



CITY OF NOVI CITY COUNCIL
AUGUST 12, 2024

SUBJECT: Approval of a Resolution Authorizing "2024 Michigan State Fair" to occur on the Suburban Collection Showplace property at 46100 Grand River Avenue on August 28-September 2, 2024.

SUBMITTING DEPARTMENT: City Manager

BACKGROUND INFORMATION:

The owner of the Suburban Collection Showplace is organizing the Michigan State Fair on the exposition property, with certain adjacent property being used for fair activities, overflow parking and staging area for exhibitors at the fair.

"Outside exhibits, fairs, entertainment and festivals" are permitted uses under Section 3.1.15 of the EXO District regulations. Section 3.25.2.1 also discusses Council's authority to impose "reasonable conditions" in order to ensure that an outdoor recreation use is compatible with the surrounding area, including site improvements and features such as additional screening, landscaping and increased setbacks.

The attached resolution proposes a set of conditions for the applicant to meet for the activities proposed to take place on the Suburban Collection Showplace property. It is primarily a description of public health, safety, and welfare inspections that the City would undertake as the items are being placed or constructed to accommodate the fair use.

As an additional step, the City has reviewed and will be issuing an Outdoor Gathering Permit for fair related displays, amusements, overflow parking and staging use on properties near the Suburban Collection Showplace site. The applicant indicates that the total number of available parking spaces for attendees will be similar to or exceed previous years.

RECOMMENDED ACTION: Approval of a Resolution Authorizing "2024 Michigan State Fair" to occur on the Suburban Collection Showplace property at 46100 Grand River Avenue on August 28-September 2, 2024.

CITY OF NOVI
COUNTY OF OAKLAND, MICHIGAN

RESOLUTION AUTHORIZING 2024 MICHIGAN STATE FAIR

Minutes of a Meeting of the City Council of the City of Novi, County of Oakland, Michigan, held in the City Hall of said City on August 12, 2024, at 7:00 o'clock P.M. Prevailing Eastern Time.

PRESENT: Councilmembers _____

ABSENT: Councilmembers _____

The following preamble and Resolution were offered by Councilmember _____ and supported by Councilmember _____.

WHEREAS, the first official Michigan State Fair was held in 1849 in Detroit, Michigan and thereafter the Fair was held continuously for 150 years, until 2009; and

WHEREAS, after a lapse related generally to the economic conditions in the state, a coalition of public and private individuals and entities restarted the Fair under the designation "Great Lakes Agricultural Fair" in 2012 as a statewide event at the Suburban Collection Showplace here in Novi; and

WHEREAS, for this year, 2024, the event continues with the official designation as the Michigan State Fair; and

WHEREAS, the event will begin August 28, 2024 and run through September 2nd, 2024 with setup beginning August 23; and

WHEREAS, the proposal for the event has been jointly submitted by the Michigan State Fair, a private-entity LLC, and the Suburban Collection Showplace (with the State

Fair as the formal "applicant" for the event), with the majority of the activities contemplated to be concentrated on the grounds of the Suburban Collection Showplace exposition facility, and with additional parking and staging to be available on adjacent properties; and

WHEREAS, the City wants to see the Fair succeed, as it will both continue a positive tradition within the state and positively influence the surrounding areas in the City; and

WHEREAS, the City Council has determined that the City Council's approval is required under the City's zoning ordinance for that portion of the event located on the Suburban Collection Showplace and that the approval of the Public Safety and Community Development Departments is required as well for use of the adjacent property.

NOW, THEREFORE, BE IT RESOLVED that the proposed State Fair use on the Suburban Collection Showplace property (parcel number 50-22-16-251-024) is hereby approved by the City Council pursuant to Section 3.1.15.C of the City of Novi zoning ordinance, subject to the following conditions under Section 3.25.2.I, "Conditions for Outdoor Recreation Uses":

1. The applicant shall have in place, and shall provide to all of its appropriate agents and employees, an emergency evacuation plan to be reviewed and approved for the event by the City of Novi Department of Public Safety.
2. With regard to the beer tent/alcohol service, the location of such area shall be only as shown in the Outdoor Gathering Permit, except as may be otherwise approved by the Department of Community Development and the Department of Public Safety. The serving area shall be fenced or otherwise enclosed. All appropriate licenses from the State of Michigan in connection with alcohol service shall be obtained by the applicant.

3. All tents, rides, midway facilities, circus areas, carnival staff camping, and the like shall be subject to permit application and inspection by the Department of Community Development and Department of Public Safety as appropriate, prior to commencement of the event. Use of Parcels 50-22-16-251-024, 50-22-16-176-021, 50-22-176-020 and 50-22-176-019 shall be in accordance with the Outdoor Gathering Permit issued by the Novi City Clerk's office. All tents and temporary structures shall comply with Chapter 24 of the 2015 International Fire Code. Code requirements for separation of tents and other structures shall be observed. All water and sanitary facilities shall comply with City of Novi and Oakland County Health Department requirements.
4. All temporary power hook ups or connections, including generators and connections to the Suburban Collection Showplace exposition building, shall be approved by the Department of Community Development and Department of Public Safety.
5. The applicant shall have a sufficient number of restrooms/portable toilet facilities, in locations that comply with barrier free requirements. All portable toilet facilities shall be regularly cleaned and shall remain in a sanitary condition throughout the entire event, with additional cleanings required depending on attendance at the event. Temporary water supplies shall be in accordance with Oakland County Health Department standards. Sewage waste tanks for occupied trailers/recreational vehicles and other temporary quarters shall be in place prior to arrival of any of these vehicles to the site(s). Provide temporary dishwashing stations per Oakland County Health Department requirements.
6. The use of Parcels 22-16-151-004, 22-16-151-005 and 22-16-300-018 shall be in accordance with the Outdoor Gathering Permit issued by the Novi City Clerk's office for attendee parking. The use shall be limited to the currently clear mowable portions of the property(s) and shall not impact the protected wetlands, buffers or woodlands located on the southern portion of the parcels. The use of Parcel 50-22-300-094 shall be in accordance with the current Soccer Fields

agreement for attendee parking. Shuttle transportation will be provided across Grand River Avenue to the Fair. Parcels 50-22-15-152-007, and 50-22-15-301-008, shall be used for staging and vehicle storage for Fair participants, livestock tie-out areas and possible paid event parking. Parcels 50-22-301-010, 50-22-16-426-001 and 002 will be used for paid event parking only. Currently improved portions of parcels 50-22-16-176-017, 026, 028, 031 and 036 accessed off Citygate Drive would be used for participant trailer parking and shall not impact the protected wetlands, buffers or woodlands located on portions of the parcels.

7. Placement of any temporary signs shall be approved by the Department of Community Development and must not obstruct visibility needed for safe passage of vehicle and pedestrian traffic. There shall be no more than (2) 14 ft. x 48 ft. temporary signs along the Grand River and I-96 road frontages and (2) 8 ft. x 2 ft. pole flag signs at each of (6) other locations. Signage will be allowed beginning 21 days prior to the start of the event and must be removed at the conclusion of the event.
8. Emergency access to all areas of the property shall be maintained throughout the entire event, including access to the midway, once the rides and booths are assembled.
9. The applicant shall secure from the Department of Community Development and Department of Public Safety the appropriate occupant load for the Suburban Collection Showplace exposition facility, as well as any temporary tent and/or seating areas. Such occupancy load shall not be exceeded during the event.

AYES:

NAYS:

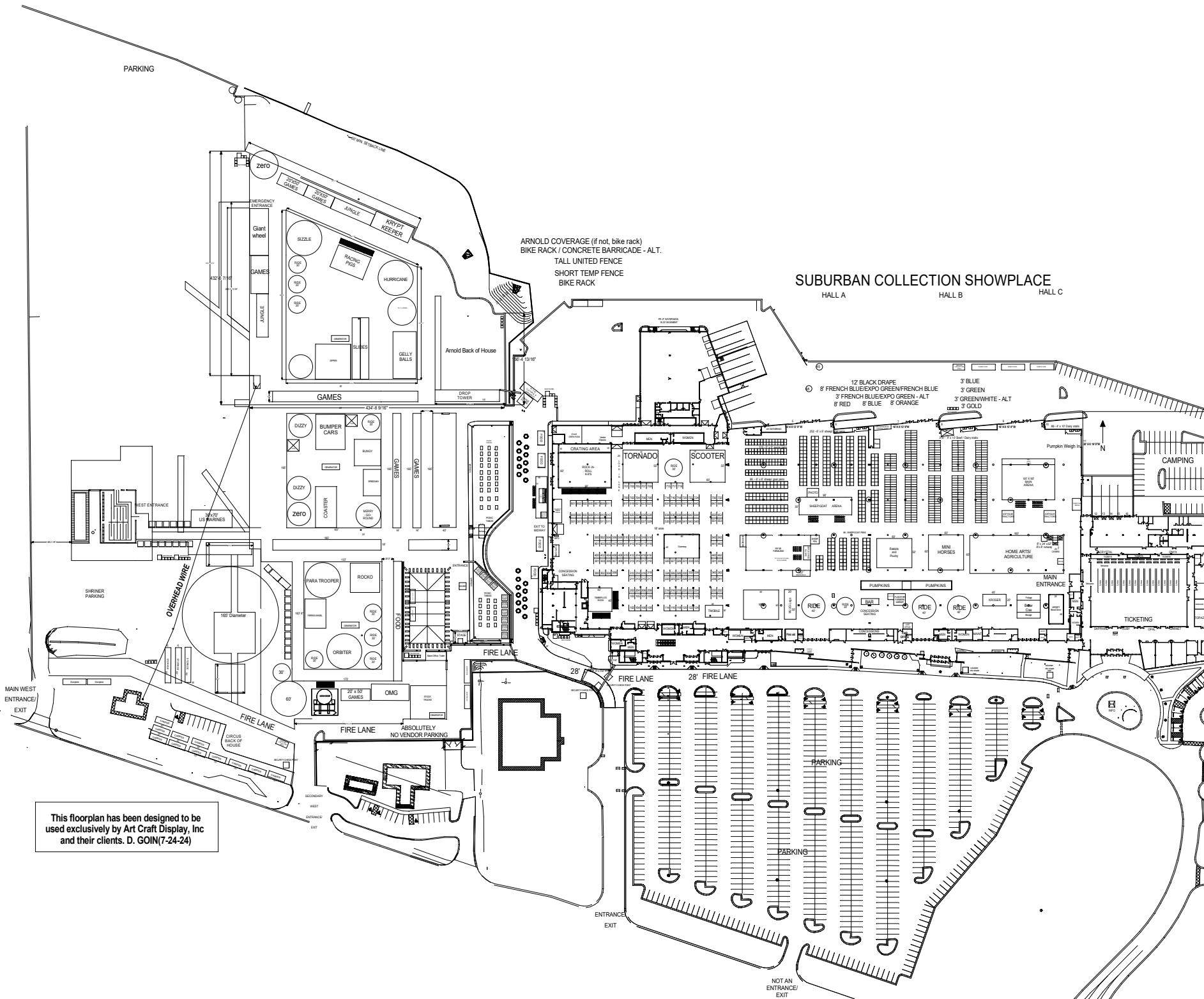
RESOLUTION DECLARED ADOPTED.

Cortney Hanson, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Novi, County of Oakland, and State of Michigan, at a regular meeting held this 12th day of August 2024, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and made available to the public as required by said Act.

Cortney Hanson, City Clerk
City of Novi



This floorplan has been designed to be used exclusively by Art Craft Display, Inc and their clients. D. GOIN(7-24-24)

ARNOLD COVERAGE (if not, bike rack)
BIKE RACK / CONCRETE BARRICADE - ALT.
TALL UNITED FENCE
SHORT TEMP FENCE
BIKE RACK

SUBURBAN COLLECTION SHOWPLACE
HALL A HALL B HALL C

12' BLACK DRAPE
8' FRENCH BLUE/EXPO GREEN/FRENCH BLUE
3' FRENCH BLUE/EXPO GREEN - ALT
8' RED - 8' BLUE - 8' ORANGE
3' BLUE
3' GREEN
3' GREEN/WHITE - ALT
3' GOLD

NOT AN ENTRANCE/EXIT



NOVI CITY CLERK'S OFFICE
 45175 TEN MILE ROAD
 NOVI, MI 48375
 (248) 347-0456
 Fax (248) 347-0577

OUTDOOR GATHERING PERMIT APPLICATION
Chapter 24 – Article II

APPLICATION MUST BE MADE AT LEAST 10 DAYS
 PRIOR TO THE DATE OF THE PROPOSED ASSEMBLY

Business name: Michigan State Fair, LLC
 Address: 46100 Grand River Ave, Novi, MI 48374 Business Phone #: 248-348-5600
 Location of event: 46100 Grand River Ave, Novi, MI 48374

Name of applicant: Michigan State Fair, LLC Applicant's age: N/A
 Applicant's address: 46100 Grand River Ave, Novi, MI 48374 Phone #: 248-348-5600
 Email address: riley@suburbanshowplace.com

If applicant is a partnership, corporation, or other association, list names, addresses, phone numbers of partners, directors, as well as agent in charge of operation of the gathering:

Blair Bowman, 248-348-5600, 46100 Grand River Ave, Novi, MI 48374

Statement of the kind, character, and type of proposed assembly:

The Michigan State Fair/Livestock/Agriculture/Entertainment/Carnival/Midway

Legal description and proof of ownership of the site at which the proposed outdoor assembly is to be conducted. Where ownership is not vested in the prospective permittee, an affidavit from the owner shall be submitted indicating his/her consent to the use of the site for the proposed assembly: #22-15-152-007, #22-16-176-020, #22-16-176-021, #22-16-300-094, #22-16-426-001, #22-16-426-002, #22-15-301-008, #22-16-176-019, #22-16-151-005, #22-16-151-004, #22-16-151-008, #22-16-300-018, #50-22-16-251-024, #50-22-15-301-010, #50-22-16-176-028

The dates and hours during which the proposed outdoor assembly is to be conducted: August 28 - September 2, 2024 - 8/28: 5:30-10pm, 8/29-8/30: 11am-10pm, 8/31-9/1: 10am-10pm, 9/2: 10am-9pm

Estimate the maximum number of attendants expected at the assembly for each day it is conducted (An Outdoor Gathering Permit is not required for events with less than 200 attendants):

Maximum 17,000 on a peak day.

Give a detailed explanation of the evidence of admission to be used and of the sequential numbering or other method which will be used for counting attendance, i.e., tickets, etc. Also, please state if attendance will not be counted.

Advance and onsite ticket sales, all tracked by ticketing system. Wristbanding for special events and features.

Each application shall be accompanied by a detailed explanation, including drawings and diagrams where applicable, of the prospective permittee's plans to provide for the items listed below. If you are not providing an item which is listed below, you must state the reason.

1. The size or area of the property to be used: 89 +/- acres north side of GR Ave & potential 8.69 acres south
Must include a map depicting the location of any equipment, tent or any temporary structures used during the event.
2. Police and fire protection: *Partnership with Novi Police & they're a part of the planning process
If you requested police security through the Novi Police Department, you must include a copy of the signed "Security Agreement".
3. Food and water supply and facilities: Building Concessions, Certified food trailers, city water
Will there be any heat source used under a tent, including the preparation of food? yes no
4. Health and sanitation facilities: Hand sanitation, wash facilities, permanent restrooms facilities, portajohns
5. Medical facilities and services including emergency vehicles and equipment: Onsite security and first aid room, hired EMS service
6. Vehicle access and parking facilities: Onsite parking at Suburban Collection Showplace and in adjacent lots
You must have a signed letter from the property owner indicating they give permission to the applicant to utilize parking areas.
7. Camping and trailer facilities: Onsite camping for exhibitors only - See attached map
8. Illumination facilities: Temporary light trees in west parking area, all other lighting is permanent
9. Communications facilities: Two-way radios used throughout the event
10. Noise control and abatement: N/A
11. Duration of the outdoor assembly: 8/28/2023: 4PM - 11PM, 8/29/2023 - 9/2/2023: 10AM-11PM
12. Facilities for cleanup and waste disposal: Sterling Sanitation Dumpster & Waste, Standard clean up
13. Insurance and bonding arrangements: Insurance agreement with Haas Wilkerson - see attached

Applications without the following attachments will be considered incomplete and WILL NOT be accepted by the City Clerk's Office:

- A copy of the front and back of the applicant's current driver's license.
- Map of event location including a detailed site plan. Any changes made to the site plan must be submitted to the City Clerk's office immediately for approval.
- Copy of Certificate of Liability Insurance. Guidelines for insurance shall be as follows (types of coverages required may vary depending on the specific event and activities):
 - A. Commercial General Liability Insurance on an occurrence basis with limits of liability not less than one million dollars (\$1,000,000.00) per occurrence and two million dollars (\$2,000,000.00) aggregate combined single limit for Personal Injury, Bodily Injury, and Property Damage.
 - B. Workers' Compensation & Employers' Liability Insurance, Michigan Statutory Limits of Liability.
 - C. Motor Vehicle Liability Insurance, including Michigan No-Fault Coverage, with limits of liability not less than one million dollars (\$1,000,000.00) per occurrence combined single limit for Bodily Injury and Property Damage. Coverage shall include all owner vehicles, all non-owned vehicles, and all hired vehicles.
 - D. Liquor liability, if applicable, in an amount of one million dollars (\$1,000,000) per occurrence, of one million dollars (\$1,000,000) aggregate.
 - E. All certificates of insurance, other than Workers' Compensation & Employers' Liability Insurance, shall name the City as an additional insured through an Additional Insured Endorsement page.

Such coverages shall be procured and maintained with forms and insurers acceptable to the City. Certificates of insurance acceptable to the City shall be submitted prior to commencement of the gathering or assembly.

Such insurance shall remain in full force and effect in the specified amounts for the duration of the permit. The insurance shall include an endorsement to the effect that the insurance company shall notify the City Clerk in writing at least ten (10) days before the expiration or cancellation of the insurance.

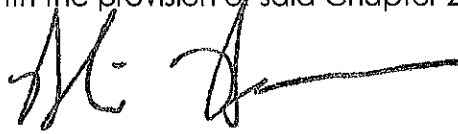
Application Fee:

Estimated Attendants	License Fee
200 or more	\$110.00
500 or more	\$210.00
2,500 or more	\$360.00
5,000 or more	\$510.00

The following items may also be required:

- Security Agreement with Novi Police Department for use of officers.
- Letter granting permission for use of property.
- Flame resistance paperwork for a tent.
- Building permit for a tent.

The undersigned hereby applies for a license to hold an Outdoor Gathering in excess of 200 persons under the provisions of the City Code, Chapter 24, Sections 1-25 of the City of Novi, and represents that the statements hereinafter contained are true, and undertakes and promises to comply with the provision of the laws of the United States of America, the laws of the State of Michigan, and the ordinances of the City of Novi in conducting the Outdoor Gathering. It is understood that any license issued shall be revocable in accordance with the provision of said Chapter 24, Sections 1-25 in the City Code.



APPLICANT'S SIGNATURE

DATE

FOR OFFICE USE ONLY

Date Submitted _____ Receipt Number _____ Map _____
Copy of Applicant's Driver's License _____ Certificate of Liability Insurance _____

Parcel Usage Key

Corrigan

#50-22-15-301-010: Parking

South Grand Equities

#22-16-151-005: Tentative Parking

#22-16-151-004: Tentative Parking

#22-16-300-018: Tentative Parking

TBON

#50-22-16-251-024: Parking, Midway, Food Vendors, Camping, Trailers

#50-22-16-451-050: Storage/Parking

#50-22-16-451-051: Storage/Parking

Servman

#50-22-15-152-007: Parking

#50-22-16-176-020: Amusement back of house

#50-22-16-176-021: Amusement back of house

#50-22-16-300-094: Parking

#50-22-16-426-001: Parking

#50-22-16-426-002: Parking

#50-22-15-301-008: Parking

#50-22-16-176-019: Parking, Amusement back of house

Wix Mix

#50-22-16-176-028: Storage

Novi Mile

#50-22-16-176-017: Storage

#50-22-16-176-026: Storage

#50-22-16-176-031: Storage

#50-22-16-176-032: Storage Access

#50-22-16-176-036: Storage

July 24, 2024

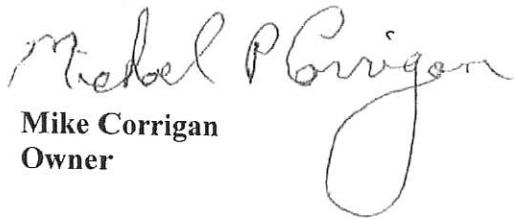
City of Novi
45175 Ten Mile Rd.
Novi, MI 48375

RE: Land Use Permission of Parcel: 50-22-15-301-010

To Whom it May Concern,

Corrigan., as Owner of the above-mentioned parcels hereby grants permission for use of these properties in conjunction with the Outdoor Gathering Permit for the Michigan State Fair event taking place from August 14, 2024 through September 2, 2024 at the Suburban Collection Showplace located at 46100 Grand River Avenue, Novi, MI 48374. Please see attached map for parcel locations.

Sincerely,


Mike Corrigan
Owner

Novi Mile, L.L.C.

A Michigan Limited Liability Company
46100 Grand River Avenue
Novi, Michigan 48374
Ph: (248) 348-5600 Fax: (248) 347-7720

July 17, 2024

City of Novi
45175 Ten Mile Rd.
Novi, MI 48375

**RE: Land Use Permission of Parcels: #50-22-16-176-017, 50-22-16-176-026, 50-22-16-176-031,
50-22-16-176-032, 50-22-16-176-036**

To Whom it May Concern,

Novi Mile, L.L.C, as Manager of the above-mentioned parcels hereby grants permission for use of these properties in conjunction with the Outdoor Gathering Permit for the Michigan State Fair event taking place from August 14, 2024 through September 2, 2024 the Suburban Collection Showplace located at 46100 Grand River Avenue, Novi, MI 48374. Please see attached map for parcel locations.

Sincerely,
Novi Mile, LLC



Blair Bowman
Manager

Servman, L.L.C.

A Michigan Limited Liability Company

46100 Grand River Ave.

Novi, Michigan 48374

Ph: (248) 348-5600 Fax: (248) 347-7720

July 17, 2024

City of Novi

45175 Ten Mile Rd.

Novi, MI 48375

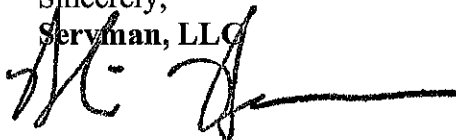
**RE: Land Use Permission of Parcels: 22-15-152-007, 22-16-176-020, 22-16-176-021,
22-16-300-094, 22-16-426-001, 22-16-426-002, 22-15-301-008, 22-16-176-019**

To Whom it May Concern,

Servman, L.L.C., as Owner of the above-mentioned parcels hereby grants permission for use of these properties in conjunction with the Outdoor Gathering Permit for the Michigan State Fair event taking place from August 14, 2024 through September 2, 2024 at the Suburban Collection Showplace located at 46100 Grand River Avenue, Novi, MI 48374. Please see attached map for parcel locations.

Sincerely,

Servman, LLC

A handwritten signature in black ink, appearing to read 'Blair Bowman', with a long horizontal flourish extending to the right.

Blair Bowman
Manager/Member

South Grand Equities, L.L.C.
A Michigan Limited Liability Company
46100 Grand River Avenue.
Novi, Michigan 48374
Ph: (248) 348-5600 Fax: (248) 347-7720

July 17, 2024

City of Novi
45175 Ten Mile Rd.
Novi, MI 48375

RE: Land Use Permission of Parcel: #22-16-151-005, #22-16-151-004, #22-16-151-008, #22-16-300-018

To Whom it May Concern,

S. Grand Equities LLC, as Owner of the above-mentioned parcels hereby grants permission for use of these properties in conjunction with the Outdoor Gathering Permit for the Michigan State Fair event taking place from August 14, 2024 through September 2, 2024 at the Suburban Collection Showplace located at 46100 Grand River Avenue, Novi, MI 48374. Please see attached map for parcel locations.

Sincerely,

South Grand Equities, LLC

A handwritten signature in black ink, appearing to read 'Blair Bowman', written over the printed name.

Blair Bowman
Manager/Member

TBON, L.L.C.

A Michigan Limited Liability Company
46100 Grand River Ave.
Novi, Michigan 48374
Ph: (248) 348-5600 Fax: (248) 347-7720

BoCo Enterprises, Inc.

46100 Grand River Ave.
Novi, Michigan 48374
Ph: 248.348.5600 Fax: 248-347-7720

July 17, 2024

City of Novi
45175 Ten Mile Rd.
Novi, MI 48375

RE: Land Use Permission of Parcels: 50-22-16-251-024, 50-22-16-451-050 and 50-22-16-451-051

To Whom it May Concern,

Tbon, L.L.C. and BoCo Enterprises, Inc. (as Owner and Leasee) of 46100 Grand River Avenue that is utilized as the Suburban Collection Showplace (parcel #50-22-16-251-024) and two parcels located on the south side of Grand River, (parcel #50-22-16-451-050 and #50-22-16-451-051) hereby grant permission for use of these properties in conjunction with the Outdoor Gathering Permit for the Michigan State Fair event taking place from August 14, 2024 through September 2, 2024. Please see attached map for parcel locations.

Sincerely,


TBON, LLC/Boco Enterprises, Inc.

Blair Bowman

Wix Mix, L.L.C.

A Michigan Limited Liability Company
46100 Grand River Avenue
Novi, Michigan 48374
Ph: (248) 348-5600 Fax: (248) 347-7720

July 17, 2024

City of Novi
45175 Ten Mile Rd.
Novi, MI 48375

RE: Land Use Permission of Parcel: #50-22-16-176-028

To Whom it May Concern,

Wix Mix, L.L.C, as Owner of the above-mentioned parcels hereby grants permission for use of these properties in conjunction with the Outdoor Gathering Permit for the Michigan State Fair event taking place from August 14, 2024 through September 2, 2024 at the Suburban Collection Showplace located at 46100 Grand River Avenue, Novi, MI 48374. Please see attached map for parcel locations.

Sincerely,

Wix Mix, LLC

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Blair Bowman
Manager