

Janice M. Winfrey
City Clerk

City of Detroit
OFFICE OF THE CITY CLERK

Andre P. Gilbert II
Deputy City Clerk

DEPARTMENT PETITION REFERENCE COMMUNICATION

To: The Department or Commission Listed Below

From: Janice M Winfrey, Detroit City Clerk

The following petition is herewith referred to you for report and recommendation to the City Council.

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

Petition No.	2023-252
Name of Petitioner	Space Lab Development, Inc dba SpaceLab Detroit
Description of Petition	Request to hold "Detroit Urban Innovators United by Design Fashion Show (a Detroit Month of Design official event)" Outdoors on Shelby Street between Fort and Congress Street on September 9, 2023 from 1:00PM to 5:30 PM
Type of Petition	Special Event
Submission Date	7/6/2023
Concerned Departments	Media Services, Buildings & Safety Engineering, Police Department, Fire Department, Municipal Parking Department, Transportation Department, Health Department; General Services Department,
Petitioner Contact	Karen Burton Space Lab Development, Inc dba SpaceLab Detroit 607 Shelby St., Suite 700 Detroit, MI 48226 313-379-7000 karenb@spacelabdetroit.com

2 Woodward Ave. Coleman A. Young Municipal Center Rm. 200, Detroit, MI 48226

(313) 224 - 3260 | Fax: (313) 224 - 1466

City of Detroit Special Events Application

Successful events are the result of advance planning, effective communication and teamwork. The City of Detroit will be strictly adhering to the Special Events Guidelines; please print them out for reference. Petitioners are required to complete the information below so that the City of Detroit may gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the Special Events and Film Handling Office at least **60 days** prior to the first date of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets and maps as needed.

Section 1- GENERAL EVENT INFORMATION

Event Name: Detroit Urban Innovators United By Design Fashion Show (a Detroit Month of Design official event)

Event Location: Outdoors on Shelby Street between Fort and Congress Streets

Is this going to be an annual event? ☒ Yes ☐ No Yes, if this 2023 event is successful. This is our first one.

Section 2- ORGANIZATION/APPLICANT INFORMATION

Organization Name: Space Lab Development, Inc. dba SpaceLab Detroit

Organization Mailing Address: 607 Shelby St., Suite 700, Detroit MI 48226

Business Phone: 313-379-7000

Business Website: www.spacelabdetroit.com

Applicant Name: Karen A.D. Burton, CEO, Co-owner

Business Phone: 313-379-7000

Cell Phone: 248-210-3750

Email: karenb@spacelabdetroit.com

Event On-Site Contact Person:

Name: Mari Byrd and Karen Burton

Business Phone: 313-379-7000

Cell Phone: 248-210-3750

Mari: marib@spacelabdetroit.com
Email: Karen: karenb@spacelabdetroit.com

Event Elements (check all that apply)

- | | | |
|--|--|---|
| <input type="checkbox"/> Walkathon | <input type="checkbox"/> Carnival/Circus | <input type="checkbox"/> Concert/Performance |
| <input type="checkbox"/> Run/Marathon | <input type="checkbox"/> Bike Race | <input type="checkbox"/> Religious Ceremony |
| <input type="checkbox"/> Political Event | <input type="checkbox"/> Festival | <input type="checkbox"/> Filming |
| <input type="checkbox"/> Parade | <input type="checkbox"/> Sports/Recreation | <input type="checkbox"/> Rally/Demonstration |
| <input type="checkbox"/> Convention/Conference | <input type="checkbox"/> Fireworks | <input checked="" type="checkbox"/> Other: <u>Fashion show with entertainment</u> |

Projected Number of Attendees: 200

Please provide a brief description of your event:

The "Detroit Urban Innovators United By Design" is an official event of Detroit Month of Design and will feature local designers and clothing brands who are committed to sustainability, diversity, and inclusivity. These values will be at the forefront of the event, as they are the key components of bringing together communities and industries. The show will also highlight the work of local artists and architects, who will contribute by creating installations and backdrops that tie in with the theme.

What are the projected set-up, event and tear down dates and times (must be completed)?

Begin Set-up Date : 09/09/2023 Time: 6:00 AM Complete Set-up Date: 09/09/2023 Time: 11:00 AM

Event Start Date: 09/09/2023 Time: 1:00 PM Event End Date: 09/09/2023 Time: 5:30 PM

Begin Tearing Down Date: 09/09/2023, 6:30 PM Complete Tear Down Date: 09/09/2023, 8:30 PM

Event Times (If more than one day, give times for each day):

Section 3- LOCATION/SITE INFORMATION

Location of Event: Shelby Street between Fort Street and Congress Street

Facilities to be used (circle): Street Sidewalk Park City

Please attach a copy of Port-a-John, Sanitation, and Emergency Medical Agreements as well as a site plan which illustrates the anticipated layout of your event including the following:

- | | |
|---------------------------------------|---|
| -Public entrance and exit | -Location of First Aid N/A per City of Detroit Fire Dept. |
| -Location of merchandising booths N/A | -Location of fire lane N/A per City of Detroit Fire Dept. |
| -Location of food booths N/A | -Proposed route for walk/run N/A |
| -Location of garbage receptacles | -Location of tents and canopies |
| -Location of beverage booths N/A | -Sketch of street closure |
| -Location of sound stages | -Location of bleachers |
| -Location of hand washing sinks | -Location of press area |
| -Location of portable restrooms | -Sketch of proposed light pole banners N/A |

Section 4- ENTERTAINMENT

Describe the entertainment for this year's event:

This is a fashion show with a runway. There will be MC's, a DJ, and one or two singers. There will also be a live installation.

Will a sound system be used? ☒ Yes ☐ No

If yes, what type of sound system? Amplified, augmented - Line Array Sound System

Section 5- SALES INFORMATION

Will there be advanced ticket sales? ☒ Yes ☐ No Tickets will be sold through SpaceLab's website and on Eventbrite.com. Design Core Detroit will also promote.

If yes, please describe:

Will there be on-site ticket sales? ☐ Yes ☒ No

If yes, list price(s):

Will there be vending or sales? ☐ Yes ☒ No

If yes, check all that apply:

[] Food [] Merchandise [] Non-Alcoholic Beverages [] Alcoholic Beverages

Indicate type of items to be sold:

Will there be food trucks? ☐ Yes ☒ No

If yes, please list how many:

Will there be a charge for parking? ☐ Yes ☐ No

If yes, please describe the amount:

Parking will be available at municipal street parking and existing surface lots and garages in the area. We also anticipate securing valet parking service at current market rates.

How will you advise attendees of parking options? Parking information will be available on our website and ticket sale website.

Section 6- PUBLIC SAFETY & PARKING INFORMATION

Name of Private Security Company: H&P Protective Services, Inc.

Contact Person: Fred Hall

Address: 400 Renaissance Center, #2600

Phone: (248) 443-7000

City/State/Zip: Detroit, MI 48243

Number of Private Security Personnel Hired Per Shift: 4 minimum

Are the private security personnel (check all that apply):

☒ Licensed

☒ Armed

☒ Bonded

Section 7- COMMUNICATION & COMMUNITY IMPACT INFORMATION

How will your event impact the surrounding community (i.e. pedestrian traffic, sound carryover, safety)?

Shelby Street between Fort and Congress Streets will be closed to vehicular traffic and pedestrian thru-traffic for the day. Also, the Sound system may be heard a few blocks away.

Have local neighborhood groups/businesses approved your event?

☐ Yes

☒ No In process of informing them

Indicate what steps you have or will take to notify them of your event:

We will send nearby businesses an email informing them of our plans and then meet them in person to discuss.

Section 8- EVENT SET-UP

Complete the appropriate categories that apply to the event Structure

Describe specific power needs for entertainment and/or music. If generators will be used, described how many and how they will be fueled: .
One 45-49 KVA Multiquip Whisper Watt Diesel Generator. Fuel by diesel.

12'-3.25" L x 5'-5.25" W x 6'-3.5" H

Name of vendor providing generators: AVL Creative/ The Display Group
Contact Person: Chris Butterfield

Address: 6235 Concord Ave.

Phone: 313-394-1333

City/State/Zip Detroit, MI 48211

How Many? 1

Size/Height 12'-3.25" L x 5'-5.25" W x 6'-3.5" H
See attachment

Booth None

Tents (enclosed on 3 sides) One tent

Canopy (open on all sides) None

Staging/Scaffolding Stage and Runway for fashion show (currently being designed), and scaffold structure at attendee entry

Bleachers None; Attendees will sit in chairs

Section 9- COMPLETE ALL THAT APPLY

Emergency medical services? None needed per City of Detroit Fire Department (fewer than 500 attendees)

Contact Person:

Address:

City/State/Zip:

Name of company providing port-a-johns. Jay's Septic Tank Service

Contact Person: Candice Hager

Address: 2787 Greenwood Road

Phone: (810) 664-8080

City/State/Zip: Lapeer, MI 48446

Name of private catering company? N/A

Contact Person:

Address:

Phone:

City/State/Zip:

SPECIAL USE REQUESTS

List any streets or possible streets you are requesting to be closed. Include the day, date, and time of requested closing and reopening. Neighborhood Signatures must be submitted with application for approval. Barricades are not available from the City of Detroit.

Will there be street closures? ☒ Yes ☐ No

If yes, please complete the street closure information below and attach a map or sketch of the proposed area for closure.

Shelby Street

STREET NAME: _____

FROM: Fort Street

TO: Congress Street

CLOSURE DATES: 09/09/2023 BEG TIME: 6:00 AM END TIME: 10:00 PM

REOPEN DATE: 09/09/2023 TIME: 10:00 PM 11:00pm

STREET NAME: _____

FROM: _____ TO: _____

CLOSURE DATES: _____ BEG TIME: _____ END TIME: _____

REOPEN DATE: _____ TIME: _____

STREET NAME: _____

FROM: _____ TO: _____

CLOSURE DATES: _____ BEG TIME: _____ END TIME: _____

REOPEN DATE: _____ TIME: _____

STREET NAME: _____

FROM: _____ TO: _____

CLOSURE DATES: _____ BEG TIME: _____ END TIME: _____

REOPEN DATE: _____ TIME: _____

STREET NAME: _____

FROM: _____ TO: _____

CLOSURE DATES: _____ BEG TIME: _____ END TIME: _____

REOPEN DATE: _____ TIME: _____

PLEASE ADD IMPORTANT INFORMATION BELOW AND ATTACH A COPY OF THE FOLLOWING:

- 1) **CERTIFICATE OF INSURANCE**
- 2) **EMERGENCY MEDICAL AGREEMENT** N/A per City of Detroit Fire Dept.
- 3) **SANITATION AGREEMENT**
- 4) **PORT-A-JOHN AGREEMENT**
- 5) **COMMUNITY COMMUNICATION**
In progress

AUTHORIZATION & AFFIDAVIT OF APPLICANT

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief that I have read, understood and agreed to abide by the rules and regulations governing the proposed Special Event, and I understand that this application is made subject to the rules and regulations established by the Mayor or the Mayor's designee. Applicant agrees to comply with all other requirements of the City, County, State, and Federal Government and any other applicable entity, which may pertain to Special Events. I further agree to abide by these rules, and further certify that I, on behalf of the Event agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event, to the City of Detroit.

Karen A.D. Burton

06/13/2023

Signature of Applicant

Date

NOTE: Completion of this form does not constitute approval of your event. Pending review by the Special Events Management Team, you will be notified of any requirements, fees, and/or restrictions pertaining to your event.

HOLD HARMLESS AND INDEMNIFICATION

The Applicant agrees to indemnify and hold the City of Detroit (which includes its agencies, officers, elected officials, appointed officials and employees) harmless from and against injury, loss, damage or liability (or any claims in respect of the foregoing including claims for personal injury and death, damage to property, and reasonable outside attorney's fees) arising from activities associated with this permit, except to the extent attributable to the gross negligence or intentional act or omission of the City.

Applicant affirms that Applicant has read and understands the Hold Harmless and Indemnification provision and agrees to the terms expressed therein.

(Please Print)

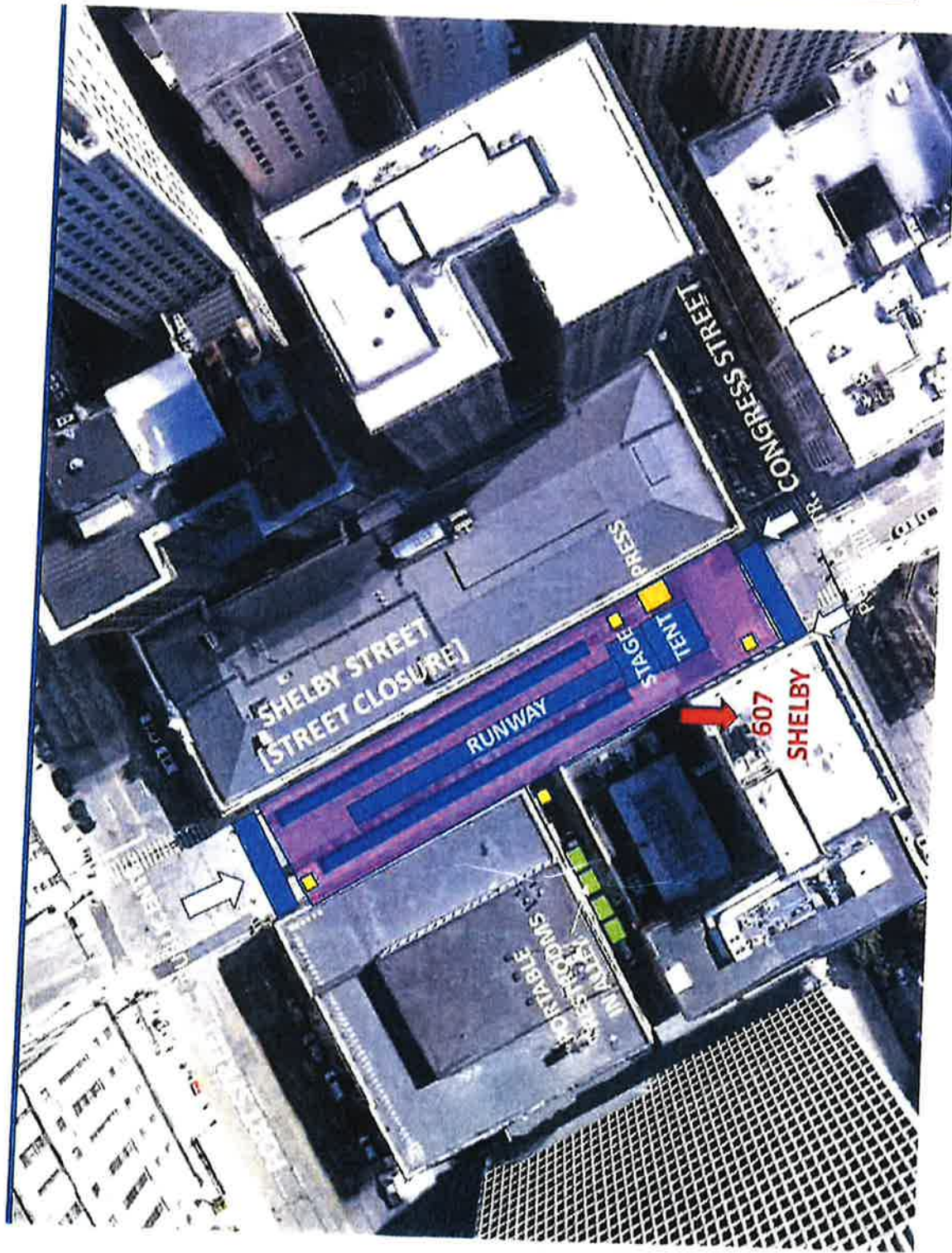
Event Name: Detroit Urban Innovators United By Design Fashion Show Event
Date: 09/09/2023

Event Organizer: Space Lab Development, Inc. dba SpaceLab Detroit (Karen A.D. Burton)

Applicant Signature:

Karen A.D. Burton

Date: 06/13/2023



- Street Closure
- Structures
- Audience Seating (Chairs)
- Portable Restrooms & Hand-washing Sinks
- Garbage Receptacles
- Press

Detroit Urban Innovators
 United By Design Fashion Show
 Spacelab Detroit
 Shelby Street Closure
 09.09.23

Jays Septic Tank Service (Portables)
 2787 Greenwood Road
 Lapeer, MI 48446
 (810) 664-8080
 contact@jaysseptic.com



Estimate

Billing Address

SpaceLab Detroit
 607 Shelby St
 Suite 700
 Detroit, MI 48226

Service Address

N/A

Estimate	Estimate Date	P.O.	Clerk	Estimate Expiration			
I124486	Jun 14, 2023	---	CH	Jul 14, 2023			
#	Item	Qty	Description	Tax	Rate	Amount	Amount w/ Tax
1	14 Ft. Satellite Suite	1	Item Rental - 14 Ft. Satellite Suite 9/8/23 - 9/11/23	\$0.00	\$1,400.00	\$1,400.00	\$1,400.00
2	Water Delivery	1	Water Delivery for trailer	\$0.00	\$350.00	\$350.00	\$350.00
3	Delivery / Pick up	1	Delivery / Pick up for trailer	\$0.00	\$66.00	\$66.00	\$66.00
4	ADA Handicap Unit	1	Item Rental - ADA Handicap Unit	\$0.00	\$260.00	\$260.00	\$260.00
5	Hand Sanitizer	1	Hand Sanitizer - Handicap unit	\$0.00	\$10.00	\$10.00	\$10.00
6	Regular Portable Unit	2	Item Rental - Regular Portable Unit	\$0.00	\$150.00	\$300.00	\$300.00
7	2 Station Sink Unit	1	Item Rental - 2 Station Sink Unit	\$0.00	\$160.00	\$160.00	\$160.00
8	Additional set up fee over 1	1	Additional set up fee over 1 hr \$95 per half hr for trailer	\$0.00	\$0.00	\$0.00	\$0.00
						Subtotal	\$2,546.00
						Tax	\$0.00
						Total	\$2,546.00

Message:

Customer agrees to the following terms and conditions. THIS IS A BINDING AGREEMENT. 1. Customer agrees to exercise reasonable care in the use of the units and will be held responsible for any damages to the units over normal wear and tear, loss due to theft, fire, or negligence. By accepting delivery of this unit(s), you are fully responsible for any or all destruction of units and/or liability to person using said facilities. 2. Customer agrees not to sell, rent, or give up possession of the unit(s). 3. Units must be placed in an area where a heavy truck may reach the unit(s) within 15'. 4. Customer agrees not to move the unit(s). 5. Use of unit(s) past 28-day billing date will be charged an additional month. Bills are not prorated. 6. Monthly unit(s) must be called into our office for a pickup date. 7. All trailers require a non-refundable deposit which is nontransferable. ROLL-OFFS 8. Customer agrees to no fires, no liquid paint, hazardous waste, or fridge or freezers with Freon. 9. Customer agrees no to over fill dumpsters (about 1ft below top) All extra will be left on site. This waiver of Liability gives Jay's permission to enter onto his/her property for the purpose of doing the agreed upon work and will hold Jay's harmless for any and all damages that may occur by Jay's Employees, Vehicles or Machinery including, but not limited to, lawns, sidewalks, driveways, septic system, etc. \$30 charge for returned checks



ONE TIME CHARGE CONTRACT (THIS IS NOT AN INVOICE)

DATE: 5-24-2023

REGION: Michigan

FACILITY LOCATION:

CLIENT: Space Lab Detroit

ADDRESS: 607 Shelby St Suite 700

Detroit MI 48226

PHONE: 2482420036

FAX/E-MAIL: Marib@spacelabdetroit.com

BILL TO:

CLIENT: Space Lab Detroit

ADDRESS: 607 Shelby St Suite 700

Detroit MI 48226

AMOUNT: \$ 550.00

+ sales tax

JANI-KING agrees to provide the service indicated under the Cleaning Service Specifications below. CLIENT agrees to pay JANI-KING the full amount due, plus any applicable sales tax, upon receipt of an invoice from JANI-KING.

CLEANING SERVICE SPECIFICATIONS

The amount of \$550.00 is the rate of our day Porters that would be servicing the event.

If you would like to have our company provide Trash Cans as well as the Trash bags our total would be \$750.00

Are additional service specifications attached?

Yes ☐

No ☒

JANI-KING WILL NOT BE LIABLE FOR CONDITIONS BEYOND OUR CONTROL, INCLUDING THOSE CONDITIONS THAT EXIST PRIOR TO CLEANING. Customer should be careful in the event the cleaning service specifications include floor care services, as floors may be slippery due to damp conditions.

Customer signature to begin service:

Client:

Authorized Signature

Print Name

Jani-King:

Date: 5-24-2023

Authorized Signature

Ameer Abbas - Regional Director

Print Name

Franchisee:

Number:

Start Date: On or Before:

Franchisee agrees to provide the service under the terms of this contract, according to all JANI-KING standards, procedures and policies.

Franchisee:

Authorized Signature

Date

Print Name

I have inspected the facility and acknowledge that the above service has been completed to my satisfaction.

Client:

Authorized Signature

Date

Print Name



SPACDEV-01

LFORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/16/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER

TDA Insurance & Financial
246 Liberty Street
Walled Lake, MI 48390

CONTACT

NAME:

PHONE (A/C, No, Ext): (248) 347-3630

FAX (A/C, No): (248) 869-2234

E-MAIL: info@tdanow.com

ADDRESS:

INSURER(S) AFFORDING COVERAGE

NAIC

INSURER A: Fremont

13994

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

INSURED

Spacelab Development, Inc.
607 Shelby St
Ste 700
Detroit, MI 48226

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	X		B003057406	1/23/2023	1/23/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			B003057406	1/23/2023	1/23/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTIONS \$						EACH OCCURRENCE \$ AGGREGATE \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in MI) <input type="checkbox"/> Y <input checked="" type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		WCP002880901	4/9/2022	4/9/2023	PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The City of Detroit is listed as Additionally Insured." And " Policy shall not be canceled or reduced without at least thirty (30) days prior written notice to the City"

CERTIFICATE HOLDER

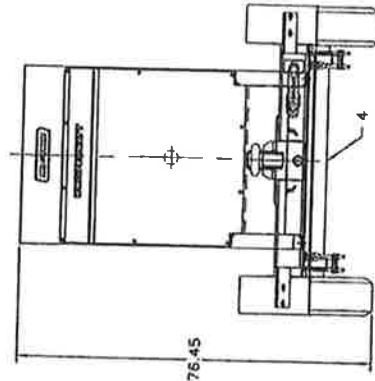
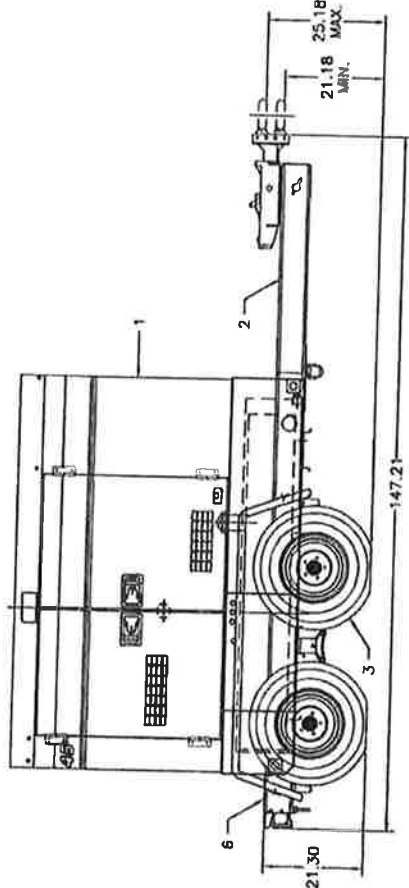
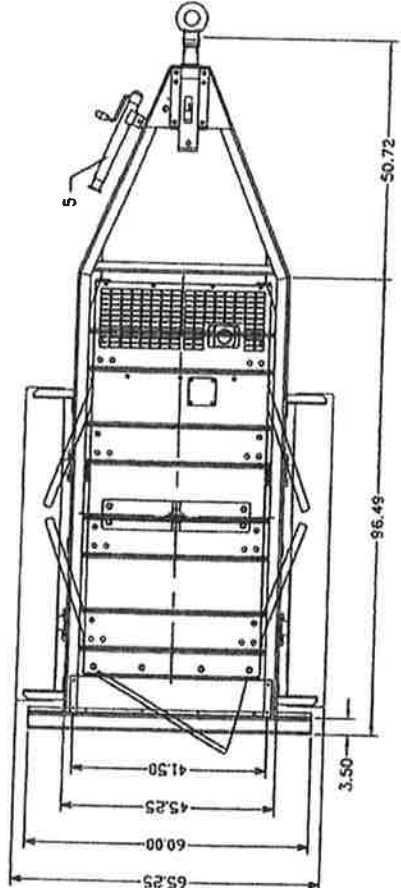
The City of Detroit c/o Office of Contracting and Procurement
2 Woodward Avenue, Suite 1008
Detroit, MI 48226

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

THE DRAWING AND THE DATA HEREON ARE THE PROPERTY OF MQ POWER. NO PART OF THIS DRAWING OR DATA IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT PERMISSION IN WRITING FROM MQ POWER.



MATCH OPTIONS	
3" ADJUSTABLE EYE (E-AS204 - PRIMER)	
2" BALL COUPLER (E-AS204 - PLATED)	
2-5/16" BALL COUPLER (E-AS204 - PLATED)	

ITEM	PART NUMBER	QTY	DESCRIPTION	MANUFACTURE
1	DCA45SSU4F (TRAILER)	1	45SSU4F GENSET	MQ POWER
2	TRAILER	1	TRAILER (MODEL: TRAILER)	MQ POWER
3	CE4A304	6	OVERALL DIMENSION 148" X 60" X 77"	
4	ES556A5	2	TIRE ST205/75014 "C", 1,740# RATING	
5	ES556A5	2	HYDRAULIC AXLE, 3,500# RATING	
6	ES556A5	1	3K JACK CEMENT	
7	ES57100	1	COVER, 1 THK TREAD DIAMOND PLATE	
8		1	SEE MATCH OPTION TABLE	

MQ POWER	
DESIGNED BY	DATE
DRAWN BY	DATE
CHECKED BY	DATE
APPROVED BY	DATE
DATE	19/02/13
DO NOT SCALE DRAWING	
SCALE	1/12
SHEET	1/1

"Generator measurements"



of greater than 500 people or requiring specialized permits and/or plans below 500 attendees may require medical coverage.

A written medical plan is required to be submitted at least 30 prior to the first day of a special with an estimated attendance of greater than 2,500 persons or events in which an Emergency Action Plan is required by the Fire Marshalls Division. Please contact the EMS Division at 313-596-5180 for additional information and the plan requirements.

MEDICAL COVERAGE REQUIREMENT

EVENT TYPE	CROWD SIZE (anticipated)	CPR/AED/9-1-1 ACCESS	FIRST AID	BLS or ALS AMBULANCE	Mobile Teams
CONCERT / MUSIC FESTIVAL	>500 TO 2499	X			
	2,500-15,500	X		X	
	15,500-50,000	X	X	X	X
	>50,000	X	X	X	X
ATHLETIC / SPORTING EVENT	>500 TO 2499	X			
	2,500-15,500	X	X	X	X
	15,500-50,000	X	X	X	X
	>50,000	X	X	X	X
PARADE* / BLOCK PARTY / STREET FAIR / OUTSIDE VENUE	>500 TO 2499	X			
	2,500-15,500	X			X
	15,500-50,000	X	X	X	X
	>50,000	X	X	X	X
CONFERENCE / CONVENTION	>>500 TO 2499500	X			
	2,500-15,500	X			
	15,500-50,000	X	X	X	X
	>50,000	X	X	X	X

MAYOR'S OFFICE COORDINATORS REPORT

OVERALL STATUS (please circle): ☒ **APPROVED** ☐ **DENIED** ☐ **N/A** ☐ **CANCELED**

Petition #: 2023-252 Event Name: Detroit Urban Innovators United by Design Fashion Show

Event Date: 9/9/2023

Street Closure: Shelby Street between Fort and Congress

Organization Name: Space Lab Development

Street Address: 607 Shelby St., Suite 700 Detroit, MI 48226

Receipt date of the COMPLETED Special Events Application:	7/06/2023
Date of City Clerk's Departmental Reference Communication:	7/06/2023
Due date for City Departments reports:	7/06/2023
Due date for the Coordinators Report to City Clerk:	7/06/2023

Event Elements (check all that apply):

- ☐ Walkathon
 ☐ Carnival/Circus
 ☐ Concert/Performance
 ☐ Run/Marathon
☐ Bike Race
 ☐ Religious Ceremony
 ☐ Political Ceremony
 ☐ Festival
☐ Filming
 ☐ Parade
 ☐ Sports/Recreation
 ☐ Rally/Demonstration
☐ Fireworks
 ☐ Convention/Conference
 ☒ Other: Fashion Show
☐ **24-Hour Liquor License**

Petition Communications (include date/time)

The Detroit Urban Innovators United by Design is an official event of Detroit Month of Design and will feature local designers and clothing brands who are committed to sustainability, diversity, and inclusivity. These values will be at the forefront of the event, as they are the key components of bringing together communities and industries.

**** ALL permits and license requirements must be fulfilled for an approval status ****

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	DPD	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	DFD/ EMS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	DPW	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	Health Dept.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	TED	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Recreation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Bldg & Safety	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Bus. License	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Mayor's Office	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	Municipal Parking	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	DDOT	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

MAYOR'S OFFICE

Signature: **Elisa Malile**

Digitally signed by Elisa Malile
Date: 2023.04.28 13:12:46 -04'00'

Date: 7/7/23

City Council Member: _____

Resolved, The Mayor's Office is hereby authorized and directed to issue permits to Space Lab Development to host Detroit Urban Innovators United by Design Fashion Show on September 09, 2023 from 1p to 530p at Shelby Street between Fort and Congress.

PROVIDED, that there will be DPD Assisted Event; and be it further

PROVIDED, that there will be DFD Pending Inspections; Contracted with Private EMS to Provide Services; and be it further

PROVIDED, that there will be BSEED Permits Required for Tents, Generators and be it further

PROVIDED, that there will be DPW Type III Barricades & Road Closure Signage Required; and be it further

PROVIDED, that there will be Municipal Parking No Parking Signs Required; and be it further

PROVIDED, that there will be a Business License Required obtained following City Council approval; and be it further

PROVIDED, that all necessary permits must be obtained prior to the event. If permits are not obtained, departments can enforce closure of event.