



CITY OF LINDEN

CITY COUNCIL WORK SESSION MEETING AGENDA

LOCATION: LOOSE SENIOR CENTER, 707 NORTH BRIDGE STREET, LINDEN, MI 48451

Monday, August 11, 2025

6:30 P.M.

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

C. ROLL CALL & INTRODUCTIONS

- a. Excuse Absent Member(s)

D. CORRESPONDENCE

E. PUBLIC COMMENT

Individuals wishing to speak will be called upon utilizing the completed Public Comment Cards. Remarks should be addressed to the presiding officer and is not time for debate, but for comments or questions for Council and/or Staff to answer or research. Questions will be answered during the meeting if the information is readily available. If answers are not available during the meeting, Council or Staff will contact the individual within one week or 7 business days, or when the information becomes available. No person shall have the right to speak more than once on any particular subject until all persons wishing to be heard on that subject have the opportunity to speak.

F. CONSENT AGENDA

- a. City Council Meeting Minutes from July 28, 2025
- b. Application to Use Public Property: LAFF Pancake Fundraiser: October 12, 2025
- c. Application to Use Public Property: HIL Zombies, Monsters & Scarecrows: October 17-18, 2025
- d. Application to Use Public Property: HIL Ladies Night: November 8, 2025
- e. Financial Reports

G. DISCUSSION ITEMS

- a. Revisions to Proposed Ordinance No. 421 An Ordinance Amending Chapter 90: Animals
- b. Cunningham-Limp - Mill Renovation

H. MANAGER'S UPDATE

I. COUNCIL COMMENTS & REPORTS

J. CLOSED SESSION

K. ADJOURNMENT



**CITY OF LINDEN
CITY COUNCIL MEETING**

MONDAY, JULY 28, 2025 AT 6:30 P.M.

LOCATION: LOOSE SENIOR CENTER, 707 NORTH BRIDGE STREET, LINDEN, MI 48451

CALL TO ORDER

The meeting was called to order at 6:30 p.m. by Mayor Elizabeth Armstrong. The meeting was held at The Loose Senior Center located at 707 North Bridge Street, Linden, Michigan 48451.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by all present. A Moment of Silence was observed for all of our fallen firefighters and police officers.

City Council Present: Mayor Elizabeth Armstrong, Mayor Pro tem Brad Dick, Pam Howd, Tom Hicks, Brenda Simons, Jerry Link

Absent: Denise Miller

Others Present: Ellen Glass, City Manager; Scott Sutter, Chief of Police; Brian Will, Fire Chief; Don Grice, Director of Public Works; Kristyn Kanyak, City Clerk; Michael Gildner, City Attorney

a. Excuse Absent Member(s)

Armstrong excused Miller from the meeting.

SPECIAL PRESENTATIONS

(A) Years of Service Award for Firefighter Bernard (Harold) "Red" Skinner,
Presented By: Fire Chief Will

Fire Chief, Brian Will provided introductions and presented a 56 Years of Service Award to Captain Skinner. Skinner introduced family present and thanked everyone.

PUBLIC HEARINGS

None.

CORRESPONDENCE

(A) Michigan Municipal League (MML) Annual Meeting Notice

(B) Email Received from Resident

Armstrong acknowledged receipt of the Correspondence items.

PUBLIC COMMENT

Armstrong read the public comment procedure.

Public comment about the chicken discussion, shared thoughts on number of chickens, taking into account family size; permit; land size and area.

Public comment about scooters on sidewalks, safety concerns and requested guidelines.

Public comment sharing opinion on chickens and proposed ordinance; discussed lot size; rodent issue; ordinance officer and reasoning.

Public comment about moving here; passion for animals; experience with city not allowing her application, request and the process; referenced ordinance in regards to ducks; shared opinion on space for animals; egg use; lot size and number of chickens; shared thoughts on permit and requested details.

Public comment on behalf of Linden Mills Historical Society, invited Council and Staff to anniversary event; brief background and relationship with city; thanked Council for return of the museum and passed out invitations.

Public comment was read by Armstrong regarding concerns with this chicken ordinance.

Armstrong closed public comment.

Police Chief Sutter addressed comments about scooters. Glass thanked the Historical Society for their invitation.

CONSENT AGENDA

- (A) City Council Meeting Minutes from July 14, 2025
- (B) Board of Review Reappointment: Thomas Taylor
- (C) Rules of Procedure Amendments
- (D) Financial Reports

Motion by Howd, second by Dick to accept the consent agenda. Roll call. Motion carried 6-0.

AYES: Dick, Hicks, Simons, Link, Armstrong, Howd

NAYS: None

ABSENT: Miller

UNFINISHED BUSINESS

- (A) Ordinance No. 421 An Ordinance Amending Chapter 90: Animals of the Codified Ordinances of the City of Linden

Glass provided an overview of the topic in reference to enclosed memo and materials for further discussion and requested clarification on changes.

Public comment about trying to understand why chicken topic was brought up at this time.

Motion by Hicks, second by Link to table until next month to fine tune until August. Discussion amongst Councilors and with Staff regarding difference between tabling and postponing motions and the need to discuss further this evening. No vote was taken on this motion.

Councilors discussed and clarified reasoning for ordinance changes; language for lot size and number of chickens based on size; permit reasoning and details; process for residents who presently have chickens; raising the number of chickens limit; research on surrounding communities, referenced number of chickens per acre size and square footage; the need to address complaints when received; proposed making it easier to have chickens 200' eliminate, three chickens per acre, up to a set limit, 10 square feet of open space per chicken and not

penalizing residents with larger lots; and further research needed and bring back to August Work Session. Glass confirmed Young looked at other communities when developing ordinance language.

Sutter shared one instance when resident had to remove their chickens, under current ordinance.

Council and Staff discussed confinement language and reasoning for use of cubic feet.

Motion by Hicks, second by Howd to postpone this until the August meeting to do more research and come up with better wording and planning to make this more agreeable for everybody. Motion carried 6-0.

NEW BUSINESS

(A) Discussion with Brett Quitquit of Priority Waste Services
Brett Quitquit from Priority Waste Services discussed working hard to address issues pertaining to cart delivery; pick-ups; construction on Rolston; and pick-up times.

Public comment about issues and calls made; number of bins and reason for, brief discussion between resident and with Quitquit.

Glass and Quitquit briefly discussed number of carts allowed and paying for additional.

Council and Quitquit discussed how issues have been addressed; improvements witnessed; West Rolston Road construction and pick-up time issue; hope for improvements going forward; earlier pick-up times; noise ordinance and when Rolston Road construction will be done. Quitquit explained improving upon earlier notice to the city when there is a delay to inform residents.

CITY MANAGER'S REPORT

Glass referenced previous emailed update and provided a verbal update on the following items:

- Mill Pond Treatment purpose and process
- Invitation received for new County Building location
- Purpose of this week's session

Grice provided an update on Lindenwood project wrap-up and the West Rolston Road project.

Glass explained recommendation for how residents should report trash, recycle, yard waste issues and how Priority remedies reported issues.

Council and staff discussed recent graffiti instances; West Rolston Road project details; recent help provided to a business owner and curbing within Lindenwood.

CITY ATTORNEY'S REPORT

None.

DEPARTMENT REPORTS

Armstrong acknowledged receipt of reports from the Police Department, Code Enforcement, Department of Public Works (DPW), Fire Department and Senior Services.

Brief discussion with Council and Chief Sutter regarding Center of Hope's Back to School Bash this Sunday and details.

COUNCIL COMMENTS AND REPORTS

Simons shared an update for Southern Lakes Parks and Recreation, their recent and upcoming events; expressed concerns about speeding and requested speed sign be moved, brief discussion with Sutter; and asked about the new sign by high school.

Hicks commented on the fireworks during River Roast and for Happening In Linden to keep up good work.

Howd shared upcoming Parks and Recreation meeting details; shared scooter concerns, brief discussion with Sutter. Discussed deer baiting not being allowed in Michigan and reasoning. Sutter discussed contacting the Police Department if baiting is witnessed. Howd suggested information about proper yard waste disposal be shared and reasoning.

Dick commented on River Roast event, gave thanks and mentioned the Holiday parade event.

Armstrong thanked Happening in Linden, event volunteers, participants; and shared positive experiences at River Roast.

No comment was received from Councilor Link.

CLOSED SESSION

None.

ADJOURNMENT

Motion by Howd, second by Hicks to adjourn the meeting. Motion carried 6-0. The meeting was adjourned by Mayor Armstrong at 7:42 p.m.

Respectfully Submitted,

Kristyn Kanyak, City Clerk

Approved: _____

**APPLICATION/PERMIT TO USE PUBLIC
PROPERTY, PUBLIC STREETS OR RIGHTS-
OF-WAY**

Your Approved form is your confirmation



132 East Broad Street • P.O. Box 507 • Linden, Michigan 48451-0507
Telephone: (810) 735-7980 • Fax: (810) 735-4793



Notes to Applicants: Application and all attachments must be received by the city at least 90 days prior to event.

Name of Event: LAFF Pancake Breakfast

LAFF Pathways

July 28, 2025

(Name of Sponsoring Organization)

(Date Submitted)

Chelsea Mills

(Name of Organization Representative in Charge of Event)

(Tax Exempt Organization)

100 S. Adelaide St., Fenton, MI 48430

810-513-0929

(Complete Mailing Address of Representative)

Tel. No.

Description of Event: (List times of any unusual events, i.e. Fireworks display, etc.) Give as much information regarding nature of event as possible. Attach additional sheet(s)/maps. Pancake Breakfast for LAFF Pathway. Requesting to close road and sidewalk to accomodate additional tents for seating.

Date(s) of Event: Sunday, October 12, 2025

Time of Event: (Begin) 11 AM

(Each Day) (End) 2 PM

Identify the **Public Property** that you are requesting to use: i.e. Streets, Parks, Parking Lots, etc. Main Street & Sidewalk on Broad Street

(Use extra sheet if necessary. *Provide a map of all the areas you are requesting use of, showing placement of any temporary equipment/vehicles etc. and traffic pattern for vehicles, if applicable.)

Number of Volunteers or Workers you will supply 15

If Street Closure is Necessary - Time of Barricading (Each Day): (Begin) 8 AM

(End) 3 PM

Streets to be Closed: Main Street

(See instructions on SPECIAL EVENT CHECKLIST – Identify those streets that will be closed - *provide a map of the area indicating where barricades are to be placed)

- *Map of area to be used to be submitted indicating locations of **all** areas being used. Locate all existing structures and proposed festivities. In case of parades, parade route to be shown on a street map of the area.
- Charges may be imposed where cleanup of area is not satisfactory.
Charges may be imposed for use of utilities (water/electricity).
- Amount of liability insurance organization is required to furnish: \$ 2 Million (to be submitted with application.)
NOTE: CITY OF LINDEN TO BE LISTED AS AN ADDITIONAL INSURED
- Hold Harmless Agreement to be submitted with application.
- Special Event Check List – Review and acknowledge receipt and compliance with same. (initial by applicant)

CJM, Return one copy with application; retain copy for your records.

Groups, organizations, or promoters of events will be held liable for damage to any streets, parking lots, sidewalks, or other public property, and must fully cooperate with all City Departments. Failure to cooperate can lead to immediate revocation of permit issued by the City of Linden. I understand that, by law and policy, alcohol and controlled substances are forbidden on public property and smoking is not allowed in any building and that abuse of this may cause eviction and loss of usage.

I/We agree to and will abide by these conditions

Chelsea Mills
Applicant's Signature

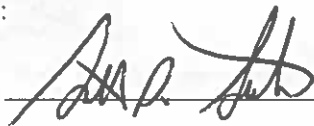
July 28, 2025

Date

(To be determined by City Administration)

Approval/Comments by:

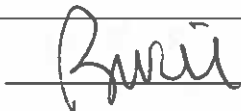
Chief of Police:



Date: 7-28-25

Conditions of Approval:

Fire Chief:



Date: 7/28/25

Conditions of Approval:

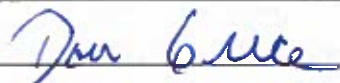
City Manager:



Date:

Conditions of Approval:

Director of Public Works:



Date:

7/28/25

Conditions of Approval:

Certificate of Insurance Furnished: Yes/No

A copy of this approval/denial was provided to:

Applicant

☐

Date

Police Chief

☐

Date

Fire Chief

☐

Date

DPW

☐

Date

Street File (if applicable)

☐

Date



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SPECIAL EVENT CHECKLIST

The following items need to be addressed by applicant when a Special Event is being planned within the City of Linden. Please place an "X" beside all items that are applicable to this request, indicate "N/A" beside those items that do not apply, return one copy with application, retain one copy for your records.

 x Complete applicable application/permit form and submit to the City at least 90 days prior to event.

Include:

- Location map (drawing) of area being used showing set-up of all equipment, entrance and exit points, fencing and barricades, food and beverage booth, tents or trucks, handicap parking, entertainment locations (stage, bands, music), and any other pertinent information.
- Date(s) and Times of Event.
- Hold Harmless Agreement.
- Insurance Certificate listing City of Linden as an Additional Insured.

 x File an Application for any additional Signage which will be requested.

 x Food/Beverage being served? If yes, make necessary arrangements with Genesee County Health Department for Required Permits. If alcohol will be served, list location(s).

 x Additional Trash Receptacles required? If yes, must be arranged by the applicant.

 x Barricades required? If yes, applicant is responsible to make request for specific location. Applicant must get clearance from Linden Schools Transportation Dept. if closure is on school days and prior to 5:00 p.m.

 x Clean-Up of area to be responsibility of the applicant.

 N/A Inflammables provided? List type and location.

 N/A Porta-Johns requested? If yes, applicant is responsible for receipt and return of same. Must show on map (drawing) proposed location(s). Must provide handicap accessible restroom.

 N/A Parking and Shuttles provided? Please describe.

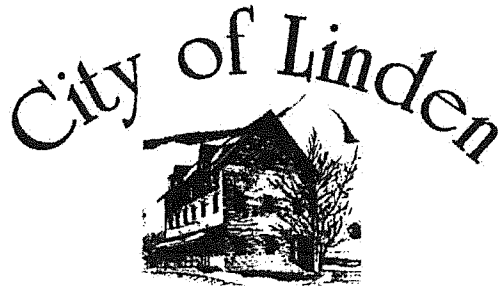
 N/A Electrical Power source required? If yes, responsibility of applicant to provide.

 N/A Audio Equipment required? If yes, responsibility of applicant to arrange.

Note: The application may require the approval of the Police Chief and/or Fire Chief. Recommended that applicant meets with police chief to discuss security/parking.

Date: July 28, 2025 Sponsor/Applicant Chelsea Mills

Name of Event LAFF Pancake Breakfast Date of Event Sunday, October 12, 2025



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HOLD HARMLESS AGREEMENT

FOR AND IN CONSIDERATION of the grant by the City of Linden to permit / allow
** LAFF Pathways INC

as requested by the undersigned, the undersigned does hereby agree to fully hold harmless, defend and indemnify the City of Linden and all of its officers, officials and employees, with respect to all claims, losses, damages, causes of action, judgments, costs and expenses, including reasonable attorney fees, whether or not the same are now known, liquidated, discovered, discoverable or justifiable, which may be asserted, brought or rendered against, incurred or suffered by, and/or imposed upon, the City of Linden and/or its officers, officials, and employees, by reason of or arising out of the grant or exercise of the rights stated above granted by the City of Linden the undersigned.

** Insert information regarding what the activity is, date(s), time, and areas that are affected (public sidewalks, streets, parking spaces, etc.).

Witnesses: (Two (2) witness signatures are required)

(Print name beneath each signature)

Courtney McMillan Michael Gagne
Courtney McMillan Michael Gagne

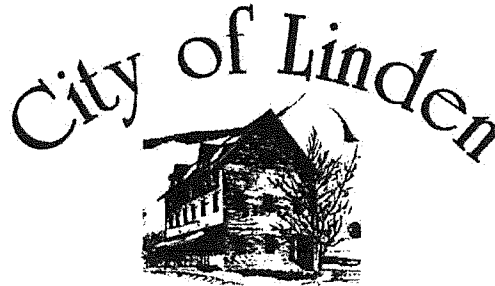
*Signature

Ed Kaledo
Print Name
LAFF Pathways Inc, Chairman
Organization and Title

* If the project is related to obstructing the public right of way for work on private property, the signature must be that of the subject property owner or of the contractor performing the work.

Date Approved: _____

Copy to: Applicant _____



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POLICY

STREET CLOSURES OR WORK IN RIGHT-OF-WAY

The following procedure will be utilized whenever an application is received for street closure or for work in the right-of-way not otherwise authorize.

1. Applicant must submit request to the City Council.
2. The City Council will set a date at which it will receive public comments on the request.
3. Applications will be referred to the City Manager for Staff input as well as comments from the Fire and Police Department. Notice will be given to property owners of City record adjacent to Street proposed for closure.
4. Applicant will include a map/description of the proposed area/event.
5. City Council will hear Staff, Citizens and Resident comments at the next Council meeting.
6. City Council will act on the application.



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Include:

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- Date(s) and Times of Event.
- Hold Harmless Agreement.
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 x Additional Trash Receptacles required? If yes, must be arranged by the applicant.

 x Barricades required? If yes, applicant is responsible to make request for specific location. Applicant must get clearance from Linden Schools Transportation Dept. if closure is on school days and prior to 5:00 p.m.

 x Clean-Up of area to be responsibility of the applicant.

 N/A Inflammables provided? List type and location.

 N/A Porta-Johns requested? If yes, applicant is responsible for receipt and return of same. Must show on map (drawing) proposed location(s). Must provide handicap accessible restroom.

 N/A Parking and Shuttles provided? Please describe.

 N/A Electrical Power source required? If yes, responsibility of applicant to provide.

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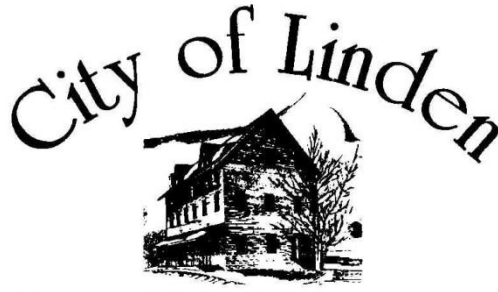
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Date: July 28, 2025

Sponsor/Applicant Chelsea Mills

Name of Event LAFF Pancake Breakfast

Date of Event Sunday, October 12, 2025



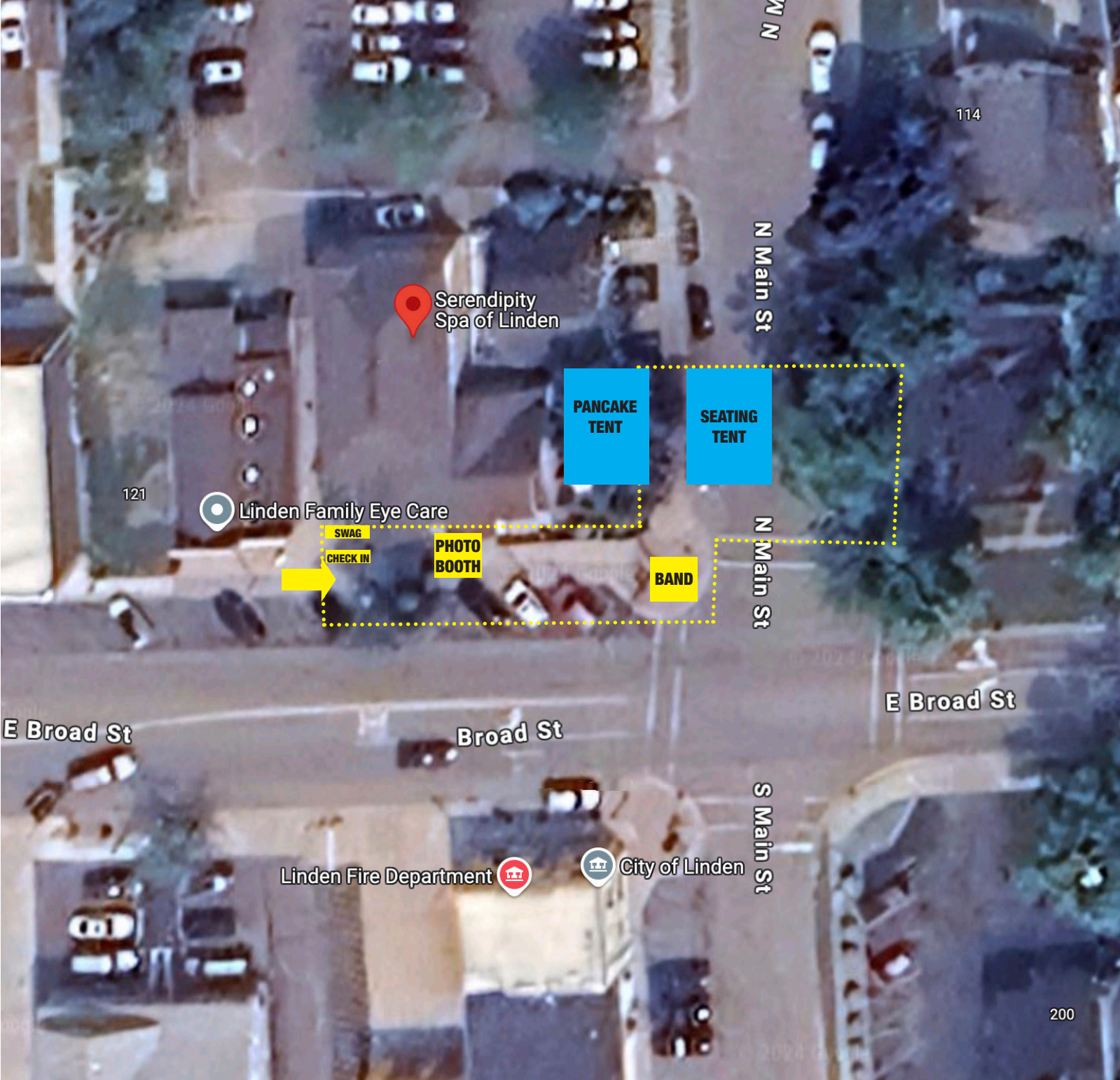
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Happening In Linden

Presenter of Community Events
A MI Non-Profit Corporation

Ellen Glass, City Manager

August 2, 2025

Linden City Council

Re : Zombies Scarecrows and Monsters Event

Dear, Ellen and Council,

Happening IN Linden would once again like to hold the annual Zombie Walk, Scarecrow contest and Trick or Treat / Scary Trail (Monsters) Event to celebrate Halloween and the coming of fall.

We are requesting the use of city property and staff (Police Escort for the Zombie walk) on the dates of October 17 & 18 2025. Weather permitting the Zombie walk would take place on Friday the 17th, with a rain date of Saturday.

All other activities will be held at Eagles Wooden Park and will not require city staff to operate.

It is our intent to operate two different Halloween Trails at Eagles Wooden Park, the first trail being a trick or treat trail with local businesses having the opportunity to hand out candy along the trail. As the Trick or Treat trail branches off the experience becomes spooky for those that like things that go bump in the night. We will also have a couple of Food Trucks on site and some other family friendly activities.

The Scarecrow Contest will start off October once again. We hope for another year of Scarecrows filling Linden with whimsy.

The application along with associated maps and necessary insurance forms are attached.

Please feel free to reach out to me with any questions, concerns, or suggestions,

Mary Dodt- Dick

Event Chairperson



Linden's Holiday Happening



www.happeninginlinden.com

@hilinden
Happeninginlinden

P.O. Box 565
Linden, MI 48451

Phone: 810-458-6331
E-mail:
info@happeninginlinden.com

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for set-up and teardown. Eagles Wooden Park On 10/1

Notes to Applicants: *Application and all attachments must be received by the city at least 90 days prior to event.*

Name of Event: Zombies, Scarecrows and Monsters

Happening In Linden 8/04/25
(Name of Sponsoring Organization) (Date Submitted)

Mary Dodt - Dick 83-1803522
(Name of Organization Representative in Charge of Event) (Tax Exempt Organization)

P.O. Box 565 Linden, MI 48451 810-458-6331
(Complete Mailing Address of Representative) Tel. No.

Description of Event: (List times of any unusual events, i.e. Fireworks display, etc.) Give as much information regarding nature of event as possible. Attach additional sheet(s)/maps. Annual Zombie Walk and Haunted Trail Event - 10/17 Zombie Walk @ 6:30 PM From Main St. to Eagles Wooden Park via Broad St. 10/17 -10/18 Trick or Treat and Haunted trails with Food Trucks and activites at the park

Date(s) of Event: 10/17 Time of Event: (Begin) 6:00 PM
10/18 (Each Day) (End) 10:30 PM

Identify the **Public Property** that you are requesting to use: i.e. Streets, Parks, Parking Lots, etc. Broad St on 10/17 @ 6:30PM for Zombie walk, Eagles Wooden park trails 10/14-10/19 for set-up and tear down and the pavilion for set-up 10/16-10/19 (Picnic Tables removal), Playscape to remain open, Walmar Property for parking on 17th & 18th

(Use extra sheet if necessary. *Provide a map of all the areas you are requesting use of, showing placement of any temporary equipment/vehicles etc. and traffic pattern for vehicles, if applicable.)

Number of Volunteers or Workers you will supply 20

If Street Closure is Necessary - Time of Barricading (Each Day): (Begin) 1pm on 10/16 (End) 4pm on 10/19

Streets to be Closed: Walmar North of Parking lot (Closing Eagles park lot due to tents) Main on 10/17 from Sharps lot to Library lot entrance 5:30 pm to 6:30 pm for zombie walk staging

(See instructions on SPECIAL EVENT CHECKLIST – Identify those streets that will be closed - *provide a map of the area indicating where barricades are to be placed)

- *Map of area to be used to be submitted indicating locations of **all** areas being used. Locate all existing structures and proposed festivities. In case of parades, parade route to be shown on a street map of the area.
- Charges may be imposed where cleanup of area is not satisfactory.
Charges may be imposed for use of utilities (water/electricity).
- Amount of liability insurance organization is required to furnish: \$ 2,000,000 (to be submitted with application.)

NOTE: CITY OF LINDEN TO BE LISTED AS AN ADDITIONAL INSURED

- Hold Harmless Agreement to be submitted with application.
- Special Event Check List – Review and acknowledge receipt and compliance with same. (initial by applicant)
mjd Return one copy with application; retain copy for your records.

Groups, organizations, or promoters of events will be held liable for damage to any streets, parking lots, sidewalks, or other public property, and must fully cooperate with all City Departments. Failure to cooperate can lead to immediate revocation of permit issued by the City of Linden. I understand that, by law and policy, alcohol and controlled substances are forbidden on public property and smoking is not allowed in any building and that abuse of this may cause eviction and loss of usage. I/We agree to and will abide by these conditions.

Mary Dodt-Dick, Secretary
Applicant's Signature

8/04/25

Date

(To be determined by City Administration)

Approval/Comments by:

Chief of Police:

[Signature]

Date: 8-9-25

Conditions of Approval: _____

Fire Chief:

[Signature]

Date: 8-5-25

Conditions of Approval: _____

City Manager:

Ellen Glass

Date: 8-5-25

Conditions of Approval: _____

Director of Public Works:

Don Gue

Date: 8-5-25

Conditions of Approval: _____

Certificate of Insurance Furnished: Yes/No

A copy of this approval/denial was provided to:

Applicant ☐ Date _____

Police Chief ☐ Date _____

Fire Chief ☐ Date _____

DPW ☐ Date _____

Street File (if applicable) ☐ Date _____



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☒ Barricades required? If yes, applicant is responsible to make request for specific location. Applicant must get clearance from Linden Schools Transportation Dept. if closure is on school days and prior to 5:00 p.m.

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_____ Inflammables provided? List type and location.

_____ Porta-Johns requested? If yes, applicant is responsible for receipt and return of same. Must show on map (drawing) proposed location(s). Must provide handicap accessible restroom.

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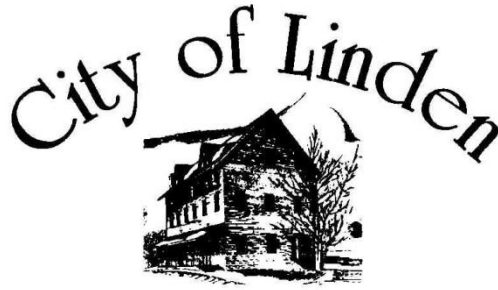
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Note: The application may require the approval of the Police Chief and/or Fire Chief. Recommended that applicant meets with police chief to discuss security/parking.

Date: 8/04/25 Sponsor/Applicant Mary Dodd-Dick, Secretary

Name of Event Zombies, Scarecrows and Monsters Date of Event 10/17 - 10/18/25



132 East Broad Street • P.O. Box 507 • Linden, Michigan 48451-0507
Telephone: (810) 735-7980 • Fax: (810) 735-4793

HOLD HARMLESS AGREEMENT

FOR AND IN CONSIDERATION of the grant by the City of Linden to permit / allow
** Happening In Linden to hold Zombies Scarecrows and Mosnters on Broad St , The Walmar Parking lot and Eagles Wooden Park and

Boardwalk

as requested by the undersigned, the undersigned does hereby agree to fully hold harmless, defend and indemnify the City of Linden and all of its officers, officials and employees, with respect to all claims, losses, damages, causes of action, judgments, costs and expenses, including reasonable attorney fees, whether or not the same are now known, liquidated, discovered, discoverable or justifiable, which may be asserted, brought or rendered against, incurred or suffered by, and/or imposed upon, the City of Linden and/or its officers, officials, and employees, by reason of or arising out of the grant or exercise of the rights stated above granted by the City of Linden the undersigned.

** Insert information regarding what the activity is, date(s), time, and areas that are affected (public sidewalks, streets, parking spaces, etc.).

Witnesses: (Two (2) witness signatures are required)
(Print name beneath each signature)

Mary Dodt-Dick, Secretary

*Signature

Mary Dodt - Dick

Print Name

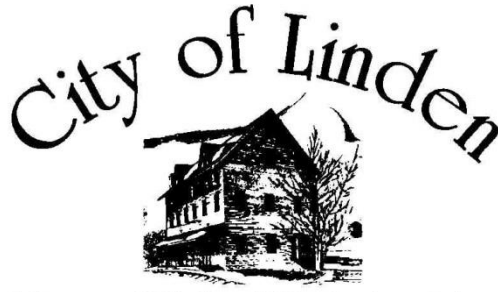
Happening In Linden, SECRETARY

Organization and Title

* If the project is related to obstructing the public right of way for work on private property, the signature must be that of the subject property owner or of the contractor performing the work.

Date Approved: _____

Copy to: Applicant _____



132 East Broad Street • P.O. Box 507 • Linden, Michigan 48451-0507
Telephone: (810) 735-7980 • Fax: (810) 735-4793

POLICY

STREET CLOSURES OR WORK IN RIGHT-OF-WAY

The following procedure will be utilized whenever an application is received for street closure or for work in the right-of-way not otherwise authorize.

1. Applicant must submit request to the City Council.
2. The City Council will set a date at which it will receive public comments on the request.
3. Applications will be referred to the City Manager for Staff input as well as comments from the Fire and Police Department. Notice will be given to property owners of City record adjacent to Street proposed for closure.
4. Applicant will include a map/description of the proposed area/event.
5. City Council will hear Staff, Citizens and Resident comments at the next Council meeting.
6. City Council will act on the application.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/08/2025

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 McCredie Insurance Agency, Inc. 5454 Gateway Centre, Suite A Flint MI 48507		CONTACT NAME: Jennifer Wascher PHONE (A/C, No, Ext): (810) 767-6050 FAX (A/C, No): (810) 767-7323 E-MAIL ADDRESS: jenniferw@mccredieins.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: United States Liability Insurance Group	
		NAIC # 524126	
INSURED Happening in Linden, DBA: Linden's Holiday Happening 413 Lindenwood Linden MI 48451		INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES**CERTIFICATE NUMBER:** 25/26Liability**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"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		NBP1561168	04/05/2025	04/05/2026	EACH OCCURRENCE \$ 1,000,000	
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000							
	MED EXP (Any one person) \$ 5,000							
	PERSONAL & ADV INJURY \$ 1,000,000							
							GENERAL AGGREGATE \$ 2,000,000	
							PRODUCTS - COMP/OP AGG \$ 2,000,000	
								\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$	
							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) <input type="checkbox"/> Y / N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>	
	E.L. EACH ACCIDENT \$							
	E.L. DISEASE - EA EMPLOYEE \$							
	E.L. DISEASE - POLICY LIMIT \$							

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

CERTIFICATE HOLDER**CANCELLATION**

City of Linden 132 E Broad St Linden MI 48451	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 <i>David L. McCredie</i>

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SCARECROWS!
SCARECROWS!
SCARECROWS!



Create a Scarecrow
for your business or

residence.

Best 3

DRAFT

PRIZE

Contest open to all Linden Businesses and Residences.

Please display between October 10 until November 1.

If you wish to be considered for the contest, please email your address to: Lindenparade@gmail.com and put "Halloween" in the subject line.

Sponsored by Happening IN Linden

www.happeninginlinden.com

Zombies Scarecrows and Monsters

Vendors / Attractions

- Food Truck 1
- Food Truck 2

Portable Lighting

- Walmer Parking Light
- Portable Lighting

Parking

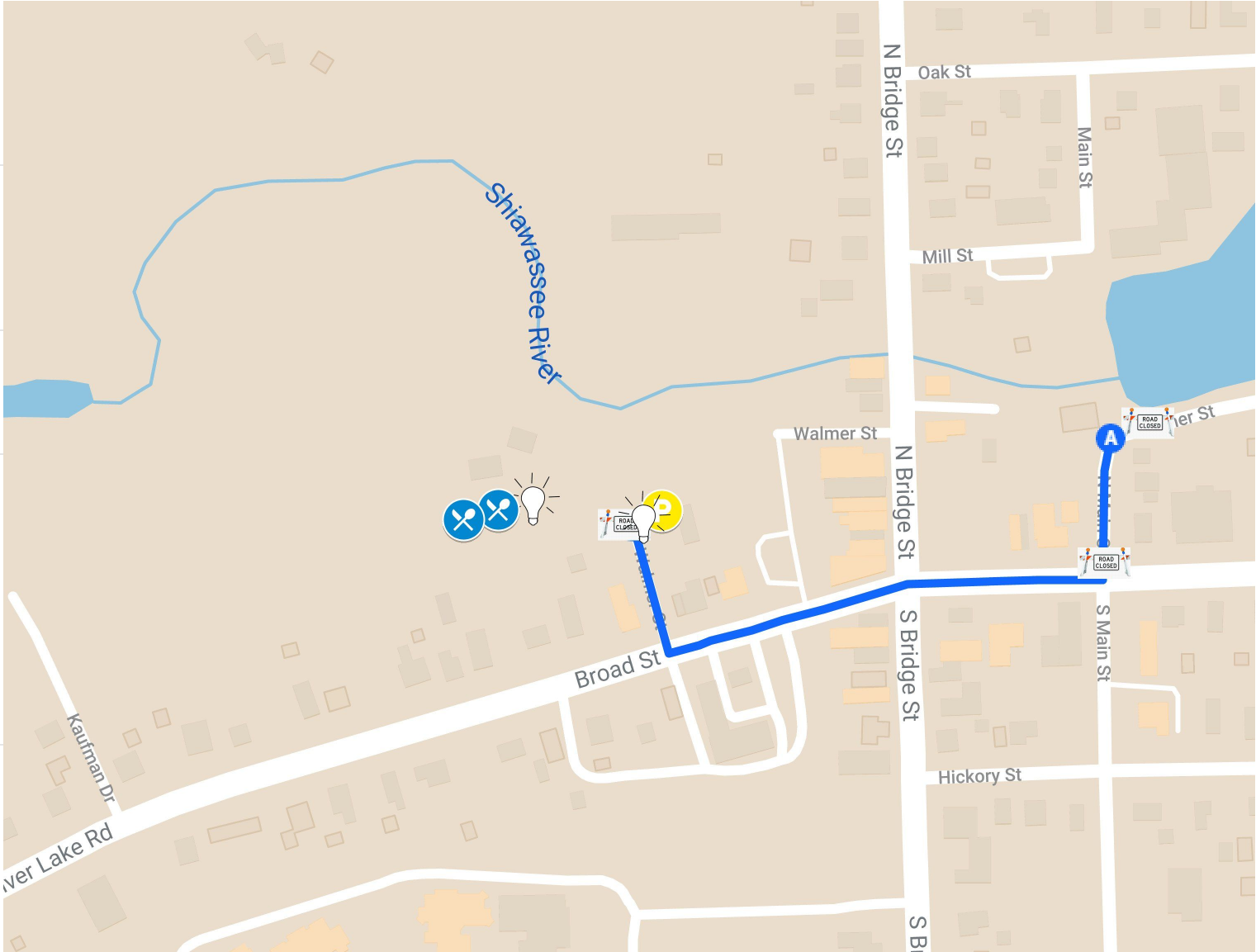
- Eagles Wooden Park Parking

Zombie Walk Route

- A**
Linden Library, Main Street,
Linden, MI 48451, USA
- B**
Eagle’s Wooden Park, Walmer
Street, Linden, MI, USA

Road Closures

- 10/17N.Main @ Broad 5:00 P.M.
- 10/17 Tickner @ Sharp Lot 5:00 P.M.
- Walmer St. @ Park Entrance10/16-10/19/25





Trick or Treat Trail

Scary Trail

**Future
Really Scary Trail**

**APPLICATION/PERMIT TO USE PUBLIC
PROPERTY, PUBLIC STREETS OR RIGHTS-
OF-WAY**

Your Approved form is your confirmation



132 East Broad Street • P.O. Box 507 • Linden, Michigan 48451-0507
Telephone: (810) 735-7980 • Fax: (810) 735-4793

Notes to Applicants: *Application and all attachments must be received by the city at least 90 days prior to event.*

Name of Event: Linden Ladies Night Out

Happening In Linden 8/4/25
(Name of Sponsoring Organization) (Date Submitted)

Mary Dodt - Dick 83-1803522
(Name of Organization Representative in Charge of Event) (Tax Exempt Organization)

P.O. Box 565 Linden, MI 48451 810-458-6331
(Complete Mailing Address of Representative) Tel. No.

Description of Event: (List times of any unusual events, i.e. Fireworks display, etc.) Give as much information regarding nature of event as possible. Attach additional sheet(s)/maps. Annual Ladies Shopping Event held throughout the Downtown area with the Community center as the base with giveaways, vendors, cash bar, and a DJ

Date(s) of Event: 11/08/25 Time of Event: (Begin) 4:00 PM
(Each Day) (End) 10:30 PM

Identify the **Public Property** that you are requesting to use: i.e. Streets, Parks, Parking Lots, etc. MILL ST. FROM BRIDGE ST TO MAIN. COMMUNITY CENTER ,PARKING LOT AND MILL ST. FROM 3:00 PM TO 11 PM ON 11/08/2025

(Use extra sheet if necessary. *Provide a map of all the areas you are requesting use of, showing placement of any temporary equipment/vehicles etc. and traffic pattern for vehicles, if applicable.)

Number of Volunteers or Workers you will supply 10 PLUS SECURITY IN MLCC LICENSED AREA (COMMUNITY CENTER)

If Street Closure is Necessary - Time of Barricading (Each Day): (Begin) 3 PM ON 11/08/25 (End) 11 PM ON 11/08/25
Streets to be Closed: MILL ST. FROM BRIDGE ST TO MAIN.

(See instructions on SPECIAL EVENT CHECKLIST – Identify those streets that will be closed - *provide a map of the area indicating where barricades are to be placed)

- *Map of area to be used to be submitted indicating locations of **all** areas being used. Locate all existing structures and proposed festivities. In case of parades, parade route to be shown on a street map of the area.
- Charges may be imposed where cleanup of area is not satisfactory.
Charges may be imposed for use of utilities (water/electricity).
- Amount of liability insurance organization is required to furnish: \$ 2,000,000 (to be submitted with application.)

NOTE: CITY OF LINDEN TO BE LISTED AS AN ADDITIONAL INSURED

- Hold Harmless Agreement to be submitted with application.
- Special Event Check List – Review and acknowledge receipt and compliance with same. (initial by applicant)
md. Return one copy with application; retain copy for your records.

Groups, organizations, or promoters of events will be held liable for damage to any streets, parking lots, sidewalks, or other public property, and must fully cooperate with all City Departments. Failure to cooperate can lead to immediate revocation of permit issued by the City of Linden. I understand that, by law and policy, alcohol and controlled substances are forbidden on public property and smoking is not allowed in any building and that abuse of this may cause eviction and loss of usage. I/We agree to and will abide by these conditions.

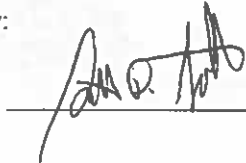
Mary Dodt-Dick, Secretary
Applicant's Signature

8/2/25
Date

(To be determined by City Administration)

Approval/Comments by:

Chief of Police:

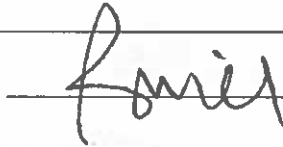


Date:

8-4-25

Conditions of Approval:

Fire Chief:

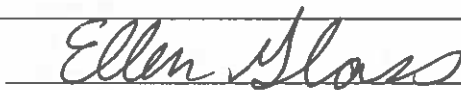


Date:

8/5/25

Conditions of Approval:

City Manager:



Date:

8-5-28

Conditions of Approval:

Director of Public Works:

Date:

Conditions of Approval:

Certificate of Insurance Furnished: Yes/No

A copy of this approval/denial was provided to:

Applicant

☐

Date _____

Police Chief

☐

Date _____

Fire Chief

☐

Date _____

DPW

☐

Date _____

Street File (if applicable)

☐

Date _____



132 East Broad Street • P.O. Box 507 • Linden, Michigan 48451-0507
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SPECIAL EVENT CHECKLIST

The following items need to be addressed by applicant when a Special Event is being planned within the City of Linden. Please place an "X" beside all items that are applicable to this request, indicate "N/A" beside those items that do not apply, return one copy with application, retain one copy for your records.

☒ Complete applicable application/permit form and submit to the City at least 90 days prior to event.

Include:

- Location map (drawing) of area being used showing set-up of all equipment, entrance and exit points, fencing and barricades, food and beverage booth, tents or trucks, handicap parking, entertainment locations (stage, bands, music), and any other pertinent information.
- Date(s) and Times of Event.
- Hold Harmless Agreement.
- Insurance Certificate listing City of Linden as an Additional Insured.

☒ File an Application for any additional Signage which will be requested.

☒ Food/Beverage being served? If yes, make necessary arrangements with Genesee County Health Department for Required Permits. If alcohol will be served, list location(s).

☒ Additional Trash Receptacles required? If yes, must be arranged by the applicant.

☒ Barricades required? If yes, applicant is responsible to make request for specific location. Applicant must get clearance from Linden Schools Transportation Dept. if closure is on school days and prior to 5:00 p.m.

☒ Clean-Up of area to be responsibility of the applicant.

_____ Inflammables provided? List type and location.

_____ Porta-Johns requested? If yes, applicant is responsible for receipt and return of same. Must show on map (drawing) proposed location(s). Must provide handicap accessible restroom.

_____ Parking and Shuttles provided? Please describe.

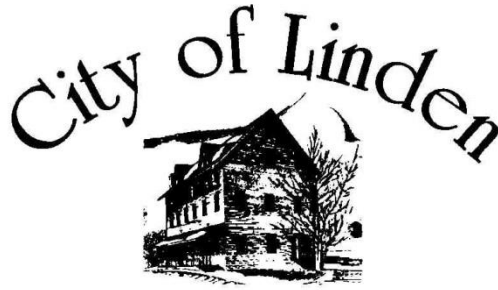
☒ Electrical Power source required? If yes, responsibility of applicant to provide.

☒ Audio Equipment required? If yes, responsibility of applicant to arrange.

Note: The application may require the approval of the Police Chief and/or Fire Chief. Recommended that applicant meets with police chief to discuss security/parking.

Date: 8/04/25 Sponsor/Applicant Mary Dodd-Dick, Secretary

Name of Event Linden Ladies Night Out Date of Event 11/08/25



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HOLD HARMLESS AGREEMENT

FOR AND IN CONSIDERATION of the grant by the City of Linden to permit / allow
** Happening In Linden to hold LINDEN'S LADIES NIGHT OUT IN AND AROUND THE DOWNTOWN AREA WITH MAIN ACTIVITIES AT
THE COMMUNITY CENTER, MILL ST AND COMMUNITY CENTER PARKING LOT.

as requested by the undersigned, the undersigned does hereby agree to fully hold harmless, defend and indemnify the City of Linden and all of its officers, officials and employees, with respect to all claims, losses, damages, causes of action, judgments, costs and expenses, including reasonable attorney fees, whether or not the same are now known, liquidated, discovered, discoverable or justifiable, which may be asserted, brought or rendered against, incurred or suffered by, and/or imposed upon, the City of Linden and/or its officers, officials, and employees, by reason of or arising out of the grant or exercise of the rights stated above granted by the City of Linden the undersigned.

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(Print name beneath each signature)

Mary Dodt-Dick, Secretary

*Signature

Mary Dodt - Dick

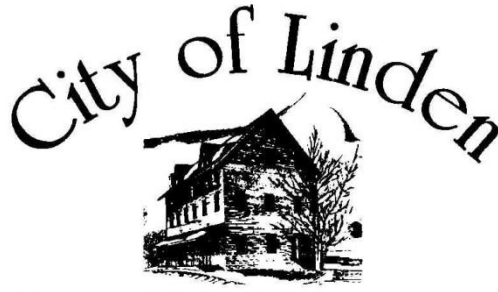
Print Name
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Date Approved: _____

Copy to: Applicant _____



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DATE (MM/DD/YYYY)

04/08/2025

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		INSURER(S) AFFORDING COVERAGE	
		INSURER A: United States Liability Insurance Group	
		NAIC # 524126	
INSURED Happening in Linden, DBA: Linden's Holiday Happening 413 Lindenwood Linden MI 48451		INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES**CERTIFICATE NUMBER:** 25/26 Liability**REVISION NUMBER:**

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
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	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000						
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							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
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	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$
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	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					PER STATUTE OTH-ER
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

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

CERTIFICATE HOLDER**CANCELLATION**

City of Linden 132 E Broad St Linden MI 48451	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 <i>David L. McCredie</i>

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STATE OF MICHIGAN - LIQUOR CONTROL COMMISSION

This is to certify that a License is hereby granted to the person(s) named with the stipulation that the licensee is in compliance with Commission Rule R 436.1003, which states that a 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 enforcement officials who have jurisdiction over the licensee. Issuance of this license by the Michigan Liquor Control Commission does not waive this requirement. 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.

Department of Licensing and Regulatory Affairs

This License is granted in accordance with the provisions of Act 58 of the Public Acts of 1998 and shall continue in force for the period designated unless suspended, revoked, or declared null and void by the Michigan Liquor Control Commission. Failure to comply with all laws and rules may result in the revocation of this license.

Under administrative rule R 436.1433, the licensee shall ensure that all profits derived from the sale of alcoholic beverages are retained by the licensee. All alcoholic beverages purchased by the licensee for the event must be purchased from authorized sellers under administrative rule R 436.582. The Commission orders the licensee to take all necessary actions to ensure the health, safety, and welfare of all guests.

BUSINESS ID: 273386
HAPPENING IN LINDEN

LICENSE SUBTYPE
Beer, Wine & Spirits

LICENSE NUMBER
L-000492963

PERMITS

EVENT INFORMATION
LINDEN COMMUNITY CENTER
105 MILL ST

LINDEN, MI 48451
GENESEE County

CONDITIONS / PROVISOS

SALES & CONSUMPTION TO BE CONTAINED IN 92' x 220' AREA ENCLOSED BY FENCING.

IN WITNESS WHEREOF,
this License has been duly signed
and sealed by both the Michigan
Liquor Control Commission and the
Licensee(s).

LIQUOR CONTROL COMMISSION

The signatures are written over a circular stamp that reads 'STATE OF MICHIGAN LIQUOR CONTROL COMMISSION'.

LICENSEE(S) SIGNATURE(S)

Valid: Nov 8, 2025 to Nov 8, 2025 - 3:00 PM to 11:00 PM

SPECIAL LICENSE

08/05/2025 04:47 PM

User: JEN

DB: Linden

CHECK REGISTER FOR CITY OF LINDEN
CHECK DATE FROM 07/22/2025 - 08/05/2025

Page: 1/1

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank SBSRC LOOSE SENIOR CENTER (4822)						
07/25/2025	SBSRC	13740	1371	LINDA BUCKNAM	LINE DANCE 7.18 & 7.15	120.00
07/25/2025	SBSRC	13741	1374	TGI DIRECT	JULY 2025 NEWSLETTER	474.94
07/25/2025	SBSRC	13742	1382	GAZALL, LEWIS & ASSOCIATES	RENOVATIONS LOOSE SENIOR CENTER	2,000.00
07/25/2025	SBSRC	13743	1383	JOHN R LOVE	SPRING CHICKENS BAND 8.1.2025	200.00
07/25/2025	SBSRC	13744	1384	SHERMAN HEATING & COOLING	QTRLY MAINTENANCE LOOSE	405.00
07/25/2025	SBSRC	13745	1385	GWEN FANNON	REIMBURSE FOR CRAFT SUPPLIES	24.91
07/25/2025	SBSRC	13746	1386	CHARTER COMMUNICATIONS	CABLE/INTERNET/PHONE 7.10.25-8.9.25	320.02
07/25/2025	SBSRC	13747	BLUE C	BLUE CARE NETWORK	EMPLOYEE HEALTH INS JULY/AUG LOOSE	2,298.82
07/25/2025	SBSRC	13748	DELTA	DELTA DENTAL	EMPLOYEE DENTAL INSURANCE LOOSE AUG 2025	141.73
07/31/2025	SBSRC	13749	0080	MCINTYRE SOFT WATER SERVICE	WATER COOLERS X 3	22.32
07/31/2025	SBSRC	13750	1139	SHINE OF FENTON	WINDOW CLEANING JULY 2025 LOOSE	95.00
07/31/2025	SBSRC	13751	1263	BECKS PEST CONTROL	PEST CONTROL JULY 2025	51.00
07/31/2025	SBSRC	13752	1371	LINDA BUCKNAM	LINE DANCING 7.22.25 & 7.29.25	120.00
07/31/2025	SBSRC	13753	1372	TRACI JAMES	CARDIO 7.2,7.21,7.23,7.26,7.8.25	150.00
07/31/2025	SBSRC	13754	1388	MTA	TRANSPORTATION SLOAN MUSEUM	105.00
07/31/2025	SBSRC	13755	1390	TONI SMITH	CANCELED TRIP: LANSING	55.00
07/31/2025	SBSRC	13756	1391	JULIE GATZA	CANCELLED TRIP: TIGERS GAME	90.00
07/31/2025	SBSRC	13757	1392	PAUL LAIDLER	CANCELLED TRIP: KIRK IN THE HILLS	260.00
07/31/2025	SBSRC	13758	CHASE	CHASE CARD SERVICE	LOOSE CHARGE SAMS	262.90

SBSRC TOTALS:

Total of 19 Checks:

7,196.64

Less 0 Void Checks:

0.00

Total of 19 Disbursements:

7,196.64

LOOSE TOTAL: \$7,196.64

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank SBGEN STATE BANK (3140)						
07/25/2025	SBGEN	13135	0053	GENESEE CO. ROAD COMMISSION	CITY OF LINDEN ROAD MAINTENANCE JUNE 202	952.11
07/25/2025	SBGEN	13136	0106	ROWE PROFESSIONAL SERVICES	LINDEN 2026 BRIDGE PM PROJECT JUNE 2025	44,284.00
07/25/2025	SBGEN	13137	0244	DAVE LAMB HEATING & AIR CON	REFRIGERANT CHECK	115.00
07/25/2025	SBGEN	13138	0414	GENESEE VALLEY VAULT	GRAVE OPENINGS: HAMILTON & BOLTIADOR 7.1	1,200.00
07/25/2025	SBGEN	13139	1158	LIFE LINE SCREENING	25-1202 LAN1 CANCELLED EVENT LCC	200.00
07/25/2025	SBGEN	13140	1267	MID TOWN ACQUISITION LLC	GAS/DIESAL JUNE 2025	3,247.81
07/25/2025	SBGEN	13141	BLUE C	BLUE CARE NETWORK	EMPLOYEE HEALTH INSURANCE AUG 2025	21,406.56
07/25/2025	SBGEN	13142	DELTA	DELTA DENTAL	EMPLOYEE DENTAL AUG 2025	1,739.95
07/25/2025	SBGEN	13143	MAMC	MAMC	MAMC MASTER ACADEMY-KANYAK	525.00
07/25/2025	SBGEN	13144	SLOANS	SLOAN'S SALES & SERVICE LLC	CANVAS LINE BAG	86.98
07/31/2025	SBGEN	13145	0050	GENESEE CO. DRAIN COMMISSIONER	COUNTY WATER USE 5.28.25-6.25.25	70,656.81
07/31/2025	SBGEN	13146	0128	DEWEYS AUTO CENTER, INC.	OIL CHANGE/ALIGNMENT 2021 TAHOE #3471	575.85
07/31/2025	SBGEN	13147	0213	CITY OF FENTON	ASSESSING SERVICE JULY-SEPT 2025	6,250.00
07/31/2025	SBGEN	13148	0465	APM MOSQUITO CONTROL	PAYMENT (4 OF 5) MOSQUITO CONTROL	10,600.00
07/31/2025	SBGEN	13149	0645	MARTHA DONNELLY	RETIREE HEALTH REIMBURSEMENT AUG 2025	417.36
07/31/2025	SBGEN	13150	1139	SHINE OF FENTON	EXTERIOR/INTERIOR WINDOW CLEANING 7.28.2	100.00
07/31/2025	SBGEN	13151	1263	BECKS PEST CONTROL	MONTHLY PEST CONTROL JULY 2025	65.00
07/31/2025	SBGEN	13152	1272	INNER CITY CONTRACTING LLC	PAY APP #7 LINDENWOOD PROJECT	405,486.46
07/31/2025	SBGEN	13153	1309	PRIORITY WASTE, LLC	TRASH SERVICE AUGUST 2025	23,730.00
07/31/2025	SBGEN	13154	4MS SEPTIC	4M'S SEPTIC AND SEWER	3 PORTABLE TOLIET RENTAL APRIL 2025	1,350.00
07/31/2025	SBGEN	13155	906	VC3, INC	MONTHLY BILLING JULY 2025	1,530.60
07/31/2025	SBGEN	13156	CHASE	CHASE CARD SERVICE	DEPARTMENT CHARGES	3,401.46
07/31/2025	SBGEN	13157	DUBUC	EDWARD DUBUC	RETIREE HEALTH REIMBURSEMENT JULY 2025	796.00
07/31/2025	SBGEN	13158	FAIRBANKSS	SCOTT FAIRBANKS	RETIREE HEALTH REIMBURSEMENT AUG 2025	1,554.53
07/31/2025	SBGEN	13159	FENTON SCH	FENTON AREA PUBLIC SCHOOLS	PEG/FACT REIMBURSEMENT 2024-2025	1,438.45
07/31/2025	SBGEN	13160	VERIZON	VERIZON WIRELESS-JP	DPW JET PACKS 6.24-7.23.25	120.03
07/31/2025	SBGEN	13161	VERIZPHONE	VERIZON WIRELESS	PHONE USAGE 6.24.25-73.23.25	1,282.49
07/31/2025	SBGEN	13162	WALDORF	WALDORF & SONS, INC.	WATERMAIN REPAIRS	6,705.00

SBGEN TOTALS:						
Total of 28 Checks:						609,817.45
Less 0 Void Checks:						0.00
Total of 28 Disbursements:						609,817.45

CITY TOTAL: \$609,817.45

GRAND TOTAL: \$617,014.09



132 E. Broad Street • Linden, MI 48451 • P.O. Box 507
Phone: (810) 735-7980 • Fax: (810) 735-4793

July 30, 2025

Linden City Council
132 E. Broad Street
Linden, MI 48451

RE: Keeping of Chickens – Chapter 90 of the Code of Ordinances

Dear Council Members:

City Council is evaluating potential amendments to City code regulations pertaining to the keeping of chickens. These regulations are found in Chapter 90 (Animals) of the Code of Ordinances. Based on discussions during the July 28th City Council Study Session, we are enclosing a revised draft of proposed amendments. This revised draft is dated July 30, 2025.

Below are our responses to specific questions that were raised during the Study Session:

- *Chicken coop/enclosure size.* Council questioned whether the minimum/maximum square footage range for chicken coop size could be expressed in cubic feet. In my experience, code/zoning language does not refer to cubic feet as a unit of measurement. Square footage and height are common measurements, but not cubic feet. To address your anticipated concern, we have revised the draft to state that any chicken coop must also comply with accessory building requirements, including size, placement, and height requirements.
- *Requirements from comparable communities.* To help inform the development of updated code language, you asked us to research and report on requirements from comparable communities, specifically related to the maximum number of chickens that are allowed. Here are our findings:
 - Fenton (Genesee Co.) – Maximum 3 chickens regardless of size of property
 - Chelsea (Washtenaw Co.) – Maximum 4 chickens regardless of size of property
 - Burton (Genesee Co.) – Minimum 0.5 acre property needed to keep any chickens, maximum of 6 chickens
 - Clawson (Oakland Co.) – Maximum 4 chickens regardless of size of property
 - Corunna (Shiawassee Co.) – Maximum 6 chickens regardless of size of property
 - Brooklyn (Jackson Co.) – Maximum 8 chickens regardless of size of property
 - Manchester (Washtenaw Co.) – Up to 5 chickens on any property less than 0.5 acres, up to 10 chickens on any property between 0.5 and 1 acre, and maximum of 15 chickens on any property larger than 1 acre

- *Tie maximum number of chickens to parcel size.* Council members suggested that the maximum number of chickens should be tied to the size of the parcel. As noted above, most of the comparable communities simply include a maximum number of chickens regardless of parcel size. However, some other communities have tied the number of chickens to parcel size. The revised draft includes proposes a maximum that is tied to parcel size.
- *Zoning permit requirement.* As requested by Council, the revised draft clearly indicates that a Zoning Permit will be required for the keeping of chickens. Council questioned whether an annual renewal and inspection can be required. No, a Zoning Permit is a one-time application. Please note that if there are any concerns and/or complaints received after chicken keeping is approved, the City enforcement officers have the authority to investigate and remedy violations.
- *Existing chicken keeping/coops.* Because this language is within Chapter 90 (Animals) and is not part of the City zoning ordinance, “grandfathering” of existing chicken keeping/coops does not apply. Once adopted, any existing operations would need to apply for a permit and come into compliance with the new requirements. This is the case for all of the City codes that are not part of the zoning ordinance. Establishing language that would somehow exempt existing operations from complying with some or all of the new requirements would be very complicated and difficult to enforce.

Please contact me at ayoung@wadetrim.com for further information.

Sincerely,



Adam Young, AICP, City Planner
City of Linden

PW\LDN6100\25D\Docs\Correspondence\20250730 CC Letter Chapter 90 Keeping of Chickens.docx

Enclosure: Potential Amendments Pertaining to the Keeping of Chickens, dated July 30, 2025

City of Linden, Michigan

Potential Amendments Pertaining to the Keeping of Chickens

Chapter 90 (Animals) of the City of Linden Code of Ordinances

July 30, 2025 2nd DRAFT

July 14, 2025 1st DRAFT

Key:

Text proposed to be added

~~Text proposed to be deleted~~

Changes from 1st Draft

CHAPTER 90: ANIMALS

Section

- 90.01 Definitions
- 90.02 Running at large prohibited
- 90.03 License required
- 90.04 Impounding animals and fowl
- 90.05 Vicious animals; yelping animals
- 90.06 Rabies; quarantine
- 90.07 Liability of owner for damages
- 90.08 Parental liability
- 90.09 Number of animals
- 90.10 Squirrels; wild birds; nests
- 90.11 Keeping of farm animals; fowl
- 90.12 Separation of yards and pens from dwellings
- 90.13 Sanitary requirements
- 90.14 Nuisance injunction
- 90.15 Cruelty to animals prohibited

Editor's Note:

Effective date of Ord. 131 is June 9, 1986.

§ 90.01 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

CAT. Any feline.

CITY. The City of Linden.

CITY COUNCIL. The City Council of Linden.

DOG. Any canine.

FARM ANIMALS AND FOWL. Any horse, cow, goat, rabbit, poultry, or other domesticated farm animal or bird.

LOT. A parcel of land occupied, or intended to be occupied, as a dwelling, together with accessory buildings and yard.

PERSON. Any person, firm, partnership, association, or corporation.

PREMISES. An area of private property, including grounds, buildings, and appurtenances. For purposes of interpretation and enforcement of this chapter, any common areas of condominium property shall not be considered the PREMISES or private property of a person residing in or having ownership in a condominium unit or units. Common areas include all portions of a condominium project other than the condominium units and the patio areas connected with the condominium units.

RUN AT LARGE. The presence of an animal or fowl at any place except upon the premises of the owner. Provided, however, an animal shall not be considered to be RUNNING AT LARGE if it is on a leash, or in a vehicle, and under the control of a person physically able to control it.

WILD ANIMAL AND BIRD. Any animal or bird of a kind not ordinarily subject to domestication.

(2011 Code, § 6.04.010) (Ord. 131, passed - -1986)

§ 90.02 RUNNING AT LARGE PROHIBITED.

No person owning, possessing, or harboring any animal or fowl shall permit the same to run at large.

(2011 Code, § 6.04.020) (Ord. 131, passed - -1986) Penalty, see § 10.99

§ 90.03 LICENSE REQUIRED.

It is unlawful for any person to own, maintain, keep, or harbor any animal within the corporate limits of the city without first obtaining a license therefor when the state requires that such animal be licensed.

(2011 Code, § 6.04.030) (Ord. 131, passed - -1986) Penalty, see § 10.99

§ 90.04 IMPOUNDING ANIMALS AND FOWL.

(A) Every police officer of the city is authorized to pick up, take into possession, and impound any animal or fowl running at large in the city.

(B) Upon such impounding, the Police Department shall immediately notify the owner, harborer, or custodian of said animal or bird. The Police Department and its officers are authorized to return the animal to its owner, harborer, or custodian or to deliver the animal to the County Animal Control Officer or other county officer with similar authority.

(C) When an animal is found running at large and its ownership is verified, the Police Department may, instead of impounding the animal, exercise the option of issuing the owner a written warning upon a first offense or a notice of violation of this chapter upon the second offense.

(2011 Code, § 6.04.040) (Ord. 131, passed - -1986)

§ 90.05 VICIOUS ANIMALS; YELPING ANIMALS.

(A) No person shall harbor or keep any animal which, by loud, frequent, or habitual barking, yelping, or howling, shall cause annoyance to the neighborhood and people passing to and fro on the streets.

(B) No person shall harbor or keep a wild animal or vicious animal or an animal that has been bitten by any animal known to have been afflicted with rabies, or which shall have bitten any person.

(2011 Code, § 6.04.050) (Ord. 131, passed - -1986) Penalty, see § 10.99

§ 90.06 RABIES; QUARANTINE.

Every person owning, keeping, or harboring any animal that has been attacked or bitten by any other animal known to be affected with or has symptoms of rabies, or which has bitten any person, or which has or is suspected to have contracted rabies, shall immediately notify the Chief of Police or the Health Officer, and upon the demand of either such officer, shall immediately produce or surrender such animal for observation while impounded for a period of ten days; provided, however, that in the discretion of either such officer, such animal may be quarantined for a like period of time on the premises of the owner or person who is keeping or harboring such animal. If at the end of such ten-day period such animal has not developed rabies, it shall be released from impounding or quarantine; if the animal has developed rabies within such period of time, it shall be destroyed.

(2011 Code, § 6.04.060) (Ord. 131, passed - -1986) Penalty, see § 10.99

§ 90.07 LIABILITY OF OWNER FOR DAMAGES.

Nothing in this chapter shall be construed as limiting the common law liability of the owner of an animal for damages committed by it.

(2011 Code, § 6.04.070) (Ord. 131, passed - -1986)

§ 90.08 PARENTAL LIABILITY.

The parent or guardian of any minor under the age of 18 years claiming ownership of any animal shall be deemed to be the owner of such animal and shall be charged with any violation of this chapter attributable to such animal.

(2011 Code, § 6.04.080) (Ord. 131, passed - -1986) Penalty, see § 10.99

§ 90.09 NUMBER OF ANIMALS.

Except as provided in § 90.11, no person who resides on a lot having less than 40,000 square feet in area or in an apartment, condominium, or other attached dwelling, shall possess, keep, or harbor more than three dogs and/or cats of the age of six months or over at said premises, except where a person has obtained a kennel license therefor from the state, or unless such person possessed said animals prior to the effective date of the ordinance codified in this chapter.

(2011 Code, § 6.04.090) (Ord. 131, passed - -1986) Penalty, see § 10.99

§ 90.10 SQUIRRELS; WILD BIRDS; NESTS.

(A) It is unlawful for any person to pursue, injure, capture, kill, or destroy or attempt to injure, capture, kill, or destroy any squirrel or wild bird within the city, except where hunting is permitted.

(B) It is unlawful for any person to rob, tear down, injure, or destroy the nest of any wild bird within the city.

(C) The provisions of this section shall not apply to English sparrows, starlings, or the nests thereof.

(2011 Code, § 6.04.100) (Ord. 131, passed - -1986) Penalty, see § 10.99

§ 90.11 KEEPING OF FARM ANIMALS; FOWL.

(A) Any person being owner of, in possession of, or in control of any horse, cow, goat, rabbit, poultry, or any other domesticated farm animal or bird shall provide and maintain a yard, pen, shelter, or building for such confinement of said animals and poultry and shall keep such within the confines of said yard, pen, shelter, or building. No yard, pen, shelter, or building shall be provided or maintained which does not humanely provide adequate space to animals or poultry so confined. Such enclosures shall provide not less than 1,500 square footage feet of ground for a horse, cow, or goat, and not less than 25 square footage feet but not more than 300 square feet for any number of rabbits or poultry. Any structure shall additionally comply with Chapter 154 (Zoning) requirements applicable to accessory buildings, including size, placement, and height requirements.

(B) The keeping of chickens shall comply with the following additional standards:

- (1) Chickens may only be kept by persons residing in a detached single-family structure for personal use only and not for any business or commercial use.
- (2) A maximum of three (3) chickens are permitted for personal use only and not for any business or commercial use on lots less than one acre in size. For each

additional whole acre of lot size, three (3) additional chickens are permitted, up to a maximum of twelve (12) total chickens on any single property.

- (3) The keeping of roosters is prohibited.
- (4) Slaughtering is prohibited.
- (5) A Zoning Permit shall be obtained from the city for the keeping of chickens. The permit application must be accompanied by a sketch plan indicating the location, design and height of the coop, along with any associated fencing, and all dimensions and the setbacks from the property lines.
- (6) Notwithstanding the issuance of a permit by the city, private restrictions on the use of property shall remain enforceable and take precedence over a permit. Private restrictions include but are not limited to deed restrictions, condominium master deed restrictions, neighborhood association by-laws, and covenant deeds. A permit issued to a person whose property is subject to private restrictions that prohibit the keeping of chickens is void. The interpretation and enforcement of the private restriction is the sole responsibility of the private parties involved.

(2011 Code, § 6.04.110) (Ord. 131, passed - -1986) Penalty, see § 10.99

§ 90.12 SEPARATION OF YARDS AND PENS FROM DWELLINGS.

All parts of any yard, pen, shelter, or building provided and maintained as provided in § 90.11 shall be not less than 200 feet from any building used for dwelling purposes, except such separation distance shall be not less than 50 feet for the keeping of chickens only.

(2011 Code, § 6.04.120) (Ord. 131, passed - -1986) Penalty, see § 10.99

§ 90.13 SANITARY REQUIREMENTS.

Any person being the owner of, in possession of, or having control of any animal or poultry shall keep the yard, pen, shelter, or building provided and maintained for the confinement of such animal or poultry, or used for the housing of such animal or poultry, clean, by removing from the premises all manure and waste matter from which odors may arise or may act as vermin harborage, at least once each day.

(2011 Code, § 6.04.130) (Ord. 131, passed - -1986) Penalty, see § 10.99

§ 90.14 NUISANCE INJUNCTION.

Any violation of this chapter is a nuisance. In addition to any other relief or penalties provided by this code, the City Attorney may apply to a court of competent jurisdiction, upon direction of the City Council, for an injunction to prohibit the continuation of any violation of this chapter. Such application for relief may include the seeking of a temporary restraining order, temporary injunction, or permanent injunction, as in the discretion of the court having jurisdiction.

(2011 Code, § 6.04.140) (Ord. 131, passed - -1986) Penalty, see § 10.99

§ 90.15 CRUELTY TO ANIMALS PROHIBITED.

No person shall cruelly whip, beat, maltreat, or in any manner torture any animal in the city, whether such animal is owned by himself, herself, or another.

(2011 Code, § 6.04.150) (Ord. 289, passed - -2004) Penalty, see § 10.99

CITY OF LINDEN

ORDINANCE NO. 421

**AN ORDINANCE AMENDING CHAPTER 90: ANIMALS OF THE CODIFIED ORDINANCES
OF THE CITY OF LINDEN PERTAINING TO THE KEEPING OF CHICKENS**

THE CITY OF LINDEN ORDAINS THAT:

**Section 90.11 KEEPING OF FARM ANIMALS; FOWL of the Codified Ordinances of the
City of Linden is hereby amended to read as follows:**

(A) Any person being owner of, in possession of, or in control of any horse, cow, goat, rabbit, poultry, or any other domesticated farm animal or bird shall provide and maintain a yard, pen, shelter, or building for such confinement of said animals and poultry and shall keep such within the confines of said yard, pen, shelter, or building. No yard, pen, shelter, or building shall be provided or maintained which does not humanely provide adequate space to animals or poultry so confined. Such enclosures shall provide not less than 1,500 square feet of ground for a horse, cow, or goat, and not less than 25 square feet but not more than 300 square feet for any number of rabbits or poultry. Any structure shall additionally comply with Chapter 154 (Zoning) requirements applicable to accessory buildings, including size, placement, and height requirements.

(B) The keeping of chickens shall comply with the following additional standards:

- (1) Chickens may only be kept by persons residing in a detached single-family structure for personal use only and not for any business or commercial use.
- (2) A maximum of three (3) chickens are permitted on lots less than one (1) acre in size. For each additional whole acre of lot size, three (3) additional chickens are permitted, up to a maximum twelve (12) total chickens on any single property.
- (3) The keeping of roosters is prohibited.
- (4) Slaughtering is prohibited.
- (5) A Zoning Permit shall be obtained from the city for the keeping of chickens. The permit application must be accompanied by a sketch plan indicating the location, design and height of the coop, along with any associated fencing, and all dimensions and the setbacks from the property lines.
- (6) Notwithstanding the issuance of a permit by the city, private restrictions on the use of property shall remain enforceable and take precedence over a permit. Private restrictions include but are not limited to deed restrictions, condominium master deed restrictions, neighborhood association by-laws, and covenant deeds. A permit issued to a person whose property is subject to private restrictions that prohibit the keeping of chickens is void. The interpretation and enforcement of the private restriction is the sole responsibility of the private parties involved.

Section 90.12 SEPARATION OF YARDS AND PENS FROM DWELLINGS of the Codified Ordinances of the City of Linden is hereby amended to read as follows:

All parts of any yard, pen, shelter, or building provided and maintained as provided in § 90.11 shall be not less than 200 feet from any building used for dwelling purposes, except such separation distance shall be not less than 50 feet for the keeping of chickens only.

Effective Date.

This Ordinance shall become effective ten (10) days following publication

At a meeting of the Linden City Council held on _____, 2025, adoption of the foregoing ordinance was moved by _____ and supported by _____.

Voting for: _____

Voting against: _____

The Mayor declared the ordinance adopted.

Kristyn Kanyak, City Clerk

Elizabeth Armstrong, Mayor

CERTIFICATION

The foregoing is a true copy of Ordinance No. _____ which was enacted by the Linden City Council at a regular meeting held on _____, 2025, and that said ordinance was ordered to be given publication in the manner required by law.

Kristyn Kanyak, City Clerk

Lindon Mill Addition & Renovation
Linden, Michigan
Preliminary Budget Summary
August 5, 2025



Description	Estimated Cost
Deployed Staffing	\$ 298,000
Construction Testing Allowance	20,000
Temporary Protections	50,000
Demolition & Removals	191,500
Earthwork & Site Utilities	199,500
Cofferdam, Turbidity Curtain & Ramp	275,000
Dewatering Allowance	70,000
Landscaping Restoration Allowance	6,000
Retaining Wall	25,000
Site Paving & Concrete	74,500
Foundations	615,500
Interior Concrete	55,000
Masonry	326,000
Masonry Restoration Allowance	72,000
Miscellaneous Steel	255,000
Roofing & Siding	144,500
Decking, Siding, Soffit & Fascia Restoration Allowance	35,000
Prefabricated Windows	76,000
Window Restoration Allowance	25,000
Doors, Frames & Hardware	40,000
Rough Carpentry, Drywall & Insulation	340,500
Project Requirements & General Trades	243,000
Restroom Accessories	4,500
Millwork Allowance	5,000
Interior & Exterior Painting	139,000
Common Area Floor Covering Allowance	20,000
Plumbing & HVAC	220,000
Electrical & Common Area Fire Alarm	220,000
Fire Protection	36,500
Conveyance Systems	161,500
Specialty Items	7,000
Weather Conditions & Utility Consumption	50,000
Payment & Performance Bond	47,000
Overhead & Insurance Reimbursement	239,000
Subtotal Cost:	4,586,500
Construction Manager Fee:	206,500
Construction Contingency:	200,000
Preliminary Total Construction Cost:	4,993,000
Owner Project Cost:	
Design, Engineering & Testing	329,500
IT & Access Control Allowance	30,000
Permit Allowance	25,000
Total Project Cost:	\$ 5,377,500
Additional Items Not Included Above:	
Build Out Allowance of the Basement, First & Third Floors	\$ 243,500
Furniture, Fixtures, Equipment & Appliances	
Builder's Risk or Special Insurance	

Lindon Mill Addition & Renovation
Linden, Michigan
Alternative Cost Breakdown
August 5, 2025



Description	Estimated Cost	
Structural Preservation:		
Deployed Staffing	\$	166,000
Temporary Protections		50,000
Construction Testing Allowance		20,000
Demolition & Removals		191,500
Earthwork & Site Utilities		199,500
Cofferdam, Turbidity Curtain & Ramp		275,000
Dewatering Allowance		70,000
Site Paving & Concrete		74,500
Foundation Reconstruction		469,500
Interior Concrete		55,000
Internal Masonry Stair		148,000
Masonry Restoration Allowance		72,000
Miscellaneous Steel		255,000
Project Requirements & General Trades		156,000
Rough Carpentry, Drywall & Insulation		340,500
Weather Conditions & Utility Consumption		50,000
Insurance & Overhead Reimbursement		143,500
Construction Manager Fee		123,500
Subtotal:		\$ 2,859,500
Historical Preservation:		
Deployed Staffing		33,000
Roofing & Siding		144,500
Decking, Siding, Soffit & Fascia Restoration Allowance		35,000
Prefabricated Windows		76,000
Window Restoration Allowance		25,000
Project Requirements & General Trades		38,000
Interior & Exterior Painting		139,000
Insurance & Overhead Reimbursement		28,000
Construction Manager Fee		24,000
Subtotal:		542,500
Accessibility & Code Upgrades:		
Deployed Staffing		66,000
Doors, Frames & Hardware		40,000
Restroom Accessories		4,500
Project Requirements & General Trades		13,000
Conveyance Systems		161,500
Electrical & Common Area Fire Alarm		220,000
Plumbing & HVAC		220,000
Insurance & Overhead Reimbursement		40,000
Construction Manager Fee		35,000
Subtotal:		800,000

Lindon Mill Addition & Renovation
Linden, Michigan
Alternative Cost Breakdown
August 5, 2025



Description	Estimated Cost
Project Build Out & Addition:	
Deployed Staffing	33,000
Landscaping Restoration Allowance	6,000
Retaining Wall	25,000
Building Concrete	146,000
Masonry	178,000
Millwork Allowance	5,000
Project Requirements & General Trades	36,000
Common Area Floor Covering Allowance	20,000
Fire Protection	36,500
Specialty Items	7,000
Insurance & Overhead Reimbursement	27,000
Construction Manager Fee	23,500
Subtotal:	<u>543,000</u>
Preliminary Subtotal Construction Cost:	4,745,000
Payment & Performance Bond:	47,000
Construction Contingency:	<u>200,000</u>
Preliminary Total Construction Cost:	4,992,000
Owner Project Cost:	
Design, Engineering & Testing	329,500
IT & Access Control Allowance	30,000
Permit Allowance	<u>25,000</u>
Preliminary Total Project Cost:	<u>\$ 5,376,500</u>
Additional Items Not Included Above:	
Build Out Allowance of the Basement, First & Third Floors	\$ 243,500
Furniture, Fixtures, Equipment & Appliances	
Builder's Risk or Special Insurance	

Happening In Linden
Presents

KARAOKE

at THE MILL POND



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JUNE 4, 18

JULY 2, 16, 30

AUGUST 13

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Community



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Classic Car

Cruise-in at the fish store

Thursdays | 5:00 pm - 8:00 pm

May 15th - Oct 30th (weather permitting)



- * Cruiser of the week trophy
- * Paved and grass parking
- * Door prizes
- * DJ
- Free family friendly event

Location:

Sunset Corals
109 N. Bridge St
Linden, MI 48451
greg@sunsetcorals.com

Sponsored By:



The Ice Cream Garage
Dort Financial Credit Union



Rachor Financial
Auto Value - Fenton



The Linden Hotel

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