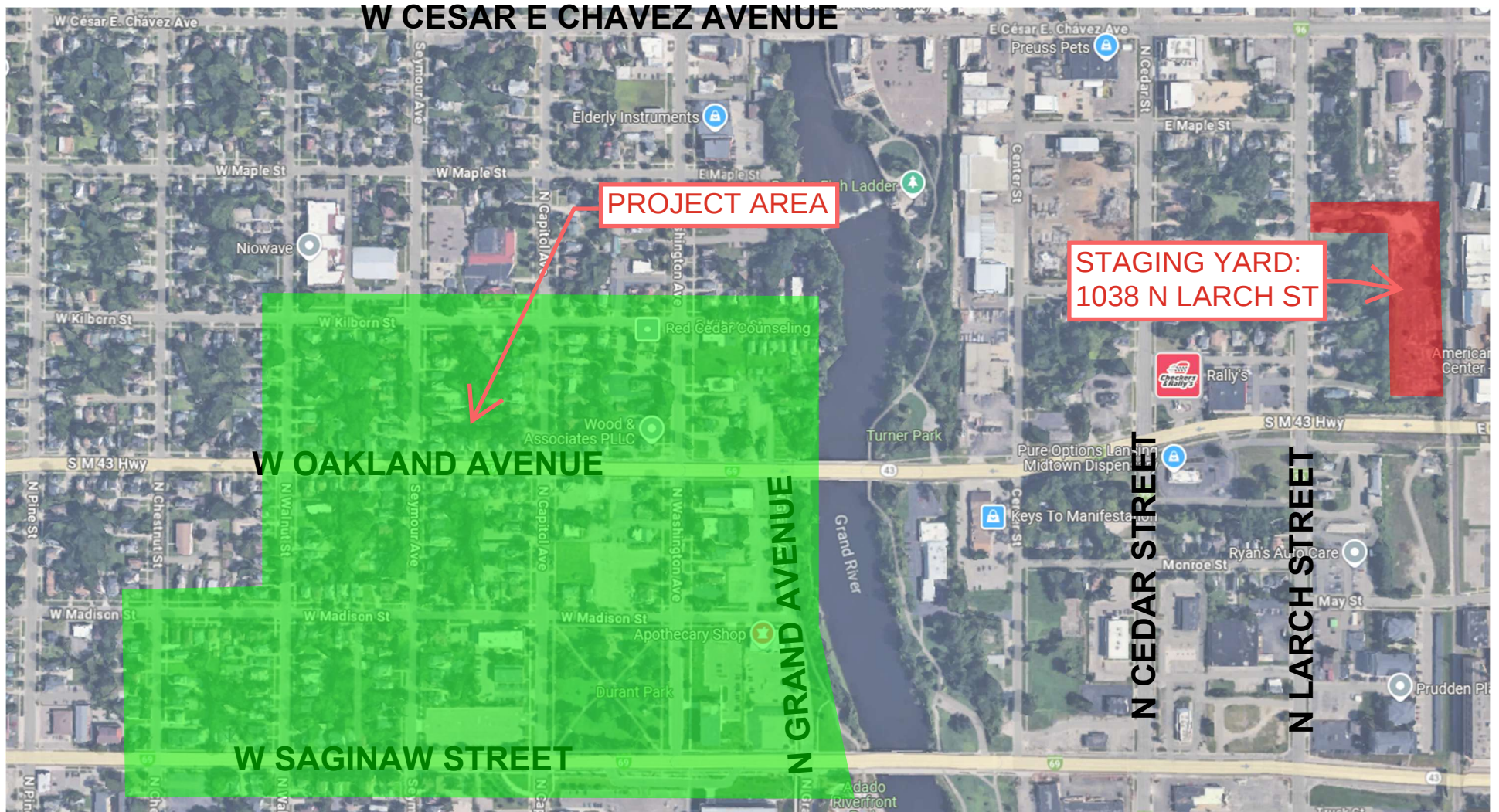
WHEREAS, for the periods August 2, 2025, through November 22, 2025, the construction contractor, Hoffman Bros. Inc., has requested a waiver of the noise ordinance in the area surrounding 1038 N. Larch Street on Saturdays from 8:00 AM to 4:30 PM; and

WHEREAS, the City of Lansing Public Service Department recommends that the contractor be granted the requested noise waiver in order to:

- reduce the amount of time local access for property owners is impacted;
- allow the contractor to have the ability to work some Saturdays when necessary for completion of important work activities; and
- keep the project on-schedule based on rain days.

NOW THEREFORE BE IT RESOLVED that a public hearing be held on Monday, July 28, 2025, at 7:00 PM in the City of Lansing Council Chambers, 124 W. Michigan Ave., in consideration of the request for granting a waiver of the noise ordinance to Hoffman Bros. Inc., while the company is conducting work as part of the CSO 019 Project on Saturdays from 8:00 AM to 4:30 PM for the periods August 2, 2025, through November 22, 2025.

CSO 019 Staging Yard Map



BY THE COMMITTEE ON CITY OPERATIONS
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the City of Lansing Department of Public Service is planning to rehabilitate Pleasant Grove Road from Holmes Road to Mt. Hope Avenue; and

WHEREAS, from September 6, 2025 through November 8, 2025, the Public Service Department, has requested a waiver of the noise ordinance on Saturdays from 8:00 AM to 5:00 PM; and

WHEREAS, the City of Lansing Public Service Department recommends that the contractor be granted the requested noise waiver in order to:

- Limit the amount of time that vehicle traffic will be detoured
- Keep the project on-schedule with uncertainty of weather impacts and colder fall temperatures impacting the HMA paving.

NOW THEREFORE BE IT RESOLVED that a public hearing be held on Monday, July 28, 2025, at 7:00 PM in the City of Lansing Council Chambers, 124 W. Michigan Ave., in consideration of the request for granting a waiver of the noise ordinance for construction noise at Pleasant Grove Road, between Holmes Road and Mt. Hope Avenue, on Saturdays from 8:00 AM to 5:00 PM from September 6, 2025 through November 8, 2025.

BE IT FINALLY RESOLVED that the City Clerk shall provide notice of the public hearing to all residents living within 500 feet of the real property line of the noise emitter