



AGENDA

COMMITTEE OF THE WHOLE WORKSESSION

TUESDAY, FEBRUARY , 2023

5:30 PM

CITY HALL LARGE CONFERENCE ROOM #119

1. Planning Department:

- a. Recommend conditional approval of [King Pot Restaurant Special Land Use](#) and Site Plan.
- b. Recommend resolution for approval of Class C [liquor license for King Pot](#) Restaurant.
- c. 2023 [Community Development Block Grant](#) (CDBG) discussion.

PUBLIC COMMENT.

The City of Kentwood does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. The Human Resources Director, 4900 Breton Ave., SE has been designated to coordinate compliance with the non-discrimination requirements contained in Section 35.107 of the Department of Justice regulations. Information concerning the provisions of the American with Disabilities Act, and the rights provided thereunder, are available from the ADA coordinator.



February 7, 2023

TO: Kentwood City Commission
FROM: Lisa Golder, Economic Development Planner
RE: King Pot Liquor License

Attached please find information related to an application for a liquor license for King Pot Restaurant, located at 4176 28th Street SE. King Pot is applying for a Class C Liquor License, thereby allowing the restaurant to serve beer, wine, and spirits.

The King Pot menu is based on a Korean cooking method that is prepared with a simmering pot of soup stock at the dining table. While the hot pot is kept simmering, ingredients are placed into the pot and are cooked at the table. The restaurant is 8,804 square feet, with seating for 251 people. The hours of operation for the restaurant are daily 11:00a.m. to 3:00p.m. and 4:00p.m. to 11:00p.m.

The recommendation from the Administrative Review Committee is for conditional approval of the service of alcoholic beverages for on-premise consumption. The meeting minutes, staff report, and Findings of Fact from the Administrative Committee review are attached.

If the Commission is inclined to approve the liquor licenses, the following actions should be taken:

- Approve the Special Land Use and Site Plan for the service of alcoholic beverages based on the recommendation of the Administrative Review Committee.
- Approve the resolution allowing for the Class C liquor license

Please contact me if you have any questions.

KENTWOOD ADMINISTRATIVE COMMITTEE
FINDINGS OF FACT
JANUARY 24, 2023

Golder 1/24/23

PROJECT King Pot

APPLICATION: CC 2-2022

REQUEST: Special Land Use for an establishment serving alcoholic beverages for on-premise consumption

HEARING DATE: January 24, 2023

MOTION: Motion by Kasunic, with support from Litwin, to recommend to the City Commission conditional approval of the request by King Pot located at 4176 28th Street SE, for Special Land Use related to a Class C liquor license for an establishment serving alcoholic beverages for on-premise consumption as described in Case No. CC 2-2022. Approval is conditioned on Conditions 1-4 of Golder memo dated 1/24/23.

--Motion Carried--

- CONDITIONS:
1. Compliance with the Statement of Operations dated December 12, 2022 for the King Pot restaurant operation. The applicant shall provide additional information regarding procedures during special events, banquets, and meetings with respect to the service of alcoholic beverages.
 2. Applicant must obtain its Certificate of Occupancy and open the business. Applicant shall indicate its proposed hours of operation. Applicant must abide by the terms of its lease.
 3. Completion and review of a background check of the applicants to be completed by the Kentwood Police Department.
 4. Review and approval by the Kentwood City Attorney and city staff of a development agreement related to the Special Land Use approval.

BASIS:

1. The statement of operations submitted by King Pot describes the restaurant and food served but not its hours of operation, or whether the restaurant will lease the facility for special events, banquets, and meetings and how the service of alcohol will be addressed.
2. The tenant space for the proposed restaurant has not been completed yet due to increased cost and supply of building materials. The restaurant must open in order to receive the liquor license.
3. The development agreement will ensure that the Special Land Use is operated in accordance with representations made by the applicant and within the requirements of Kentwood City Ordinances.
4. The use is otherwise in compliance with Chapter 6 Article 2 Division 2 of the City of Kentwood Code of Ordinances.
5. The application meets the requirements of Section 15.02 and 15.04 II of the Zoning Ordinance.
6. Discussion at the public hearing.

KENTWOOD ADMINISTRATIVE COMMITTEE
FINDINGS OF FACT
January 24, 2023

Golder 1/24/23

PROJECT King Pot

APPLICATION: CC 2-2022

REQUEST: Site Plan Review for an establishment serving alcoholic beverages for on-premise consumption

HEARING DATE: January 23, 2023

MOTION: Motion by Kasunic with support from Litwin, to recommend to the City Commission conditional approval of the site plan dated March 17, 2022 for King Pot, located at 4176 28th Street SE. Recommendation is conditioned on Conditions 1-3 of Golder memo dated January 24, 2023.

--Motion Carried--:

CONDITIONS:

1. Compliance with the Statement of Operations dated December 12, 2022 for King Pot restaurant operation. The applicant shall provide additional information regarding procedures during special events, banquets, and meetings with respect to the service of alcohol.
2. Review and approval by the Kentwood City Attorney and city staff of a development agreement related to the Special Land Use approval.
3. Approval of the Special Land Use for an establishment serving alcoholic beverages for on-site consumption.

BASIS:

1. The statement of operations submitted by King Pot describes the restaurant and food served but does not address how the service of alcohol will be handled.

2. The development agreement will ensure that the service of alcohol is operated in accordance with representations made by the applicant and within the requirements of Kentwood City Ordinances.
3. The use is otherwise in compliance with Chapter 6 Article 2 Division 2 of the City of Kentwood Code of Ordinances.
4. The application meets the requirements of Section 14.05 of the Zoning Ordinance.
5. Discussion at the public hearing.

MINUTES OF THE
ADMINISTRATIVE REVIEW TEAM.

January 24, 2023
Conference Room # 119
4:00 P.M.

Review Team Present: Economic Development Planner Lisa Golder, Police Chief Bryan Litwin and City Clerk Dan Kasunic. Also present: owner Tsz Shing Chan

Golder opened the meeting and reviewed the staff report dated December 27, 2022.

PUBLIC HEARING FOR A CLASS C LIQUOR LICENSE FOR KING POT.

Chair Golder opened the public hearing and reviewed the application from King Pot by reviewing the request to change the operating hours proposed hours open until 11:00 p.m. Chair Golder noted King Pot meets the Land Use Standards.

Chair Golder opened the floor to the public, with no other persons present asked for a motion to close the public hearing.

Motion by Litwin, seconded by Kasunic to close the public hearing.

Motion Carried.

Police Chief Litwin questioned if he had any problems at the other restaurant he owns. He stated there were none.

Motion by Kasunic, seconded by Litwin, to recommend to the City Commission to approve the Special Land Use for a Class C Liquor License with Conditions 1-4 and Basis Points 1-6 including signing a Development Agreement reviewed by City Attorney.

Motion Carried.

Motion by Kasunic, seconded by Litwin, to recommend to the City Commission to approve the Site Plan for King Pot located at 4176-28th St., SE with Basis Points 1-5 and Conditions 1-3 based on staff report dated December 27, 2022.

Motion Carried.

Administrative Review Team
January 24, 2023.

The meeting was adjourned at 4:10 P.M.

Dan Kasunic
Secretary

Lisa Golder
Chair

STAFF REPORT: December 27, 2022
PREPARED FOR: Administrative Review Committee
PREPARED BY: Lisa Golder
CASE NO.: CC 2-22 King Pot

GENERAL INFORMATION

APPLICANT: Tsz Shang Chan
King Pot Korean BBQ and Hot Pot
4176 28th Street SE
Kentwood MI 49512

STATUS OF
APPLICANT: Owner and operator

REQUESTED ACTION: Applicant is requesting Special Land Use approval and Site Plan Review for the Service of Alcoholic Beverages for on-site consumption at a full service restaurant

EXISTING ZONING OF
SUBJECT PARCEL: C-2 Commercial

GENERAL LOCATION: 4176 28th Street SE

PARCEL SIZE: Restaurant is 8084 square feet

EXISTING LAND USE
ON THE PARCEL: Commercial

ADJACENT AREA
LAND USES: N: 28th Street ROW
S: 29th Street ROW
E: Beauty Supply (retail)
W: Disc Traders (retail)

ZONING ON ADJOINING
PARCELS: N, S, E,W: C-2 Commercial

Compatibility With Master Plan

The Master Plan recommends Commercial use for the overall site. The existing use is a restaurant, consistent with the Master Plan.

Staff Report

Case No. CC #2-22 King Pot Restaurant

Page 2

Relevant Zoning Ordinance Sections

Chapter 15 lists Special Land Use Standards. Section 15.03 II sets specific standards for the Service of Alcoholic Beverages.

Project Description:

The applicant is operating within an existing location in an existing strip center and would like to begin serving alcohol by the glass. The total square footage of the restaurant is 8,084 square feet, with a dining room/bar seating for 251 people. Hours of operation will be 11:00AM-3:00PM and 4:00PM-11:00PM.

Staff Review

Special Land Use

1. The applicant wishes to obtain a Class C liquor license to sell alcoholic beverages for on-site consumption at the King Pot Restaurant. The Administrative Committee must review the following standards with respect to the proposed restaurant:

A. Be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance, with the existing or intended character of the general vicinity and that a use will not change the essential character of the area in which it is proposed.

The use is a Korean barbeque restaurant in which customers create their own pot and choose the ingredients they will eat. The menu is based on a Korean cooking method, prepared with a simmering pot of soup stock at the dining table, containing various Asian foodstuffs and ingredients. While the hot pot is kept simmering, ingredients are placed into the pot and are cooked at the table, similar to fondue, or to the Melting Pot Restaurant. Similar restaurants are also known as K Pop. The applicant would like to serve alcohol by the glass for on-premise consumption, and have received a recommendation from the Kentwood EDC for a quota license.

B. Be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal, water and sewage facilities or schools.

The proposed use is served adequately by public facilities.

C. Not create excessive additional requirements at public cost for public facilities and services.

The use would not require additional public facilities or services.

D. Not involve uses, activities, processes, materials, and equipment or conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, electrical or electromagnetic interference or odors.

The use is a restaurant; consistent with other restaurants in the area.

E. Be compatible and in accordance with the goals, objectives and policies of the Master Plan and promote the Intent and Purpose of the zoning district in which it is proposed to locate.

The use is consistent with the Master Plan.

F. Be subject to stipulations by the Planning Commission of additional conditions and safeguards deemed necessary for the general welfare, for the protection of individual property rights, and for insuring that the intent and objectives of this Ordinance will be observed. The breach of any condition, safeguard, or requirement shall automatically invalidate the granting of the Special Land Use.

G. Comply with all applicable licensing ordinances.

2. The applicant must also comply with the Special Land Use Standards of Section 15.04II of the Zoning Ordinance, as follows:

15.04 II 1. Any new establishment seeking a license for the sale or consumption of beer, wine, or alcoholic beverages on-premises shall require special land use approval and site plan review in accordance with this section.

15.04 II. 2. Applicant shall provide a copy of any licensing materials submitted to the Liquor Control Commission.

Applicant has not submitted their application to the Liquor Control Commission yet.

15.04 II 3. Applicant shall provide a site plan illustrating the proposed location where the alcohol sales would occur, as well as all other locations where on-premises sales presently exist within a one thousand-foot radius of the closest lot lines of the subject site.

Liquor licenses issued to restaurants within 1,000 feet of the Fujiya Restaurant, as follows:

- **Buddy's Pizza, 4061 28th Street**
- **Coopers Hawk, 4515 28th Street**
- **Fujiya Restaurant, 4605 28th Street**

There also liquor licenses issued to hotels located at:

- **4741 28th Street**
- **4495 28th Street**
- **4443 28th Street**
- **4747 28th Street**

15.04 II. 4 The proposed establishment must promote the city's economic development goals and objectives, and must be consistent with the city's master plan and zoning ordinance.

The city's economic goals include improving the business climate for businesses. The success of local restaurants is consistent with that goal.

15.04 II 5 Given the character, location, development trends and other aspects of the area in which the proposed use or change in use is requested, the applicant shall demonstrate that the use will: rejuvenate an underutilized property or an identifiable area within the city; or provide a unique business model, service, product, or function; or add to the diversity of the to the city or to an identifiable area within the city; or that the addition of the use or proposed change in use will be otherwise a benefit or asset to the city or identifiable area.

The commercial center in which the restaurant is located has had vacant tenant spaces at times.

15.04 II 6 The applicant must demonstrate that the use or change in use as constructed and operated is compatible with the area in which it will be located, and will not have appreciable negative secondary effects on the area, such as:

- (a) Vehicular and pedestrian traffic, particularly during late night or early morning hours that might disturb area residents.
- (b) Noise, odors, or lights that emanate beyond the site's boundaries onto property in the area on which there are residential dwellings.
- (c) Excessive numbers of persons gathering outside the establishment.
- (d) Peak hours of use that add to congestion or other negative effects in the neighborhood
- (e) Fighting, brawling, outside urination, or other behavior that can accompany intoxication.

Site Plan Review

3. The proposed King Pot Restaurant use is a Korean barbeque restaurant in which customers create their own pot and choose the ingredients they will eat. The menu is based on a Korean cooking method, prepared with a simmering pot of soup stock at the dining table, containing various Asian foodstuffs and ingredients. Restaurants are permitted by right within the C-2 Commercial district. There are very few residences in the immediate area.
4. The applicant shall indicate whether the restaurant will cater to special events, banquets, and meetings within the building. The applicant shall provide a statement regarding whether the entire facility can be rented, how the service of alcohol will be provided, and how the restaurant will retain control of the service of alcohol for these events.
5. The applicant shall indicate its policies regarding the training of employees for the service of alcoholic beverages. (TAM/TIP training)

Staff Report

Case No. CC #2-22 King Pot Restaurant

Page 5

Attributes:

- Restaurant within existing strip mall—former use another restaurant
- Korean barbeque use is unique to the area.

Issues:

- Additional information needed regarding meetings and special events at the location, policy regarding rental of the property and training of employees to serve alcoholic beverages

Tsz Shing Chan
4629 Canterwood Ct NE
Ada, MI 49301

Lisa M. Golder
Economic Development Planner
City of Kentwood

Dear Ms. Golder,

The King Pot Restaurant we are about to open is not a buffet.

It is a unique, hands-on all-you-can-eat dining experience that merges traditional Asian hot pot with Korean BBQ flavors – but modernized with a full bar and nightlife-like atmosphere.

It will be a fine Oriental dine in restaurant where the patrons create their own pot and choose the ingredients they will eat.

They can have BBQ Pork, BBQ Beef, Seafood and a variety of vegetables to choose from. This is based on an Asian cooking method, prepared with a simmering pot of soup stock at the dining table, containing a variety of Asian foodstuffs and ingredients.

While the hot pot is kept simmering, ingredients are placed into the pot and are cooked at the table, in a manner similar to fondue.

Typical hot pot dishes include thinly sliced meat, leaf vegetables, mushrooms, wontons, egg dumplings, tofu and seafood.

The same style restaurants known as K Pop have very successful locations in different states like New Jersey and Pennsylvania and offer beer along with mixed alcoholic beverages.

This restaurant style is so successful that plans are now in place for opening several locations in other states including one in Novi Michigan.

Please let me know if you have further questions.

Sincerely,



Tsz Shing Chan

Dec 12, 2022

KING POT

(INTERIOR RENOVATION TO EXISTING RESTAURANT)

4176 28TH ST SE,
GRAND RAPIDS, MI 49512



LOCATION MAP

SCALE N.T.S.

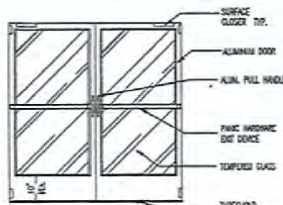
KING POT

DOOR SCHEDULE

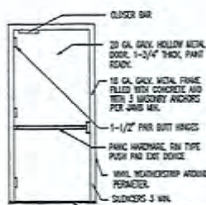
MARK	TYPE	SIZE	MATERIAL	FRAME	FINISH	RATING	REMARKS
1	FRONT/MAIN EXT	(1) 2'-0" x 7'-0" x 1 3/4"	EXISTING ALUMINUM & TINTED GLASS	ALUM	CLEAR	---	PUSH BAR EXT DEVICE (PANIC HANGERS)
2	VEHICULAR	(2) 2'-0" x 6'-0" x 1 3/4"	NEW ALUMINUM & TINTED GLASS	ALUM	CLEAR	---	PUSH BAR EXT DEVICE (PANIC HANGERS)
3	OTHER FRONT EXT	(2) 2'-0" x 7'-0" x 1 3/4"	EXISTING ALUMINUM & TINTED GLASS	ALUM	CLEAR	---	PUSH BAR EXT DEVICE (PANIC HANGERS)
4	KITCHEN EXT	(2) 2'-0" x 7'-0" x 1 3/4"	EXISTING HOLLOW METAL	METAL	PANIC	---	PUSH BAR EXT DEVICE (PANIC HANGERS)
5	REAR EXT	(2) 2'-0" x 7'-0" x 1 3/4"	EXISTING HOLLOW METAL	METAL	PANIC	---	PUSH BAR EXT DEVICE (PANIC HANGERS)
6	TOILET	(2) 2'-0" x 6'-0" x 1 3/4"	EXISTING HOLLOW CORE WOOD	WOOD	PANIC	---	ADA COMPLIANT "VEE" & "WOMAN" SIGN MOUNTING HEIGHT 48" AFF
7	OFFICE & STORAGE	(2) 2'-0" x 6'-0" x 1 3/4"	NEW HOLLOW CORE WOOD	WOOD	PANIC	---	
8	KITCHEN & UTILITY ROOM	(2) 2'-0" x 6'-0" x 1 3/4"	EXISTING HOLLOW CORE WOOD	WOOD	PANIC	---	
9	WALK-IN UNITS	(2) 2'-0" x 6'-0" x 1 3/4"	EXISTING ALUMINUM	---	CLEAR	---	

DOOR NOTES:

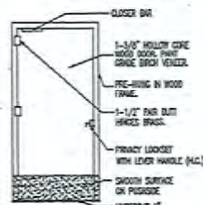
- LATCH SIZE CLEARANCES AT ALL DOORINGS SHALL BE IN ACCORDANCE WITH ICC/ANSI A117.1-2009, SECTION 404.2.3.1.
- ALL EXITS TO BE LABELED.
- INTERIOR DOORS TO BE LABELED AS INTENDED USE.
- ALL EXIT DOORS SHALL BE PROVIDED WITH PANIC HANGERS.
- THE OPERATING DEVICE ON ALL DOORS SHALL BE CAPABLE OF OPERATION WITH ONE HAND AND SHALL NOT REQUIRE TIGHT GRIPPING, TIGHT PULLING OR TWISTING OF THE WRIST TO OPERATE.
- THE INTERIOR HINGED DOORS SHALL BE 5/8 POUNDS (22.2 N) MAXIMUM PER ICC A117.1-2009, SECTION 404.2.3.2.
- ALL DOORS TO BE LEVER TYPE WITH DOOR CLOSERS AND 1/2" THRESHOLDS.
- LATCHES SHALL BE PROVIDED AT EVERY REQUIRED EXIT 48" ABOVE OR BELOW GRADE AND THEY SHALL BE A MINIMUM OF 36 INCHES IN WIDTH AND 44 INCHES LONG IN THE DIRECTION OF TRAVEL.
- ALL EXTERIOR DOORS SHALL BE SELF-CLOSING AND NOODER-PROOF.



DOOR TYPE 1



DOOR TYPE 2



DOOR TYPE 3

PROJECT DATA

- TOTAL SQUARE FOOTAGE: 8,000 ± SQ. FT.
- CONSTRUCTION TYPE: I-B
- USE/OCCUPANCY CLASSIFICATION (202) A-1 ASSEMBLY
- STORY: 1
- FIRE SPRINKLER SYSTEM: YES
(THIS BUILDING IS EQUIPPED WITH AUTOMATIC FIRE SUPPRESSION SYSTEM. THE SPRINKLER CONTRACTOR SHALL SUBMIT SHOP DRAWINGS FOR PERMIT AND APPROVAL.)
- BUILDING OCCUPANCY FOR PER MFC SECTION 1004.1.2 REQUIREMENTS
BUILDING OCCUPANCY CALCULATING FOR LIFE SAFETY

SPACE DESCRIPTION	SEATING TYPE	AREA	AREA PER OCCUPANT	QUANTITY	CALCULATED OCCUPANT LOAD	ACTUAL SEATS PROVIDED
HOT POT DINING AREA-1	BOOTH	65	16	24	14	20
	BOOTH	76	16	24	12	20
	UNDERSTAIRS (PARK & CHAIR)	318	15	N/A	21	20
HOT POT DINING AREA-2	BOOTH	65	16	24	14	20
	BOOTH	76	16	24	12	20
	UNDERSTAIRS (PARK & CHAIR)	320	15	N/A	21	20
HOT POT DINING AREA-3	BOOTH	76	16	24	12	20
	BOOTH	76	16	24	12	20
	UNDERSTAIRS (PARK & CHAIR)	320	15	N/A	21	20
COCKTAIL BAR	COUNTER	325	16	24	1	15
TOTAL					224	224
WAITING AREA		115	15	N/A	8	0
KITCHEN & SERVICE AREA		1824	15	200	N/A	0
BAR AREA		124	15	200	N/A	1
STORAGE AREA		156	15	200	N/A	1
TOTAL					224	0

- PLUMBING REQUIREMENTS (PER MFC SECTION 404.1):
TOTAL OCCUPANCY LOAD FOR THIS CALCULATION SHALL BE 274 (137 MALE) (137 FEMALE)

	MALES		FEMALES	
	MALE	FEMALE	MALE	FEMALE
REQUIRED	2	2	2	2
PROVIDED	2	2	2	2

CODE CLASSIFICATION

- BUILDING CODES:
 - 2015 MINNESOTA BUILDING CODE FOR EXISTING BUILDINGS (MBC)
 - 2015 MINNESOTA BUILDING CODE (MBC)
 - 2015 MINNESOTA ELECTRICAL CODE (MEC)
 - 2015 MINNESOTA PLUMBING CODE (MPC)
 - 2017 NATIONAL ELECTRICAL CODE (NEC) WITH MINNESOTA PART 8 CHANGES
 - 2018 INTERNATIONAL FIRE CODE (IFC)
 - 2009 ACCESSIBILITY AND USABLE BUILDINGS AND FACILITIES (ICC A117.1-2009 PER 2015 MBC)
 - 2015 MINNESOTA ENERGY CODE (MEC)

GENERAL NOTE

- THE CONTRACTOR SHALL FIELD VERIFY ALL CONDITIONS AND PROCEEDINGS PRIOR TO ANY WORK AND SHALL BE RESPONSIBLE FOR ALL WORK AND MATERIALS INCLUDING BUT NOT LIMITED TO SUBCONTRACTORS.
- WHENEVER THE PREVIOUS ONE'S DRAWINGS DO NOT SHOW ANYTHING TO BE DONE, THE OTHER SHALL BE NOTIFIED IF ANY DISCREPANCY OCCURS PRIOR TO CONTINUING WITH WORK.
- ALL CONSTRUCTION SHALL COMPLY WITH THE APPLICABLE BUILDING CODES AND LOCAL RESTRICTIONS.
- IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO LOCATE ALL EXISTING MECHANICAL AND ELECTRICAL SERVICES AND DISPOSITION SYSTEMS MATCHED SHOWN ON NOT, AND TO PROTECT THEM FROM DAMAGE. THE CONTRACTOR SHALL BEAR ALL EXPENSE OR REPAIR OR REPLACEMENT OF UTILITIES OR OTHER PROPERTY DAMAGED BY OVERSIGHT IN CONNECTION WITH THE PERFORMANCE OF THE WORK.
- ALL WORK SHALL BE ACCOMPANIED WITH QUALITY WORKMANSHIP OF THE HIGHEST INDUSTRY STANDARDS. ALL MATERIALS SHALL BE INSTALLED IN STRICT ACCORDANCE WITH THE MANUFACTURER'S INSTRUCTIONS AND RECOMMENDATIONS. MATERIALS AND METHODS SHALL CONFORM TO THE APPROPRIATE MINNESOTA TRADE CODES, I.E. TILE COUNCIL OF AMERICA, HANDBOOK FOR CERAMIC TILE INSTALLATION ARCHITECTURAL, MECHANICAL, PLUMBING, "QUALITY STANDARDS" ETC.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR JOB SAFETY, AND SHALL TAKE ALL NECESSARY PRECAUTIONS TO ENSURE SAFETY OF PERSONS AND OCCUPANTS AT ALL TIMES.
- ALL ELECTRICAL, MECHANICAL, AND PLUMBING WORK SHALL CONFORM TO STATE AND LOCAL REQUIREMENTS.
- REQUIRED WORK SHALL NOT OBSTRUCT, OR CAUSE TO BE IMPEDIMENT, EXISTING FIRE PROTECTION SYSTEMS. MODIFICATION TO FIRE PROTECTION SYSTEMS SHALL BE PERFORMED BY A FIRE PROTECTION CONTRACTOR, WHO SHALL OBTAIN A PERMIT FROM THE CITY OF GRAND RAPIDS PRIOR TO WORK.
- DESTRUCTIVE MATERIALS, DRAPES, HANGINGS, ETC., SHALL BE HIGH FLAMMABLE OR FLAME-PROOF PER STATE FIRE MARSHAL REQUIREMENTS.
- MINIMUM FLOOR SPREAD CLASSIFICATION OF INTERIOR FINISH SHALL CONFORM TO THE BUILDING CODE AND LOCAL COVERING TRADING CODES/ORDINANCES.

HEALTH DEPARTMENT NOTES

- FURNISH HOT WATER TO ALL REQUIRED BUILDING HOT WATER, CLOSET, WASH SINKS, AND WASH SINKS. HOT WATER SHALL BE SUPPLIED WITH AT LEAST 100 PSI WATER THROUGH A WATER VALVE OR CONNECTION FAUCET.
- PROVIDE SHAM AND SHAMMY TOWELS AT HAND WASHING SINKS. IN FOOD PREPARATION AND UTILITY, WASHING SINKS, SOAP AND HAND DRYING DEVICE SHALL BE USED IN THE TOILET ROOM.
- COUNTER-MOUNTED EQUIPMENT ON A HIGH LEGS, SEALED TO COUNTER, OR PORTABLE.
- FLOOR-MOUNTED EQUIPMENT ON A HIGH LEGS, ON OUTSIDE, OR SEALED TO THE FLOOR.
- EQUIPMENT NOT COUNTER OR NOT PORTABLE SHALL BE SEALED TO THE WALL AND/OR JAMING EQUIPMENT, OR SEALED TO EXISTING CLOSING.

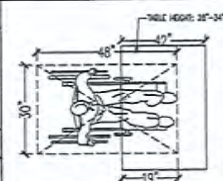
DEFERRED SUBMITTAL

- SPRINKLER SYSTEM: SPRINKLER CONTRACTOR SHALL SUBMIT SPRINKLER SHOP DRAWING FOR APPROVAL AND PERMIT.
- 1000 FIRE SUPPRESSION: 1000 FIRE SUPPRESSION CONTRACTOR SHALL SUBMIT FIRE ALARM SHOP DRAWING FOR APPROVAL AND PERMIT.

FINISH NOTES

- CLASS A: FLOOR SPREAD 0-25, SMOKE DEVELOPE 0-450
- CLASS B: FLOOR SPREAD 26-75, SMOKE DEVELOPE 0-450
- CLASS C: FLOOR SPREAD 76-200, SMOKE DEVELOPE 0-450

- INTERIOR FINISH SHALL COMPLY WITH MFC 2013.2, 2013.3, 2013.4, 2013.5, 2013.6, 2013.7, 2013.8, 2013.9, 2013.10, 2013.11, 2013.12, 2013.13, 2013.14, 2013.15, 2013.16, 2013.17, 2013.18, 2013.19, 2013.20, 2013.21, 2013.22, 2013.23, 2013.24, 2013.25, 2013.26, 2013.27, 2013.28, 2013.29, 2013.30, 2013.31, 2013.32, 2013.33, 2013.34, 2013.35, 2013.36, 2013.37, 2013.38, 2013.39, 2013.40, 2013.41, 2013.42, 2013.43, 2013.44, 2013.45, 2013.46, 2013.47, 2013.48, 2013.49, 2013.50, 2013.51, 2013.52, 2013.53, 2013.54, 2013.55, 2013.56, 2013.57, 2013.58, 2013.59, 2013.60, 2013.61, 2013.62, 2013.63, 2013.64, 2013.65, 2013.66, 2013.67, 2013.68, 2013.69, 2013.70, 2013.71, 2013.72, 2013.73, 2013.74, 2013.75, 2013.76, 2013.77, 2013.78, 2013.79, 2013.80, 2013.81, 2013.82, 2013.83, 2013.84, 2013.85, 2013.86, 2013.87, 2013.88, 2013.89, 2013.90, 2013.91, 2013.92, 2013.93, 2013.94, 2013.95, 2013.96, 2013.97, 2013.98, 2013.99, 2013.100.
- INTERIOR WALL AND CEILING FINISH: (SPRINKLER)
 - EXIT ENCLOSURES AND EXIT PASSAGEWAYS: CLASS B
 - ROOMS AND ENCLOSED SPACES: CLASS C
- INTERIOR FLOOR FINISH IN VESTIBULE, EXIT PASSAGEWAYS AND EXIT ACCESS CORRIDORS SHALL NOT BE LESS THAN CLASS A.
- ALL DESTRUCTIVE MATERIALS DISPOSED FROM WALLS OR CEILINGS SHALL MEET MFC 2013.4 AND 2013.5.



NOTE:

MINIMUM ACCESSIBLE SEATING
52 OF TOTAL SEATING CAPACITY
TOTAL SEATING 257 ± 25 ± 15.5 ± 15.5
1) HANGING A/C SEATS PROVIDED

MIN. CLEARANCE FOR SEATING AND TABLES

INTERIOR FINISH SCHEDULE

AREA	FLOOR COVERING	FLOOR	CEILING	WALL
VEHICULAR	CERAMIC TILE	CERAMIC TILE	EXISTING 2X2 LAY-IN ACoustical, CEILING, COMMERCIAL GRADE.	CEILING FIRECODE PAINTED W/2-COATS OF EPOXY PAINT.
HOT POT DINING AREA	CERAMIC TILE	CERAMIC TILE	EXISTING 2X2 LAY-IN ACoustical, CEILING, COMMERCIAL GRADE.	CEILING FIRECODE PAINTED W/2-COATS OF EPOXY PAINT.
COCKTAIL BAR	CERAMIC TILE	CERAMIC TILE	EXISTING 2X2 LAY-IN ACoustical, CEILING, COMMERCIAL GRADE.	CEILING FIRECODE PAINTED W/2-COATS OF EPOXY PAINT.
RESTROOM AREA	CERAMIC TILE	CERAMIC TILE	EXISTING 2X2 LAY-IN ACoustical, CEILING, COMMERCIAL GRADE.	CEILING FIRECODE PAINTED W/2-COATS OF EPOXY PAINT.
KITCHEN AREA	CERAMIC TILE	CERAMIC TILE	EXISTING 2X2 LAY-IN ACoustical, CEILING, COMMERCIAL GRADE.	CEILING FIRECODE PAINTED W/2-COATS OF EPOXY PAINT.
SERVICE AREA & BAR/STORAGE	CERAMIC TILE	CERAMIC TILE	EXISTING 2X2 LAY-IN ACoustical, CEILING, COMMERCIAL GRADE.	CEILING FIRECODE PAINTED W/2-COATS OF EPOXY PAINT.
NEW OFFICE & STORAGE	CERAMIC TILE	CERAMIC TILE	EXISTING 2X2 LAY-IN ACoustical, CEILING, COMMERCIAL GRADE.	CEILING FIRECODE PAINTED W/2-COATS OF EPOXY PAINT.
WALK-IN UNITS	FLOOR COVERING: EXISTING QUARTZ TILE			WALLS PRE-FABRICATED INSULATED

NOTE:

- ALL FINISHED SURFACES SHALL BE SMOOTH, EVENLY CLEANABLE AND NON-ABRASIVE. ALL DAMAGE CAUSED OR DISCOVERED IN THE PROCESS OF THE CONSTRUCTION PHASE OF THE PROJECT SHALL BE PROPERLY RETROFIED IN AN APPROPRIATE MANNER. ALL SURFACE FINISHES, GRADES AND COATINGS ARE TO BE SEVEN TO EIGHTY VERNAL HANGERS.
- ALL PLUMBING, PEEL, ELECTRONIC, COORDINATED, GAS LINES, ETC. SHALL BE KEPT WITHIN THE WALL CHASES, ABOVE THE CEILING OR UNDER THE FLOOR. IF THE GAS LINE MUST BE RUN OUTSIDE OF THE WALLS, THEN A CLEANABLE SHUTTER MUST BE USED THAT WILL BRING THE PIPE AT LEAST 1" OF THE WALL AND AT LEAST 12" OFF THE FLOOR.
- UTILITY LINES SHOULD BE SHOWN OUT OF THE WALLS, FLOORS OR CEILINGS AT EACH POINT OF EQUIPMENT SERVICE.

SHEET INDEX

ARCHITECTURE	TITLE SHEET, DOOR SCHEDULE, INTERIOR FINISH SCHEDULE.
1-1	LIFE SAFETY PLAN.
1-2	EXISTING FLOOR PLAN.
1-3	PROPOSED FLOOR PLAN.
1-4	WALL DETAIL, EQUIPMENT SCHEDULE & BARRIER FREE DETAIL.
ELECTRICAL	
E-1	ELECTRICAL FLOOR PLAN.
E-2	ELECTRICAL RISER DIAGRAM, ELECTRICAL SYMBOLS LEGEND & NOTES.
E-3	ELECTRICAL PANEL SCHEDULE & LOAD CALCULATION.
MECHANICAL	
M-1	PROPOSED MECHANICAL PLAN.
M-2	COOKING LINE DETAIL, AIR BALANCE SCHEDULE & HVAC SCHEDULE.
M-3	COOL AIR SPEC.
M-4	COOL AIR SPEC.
M-5	COOL AIR SPEC.
M-6	COOL AIR SPEC.
PLUMBING	
P-1	PARTIAL PLUMBING FLOOR PLAN & DETAILS.
P-2	PARTIAL PLUMBING & WATER & GAS RISER DIAGRAM.



FRANK D. MILETO A.I.A.
11210 E. BROADWAY, SUITE 100, GRAND RAPIDS, MI 49508
TELEPHONE: 616-221-1111
FAX: 616-221-1112
E-MAIL: FRANK@FRANKMILETO.COM
ARCHITECT/PROFESSIONAL SEALER



L&L ASSOCIATES CONSULTING, INC.
27741 FARMINGTON AVE., SUITE 100, GRAND RAPIDS, MI 49508
TELEPHONE: 616-221-1111
FAX: 616-221-1112
E-MAIL: L&L@L&LASSOCIATES.COM
ENGINEER/PROFESSIONAL SEALER

KING POT
(INTERIOR RENOVATION TO EXISTING RESTAURANT)
4176 28TH ST SE,
GRAND RAPIDS, MI 49512

REVISED:

DATE: 03/17/2022

SCALE: AS SHOWN

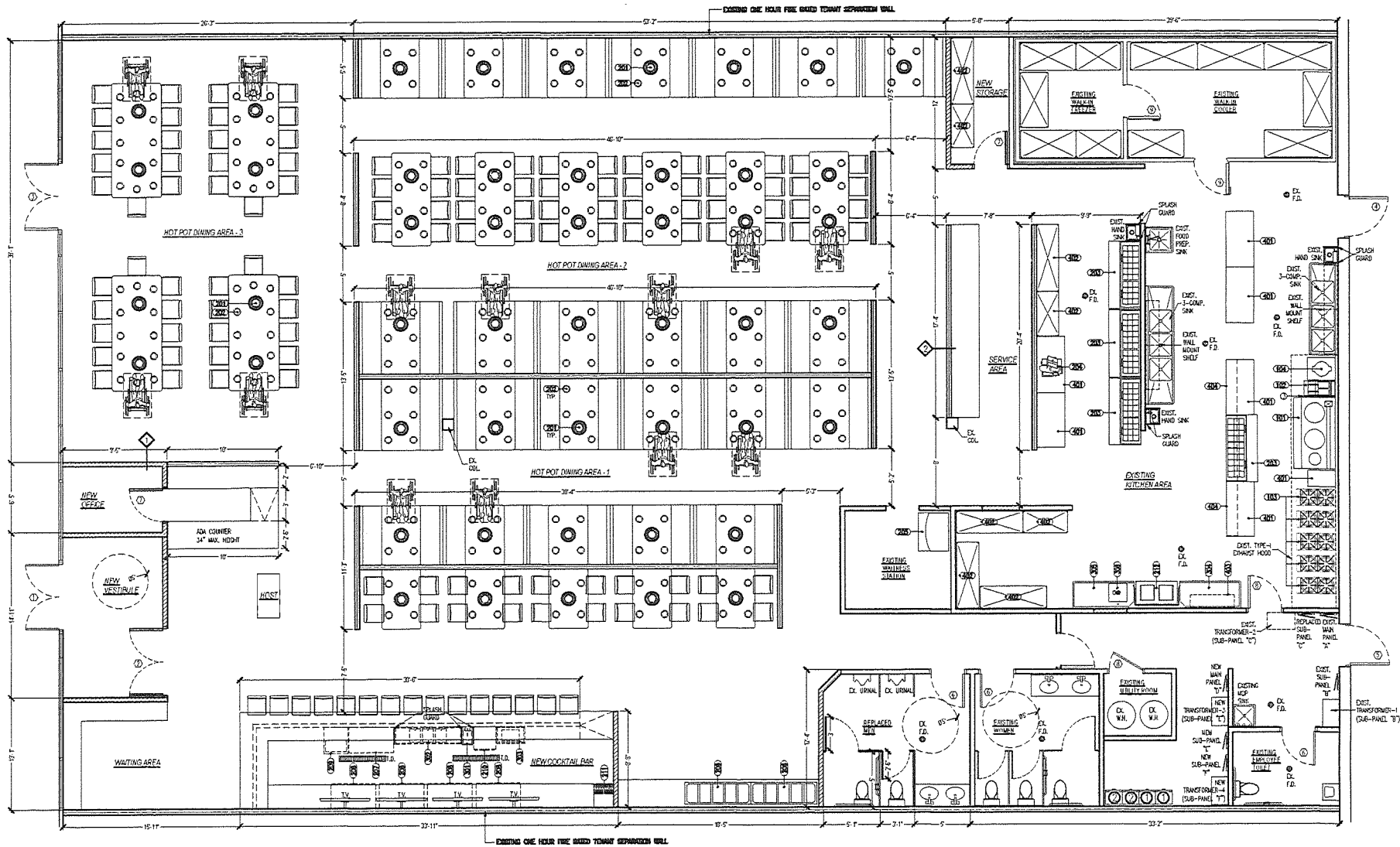
DRAWING: H.M.

JOB NO. 021-044

T-1

SYMBOL LEGEND

- | | | | | | |
|--|---|--|--|--|--------------|
| | WALL TYPE (REFER TO SHEET A-3 FOR WALL DETAIL) | | CABINET FOR THE STORAGE OF DETERGENTS AND CLEANING COMPOUNDS USED IN THE DAILY OPERATION | | FLOOR DRAIN |
| | EQUIPMENT TAG (REFER TO SHEET A-3 FOR EQUIPMENT SCHEDULE) | | CABINET FOR EMPLOYEE'S BELONGINGS | | TRENCH DRAIN |
| | DOOR TAG (REFER TO SHEET T-1 FOR DOOR SCHEDULE) | | STAINLESS STEEL SEPARATOR EXTENDING 14\"/> | | |



FRANK D. MILETO A.I.A.

REGISTERED PROFESSIONAL ENGINEER
LICENSE NO. 9777
STATE OF MICHIGAN
1400 WEST WALKER AVE., SUITE 100
ANN ARBOR, MI 48106-1500
TEL: 734.769.1111 FAX: 734.769.1112
WWW.FRANKMILETO.COM



FOOD SERVICE CONSULTANT
LAW & ASSOCIATES CONSULTING, INC.
11 EAST BROADWAY, 11TH FLOOR
NEW YORK, NY 10004
TEL: 212.333.3333 FAX: 212.333.3335
WWW.LAWANDASSOCIATES.COM

KING POT
(INTERIOR RENOVATION TO EXISTING RESTAURANT)
4176 28TH ST SE.,
GRAND RAPIDS, MI 49512

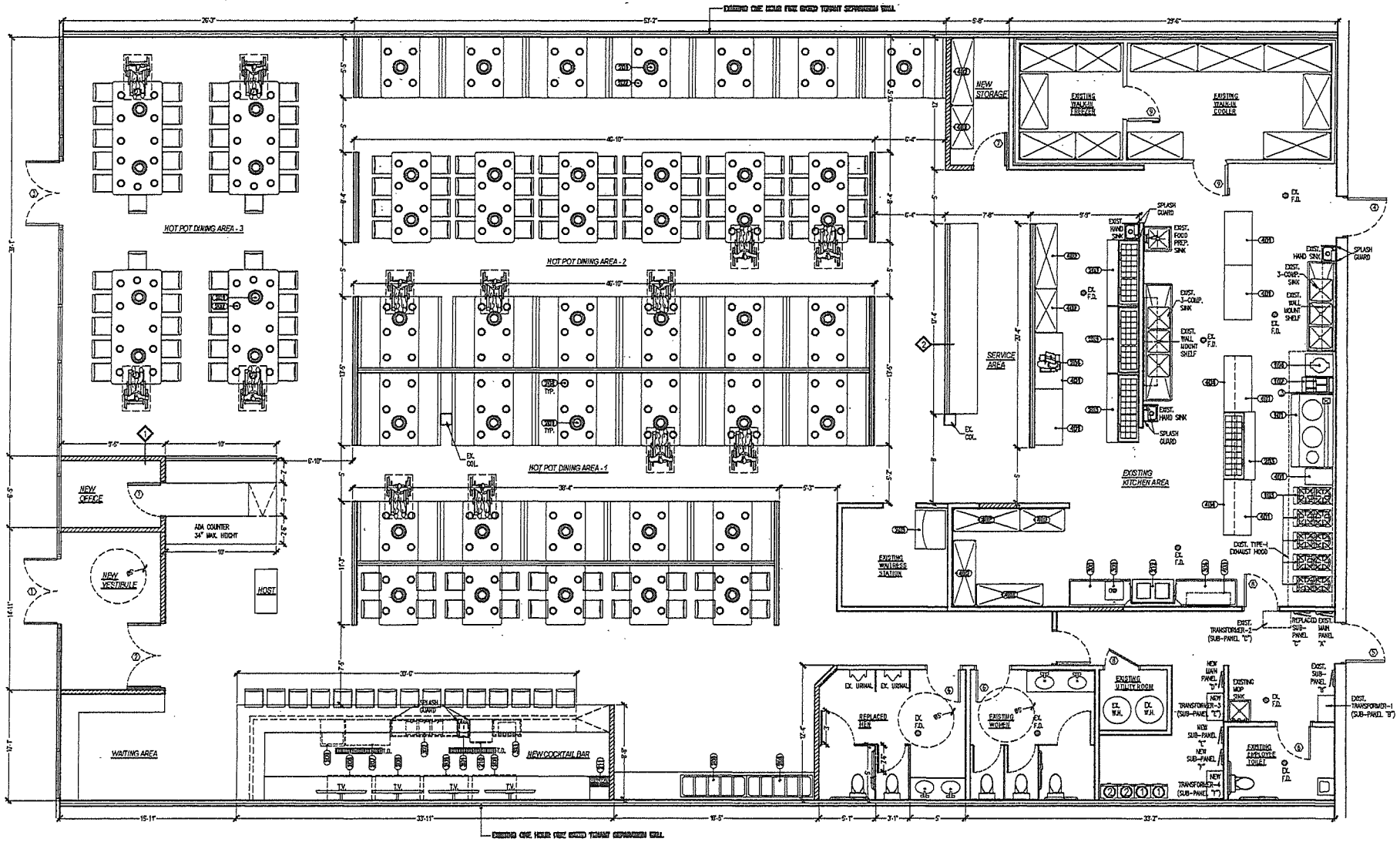
REVISED:

DATE: 03/17/2022
SCALE: AS DRAWING
DRAWING: H.M.
JOB NO. 021-044

A-1

SYMBOL LEGEND

	WALL TYPE (REFER TO SHEET A-3 FOR WALL DETAIL)		CABINET FOR THE STORAGE OF DETERGENTS, AND CLEANING COMPOUNDS USED IN THE DAILY OPERATION		FLOOR DRAIN
	EQUIPMENT TAG (REFER TO SHEET A-3 FOR EQUIPMENT SCHEDULE)		CABINET FOR EMPLOYEE'S BELONGINGS		TRENCH DRAIN
	DOOR TAG (REFER TO SHEET T-1 FOR DOOR SCHEDULE)		STAINLESS STEEL SEPARATOR EXTENDING 18" ABOVE DEEP FRYER		



FRANK D. MILETO A.I.A.
11 BEAVER BROOK DRIVE, LONG VALLEY, N.J. 08533
TELEPHONE: 908.233.1443
FAX: 908.233.1443
E-MAIL: FRANK@FRANKMILETO.COM
ARCHITECT/PROFESSIONAL PLANNER



FOOD SERVICE CONSULTANT
LAM & ASSOCIATES CONSULTING, INC.
11 EAST BRADWAY, 11th FLOOR, NEW YORK, NY 10002
TELEPHONE: 212.677.1111
FAX: 212.677.1111
E-MAIL: LAM@LAMCONSULTING.COM

KING POT
(INTERIOR RENOVATION TO EXISTING RESTAURANT)
4176 28TH ST SE.
GRAND RAPIDS, MI 49512

REVISED:

DATE: 03/17/2022
SCALE: AS DRAWING
DRAWN: HLM
JOB NO. D21-044

A-1



January 26, 2023

MEMO TO: Kentwood Committee of the Whole
FROM: Lisa Golder
RE: Quota License for King Pot Restaurant, located at 4176 28th Street SE

By virtue of the 2020 Census, four additional quota licenses have become available for businesses serving alcoholic beverages for on-premise consumption. The City has received an application for one of the 4 additional quota licenses from King Pot Restaurant, proposed within a strip center (Kentwood Town Center) at 4176 28th Street SE. As per the City's liquor license policy, the Kentwood Economic Development Corporation (EDC) has reviewed the application and has made a recommendation to the City Commission for approval of the application. The minutes reflecting the decision from the EDC is attached.

King Pot has also made application to the Administrative Review Committee for Special Land Use and Site Plan approval for the service of alcoholic beverages by the glass. The Administrative Review Committee held the public hearing on January 24, 2023 and is recommending approval of the request.

If the quota license is approved for King Pot, they must agree to meet the conditions of the Special Land Use review for the service of alcohol. A development agreement for the Special Land Use approval must be executed. A separate agreement will address the approval of the quota license, if it is approved by the City Commission.

Please contact me if you have any questions.

Excerpt from EDC Minutes, December 12, 2022

King Pot Liquor Licenses Review

The EDC members discussed the King Pot application for a liquor license. The final issue to be resolved by the applicant was whether the applicant would be approved for a home equity loan; the applicant has now received approval. There was discussion regarding the outstanding issues and concerns regarding the application. The members discussed the following conditions of approval:

- Applicant must receive a certificate of occupancy and open the business
- The applicant must abide by the terms of the lease
- EDC must consent to any relocation of the license within city boundaries (outside of city boundaries would not be permitted for a time period of three years)

After discussion,

A motion was made by Swoboda with support from Clements to recommend to the City Commission the approval of the liquor license for King Pot Inc. with the following conditions:

- **Applicant must receive a certificate of occupancy and open the business**
- **The applicant must abide by the terms of the lease**
- **EDC must consent to any relocation of the license within city boundaries (outside of city boundaries would not be permitted for a time period of three years)**

--Motion Carried, 7-1--

The basis for the approval is as follows:

- The business has submitted evidence of their financial statements, projections, and tax returns that were reviewed by the EDC
- The applicant has experience as a restaurateur/facilities operator in the greater Grand Rapids area.
- The applicant has received approval for a home equity loan which shall assist in the rising cost of construction.
- The applicant cannot sell or otherwise transfer the liquor license out of the city of Kentwood for at least three years.
- The restaurant is located in an area that has seen some tenant turnover and the opening of a new restaurant will benefit the center
- The restaurant will likely be more successful with the addition of a liquor license.

CITY OF KENTWOOD
QUOTA LIQUOR LICENSE POLICY

2/24/22

Background:

The Michigan Liquor Control Commission requires local government approval for some types of liquor licenses issued primarily for retail users such as restaurants, hotels, bars, stores and clubs. The attached Appendix "A" describes the types of licenses permitted in Michigan, and whether local government approval is required. The City's policy has been to require City Commission approval for the issuance of new licenses for establishments that serve liquor for on-premise consumption. Even though local governments are not required to approve the transfer of quota licenses within its municipal boundaries, Kentwood policy has required City Commission approval for any new location where alcohol is served for on-site consumption.

Courts have supported the legal right of local governments to develop and rely on land use, planning and economic development goals and policies in their review of liquor license applications. Consistent with the discretion granted to local governments in this area, the courts have also recognized that an applicant that falls within the parameters of an adopted policy does not, on that basis have a "right" to automatic approval of the application.

Most retail licenses are quota licenses, meaning that there is a limited number of licenses allowed based on population from the most recent federal census. As the population rises the number of quota licenses rises accordingly. Once the number of quota licenses is met, no new licenses of that type can be issued in the governmental unit. However, licenses can be transferred into a local governmental unit. Quota licenses can be *on-premise licenses* that sell alcohol for consumption on the premises which it is sold, and *off-premises licenses* that sell alcohol to customers for consumption somewhere else. As was noted above, the City Commission approves quota licenses issued for on-premise consumption only.

By virtue of the 2020 US Census, four additional quota licenses have become available for businesses serving alcoholic beverages for on-premise consumption. The City recognizes the

economic development value of quota licenses, and has established policies for the issuance of these licenses, as follows:

1. After the adoption of the Liquor License Policy for the issuance of on-premise quota licenses, the city will begin accepting applications for the new licenses available based on the 2020 Census. The applications will be reviewed by the Kentwood Economic Development Corporation (EDC). The EDC shall make a recommendation to the Kentwood City Commission. A recommendation from the EDC shall not be binding on the City Commission's determination.
2. All applicants must meet the minimum requirements of city ordinances relating to Alcoholic Liquor (Chapter 6) of the Kentwood Code of Ordinances, as amended, that set standards for the service of alcoholic beverages for on-premise consumption (seating, staffing, menu, code compliance, etc).
3. A fee will be charged for a quota license application. The amount charged will represent costs incurred by the city in the review and award of a successful quota license application.
4. The following factors will be used in determining the merits of an application:

A. Location

- Woodland Mall property: As a key anchor of the 28th Street commercial corridor, a liquor license granted to a business could help retain the value of this area as a premier commercial shopping and entertainment area.
- Division Avenue corridor: The Kentwood Master Plan highlights the redevelopment potential of the Division Avenue corridor along the Silverline Bus Rapid Transit line. A new liquor license could spur new development along this aging corridor.
- Other aging commercial areas of the city: Neighborhood centers such as Eastern Avenue and 52nd Street may benefit from the location of a new business opportunity made possible by a new liquor license.

B. Size:

Facilities that are **unique, local** operations would be preferable to franchise

operations.

C. Menu:

Although all applicants must comply with the Liquor License Ordinance's definition of "restaurant", facilities with a variety and **diversity of entrees** are preferred.

D. Experience

The applicant must provide evidence of general **business management expertise** as well as **experience as a restaurateur/facilities operator with a positive track record or history within Kentwood or the Greater Grand Rapids Metropolitan Area and/or in the alcohol/liquor business.**

E. Financial status

The applicant shall provide evidence of its financial status and its **ability to build/operate the proposed facility in** which the liquor license is to be located. To that end, the following must be provided:

a. Minimum investment: The applicant must provide evidence of a minimum of **\$125,000 investment in the facility** in which the proposed liquor license is located within 36 months preceding the application or agrees to make a minimum \$125,000 investment which must be expended before issuance of the license, unless the building/tenant space was already equipped with a kitchen capable or supporting a full menu restaurant that **seats at least 50 people.**

b. The applicant shall **provide all financial statements**, proformas, and personal tax returns as required within the City's quota license application. The financial statements shall be reviewed by the Economic Development Corporation.

F. Applicants for new quota licenses must enter into an agreement with the City of Kentwood, in a form acceptable to the city, stating that in the event that use and operation of the license is discontinued for a period in excess of ninety consecutive days without prior written consent of the city, the applicant must return the license to the MLCC and request that its rights to the license be terminated and the license returned to the city, to be added to the city's available

quota licenses under the MLCC rules. In addition, the applicant must agree not to transfer the license outside of the city limits.

G. Other Factors

The City may consider any **other factor(s) it deems relevant** in determining whether approval of a license is in the City's best interests.

Other requirements of the State of Michigan include:

1. New licenses cannot be transferred for three years after issuance absent unusual hardship. (MLCC Code & Administrative Rules, Section 436.1501 2)
2. A new license or transfer license cannot be located within **500 feet of a church or school**. The LCC may waive the church/school provision if the church or school does not file an objection to the proposed license. If an objection is filed, a hearing shall be held prior to making a decision on the issuance of the license. (MLCC Code & Administrative Rules Section 436.1503).

Tsz Shing Chan
4629 Canterwood Ct NE
Ada, MI 49301

Lisa M. Golder
Economic Development Planner
City of Kentwood

Dear Ms. Golder,

The King Pot Restaurant we are about to open is not a buffet.

It is a unique, hands-on all-you-can-eat dining experience that merges traditional Asian hot pot with Korean BBQ flavors – but modernized with a full bar and nightlife-like atmosphere.

It will be a fine Oriental dine in restaurant where the patrons create their own pot and choose the ingredients they will eat.

They can have BBQ Pork, BBQ Beef, Seafood and a variety of vegetables to choose from.

This is based on an Asian cooking method, prepared with a simmering pot of soup stock at the dining table, containing a variety of Asian foodstuffs and ingredients.

While the hot pot is kept simmering, ingredients are placed into the pot and are cooked at the table, in a manner similar to fondue.


Typical hot pot dishes include thinly sliced meat, leaf vegetables, mushrooms, wontons, egg dumplings, tofu and seafood.

The same style restaurants known as K Pop have very successful locations in different states like New Jersey and Pennsylvania and offer beer along with mixed alcoholic beverages.

This restaurant style is so successful that plans are now in place for opening several locations in other states including one in Novi Michigan.

Please let me know if you have further questions.

Sincerely,



Tsz Shing Chan

King Pot Restaurant
4176 28th Street
Initial Investment

Replace 2 AC Units	\$52,000.00
Replace two Water Heaters	\$9,000.00
Electrical Upgrade	\$70,000.00
Bar, Refrigeration and Flooring	\$50,000.00
Freezers and Interior Design (Furniture, Tables, chairs and Decorations)	\$100,000.00
Total investment	\$281,000.00
Rental owner to cover as stated on Lease	\$79,000.00
Total actual investment from Tsz Shing Chan	\$202,000.00



K-POT

HOT POT & KOREAN BBQ

All You Can Eat!

Hot Pot or Korean Barbecue

TABLE MUST MATCH OPTION

18% Tip will be added to parties 8 and up

Monday to Friday

Monday to Friday

Saturday & Sunday

Lunch 12 NOON - 4 PM

Dinner 4 PM - CLOSE

All Day Dinner

Adult **\$18.99 / Each**

Adult **\$27.99 / Each**

Adult **\$27.99 / Each**

Child 4-6 \$6.99 7-10 \$10.99

Child 4-6 \$9.99 7-10 \$15.99

Child 4-6 \$9.99 7-10 \$15.99

Dinner items not available

Enjoy Both BBQ & Hot Pot Only \$5 more / Each

Fountain Drinks (Non Alcoholic)

Non-Alcoholic Drinks

PEPSI	\$2.75	• MOUNTAIN DEW	\$2.75
GINGER ALE	\$2.75	• LEMONADE	\$2.95
7-IT	\$2.75	• SHIRLEY TEMPLE	\$2.95
ORANGE SODA	\$2.75	Fountain Soda Free Refills	
RISK ICED TEA	\$2.75		
RED GREEN TEA (UNSWEETENED)	\$2.75		

• COCONUT JUICE	\$3.00	• CRANBERRY JUICE	\$3.00
• THAI TEA	\$4.50	• PINEAPPLE JUICE	\$3.00
• HERBAL TEA	\$3.00	• MANGO PINEAPPLE ORANGE JUICE	\$3.75
• HOT GREEN TEA	\$1.50	• FLAVORED LEMONADE (each)	\$3.50
• RED BULL	\$3.50	Pineapple Strawberry Peach	
• JAPANESE SODA	\$4.00	Watermelon Mango Lychee	
• ALOE VERA JUICE	\$3.00	• STRAWBERRY DAIQUIRI	\$5.00
• APPLE JUICE	\$3.00	• VIRGIN MOJITO	\$5.00
• ORANGE JUICE	\$3.00	• FROZEN PIÑA COLADA	\$5.50

Drinks (Alcoholic)

Classic Favorites

WHISKEY SOUR	\$7
CLASSIC MOJITO	\$7
D FASHIONED	\$7
QUILA SUNRISE	\$7
CLASSIC MARGARITA	\$8
CLASSIC MARTINI	\$10
MANHATTAN	\$10
IG ISLAND ICED TEA	\$10

K-Pot Favorites

• PINEAPPLE PAINKILLER	\$10
- Rum, soju, coconut puree, pineapple and orange juice	
• MANGO LONG ISLAND	\$12
- Vodka, rum, gin, tequila, triple sec, mango puree	
• HENNESSY ISLAND	\$14
- Blue Curacao, peach schnapps, triple Sec, lemonade, lime juice and Hennessy	
• PEACHY SANGRIA (RED/WHITE)	
- Red or white wine, grenadine, peach puree, peach schnapps, cognac, cherry	
	\$7/Glass \$20/Pitcher

Martinis

• MANGO GINGER MARTINI	\$12
• PEACHY POMEGRANATE	\$12
• HAWAIIAN MARTINI	\$12
• LEMON DROP MARTINI	\$12
• LYCHEE MARTINI	\$12

Mojitos

• ISLAND COCONUT	\$10
• CUCUMBER BREEZE	\$10
• STRAWBERRY CRUSHER	\$10
• GINGER'S PEACH	\$10
• WATERMELON SPLASH	\$10
• CHOOSE YOU OWN FLAVOR MOJITO:	\$10
-Mango -Lychee -Pineapple	

Wines

• CHARDONNAY	\$6/Glass \$20/Bottle
• PINOT GRIGIO	
• RIESLING	
• MOSCATO	
• CABERNET SAUVIGNON	
• PINOT NOIR	
• MERLOT	
• MELBEC	
• ROSCATO	\$7/Glass \$22/Bottle

Soju

• CLASSIC SOJU	\$12
• FLAVORED SOJU	\$12
Flavors: Classic, Plum, Green grape, Grapefruit, Limited: Strawberry, Peach	
• YOGURT SOJU	\$8/Cocktail
Soju, Asian Yogurt, \$2.00/Pitcher, Lemon lime soda	
• SOJU SCREWDRIVER	
Soju, Orange Juice	
• SOJU MOJITO	

Sake

• HOT SAKE	
• HAKUTSURI DRAFT SAKE	
• BUNRAKU NIHO	

Beer (Bottle)

• MILLER LITE	\$4	• HEINEKEN	\$5
• ANGRY ORCHARD	\$4	• GUINNESS	\$5
• MIKE'S HARD LEMONADE	\$4	• KLOUD	\$5
• TWISTED TEA	\$4	• TSING TAO	\$5
• CORONA EXTRA	\$5	• SAPPORO SILVER CAN	\$8

Beer (Draft)

• BUD LIGHT	\$4	• YUENGLING	
• GOOSE IPA	\$4	• KIRIN ICHIBU	
• COORS LIGHT	\$4	• STELLA ART	
• SAMUEL SEASONAL	\$4	• BLUE MOON	

Appetizers *Sides*



Japchae
Beef, Mixed Vegetable
& Glass Noodle



Popcorn Chicken
Deep Fried Chicken Nugget with
Sweet & Spicy Sauce



Spicy Rice Cake
Rice Cake with Spicy Sauce



White Rice

Hot Pot *Soup Base*

- Thai Tom Yum
- Japanese Miso
- Healthy Herbs
- Szechuan Spicy

- Tomato Soup (Vegetarian)
- Korean Seafood Tofu
- K-pot Special Soup

Hot Pot *Sliced Meats*



Sliced Pork



Sliced Pork Belly



Sliced Beef Belly



Prime Brisket



Kobe Beef



Beef Tongue



Sliced Chicken



Sliced Lamb

Hot Pot *Meats & Sides*



Crab Meat



Spam



Mini Sausages



Pork Brain



Cattle Tripe



Beef Tripe



Pork Aorta



Pork Liver



Pork Blood



Quail Eggs



Shrimp Dumplings



Lobster Balls



Fish Meatballs



Beef Meatballs



Fish Roe Balls



Squid Balls



Fish Cakes



Tempura



Fried Scallops



Gyoza



Shumai

ood



Jumbo Shrimp



Crab (seasonal)



Swai Fish



Mussel



Clam



Squid

Hot Pot *Soy Bean*



Fried Tofu



Soft Tofu



Fried Dough Stick



Bean Curd Stick



Fried Tofu Skin

Hot Pot *Vegetable*



Spinach



Crown Daisy



Watercress



Napa



Broccoli



Bok Choy



Green Leaf Lettuce



Brown Mushroom



Mung Bean Sprout



Oyster Mushroom



Enoki Mushroom



Shiitake Mushroom



Fresh Corn



Seaweed Knots



Black Fungus



Daikon



Winter Melon



Sliced Pumpkins



Sweet Potato



Bamboo Shoot



Lotus Root



Potato



Fried Taro

Hot Pot *Noodle*



Vermicelli



Udon



Ramen Noodle



Rice Cake

LIMITED DINING TIME 2 HOURS. DON'T WASTE FOOD. WE RESERVE THE RIGHT TO IMPROVE. Prices Are Subject to Change During Holidays. 10% tip will

Korean Style BARBECUE

BBO

Beef



Beef Bulgogi

Thinly Sliced & Marinated Beef



Spicy Beef Bulgogi

Thinly Sliced & Marinated Beef with Spicy Sauce



Angus Chuck Flap Tail



Prime Brisket



Premium Ribeye Steak



K-Pot Short Rib



K-Pot Angus Steak



Chicken Bulgogi

Thinly Sliced & Marinated Chicken



Spicy Chicken Bulgogi

Thinly Sliced & Marinated Chicken with Spicy Sauce



Garlic Chicken

Marinated Chicken with Garlic Sauce



Spicy Pork Bulgogi

Thinly Sliced & Marinated Pork with Spicy Sauce



Miso Pork Belly

Marinated Pork Belly with Miso Sauce



Pork Belly

Regular Style Sliced Pork Belly



Smoke Garlic Pork Belly

Smoked & Marinated Pork Belly with Garlic Sauce



Spicy Pork Belly

Marinated Pork Belly with Spicy Sauce



K-Pot Pork Belly

Premium Pork Belly



Signature Pork Cheek



Spicy Calamari

Marinated Calamari with Spicy Sauce



Mussel



Garlic Shrimp

Marinated Shrimp with Garlic Sauce



Spicy Tuna

Marinated Tuna with Spicy Sauce



Spicy Baby Octopus

Marinated Baby Octopus with Spicy Sauce



Jumbo Shrimp



Spicy Salmon

Marinated Salmon with Spicy Sauce



Fresh Corn



Eggplant



Sliced Pumpkins



Onion



Long Hot Pepper



Potato



Zucchini



Garlic



Shiitake Mushroom



King Oyster Mushroom



Green Leaf Lettuce

DON'T WASTE FOOD, WE RESERVE THE RIGHT TO IMPOSE A SURCHARGE OF \$13 PER PERSON.
Prices Are Subject to Change During Holidays, 10% tip will add to party of 8 or more.

BBO

Seafood

BBO

Vegetable



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll Free: 866-813-0011 • www.michigan.gov/lcc

Business ID: _____

Request ID: _____

(For MLCC use only)

Local Government Approval
(Authorized by MCL 436.1501)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ Regular _____ meeting of the _____ City of Kentwood _____ council/board
(regular or special) (township, city, village)
called to order by _____ Mayor Kepley _____ on _____ February 7, 2023 _____ at _____ 7:00 p.m. _____
(date) (time)
the following resolution was offered:

Moved by _____ and supported by _____

that the application from Tsz Shing Chan _____
(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): Class c with Sunday sales (PM) _____
(list specific licenses requested)

to be located at: 4176-28th Street, SE Kentwood, MI 49512 _____

and the following permit, if applied for:

☐ Banquet Facility Permit Address of Banquet Facility: _____

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)
approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

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

Print Name of Clerk

Signature of Clerk

Date

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

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

Michigan Liquor Control Commission

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

Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Fax to: 517-763-0059



On-Premises Retailer License & Permit Application (LCC-100a)

Part 1 - Applicant Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it is filed with the State of Michigan Corporation Division.

Applicant name(s): <u>Tsz Shing Chan</u>	
Address to be licensed: <u>4176 28th Street SE.</u>	
City: <u>Kentwood</u> <u>MI</u>	Zip Code: <u>49512</u>
City/township/village where license will be issued: <u>Kentwood</u>	County: <u>Kent</u>
Federal Employer Identification Number (FEIN): _____	

- | | |
|--|---|
| 1. Are you requesting a new license? | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| 2. Are you applying ONLY for a new permit or permission? | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| 3. Are you buying an existing license? | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| 4. Are you transferring the classification of an existing on premises license? | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| 5. Are you modifying the size of the licensed premises? | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| If Yes, specify: <input type="checkbox"/> Adding Space <input type="checkbox"/> Dropping Space <input type="checkbox"/> Redefining Licensed Premises | |
| 6. Are you transferring the location of an existing license? | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| 7. Is this license being transferred as the result of a default or court action? | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| 8. Do you intend to use this license actively? | <input checked="" type="radio"/> Yes <input type="radio"/> No |

Leave Blank - MLCC Use Only

Part 2 - License Transfer Information (If Applicable)

If transferring ownership of a license ONLY and not transferring the location of a license, fill out only the name of the current licensee(s)

Current licensee(s): _____	
Current licensed address: _____	
City: _____	Zip Code: _____
City/township/village where license is issued: _____	County: _____

Part 3 - Licenses, Permits, and Permissions

Applicants for on premises licenses, permits, and permissions (e.g. restaurants, hotels, bars, etc.) must complete the attached Schedule A and return it with this application. Transfer the fee calculations from the Schedule A to Part 4 below.

Part 4 - Inspection, License, and Permit Fees - Make checks payable to State of Michigan

Inspection Fees - Pursuant to MCL 436.1529(4) a nonrefundable inspection fee of \$70.00 shall be paid to the Commission by an applicant or licensee at the time of filing of a request for a new license or permit, a request to transfer ownership or location of a license, a request to increase or decrease the size of the licensed premises, or a request to add a bar. Requests for a new permit in conjunction with a request for a new license or transfer of an existing license do not require an additional inspection fee.

License and Permit Fees - Pursuant to MCL 436.1525(1), license and permit fees shall be paid to the Commission for a request for a new license or permit or to transfer ownership or location of an existing license.

Inspection Fees:	License & Permit Fees:	TOTAL FEES:
------------------	------------------------	--------------------

Schedule A - Licenses, Permits, & Permissions

Applicant name: _____

On-Premises License Type:

New Transfer

- ☐ ☐ B-Hotel License **Base Fee:** \$600.00
Number of guest rooms: _____
- ☐ ☐ A-Hotel License **Base Fee:** \$250.00
Number of guest rooms: _____
- ☒ ☐ Class C License **Base Fee:** \$600.00
- ☐ ☐ Tavern License **Base Fee:** \$250.00
- ☐ ☐ Resort License **Base Fee:** Upon Licensure
- ☐ ☐ DDA/Redevelopment License **Base Fee:** Upon Licensure
- ☐ ☐ Brewpub License **Base Fee:** \$100.00
- ☐ ☐ G-1 License **Base Fee:** \$1,000.00
- ☐ ☐ G-2 License **Base Fee:** \$500.00
- ☐ ☐ Aircraft License **Base Fee:** \$600.00
- ☐ ☐ Watercraft License **Base Fee:** \$100.00
- ☐ ☐ Train License **Base Fee:** \$100.00
- ☐ ☐ Continuing Care Retirement Center License **Base Fee:** \$600.00
- ☐ MCL 436.1545(1)(b)(i) ☐ MCL 436.1545(1)(b)(ii)

B-Hotel or Class C Licenses Only:

- ☐ ☐ Additional Bar(s)

Number of Additional Bars: _____

B-Hotel or Class C licenses allow licensees to have one (1) bar within the licensed premises. A \$350.00 licensing fee is required for each additional bar over the one (1) bar initially issued with the license.

Licenses, permits, and permissions selected on this form will be investigated as part of your request. Please verify your information prior to submitting your application, as some licenses, permits, or permissions cannot be added to your request once the application has been sent out for investigation by the Enforcement Division.

Inspection, License, Permit, & Permission Fee Calculation

Number of Licenses: 2 x \$70.00 Inspection Fee

Total Inspection Fee(s): _____

Total License Fee(s): _____

Total Permit Fee(s): _____

TOTAL FEES DUE:

Please note that requests to transfer SDD licenses will require the payment of additional fees based on the seller's previous calendar year's sales. These fees will be determined prior to issuance of the license to the applicant.

Make checks payable to **State of Michigan**

*Fee Code
MLCC Use
Only*

On-Premises Permits:

Base Fee:

- ☐ Sunday Sales Permit (AM)* **Base Fee:** \$160.00
- ☒ Sunday Sales Permit (PM)**
- ☐ Catering Permit **Base Fee:** \$100.00
- ☐ Social District Permit **Base Fee:** \$250.00
- ☐ Banquet Facility Permit - Complete Form LCC-200

A Banquet Facility Permit is an extension of the license at a different location. It may have its own permits and permissions.

- ☐ Outdoor Service **Base Fee:** No charge
- ☐ Dance Permit **Base Fee:** No charge
- ☐ Entertainment Permit **Base Fee:** No charge
- ☐ Extended Hours Permit: **Base Fee:** No charge

☐ Dance ☐ Entertainment Days/Hours: _____

- ☐ Specific Purpose Permit: **Base Fee:** No charge

Activity requested: _____

Days/Hours requested: _____

- ☐ Living Quarters Permit **Base Fee:** No charge
- ☐ Topless Activity Permit **Base Fee:** No charge
- ☐ Off-Premises Storage **Base Fee:** No charge
- ☐ Direct Connection(s) **Base Fee:** No charge
- ☐ On-Premises Public Swimming Pool Permit - Complete Form LCC-209

Pursuant to MCL 436.1533, on-premises retailers may be issued a Specially Designated Merchant (SDM) license or a Specially Designated Distributor (SDD) license at the same location in conjunction with the on-premises license under certain circumstances.

Off-Premises License Type:

Base Fee:

*Fee Code
MLCC Use
Only*

New Transfer

- ☐ ☐ SDM License **Base Fee:** \$100.00
- ☐ ☐ SDD License **Base Fee:** \$150.00

Off Premises Permits:

Base Fee:

- ☐ SDD Sunday Sales Permit (PM)** **Base Fee:** \$22.50
For Spirit Products
- ☐ SDM Sunday Sales Permit (PM)** **Base Fee:** \$15.00
For Mixed Spirit Drink Products
- ☐ Motor Vehicle Fuel Pumps **Base Fee:** No charge

*Sunday Sales Permit (AM) allows the sale of spirits, mixed spirit drink, beer, and wine on Sunday mornings between 7:00am and 12:00 noon, if allowed by the local unit of government.

**Sunday Sales Permit (PM) allows the sale of spirits and mixed spirit drink on Sunday afternoons and evenings between 12:00 noon and 2:00am (Monday morning), if allowed by the local unit of government. No Sunday Sales Permit (PM) is required for the sale of beer and wine on Sunday after 12:00 noon. The Sunday Sales Permit (PM) fee is 15% of the fee for the license that allows the sale of spirits or mixed spirit drink. Additional bar fees and hotel room fees are also calculated as part of the permit fee. A separate Sunday Sales Permit (PM) is required for each license that will sell spirits or mixed spirit drink on Sunday after 12:00 noon.

Part 6 - Contact Information

Provide information on the contact person for this application. Please note that corporations and limited liability companies must provide documentation (e.g. meeting minutes, corporate resolution) authorizing anyone other than the applicant or an attorney of record to be the contact person. If an authorization is not provided, your contact person will not be acknowledged if they are anyone other than the applicant or attorney.

What is your preferred method of contact?		<input checked="" type="checkbox"/> Phone	<input checked="" type="checkbox"/> Mail	<input checked="" type="checkbox"/> Email	<input type="checkbox"/> Fax
What is your preferred method for receiving a Commission Order?		<input checked="" type="checkbox"/> Mail	<input checked="" type="checkbox"/> Email	<input type="checkbox"/> Fax	
Contact name:	Tsz Shing Chan		Relationship:	Self	
Mailing address: 4629 Canterwood Ct NE					
City:	Ada		State:	MI	
		Zip Code:	49301		
Phone:	(646) 6515185		Fax number:	Email: maytree18@gmail.com	

Part 7 - Attorney Information (If You Have An Attorney Representing You For This Application)

Attorney name:		Member Number: P-	
Attorney address:			
Phone:	Fax number:		Email:
Would you prefer that we contact your attorney for all licensing matters related to this application?			<input type="radio"/> Yes <input type="radio"/> No
Would you prefer any notices or closing packages be sent directly to your attorney?			<input type="radio"/> Yes <input type="radio"/> No

Part 8 - Signature of Applicant

Be advised that the information contained in this application will only be used for this request. This section will need to be completed for each subsequent request you make with this office.

Notice: When purchasing a license, a buyer can be held liable for tax debts incurred by the previous owner. Prior to committing to the purchase of any license or establishment, the buyer should request a tax clearance certificate from the seller that indicates that all taxes have been paid up to the date of issuance. Obtaining sound professional assistance from an attorney or accountant can be helpful to identify and avoid any pitfalls and hidden liabilities when buying even a portion of a business. Sellers can make a request for the tax clearance certificate through the Michigan Department of Treasury.

Under administrative rule R 436.1003, the 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 enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. 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.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

The person signing this form has demonstrated that they have authorization to do so and have attached appropriate documentation as proof.

<u>Tsz Shing Chan</u>	<u></u>	<u>1/27/2023</u>
Print Name of Applicant & Title	Signature of Applicant	Date

Please return this completed form along with corresponding documents and fees to:

Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Overnight deliveries: 2407 N. Grand River Avenue, Lansing, MI 48906
Fax to: 517-284-8557



MEMORANDUM

TO: Kentwood Committee of the Whole

FROM: Lisa Golder, Economic Development Planner

DATE: January 30, 2023

TOPIC: 2023-2024 CDBG Grant Application

ACTIONS REQUESTED:

Motion to authorize staff to submit a Community Development Block Grant application to Kent County as presented.

BACKGROUND:

We are approaching the time to select projects for Community Development Block Grant (CDBG) funding. The deadline for submission for 2023-2024 funding will be in February of 2023, and the County will announce preliminary awards notices thereafter, likely in March 2023. As was discussed last year, the way that CDBG funds are awarded to non-entitlement communities in Kent County has changed. Rather than each community receiving a “mini grant”, funds are to be pooled county-wide to allow significant projects to be completed within the three-year timeline required by HUD. The County is soliciting projects through a competitive proposal process. The proposals will be scored using the attached scoring matrix, based on a number of factors, including:

- Community need (does it fulfill a need identified in the Kent County Five Year Consolidated Plan)
- Whether project is within a Target Area
- Whether community has the resources and capacity to execute the project
- Are community funds leveraged for the project
- Has the community recently received CDBG funding
- Can the project be completed in a timely manner, with more points given if the project can be completed by April 15 of the following year.

Selected projects must qualify as an eligible activity as defined by HUD, and meet one of the following National Objectives:

- To benefit low and moderate income persons
- To prevent slums or blight
- Meet an urgent community development need

An area is considered a Target Area (an area eligible for CDBG funding) if it is considered a low and moderate income area, as determined by the census tract data. Target Areas are noted on the attached map (Appendix A). Even though a project is within a Target Area, the activity proposed must also be considered an Eligible Activity. A list of priority eligible activities is attached as Appendix B.

2019-2020 Projects

Veterans Memorial Park Soccer Field: \$342,750

The city was awarded CDBG funding for 52nd Street reconstruction but reallocated the funds for the development of the soccer field at Veterans Park, allowing the 52nd Street improvements to be funded through Act 51.

2020-2021 Projects:

Phase I of Jaycee Park: \$125,000

2021-2022 Projects:

Jaycee Park Phase 2 \$528,291

2022-2023 Projects:

Jaycee Park Phase 3 \$396,000

2023-2024 CDBG RECOMMENDATIONS

Staff recommend the following projects be submitted for potential funding:

- **Priority 1: Veterans Park Phase 4**

The funds would be used to construct three basketball courts, futsal courts, picnic shelter (to include picnic tables, grills, trash cans, and serving table), parking lot expansion, removal and replacement of pathways, and professional fees. The city is requesting \$750,500 in CDBG funds and will contribute \$247,500.

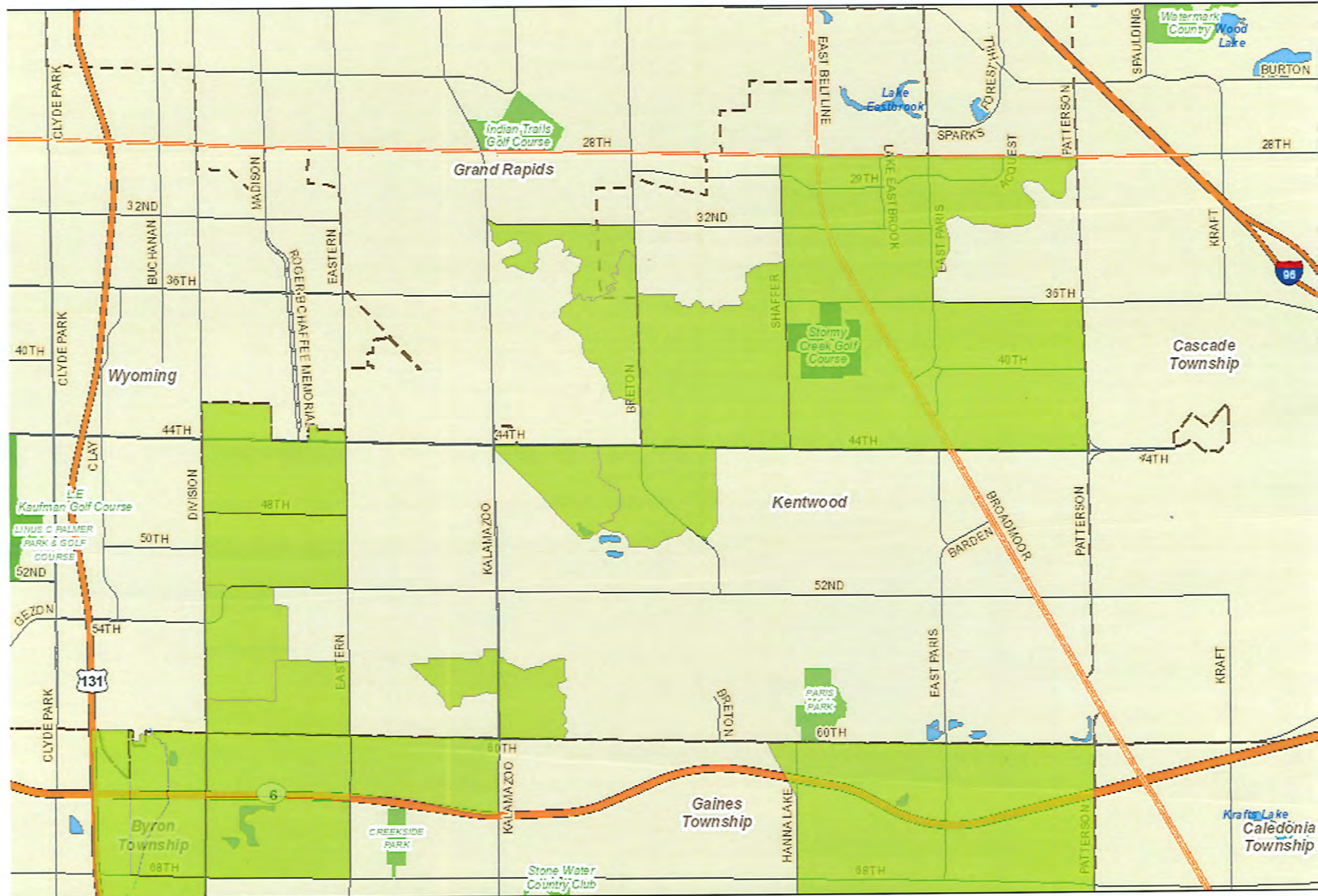
- **Priority 2: Bowen Station – Restroom and Parking**

The funds would be used to construct a restroom and utility connections. The removal and replacement of parking/sidewalk and professional fees would all be included. The City is requesting \$500,000, and would contribute \$166,500.

- **Priority 3: Home Acres Park Improvements**

This project includes a new restroom, replacement of parking picnic shelter, shade shelter, playground, bocce ball and shelter, new entry, seating, landscaping and lighting. The city is requesting 1,800,000, with the city contribution of \$599,400.

If you have any questions about these projects or the CDBG process, please feel free to contact Lisa Golder (616-554-0709) or Val Romeo at 656-5275.



APPENDIX B

Priority Needs

As Identified in the 2021-2025 Kent County Housing and Community Development Consolidated Plan

PRIORITY NEED NAME	DESCRIPTION
Develop new affordable rental units	Increasing the supply of quality, affordable rental housing is a key need and strategic outcome of the plan. As described throughout this plan, lack of quality affordable housing is a significant community concern.
Develop new affordable for-sale homes	Increasing the supply of quality, affordable for-sale housing is a key need and strategic outcome plan. As described throughout this plan, lack of quality affordable housing is a significant community concern and homeownership is a pathway toward wealth building.
Rehabilitation of Owner-Occupied Units	Improve the quality of the existing owner-occupied housing stock through emergency repairs or comprehensive rehabilitation.
Accessibility Modifications	Provide accessibility improvements to low- and moderate-income households to improve accessibility, visibility and quality of life for residents with mobility impairments.
Rental Rehabilitation	Renovate existing rental housing to improve its quality, affordability and accessibility for low- and moderate-income renter households.
Lead-based Paint Hazard Reduction Programs	Provide assistance to mitigate and abate lead-based paint in homes with children under the age of 6 present. Efforts will be made to target those households with children that have elevated blood lead levels.
Targeted Code Enforcement	Support housing and building code enforcement in targeted neighborhoods to help improve the condition of structures within the neighborhoods.
Parks and Playground Improvements	Improve the condition of existing neighborhood parks including playground equipment, splash pads, shelters and play fields in parks located in low- and moderate-income neighborhoods.
Improve access to parks and open space	Improve the access to neighborhood parks and open space for low- and moderate-income residents either through the construction of new parks or improving access by developing pedestrian and bike trails that connect neighborhoods.
Neighborhood Infrastructure Improvements	Improve the conditions and accessibility of neighborhood public infrastructure including streets, alleys and sidewalk in low- and moderate-income areas.
Home Purchase Assistance	Provide assistance to homebuyers to purchase a home and keep their housing costs at or below 30% of income.
Housing and Financial Counseling Activities	Provide opportunities for low- and moderate-income households to receive pre-purchase counseling so they are prepared to be successful homeowners. Provide opportunities for low- and moderate-income households to receive financial literacy counseling.
Job Training and Workforce Development Programs	Programs that provide job training and skills development for unemployed or under employed low- and moderate-income individuals so they are better equipped to increase their earning potential.
Increase economic opportunities / close wealth gap	Programs that provide job training and skills development for unemployed or under employed low- and moderate-income individuals so they are better equipped to increase their earning potential.
Improve high-speed broadband access	Improve access and affordability of high-speed broadband access. Increases in work and learn-from-home due to the pandemic have shed additional light on the need to improve

	access and affordability of high-speed broadband access to low- and moderate-income households.
Targeted homebuyer outreach efforts to communities	Increase marketing efforts to communities of color to promote homebuyer assistance to potential minority homebuyers to purchase a home and keep their housing costs at or below 30% of income.
Small and minority business economic development	Economic development programs targeted toward small businesses and minority owned businesses. Programs to support entrepreneurs, and entrepreneurs of color.
Fair Housing and Legal Counseling Activities	Fair Housing education and enforcement activities and legal counseling services for renters and homeowners
Poverty Reduction Activities	Activities and programs that help to reduce poverty and the effects of poverty among low and very low-income households.
Transportation Services	Transportation services to assist mobility challenged residents to access jobs and daily activities.
Create new permanent supportive housing	New Permanent supportive housing units for formerly homeless individuals.
Reduce emergency shelter populations	Programs and activities designed to move residents in emergency shelters into permanent affordable housing.
Improve homeless outreach and outcomes	Programs and activities designed to reduce the number of unsheltered individuals and families.
Neighborhood leadership and capacity building	Programs and activities to bolster neighborhood leadership development and capacity and increase neighborhood resiliency.
Crime prevention activities	Programs and activities to reduce neighborhood crime instances.

APPENDIX C

	Strong	Moderate	Low	Points Total
Community Need Does the proposed project address a pressing or significant need in Kent County? Project goals should be consistent with the Priority Need categories identified in the 5-Year Consolidated Plan.	Applicant can demonstrate comprehension of said need with quantifiable data, and the proposed project meets multiple needs identified in the 5-Year Consolidated Plan.	Applicant can demonstrate comprehension of said need with quantifiable data, and the proposed project meets an existing need in the community identified in the 5-Year Consolidated Plan.	It is unclear from the application if the project meets the needs outlined in the 5-Year Consolidated Plan.	
	(16-20 pts)	(5-10 pts)	(0 pts)	20 points possible
Target Area Does the Low- and Moderate-Income population of the census block groups to be served by the project meet or exceed 42.81%?	The Applicant has mapped the service area, identified all block groups within the project service area, and the combined LMI population meets the threshold?	The proposed Activity provides direct a client benefit to qualifying population through an application process, but does not meet the minimum LMI area benefit threshold.	No, the project does not meet the minimum LMI population threshold or provide direct LMI client benefit.	
	(15 pts)	(5 pts)	(0 Pts)	15 points possible
Resources & Capacity Does the organization have the appropriate level of experienced staff and/or consultants to execute the proposed project?	Applicant demonstrates clear resources, such as designated engineer or project manager, who has had experience within the past 5 years and the resources are paid for with non-CDBG funds.	Applicant can articulate the need for resources, but has yet to designate critical point persons for specific areas in the project.	Applicant has limited experience with projects like the one proposed and it is unclear from the application if there is adequate staff capacity to complete the proposed project.	
	(20 pts)	(10 pts)	(0 pts)	20 points possible
Encouraging Partnerships Does the proposed project involve support from others in the community?	Applicant demonstrates written partnership with multiple organizations.	Applicant demonstrates partnerships within the community by providing one support letter.	Proposal does not document a partnership or support.	
	(3-5 pts)	(2 pts)	(0 pts)	5 points possible
Leveraged Funds Has the organization secured additional funding sources or in-kind support to cover the proposed project?	Applicant provides documentation that 50% or more of the proposed project costs are leveraged outside of CDBG funds and 50% of the leveraged funds are committed.	Applicant provides documentation that at least 25% of funds are sourced outside of CDBG dollars, and 50% of these funds are committed.	Project solely relies on CDBG dollars OR more than 50% leveraged funds/ in-kind support identified are pending.	
	(15 pts)	(10 pts)	(0 pts)	15 points possible
Funding History Has the applicant received funding recently?	Applicant has not been funded in the previous four fiscal years.	Applicant has received funding within the past three to four fiscal years.	Applicant has received funding in the past two fiscal years.	

	(15 pts)	(7 pts)	(0 pts)	15 points possible
Timeline Does the organization have a reasonable timeline to ensure completion during the corresponding fiscal year?	Applicant completes a well-crafted, logical timeline that indicates completion by April 15.	Applicant completes a well-crafted, logical timeline that indicates completion by June 30.	Applicant does not provide a timeline that indicates completion during the fiscal year .	
	(10 pts)	(1-5 pts)	(0 pts)	10 points possible
Total Points Possible				100