

# City of Detroit

Janice M. Winfrey  
City Clerk

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*

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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.

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Petition No.	2024-091
Name of Pctitioner	Angel's Share Inc
Description of Petition	Please find attached request to host "Home Opener Festival" at 440 Madison Ave on 04/05/24. Set-up will begin at 1:00 p.m. on 04/03/24, and being completed at 8:00 am on 04/05/24. Teardown will begin at 04/05/24 at 9:00 pm and be completed at 1:00 p.m. on 04/06/24.
Type of Petition	<b>Special Events</b>
Submission Date	03/07/24
Concerned Departments	Buildings, Safety Engineering, and Environmental Department (BSEED), Department of Public Works (DPW), Detroit Department of Transportation (DDOT), Detroit Fire Department (DFD), General Services Department (GSD), Media Services Department, Municipal Parking Department, Police Department (DPD)
Petitioner Contact	Scott Rutterbush <a href="mailto:scottrutterbush@me.com">scottrutterbush@me.com</a> (248) 986-5336

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 Authorizations

## **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 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.

**Applicant Signature:**



**Date:**

2/4/24

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.

**Event Name:**

HOME OPENER FESTIVAL

**Event Date:**

2/4/24

**Event Organizer:**

SCOTT RUTTERBUSH

**Applicant Signature:**



**Date:**

2/4/24

CITY OF DETROIT, OFFICE OF EXTERNAL AFFAIRS

# SPECIAL EVENTS PETITION

**Petition No:** \_\_\_\_\_

**Event Name:** Home Opener Festival \_\_\_\_\_

**Event Status:** In Review- Special Events Management Team (Step 1 of 6) \_\_\_\_\_

**Petitioner Name / Organization:** Angel's Share, INC \_\_\_\_\_

**Event Location:** 440 Madison Ave

**Event Date(s) and Time(s):** 04/05/24 9:00 AM to 04/05/24 9:00 PM

**Type of Event:** Festival \_\_\_\_\_

<b>Applicant Contact:</b>
Scott Rutterbush
scottrutterbush@me.com
+1 (248) 986-5336

<b>Submission Date:</b>	02/05/24 8
<b>Date of Clerk's Office Referral:</b>	
<b>Date of City Departments Sign Off:</b>	
<b>Date Referred to Council:</b>	

**Department Approvals**

DPD	DFD	EMS	GSD	DDOT	MPD	DPW	DHD
			GSD Approval Not Required	DDOT Approval Not Required			

**BSEED**

**Mayor's Office Special Events Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## General Event Information

Has this event been hosted before? Yes

Has the applicant (individual or organization) ever applied for a Special Event with the City of Detroit before? Yes

Is this an annual event? Yes

Event Website: www.detroithomeopener.com

Which spaces will be used? Private Facility

Will this event include the use or sale of marijuana? No

## Event Description

Brief Event Purpose & Description:

Home opener event for the Tigers game w/proceeds to benefit Angel's Share, Inc. There will be DJs, Drinks, and Food Trucks. This has been an annual event at this location.

Estimated Peak Attendance: 750

Estimated Total Attendance: 900

Is this a public event? Yes

Will there be ticket sales or admission charged? Yes

Does this event use Hart Plaza? No

Will there be merchandise sold? Yes

Will you be taking donations? No

Is this a charity event? Yes

Does this event involve campers, tents and/or RVs? No

Will this event involve a petting zoo or tattoo art (not including temporary tattoos)? No

## Contact Information

Organization / Petitioner Name: Angel's Share, INC

Mailing Address: 7709 Woodward Avenue

Detroit MI 48202

Primary Contact:	Secondary Contact:
Scott Rutterbush	Craig Jelinek
scotrutterbush@me.com	CraigJelinek@gmail.com
+1 (313) 757-9500	+1 (248) 929-1885

Organization Type: Nonprofit

Organization Website: www.Angelsshareincdetroit.com

## Event Setup & Breakdown

Begin Setup: 04/03/24 1:00 PM

Complete Setup: 04/05/24 8:00 AM

Setup Location(s): 440 Madison Ave

Event Start: 04/05/24 9:00 AM

Event End: 04/05/24 9:00 PM

Begin Tear Down: 04/05/24 9:00 PM

Complete Tear Down: 04/06/24 1:00 PM

Number of Trash Containers: 30 Number of Recycling Containers: 0

Cleaning Service Vendor: Park Rite Services

Other Waste Elements: Grey Waste container will be on site.

**Street Closures & Parking**

How many streets will be closed: 0

Will you be closing any part of Woodward Avenue? \_\_\_\_\_

Street Closures (if there are 1-4 closed streets):

1. \_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_

4. \_\_\_\_\_

\_\_\_\_\_

Will you charge attendees for parking? No

Valet parking or blocking metered parking spaces? Neither

Describe the parking plan to accommodate anticipated attendance:  
There are several Surface lots adjacent to our event where attendees can park.

**Food & Beverage**

Will food be served? Yes

Will food be prepared on site? No

Number of food trucks: 2 Number of non-truck food vendors: 4

## Food & Beverage (cont.)

Will any type of alcohol be served (including beer)? Yes

Will there be sales, service and/or consumption of alcohol in public at the event? Yes

What type(s) of alcohol will be served? Wine, Liquor, Beer

Day(s) and time(s) alcohol will be served: 9am - 9pm

Will ice be used in any served beverages? Yes

## Stages, Tents, & Structures

Is a stage being built? Yes

How many stages will be used? 1

Do any of the stages have a canopy? No

Number of tents 10' x 10' and smaller: 6

Number of tents larger than 10' x 10': 4

Tent Contractor: SR Event Renral

What other structures will your event include? N/A

Will your event use any grills? No

What kind of grills? \_\_\_\_\_

## Utilities & Portable Restrooms

Event Utilities that will be used: Generators

How will generators be fueled? 2

Generator contractor: Alta - Dean Pallegata

Will additional wiring be installed? No

Does the event require access to a hydrant? No

Will there be amplified sound? Yes

Will a sound system be used? Yes

Will you be providing Port-a-johns? Yes

## Security & Emergency Plans

Will the event have a security contractor? Yes

Security Contractor: Safeway Security Services

Number of private personnel per shift: 25

Which of these apply to the private security personnel? Licensed, Armed Bonded

Will you contract emergency medical services? Yes

Name of emergency medical services contractor: Hart Medical Services

Does this event include fireworks? No

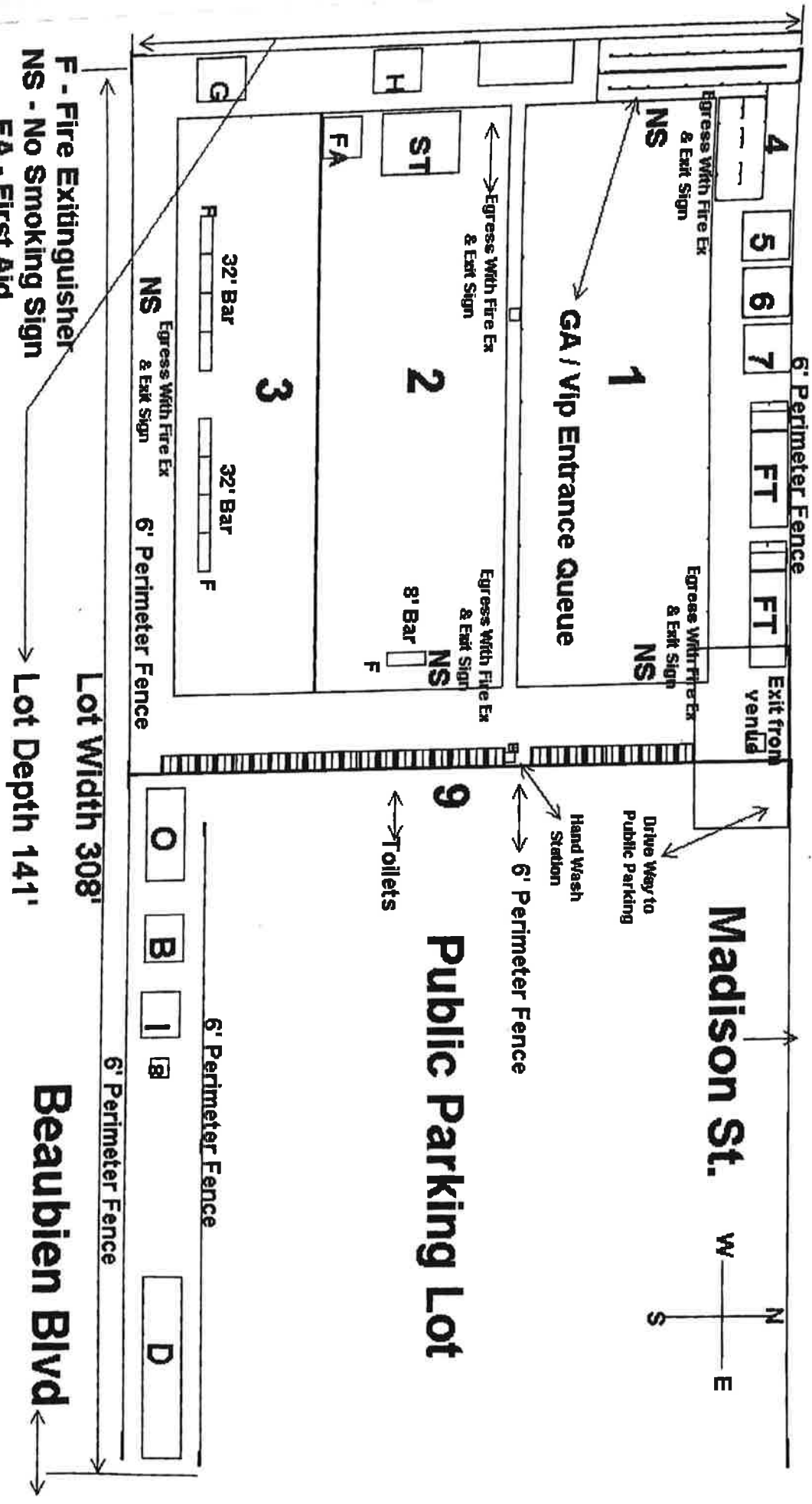
Day(s) and time(s) of fireworks: \_\_\_\_\_

Fireworks vendor: \_\_\_\_\_

## Attachments

<input type="checkbox"/>	Applicant Signature Page (required)
<input type="checkbox"/>	Event Clean Up Plan (required)
<input type="checkbox"/>	Security Plan (500 or less attendees)
<input type="checkbox"/>	Emergency Response Plan & Medical Procedures (500+ attendees)
<input type="checkbox"/>	Communication and Community Impact Plan (500+ attendees)
<input type="checkbox"/>	Maintaining of Traffic Plan (1000+ attendees or if closing a street)
<input type="checkbox"/>	Build and Breakdown Schedule (if you are erecting any structures)
<input type="checkbox"/>	Site Map Plan (if event involves any temporary elements including tents)
<input type="checkbox"/>	Emergency Medical Contractor Agreement (if applicable)
<input type="checkbox"/>	Barricades Provider Agreement (if applicable)
<input type="checkbox"/>	Security Contractor Agreement (if applicable)
<input type="checkbox"/>	Port-a-john Contractor Agreement (if applicable)
<input type="checkbox"/>	Sanitation Contractor Agreement (if applicable)





- F - Fire Extinguisher
- NS - No Smoking Sign
- FA - First Aid
- H - Heater
- G - Generator
- ST - 12 x 16 Stage
- FT - Food truck
- O - Office trailer
- B - Beer Trailer
- I - Ice Trailer
- D - Dumpster Bar

- 1 - 40' x 120' Frame Tent
- 2 - 40' x 120' Frame Tent
- 3 - 30' x 120' Frame Tent
- 4 - 10' x 20' Frame Tent
- 5 - 10' x 10' Frame Tent
- 6 - 10' x 10' Frame Tent
- 7 - 10' x 10' Frame Tent
- 8 - Waste water hold
- 9 - 40 Toilets & 1 - Handicap Bathroom
- 1 - Hand wash station

**Sheet Notes**

1. Lot Size 308' x 141'
2. Event lot size 150' east to west x 141' south to north
3. No sidewalks will be used for entrance or exit purposes
4. Stage size is 16' x 12' x 30" high
5. Event will be in a secured fenced area for guest 21 and over only. Adequate security and EMS on site.

Any and all propane tanks will be tied down

April 5th 2024 Detroit Tigers Opening Day Game  
 440 Madison Detroit 48226

City Council Member: \_\_\_\_\_

**Resolved**, The Mayor's Office is hereby authorized and directed to issue permits to Angel's Share Inc to host "Home Opener Festival" (2024-091) on April 5, 2024 at 440 Madison Ave from 9:00 AM to 9:00PM.

**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.