



5768 St. Joseph Avenue
Stevensville, MI 49127
269-429-1802 phone
269-429-7391 fax
villageofstevensville.us

!!IMPORTANT – DO NOT DISREGARD!!

Dear Business Owner,

The Village of Stevensville has partnered with Lincoln Charter Township on a Business Licensing Program that will be implemented starting in 2023. The program will allow for an accurate inventory of businesses in the village as well as required fire and safety inspections. Lincoln Charter Township will administer the program.

All businesses in the village are required to be licensed through Lincoln Charter Township in order to operate in the village.

Business license applications will be mailed to all businesses in the village this December and should be completed and returned to Lincoln Charter Township by January 31st, 2023, with applicable fee to cover inspections. After the application and fee is received, the business will receive its license, which must be publicly posted. Later in the year, the Lincoln Charter Township Fire Department will schedule a Fire and Life Safety Inspection and provide the business with a window sticker indicating it has been inspected.

You will be notified for annual renewals. If there are any changes in ownership, please notify the township. More information about the Business Licensing ordinance, process and fees can be found in the enclosed documents.

If you have any questions, please contact:

John Baumann
Assessor
Lincoln Charter Township
jbaumann@lctberrien.org
269-429-1589 x 103

Kacey Dominguez
Manager
Village of Stevensville
manager@villageofstevensville.us
269-429-1802

Julie Amicarelli
Administrative Assistant
Lincoln Charter Township
jamicarelli@lctberrien.org
269-429-1589 x 100

Thank you for your cooperation.



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BUSINESS LICENSE FEE SCHEDULE

Business Description	Licensing Fee
Home based or up to 400 square feet of office space	\$25
Residential Group Home	\$35
401 square feet – 3,000 square feet	\$65
3,001 square feet – 6,000 square feet	\$75
6,001 square feet – 10,000 square feet	\$115
10,001+ square feet	\$165
Hotels and motels under 50 rooms	\$75
Hotels and motels over 50 rooms	\$165