

Chapter 8
LICENSING OF BUSINESSES
General Ordinance 2025-2

The Charter Township of Grand Blanc ordains:

Sec. 8-1. TITLE AND PURPOSE.

- (A) This Article shall be known and cited as the "Grand Blanc Township Business Licensing Ordinance."
- (B) The critical governmental purposes of this chapter are:
 - (1) To replace, to the greatest extent possible, the existing business registration requirements of Chapter 8 - Article I. In General – Secs. 8.1 – 8.18, of the Township Code;
 - (2) To provide for a comprehensive database of businesses and individuals conducting business within the township for effective first responder and emergency services through more efficient wayfinding, the ability to access up-to-date emergency contact information, identification of the types and quantities of any hazardous materials at the site, and the identification of "lock box" and other security and alarm information;
 - (3) To provide for better efficiency and economy in furnishing public utility services;
 - (4) To track and analyze business trends, patterns, and needs in the community;
 - (5) To provide a means by which illicit businesses and activities may be identified, stopped, and eliminated from the township;
 - (6) To expedite notice to local businesses regarding important township concerns, such as snow emergencies, business opportunities, business development, consumer trends, and marketing; and
 - (7) To assist with more comprehensive and informed planning and zoning uses of land and structures.

Sec 8-2. APPLICABILITY AND SCOPE; EXEMPTIONS AND LIMITATIONS.

- (A) In general. It shall be unlawful for any person to operate, engage in, or conduct a business without a valid license issued pursuant to this chapter. For purposes of this section, the term "valid license" means a license that is not pending, expired, suspended, or revoked.

(B) Scope. For purposes of this chapter, the term "business" means a commercial activity engaged in for monetary gain or livelihood, and includes but is not limited to, the following operations and activities:

- (1) Any business, trade, or commercial activity that is physically conducted or operated, in whole or in part, within the township, whether or not specifically enumerated herein;
- (2) Amusement device establishments;
- (3) Arcade, billiards, or similar type of recreation activity;
- (4) Auctioneer;
- (5) Antique shop;
- (6) Apartment building or complex;
- (7) Athletic club;
- (8) Banquet facility;
- (9) Bar, club, pub, tavern, or similar establishment;
- (10) Bicycle sales and rentals;
- (11) Boat/watercraft sales and rentals;
- (12) Body art facility;
- (13) Bowling alley;
- (14) Carnival, circus, and/or festival companies (business offices);
- (15) Christmas tree sale;
- (16) Convalescent home or center;
- (17) Convenience store;
- (18) Dance studio/dance hall;
- (19) Daycare/child care;
- (20) Driver training;
- (21) Equipment sales;
- (22) Exercise, tanning, and/or similar spa or facility;
- (23) Fumigator/exterminator;
- (24) Gas station;

- (25) Golf course/driving range;
- (26) Grocery store;
- (27) Group home;
- (28) Hair salon;
- (29) Hall rental;
- (30) Home rental, rooming house, and/or bed and breakfast;
- (31) Hotel/motel;
- (32) HVAC services/sales;
- (33) Ice cream store or truck;
- (34) Jeweler;
- (35) Junk yard/junk dealer;
- (36) Lawn care and/or landscaping service;
- (37) Live entertainment;
- (38) Massage establishment or school;
- (39) Massage therapist, masseuse, and/or masseur;
- (40) Moving services;
- (41) Nail salon;
- (42) Pawn shop;
- (43) Peddler;
- (44) Personal entertainment services, including but not limited to escorts, modeling, psychic readings, and tarot;
- (45) Pet store or animal facility;
- (46) Recycling;
- (47) Restaurant, café, and/or coffee shop;
- (48) Retail sales;
- (49) Sales and sales solicitations;
- (50) Scrap yard;

- (51) Secondhand merchant;
- (52) Shoe repair;
- (53) Shopping centers;
- (54) Smoking-related sales, including but not limited to tobacco, vaping, and hookah;
- (55) Snow removal service;
- (56) Sports exhibitors;
- (57) Storage, including but not limited to vehicle storage/parking;
- (58) Tailor;
- (59) Temporary sales, such as going out of business, estate, and fire sales;
- (60) Theaters;
- (61) Trade centers/trade shows/booths;
- (62) Transient merchant;
- (63) Transportation service;
- (64) Tree service;
- (65) Vehicle, boat, and watercraft parts sales;
- (66) Vehicle customization
- (67) Vehicle repair;
- (68) Vehicle sales and rentals;
- (69) Vehicle washing/detailing;
- (70) Venues providing live entertainment for their patrons;
- (71) Any business, trade, or activity required by any other chapter of this Code to be licensed.

(C) Exemptions.

- (1) The provisions of this chapter regarding auctioneers shall not apply to governmental employees, sheriffs, constables, or other public or court officers or to any person acting under the license, direction, or authority of any court, state or federal, selling property in the course of their official duties or to any person selling property under and by virtue of any state or federal law or regulation.

(2) The provisions of this chapter shall not apply to any business or activity which is licensed pursuant to the laws of the State of Michigan and/or of the United States of America, but only to the extent that the involved activity actually requires the license and the State of Michigan and/or United States of America actually regulates the business or activity. The fact that the county regulates a business or other activity does not have any bearing on it being required to have a township license.

a. For purposes of illustration only, and not for purposes of limitation, a business may offer the services of employees licensed by the State of Michigan, but the business itself may not be licensed by the State of Michigan. Such a business is still required to be licensed to operate within the township pursuant to this chapter.

b. Any business that is exempt from the licensing requirements of this chapter due to state or federal licensing must still submit a properly-completed business registration to the Township Clerk pursuant to Chapter 8 of the Township Code, so that the purposes of this chapter may be fulfilled for every business, regardless of a licensing exemption.

(D) Limitations. The requirements of this chapter are only meant to apply to businesses or activities which:

- (1) Engage in the business or activity within the Township; and
- (2) Actually involve contact between the customer, patron, or prospective customer and the business or activity.

(E) Licenses non-transferable. All licenses issued under this chapter are non-transferable. Upon the transfer of ownership of any business, the new owner shall obtain a new license for the business in accordance with the requirements of this chapter and shall pay the required fee.

Sec. 8-3. APPLICATIONS.

Applications for a business license required by this chapter shall be made in writing to the Township Clerk on the form provided by the Township Clerk. Each application shall include, at a minimum:

- (1) Name of the applicant, including but not limited to:
 - a. Name depicted on signage at the business site (if any);
 - b. Name depicted on literature/letterhead;
 - c. Name depicted on marketing materials and solicitations; and
 - d. Corporate name as listed on state and local filings (if different).
- (2) Business address of the applicant within the township (if any);

- (3) Mailing address (if different);
- (4) Information relating to the primary owners, management agent(s), and/or emergency contact(s) of the applicant, including but not limited to:
 - a. Full legal name and preferred nickname;
 - b. Residential address;
 - c. Business telephone number(s);
 - d. Personal telephone number(s);
 - e. Business e-mail address(es);
 - f. Alarm company information;
 - g. Lock box information;
 - h. Approximate or average number of employees; and
 - i. Preferred addresses and telephone numbers for emergency contact.
- (5) Type and nature of business, including all primary and secondary purposes and activities;
- (6) Short narrative statement explaining how the business is operated and its activities;
- (7) Description of licensing required by other agencies and/or governmental entities, and status of that licensing (including copies of same);
- (8) Certification by an owner or person responsible for any code or law violations that all inspections, permits, and use approvals have been obtained from the township and any other applicable governmental entity (by way of example, a local Health Department); and
- (9) Such additional information as may be required by another provision of the Township Code, or as required by township officials in order to issue the license or registration sought by the applicant.

Sec. 8-4. FEES.

- (A) Each applicant shall pay a general business license fee applicable to all businesses required to be licensed under this chapter as established in the township's annual fee schedule for general business licenses. Until the fee is paid, the Township Clerk will not accept an application or deem it to be complete. Fees shall not be prorated. In the event a license is denied, the township shall refund the application fee less 25% as an administrative processing charge.

(B) Exemptions. The business license fee for charitable organizations will be waived if the license application is deemed by the Township Clerk to have been completed properly and filed timely, and if the charitable organization also submits documentation satisfactory to the Township Clerk evidencing the charitable status of the applicant organization or corporation. Otherwise, the fee provision of this section shall apply, as well as any applicable late fee established by the annual appropriations ordinance. An applicant claiming an exemption under this subsection must still qualify for and obtain a business license.

(1) The term CHARITABLE ORGANIZATION means any corporation or organization which conducts business wholly for charitable, eleemosynary, or philanthropic purposes from which profit is not derived, directly or indirectly, by any person, and which is exempt from paying federal income tax or recognized by the Federal Internal Revenue Service as a 501(c)(3) corporation by virtue of its charitable endeavors. Qualification under the federal tax laws for charitable organization status shall be *prima facie* evidence that the business is engaged in the charitable purposes described above.

(2) Applicants claiming an exemption under this subsection shall have the burden of establishing entitlement to the exemption to the satisfaction of the Township Clerk.

(3) An applicant for which an exemption under this subsection is denied may appeal the denial, pursuant to the appeal process set forth in this chapter, to the license appeal committee.

Sec. 8-5. LICENSE PERIOD.

(A) Unless otherwise provided elsewhere in the Township Code, every license issued by the Township Clerk shall be for a period of one full year commencing on the date of issuance and thereafter commencing on April 1 each subsequent renewal year. Renewal notices will be mailed or e-mailed to all licensees by the Township Clerk in January of the year in which the license will expire. The licensee must enclose payment with the properly and fully completed renewal forms and submit all required information to the Township Clerk by March 1 in order to ensure continuing operation after March 31 of the year in which the license will expire. A late fee established by the township's annual fee schedule shall be imposed for renewal applications submitted after March 1. License renewals may be accomplished by mail or online unless the Township Clerk notifies the licensee in writing that the licensee must renew in person. Licensees who renew more than seven days late will be assessed a 10% penalty on the total cost of the license.

(B) Any business found to be operating without a required business license may, in addition to any citations that may be issued, be afforded 30 days to obtain a license or 14 days to submit a renewal application before being required to cease operations, but only if the business operations are otherwise lawful and have been granted all other required approvals from the township and any other agency with jurisdiction over the business. Submission of a complete

application or renewal, including all required fees, shall allow the business to continue operations pending a final determination by the Township Clerk.

(C) An application for renewal will not be considered a renewal if the business or ownership have changed since the preceding license or renewal was approved. Instead, such an application will be reviewed as an original application for a license.

Sec. 8-6. INITIAL LICENSE; ENDORSEMENT BY CLERK.

(A) After the effective date of this chapter, every existing or new business in the township that is required by this chapter to be licensed must submit the required business license application and fee(s) by March 1, 2026 in order to continue or begin operations. Existing businesses that fail to comply shall cease operations on April 1, 2026 until an application is submitted. Upon acceptance of a complete and proper application by the Township Clerk, including applicable fees, an existing business may resume operations until the following April 1 or until the application is denied, whichever shall occur first. New businesses, however, shall not begin operations until a license has been issued in accordance with this chapter.

(B) A late fee established by the township's annual fee schedule shall apply to all initial business license applications that are submitted late by any business existing and operating on the effective date of the ordinance that enacted the requirements of this chapter.

(C) The Township Clerk may issue a new license that is valid until April 1, 2027 for any new business that is formed after the effective date of this chapter, even if the application is submitted in advance of March 31, 2026.

(D) A license issued for any business that applies for an initial license less than six months before April 1 of the next upcoming year shall be valid until April 1 of the year following thereafter.

(E) Each license issued by the township shall be endorsed by the Township Clerk.

Sec. 8-7. INSPECTIONS AND INVESTIGATIONS PRIOR TO ISSUANCE.

(A) Original applications for a general business license may be referred by the Township Clerk to the Police Department, Fire Department, Building Department, Planning and Zoning Department, the Department of Public Services, Code Enforcement Department, and the Treasurer to determine whether any cause exists to deny the application. If no cause for denial is received in writing by the Township Clerk within 60 days of referring the application, the Township Clerk is authorized to issue the license. The Township Clerk may extend the time period for response for good cause.

(B) Additional investigations, whether required by any other provision in the Township Code or initiated by the Township Clerk, shall be made in accordance with the timelines established by this section.

Sec. 8-8. INSPECTIONS AND SAMPLING AFTER ISSUANCE.

(A) Whenever inspections of the premises used for or in connection with the operation of a licensed business operation or activity are provided for or required by ordinance or are reasonably necessary to ensure compliance with any ordinance or law, it shall be the duty of the licensee or person having charge of the premises to be inspected to admit thereto, for the purpose of making the inspection, any official or employee of the township who is authorized or directed to make such inspection at any reasonable time admission is requested. It shall be assumed that said request, if made when the business operation or activity is being carried on, or during normal business hours, is reasonable.

(B) Whenever an analysis of any commodity or material is reasonably necessary to secure conformance with an ordinance provision or compliance with law, it shall be the duty of the licensee to give to an authorized official or employee of the township requesting same sufficient samples of such commodity for such analysis.

(C) In addition to any other penalty which may be provided, the Township Clerk may revoke the license or permit of any person holding same who refuses to permit such official or employee who is authorized to make an inspection or to take a sample to make the inspection or to take the sample or who interferes with or hinders the official or employee while in the performance of his or her duty in making the inspection or taking such sample. No license shall be revoked for such cause, unless written demand is made upon the licensee or person having charge of the premises, in the name of the township, stating that such inspection or sample is desired at the time said inspection or sample is requested.

(D) In the event an inspection conducted pursuant to this section results in the discovery of violations of this chapter, the Township Code, or any other law, ordinance, code, or regulation, the Township Clerk may suspend the license of the business if continued operation would result in a danger to the public health, safety, or welfare, or if the operation is determined to be a use that is not permitted at the site.

Sec. 8-9. APPLICANT'S BUILDINGS AND PREMISES TO COMPLY WITH TOWNSHIP ORDINANCES AND POLICIES.

No license shall be issued if the building(s) or premises to be used for the business do not fully comply with existing township ordinances and policies, or if the business is not current on its water bill, property tax, false alarm payments, or any other obligation to the township, or if

the business or use of the premises is not in compliance with zoning regulations unless otherwise permitted by law.

Sec. 8-10. CHANGE OF LOCATION AFTER ISSUANCE.

The location of any licensed business may be changed, provided ten days notice thereof is given to the Township Clerk in the absence of any provision to the contrary and provided all other township requirements are met. Upon receipt of such notice, the Township Clerk shall refer the notice to the departments and offices set forth in this chapter for investigating license applications so they may advise the Township Clerk whether the new location is in compliance with all laws, codes, regulations, and ordinances.

Sec. 8-11. POSTING OF LICENSE.

Any person conducting a licensed business in the township shall keep his or her license posted in a prominent place on the premises used for such business so that it is readily visible to all patrons, employees, and visitors. Individuals engaging in mobile business activities within the township shall post the license in a prominent place on any mobile conveyance utilized for the business activities, or if no mobile conveyance is used or part of the business operation, shall display a copy of the license to any person with whom the individuals interact while undertaking such mobile business activities upon request of such person.

Sec. 8-12. DENIAL, SUSPENSION, AND REVOCATION.

(A) When the Township Clerk believes that cause exists to deny, suspend, or revoke a license, the Township Clerk shall provide written notice to the business or operator at issue. The notice shall explain the nature of the cause and indicate that the applicant/licensee must submit written documentation within 14 days of the date the notice is sent to show cause why the license should not be denied, suspended, or revoked. The notice shall be sent by first class mail to the applicant/licensee at its last known business address. The notice will be deemed to be sent when mailed, whether actually received or not. If the applicant/licensee does not submit any written documentation to show cause why the license should not be denied, suspended, or revoked, the Township Clerk shall issue a formal notice, within five days after the 14 day show cause period has expired, indicating the license is denied, suspended, or revoked if such outcome remains warranted under the circumstances in the determination of the Township Clerk. The notice shall advise the applicant/licensee of its right to appeal to the License Appeal Committee by filing a written request to appeal with the Township Clerk's office within 14 days of the date the notice was deposited in the mail.

(B) If submitted by the business as set forth in division (A), the Township Clerk shall review any written show cause documentation within 14 days of receipt, or as soon thereafter as circumstances allow.

(C) Within five days of reviewing the written documentation from the business, or as soon thereafter as circumstances allow, the Township Clerk shall render a decision approving, denying, suspending, revoking, or affirming the license. The Township Clerk shall immediately notify the applicant/licensee of the decision in writing by first class mail. If the decision is to deny, suspend, or revoke the license, the Township Clerk shall also notify the applicant/licensee of its right to appeal the decision to the License Appeal Committee by filing a written request to appeal with the Township Clerk's office within 14 days of the date the notice was deposited in the mail.

(D) If an applicant's license is denied, or if a licensee's license is suspended or revoked, in accordance with a decision of the Township Clerk that the applicant/ licensee does not appeal within the time provided, the applicant/licensee shall not thereafter conduct, operate, or carry on the business for which it applied for licensing or for which it was licensed unless and until the license is restored or a new license is issued. Violations of this section shall be punishable as set forth in Chapter 1 of the Township Code, and the Township may take additional abatement action through the Board of Ordinance Appeals or the court system to ensure enforcement of the denial, suspension, or revocation.

(E) For purposes of this chapter, suspension of a license may be indefinite pending remediation of a condition that warranted the suspension. The Township Clerk may impose remediation deadlines, the expiration of which may be tolled for good faith progress or circumstances beyond the licensee's control, or which may result in revocation of the license.

Sec. 8-13. APPEALS TO THE LICENSE APPEAL COMMITTEE.

(A) The License Appeal Committee shall consist of three township officials, to be selected by the applicant/licensee from the following five township officials when submitting its written request to appeal:

- (1) Police Chief (or designee);
- (2) Fire Chief (or designee);
- (3) Township Planning and Zoning Administrator (or designee);
- (4) Public Services Director (or designee);
- (5) Building Official (or designee).

(B) The selected members of the License Appeal Committee shall be notified of their selection by the Township Clerk within five days of receipt of the appeal from the applicant/licensee. Within five days thereafter, the Township Clerk shall mail written notice of the date/time selected by the Township Clerk for the appeal review, which shall be at least five business days from the date of the mailing. In the event of a schedule conflict, the applicant/licensee may request a different date/time for the review, and the Township Clerk shall schedule same for a date/time within five business days of the original date/time.

(C) In the event a Township official is chosen by the applicant/licensee to serve on the License Appeal Committee but prefers to recuse himself/herself due to personal knowledge of, or involvement with enforcement regarding, any aspect of the business' operations or personnel, the township official shall advise the Township Clerk of the recusal in writing, and the Township Clerk shall select the next township official from the list set forth above in numerical order directly following that township official on the list.

(D) Any person aggrieved by any decision of the Township Clerk concerning a denial, revocation, or suspension of a license shall have a right to appeal to the License Appeal Committee. The written appeal shall include a copy of the decision appealed from and a statement of the reasons supporting the appeal. Filing of an appeal does not authorize an applicant to conduct business as if the license had been approved, but filing of an appeal will stay the effect of the Township Clerk's decision to suspend or revoke a license until the License Appeal Committee decides the appeal unless considerations of public health, safety, and welfare warrant otherwise.

(E) The License Appeal Committee shall evaluate the information provided by the Township Clerk and any information provided by the applicant/licensee that it deems relevant to the cause for denial, suspension, or revocation. The review shall be *de novo*. The applicant/licensee may be represented by counsel, and shall notify the Township Clerk at least two days in advance of that fact so that the Township Attorney may be invited to attend as well.

(F) The License Appeal Committee shall render a written determination within five days after the appeal review, and the written determination shall be mailed to the applicant/licensee upon receipt from the License Appeal Committee. The determination may overturn the denial, suspension, or revocation; it may affirm the denial, suspension, or revocation; or it may modify the denial, suspension, or revocation, including but not limited to imposing conditions designed to rectify the reasons for the denial, suspension, or revocation.

(G) The determination of the License Appeal Committee is final. If the determination is to uphold or impose a denial, suspension, or revocation, the determination shall take effect on the date set forth in the License Appeal Committee's written determination. The applicant/licensee shall not thereafter conduct, operate, or carry on the business for which it applied for licensing or for which it was licensed unless and until the license is restored or a new license is issued. Violations of this section shall be punishable as set forth in Chapter 1 of the Township Code,

and the township may take additional abatement action through the Board of Ordinance Appeals or the court system to ensure enforcement of the denial, suspension, or revocation.

Sec. 8-14. DETERMINATION OF CAUSE.

The term CAUSE, as used in this chapter for applicants and licensees, means and includes the following acts, omission, or events when done, not done, or caused by a licensee, the licensee's officers or principal employees, or the licensee's employees when acting within the scope of their employment pursuant to their supervisor's direction:

- (A) The doing or omitting of any act or permitting any condition to exist in connection with any business for which a license is issued under the provisions of this chapter, or any premises or facilities used in connection therewith, which act, omission, or condition is injurious to the health, safety, or welfare of the public; is unlawful or fraudulent; is unauthorized or beyond the scope of the license granted; or is forbidden by the provisions of the Township Code or rule or regulation of the township, or any state or federal law, applicable to the business for which the license was issued;
- (B) The conviction of the licensee for any crime involving moral turpitude;
- (C) Fraud, misrepresentation, or any false statement made in the application for license or registration;
- (D) Any violation of this chapter;
- (E) Conducting a business in an unlawful manner or in such a manner as to constitute a breach of the peace or to constitute a menace to the health, safety, or welfare of the public;
- (F) Failure or inability of a licensee to meet and satisfy the requirements and provisions of this chapter, every ordinance of the township, and every requirement of state and federal law;
- (G) Failure to pay personal property taxes, water and/or sewer charges, or any other obligation owed to the township.

Sec. 8-15. VIOLATIONS.

- (A) No person shall engage in or conduct any business for which a license is required by this chapter without having first obtained such a license, or when such a license is expired, suspended, and/or revoked. Owners, managers, and persons with apparent authority over operation of the business may all be jointly and severally deemed responsible. Citations for any violation of this chapter may be issued by the Township Clerk, any police officer, or any code

officials of the township, and such violations shall be punishable as municipal civil infractions as set forth in Chapter 1 of the Township Code.

(B) No person shall knowingly provide false information to the township in an application for, or as part of a renewal of, a license required by this chapter.

(C) Nothing in this section shall be deemed or construed to limit the remedies otherwise available to the township to address any violation of this chapter, including but not limited to license suspension, license revocation, and abatement proceedings for ongoing violations.

Sec. 8-16. PRIVACY.

The Township Clerk shall withhold from public disclosure any personal information provided to the township pursuant to the requirements of this chapter, except where disclosure is required by law.



Scott Bennett, Supervisor



David Robertson, Clerk

First Reading: September 2, 2025

Pending Ordinance Posted: September 6, 2025 At the Township Clerk's office and on the Township's website.

Notice of the Posting was Published: September 18, 2025 (In Grand Blanc View)

Second Reading: October 14, 2025

Ordinance Posted: October 16, 2025 At the Township Clerk's office and on the Township's website

Notice of the Posting was Published: October 23, 2025 (In Grand Blanc View)

Effective: January 1, 2026

CLERKS CERTIFICATION

I, David Robertson, the duly elected, qualified, and acting Clerk of the Charter Township of Grand Blanc, Genesee County, Michigan, do certify the forgoing is a true and complete copy of the First Reading of Ordinance No. 2025-2 adopted by the Township Board of the Charter Township of Grand Blanc at a regular meeting held in the Grand Blanc Township Government Center, 5371 S. Saginaw Street, Grand Blanc, Michigan 48507 on the day of October 14th, 2025 by a majority of the Board present and voting, the original of which is on file in my office.

I further certify a copy of General Ordinance No. 2025-2 was posted at the Township Clerk's office and on the Township's website on October 16th 2025. A notice of the posting was published in The Grand Blanc View, a newspaper of general circulation in the Township, on October 23rd 2025. In Witness Whereof, I have hereunto affixed my official signature this 28th day of October, 2025.



David Robertson, Clerk