

# 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*

---

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.	2024-074 Amended
Name of Petitioner	C3 Presents- NFL Draft/ Detroit 300 Conservancy
Description of Petition	Please see request to hold "NFL Draft" Submitted by C3 Presents- NFL Draft/ Detroit 300 Conservancy, located at Campus Martius, Spirit Park, Hart Plaza and surrounding footprint. on April 25th through April 27th, from 12:00PM to 11:00PM. Set-up to begin March 28th, 8:00AM complete by April 24th 11:00PM with tear-down to begin April 27th 8:00PM completed by May 10th 6:00PM.
Type of Petition	<b>Special Event</b>
Submission Date	2/29/24
Concerned Departments	Media Services, Buildings & Safety Engineering, Police Department, Fire Department, Municipal Parking Department, Transportation Department, Health Department; General Services Department,
Petitioner Contact	Joe Choma C3 Presents- NFL Draft/ Detroit 300 Conservancy 313-402-7880 <a href="mailto:jchoma@c3presents.com">jchoma@c3presents.com</a> Ryan Epstein 248-345-7895 <a href="mailto:Ryan.epstein@downtowndetroit.org">Ryan.epstein@downtowndetroit.org</a>

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:** Ryan Epstein

**Date:** 2/23/24

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:** NFL Draft

**Event Date:** April 2024

**Event Organizer:** C3-NFL/DDP/Detroit 300

**Applicant Signature:** Ryan Epstein

**Date:** 2/23/24



# NFL Draft 2024 SCHEDULE



DAY/TIME	CATEGORY	ACTIVITY	ORGANIZATION	LOCATION	DEPARTMENT	DAY NAME
<b>Monday, March 25, 2024</b>						
8:00 AM		Tip Trucks and begin Theater Structure Baseout	Stage FX	Draft Theater	Production - C3	Load In Day 6
<b>Tuesday, March 26, 2024</b>						
8:00 AM		Continues truck tip and theater base out / Theater Structure Build - Day 1 (Crane Day 1)	Stage FX	Draft Theater	Production - C3	Load In Day 7
<b>Wednesday, March 27, 2024</b>						
8:00 AM		Finalize Theater Base out / Theater Structure Build Day 2 - (Crane Day 2)	Stage FX	Draft Theater	Production - C3	Load In Day 8
<b>Thursday, March 28, 2024</b>						
8:00 AM		Continue Building Spanner truss and cont loading into Theatre roof	4Wall Entertainment	Draft Theater	Production - C3	Load In Day 9
<b>Friday, March 29, 2024</b>						
8:00 AM		Continue Building Spanner truss and cont loading into Theatre roof	4Wall Entertainment	Draft Theater	Production - C3	Load In Day 9
<b>Saturday, March 30, 2024</b>						
8:00 AM		Continue Building Spanner truss and cont loading into Theatre roof	4Wall Entertainment	Draft Theater	Production - C3	Load In Day 9
<b>Sunday, March 31, 2024</b>						
8:00 AM		Continue Building Spanner truss and cont loading into Theatre roof	4Wall Entertainment	Draft Theater	Production - C3	Load In Day 9
<b>Monday, April 1, 2024</b>						
8:00 AM		Continue Building Spanner truss and cont loading into Theatre roof	4Wall Entertainment	Draft Theater	Production - C3	Load In Day 9
<b>Tuesday, April 2, 2024</b>						
8:00 AM		Continue Building Spanner truss and cont loading into Theatre roof	4Wall Entertainment	Draft Theater	Production - C3	Load In Day 9

Wednesday, April 3, 2024

8:00 AM

Theater Structure Build Day 4 /  
Start on roof skins - (Crane Day 4)

Stage FX

Draft Theater

Production - C3

Load In Day 10

8:00 AM

Finalize Building Spanner truss  
loading into Theatre roof

4Wall Entertainment

Draft Theater

Production - C3

Thursday, April 4, 2024

8:00 AM

Theater Structure Build Day 5 /  
Continue on roof skins - (Crane  
Day 5)

Stage FX

Draft Theater

Production - C3

Load In Day 11

Friday, April 5, 2024

8:00 AM

Theater Structure Build Day 6 /  
Continue on roof skins - (Crane  
Day 6)

Stage FX

Draft Theater

Production - C3

Load In Day 12

Saturday, April 6, 2024

8:00 AM

Theater Structure Build Day 7 /  
Continue on roof skins / Start on  
Gable Ends

Stage FX

Draft Theater

Production - C3

Load In Day 13

Sunday, April 7, 2024

8:00 AM

Theater Structure Build Day 8 /  
Finalize roof skins / Finalize Gable  
Ends / Start on Stage Deck

Stage FX

Draft Theater

Production - C3

Load In Day 14

Monday, April 8, 2024

8:00 AM

Theater Structure Build Day 9 /  
Finalize Stage Deck / Begin Clean  
up and storage

Stage FX

Draft Theater

Production - C3

Load In Day 15

Tuesday, April 9, 2024

8:00 AM

Theater Structure Build Day 10 /  
Finalize Clean up and storage

Stage FX

Draft Theater

Production - C3

Load In Day 16

Wednesday, April 10, 2024

Thursday, April 11, 2024

Friday, April 12, 2024

8:00 AM

Pre-Rig - Day 1

4Wall Entertainment

Draft Theater

Production - C3

Load In Day 17

Saturday, April 13, 2024

Load In Day 18

Load In Day 19

Load In Day 20

<b>8:00 AM</b>		<b>Pre-Rig - Day 2</b>	<b>4Wall Entertainment</b>	<b>Draft Theater</b>	<b>Production - C3</b>
<b>Sunday, April 14, 2024</b>					
<b>8:00 AM</b>		<b>Pre-Rig - Day 3 / Finalize Rigging</b>	<b>4Wall Entertainment</b>	<b>Draft Theater</b>	<b>Production - C3</b>
<b>Monday, April 15, 2024</b>					
<b>8:00 AM</b>		<b>4Wall LED - Start tipping trucks and begin LED Install</b>	<b>4Wall Entertainment</b>	<b>Draft Theater</b>	<b>Production - C3</b>
<b>8:00 AM</b>		<b>4Wall Lighting - Tip lighting trucks and begin Lighting Install</b>	<b>4Wall Entertainment</b>	<b>Draft Theater</b>	<b>Production - C3</b>
<b>8:00 AM</b>		<b>Tyler Scenic - Begin tipping Scenic trucks and start scenic install</b>		<b>Draft Theater</b>	<b>Production - C3</b>
<b>Tuesday, April 16, 2024</b>					
<b>8:00 AM</b>		<b>4Wall LED - Continue LED Install</b>	<b>4Wall Entertainment</b>	<b>Draft Theater</b>	<b>Production - C3</b>
<b>8:00 AM</b>		<b>4Wall Lighting - Continue Lighting Install</b>	<b>4Wall Entertainment</b>	<b>Draft Theater</b>	<b>Production - C3</b>
<b>8:00 AM</b>		<b>Tyler Scenic - Continue scenic install</b>		<b>Draft Theater</b>	<b>Production - C3</b>
<b>Wednesday, April 17, 2024</b>					
<b>7:00 AM</b>		<b>Truck Arrival   Semi - 53'   Audio</b>	<b>LD Systems</b>	<b>Draft Theater</b>	<b>Load In Day 24</b>
<b>7:00 AM</b>		<b>Truck Arrival   Semi - 53'   Audio</b>	<b>LD Systems</b>	<b>Draft Theater</b>	
<b>8:00 AM</b>		<b>4Wall LED - Continue LED Install</b>	<b>4Wall Entertainment</b>	<b>Draft Theater</b>	<b>Production - C3</b>
<b>8:00 AM</b>		<b>Tyler Scenic - Continue scenic install</b>		<b>Draft Theater</b>	<b>Production - C3</b>
<b>8:00 AM</b>		<b>4Wall Lighting - Continue Lighting Install</b>	<b>4Wall Entertainment</b>	<b>Draft Theater</b>	<b>Production - C3</b>
<b>Thursday, April 18, 2024</b>					
<b>8:00 AM</b>		<b>Tyler Scenic - Continue scenic install</b>		<b>Draft Theater</b>	<b>Production - C3</b>
<b>8:00 AM</b>		<b>4Wall LED - Finalize LED Install in theatre</b>	<b>4Wall Entertainment</b>	<b>Draft Theater</b>	<b>Production - C3</b>
<b>8:00 AM</b>		<b>4Wall Lighting - Continue Lighting Install</b>	<b>4Wall Entertainment</b>	<b>Draft Theater</b>	<b>Production - C3</b>
<b>Friday, April 19, 2024</b>					
<b>Load In Day 26</b>					



8:00 AM 4Wall Lighting - Continue Lighting  
Install  
Production - C3

8:00 AM Tyler Scenic - Continue scenic  
install  
Draft Theater  
Production - C3

Saturday, April 20, 2024 Load In Day 27

8:00 AM 4Wall Lighting - Finalize Lighting  
Install / begin programming  
4Wall Entertainment  
Draft Theater  
Production - C3

Sunday, April 21, 2024 Load In Day 28

8:00 AM ALL Prod Depts in Draft Theater //  
FINALIZE all remains projects by  
EOD  
4Wall Entertainment  
Draft Tavern  
Production - C3

8:00 AM ALL Scenic Elements in Draft  
Theater // FINALIZE all remaining  
projects by EOD  
Draft Theater  
Production - C3

Monday, April 22, 2024 Load In Day 29

6:00 AM TURN OVER THEATER TO NFL

Tuesday, April 23, 2024 Load In Day 30

Wednesday, April 24, 2024 Load In Day 31

Thursday, April 25, 2024 Show Day 1

Friday, April 26, 2024 Show Day 2

Saturday, April 27, 2024 Show Day 3

Sunday, April 28, 2024 Load Out Day 1

7:00 AM Truck Arrival | Semi - 53' | Audio  
This truck remains on site for second  
day of load out  
LD Systems  
Draft Theater

7:00 AM Truck Arrival | Semi - 53' | Audio  
LD Systems  
Draft Theater

Monday, April 29, 2024 Load Out Day 2

Tuesday, April 30, 2024 Load Out Day 3

Wednesday, May 1, 2024 Load Out Day 4

Thursday, May 2, 2024 Load Out Day 5

Friday, May 3, 2024 Load Out Day 6

Saturday, May 4, 2024

Load Out Day 7

Sunday, May 5, 2024

Load Out Day 8

Monday, May 6, 2024

Load Out Day 9



CLOSURE UP TO  
W. FISHER SERVICE DR.

**CLOSURE NOTES**

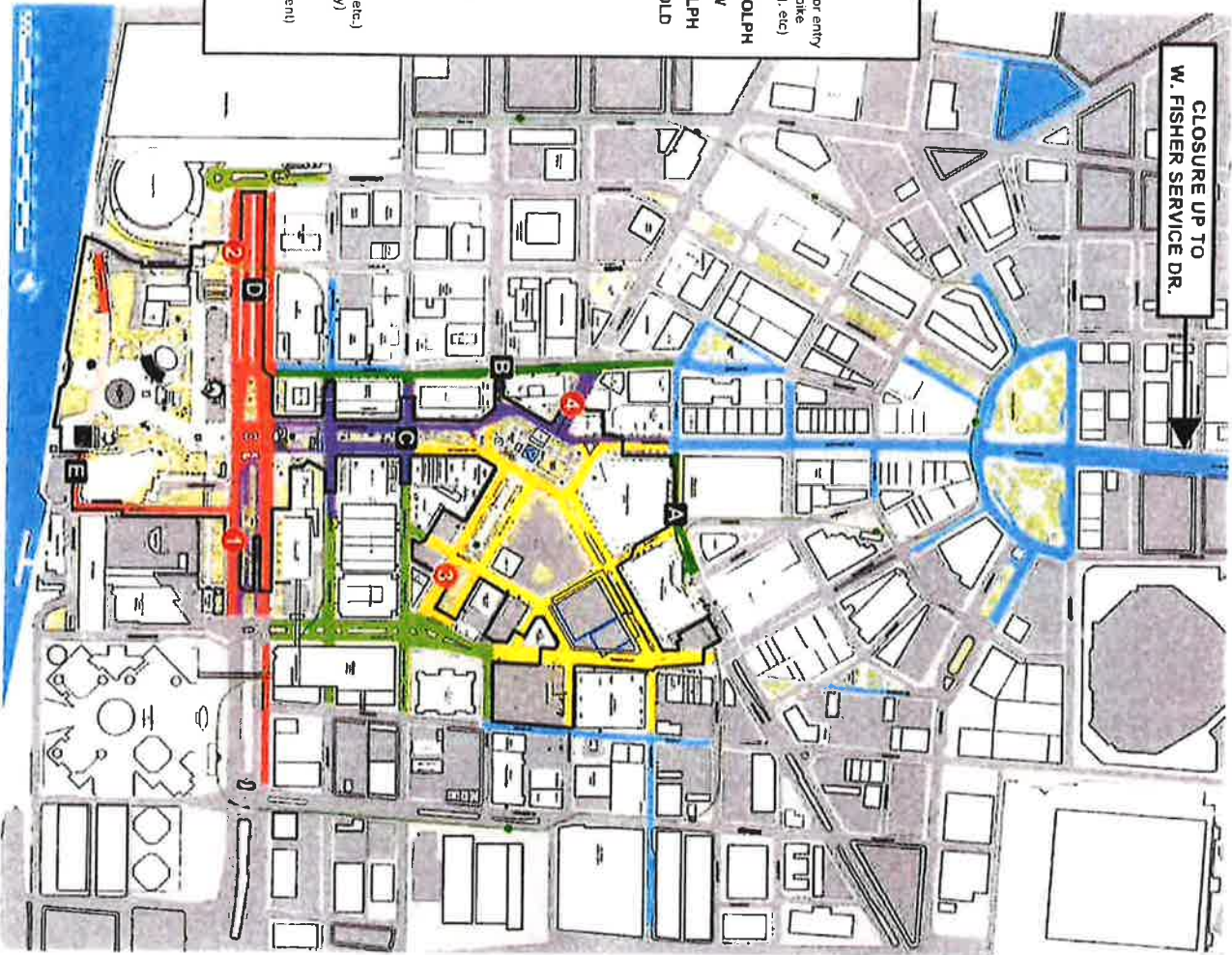
**ENTRIES**

Streets outside of entries to be closed to allow room for entry queues, police/security and guest services (lockers, bike parking, restrooms, drop-offs, info booths, site lighting, etc)

- 1 ENTRY OPTION #1 - JEFFERSON/RANDOLPH
- 2 ENTRY OPTION #2 - HUNTINGTON/ UAW
- 3 ENTRY OPTION #3 - CADILLAC/RANDOLPH
- 4 ENTRY OPTION #4 - MICHIGAN/GRISWOLD

**MISC**

- A GRATOT/STATEFARMER at OCM
  - secure perimeter around OCM
  - staff/VIP theater entry
- B GRISWOLD AVENUE
  - room for extended queuing outside entries
  - pedestrian traffic north/south outside perimeter
  - BOH vehicular traffic between Theater and Experience (talents, ops, emergency)
- C EASTWEST STREETS
  - partial closures to avoid dead ends
  - access for business access
  - BOH operations space (restrooms, dumpsters, etc.)
  - BOH vehicular traffic (talents, ops, emergency)
- D JEFFERSON AVE. RAMPS
  - BOH operations space (storage, heavy equipment)
- E ATWATER STREET (below Hart Plaza)
  - BOH connection from east to west side of site
  - vehicular traffic (talents, ops, emergency)



**PHASE 1**  
FRI - MARCH 29, 2024 TO TUES - MAY 7, 2024  
CLOSURES FOR THEATER BUILD  
FARMERS ST (GARAGE ACCESS ONLY, NO THROUGH TRAFFIC)  
MONROE STREET  
BAYES STREET  
CADILLAC SQUARE, WESTBOUND

Wk	24	25	26	27	28	29	30
Wk	1	1	2	3	4	5	6
APR	7	8	9	10	11	12	13
2024	14	15	16	17	18	19	20
2024	21	22	23	24	25	26	27
Wk	28	29	30	1	2	3	4
APR	5	6	7	8	9	10	11

**PHASE 2**  
MON - APRIL 8, 2024 TO SUN - MAY 5, 2024  
CLOSURES FOR CAMPUS MARTINIS / CADILLAC SQUARE BUILD  
WOODWARD AVENUE - WESTBOUND  
CADILLAC SQUARE EASTBOUND & PARTIAL WESTBOUND

Wk	24	25	26	27	28	29	30
Wk	1	1	2	3	4	5	6
APR	7	8	9	10	11	12	13
2024	14	15	16	17	18	19	20
2024	21	22	23	24	25	26	27
Wk	28	29	30	1	2	3	4
APR	5	6	7	8	9	10	11

**PHASE 3**  
MON - APRIL 15, 2024 TO THURS - MAY 2, 2024  
CLOSURES FOR HART PLAZA BUILD  
HART PLAZA BUILDING  
APRIL 15, 2024

Wk	24	25	26	27	28	29	30
Wk	1	1	2	3	4	5	6
APR	7	8	9	10	11	12	13
2024	14	15	16	17	18	19	20
2024	21	22	23	24	25	26	27
Wk	28	29	30	1	2	3	4
APR	5	6	7	8	9	10	11

**PHASE 4**  
SUN - APRIL 21, 2024 TO TUES - APRIL 24, 2024  
CLOSURES FOR WOODWARD AVENUE AND DOWNTOWN  
WOODWARD AVENUE - WESTBOUND  
DOWNTOWN  
DOWNTOWN  
DOWNTOWN  
DOWNTOWN

Wk	24	25	26	27	28	29	30
Wk	1	1	2	3	4	5	6
APR	7	8	9	10	11	12	13
2024	14	15	16	17	18	19	20
2024	21	22	23	24	25	26	27
Wk	28	29	30	1	2	3	4
APR	5	6	7	8	9	10	11

**PHASE 5**  
THURS - APRIL 25, 2024 TO SAT - APRIL 27, 2024  
OPERATING HOURS CLOSURES - ENTRIES & OPERATIONS  
GRATOT STREET - NORTHBOUND  
DOWNTOWN  
DOWNTOWN  
DOWNTOWN

Wk	24	25	26	27	28	29	30
Wk	1	1	2	3	4	5	6
APR	7	8	9	10	11	12	13
2024	14	15	16	17	18	19	20
2024	21	22	23	24	25	26	27
Wk	28	29	30	1	2	3	4
APR	5	6	7	8	9	10	11

**PHASE 6**  
THURS - APRIL 25, 2024 TO SAT - APRIL 27, 2024  
ADDITIONAL LINC CLOSURES - RESTROOMS BANK EXCHANGES  
DOWNTOWN  
DOWNTOWN  
DOWNTOWN  
DOWNTOWN

Wk	24	25	26	27	28	29	30
Wk	1	1	2	3	4	5	6
APR	7	8	9	10	11	12	13
2024	14	15	16	17	18	19	20
2024	21	22	23	24	25	26	27
Wk	28	29	30	1	2	3	4
APR	5	6	7	8	9	10	11

**PROPOSED STREET CLOSURES**

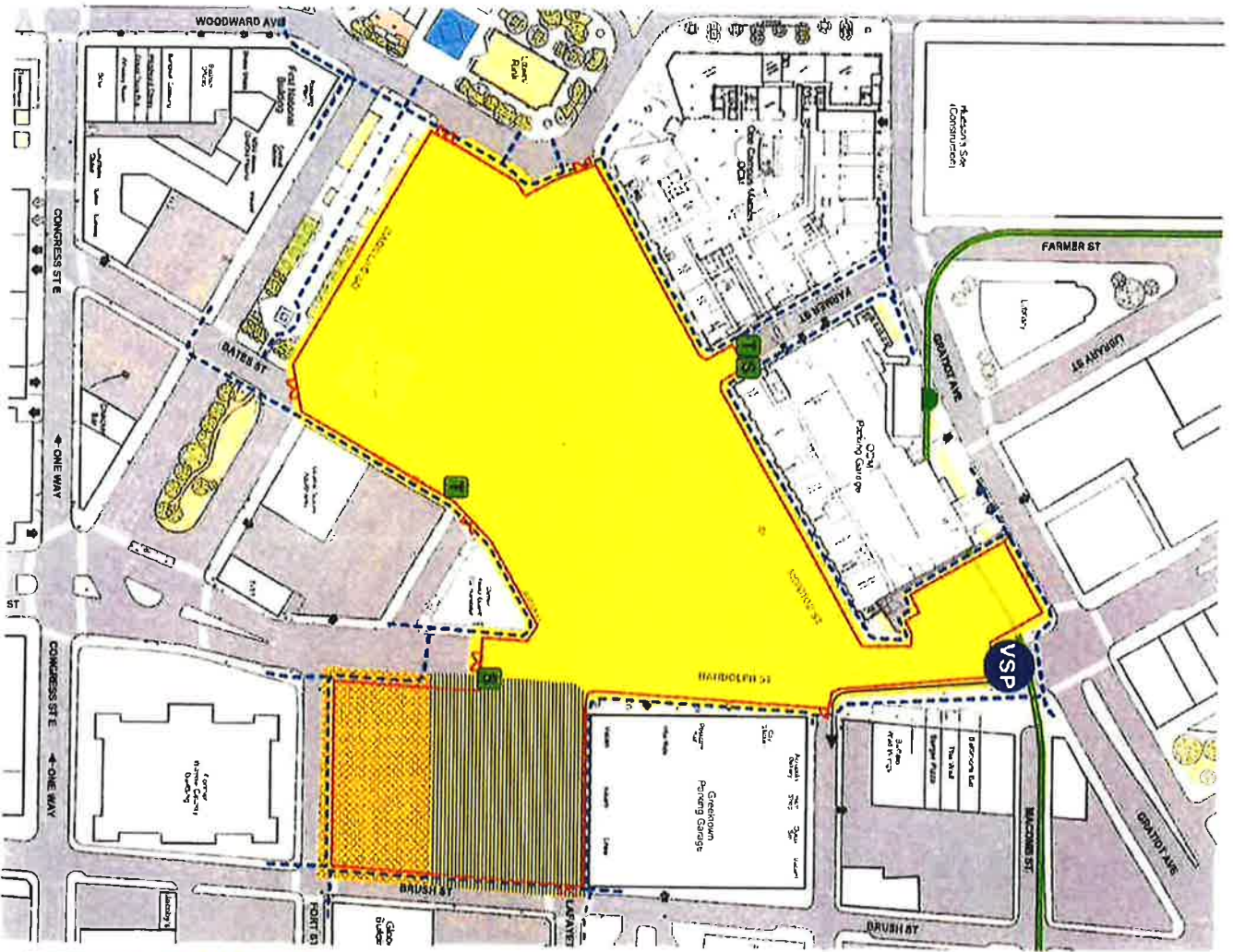
**DRAFT**

**NFL DRAFT 2024 DETROIT**  
CONFIDENTIAL

PRELIMINARY 14Feb2024

**3**





**THEATER - SOUTH OPS COMPOUND**  
 FRI - MARCH 29, 2024 TO TUES - MAY 7, 2024

DATE	24	25	26	27	28	29	30
APR 2024	7	8	9	10	11	12	13
APR 2024	14	15	16	17	18	19	20
APR 2024	21	22	23	24	25	26	27
APR 2024	28	29	30	1	2	3	4
MAY 2024	5	6	7	8	9	10	11

**TV COMPOUND - NORTH SIDE GREEKTOWN LOT**  
 SAT - MARCH 30, 2024 TO THUR - MAY 2, 2024

DATE	24	25	26	27	28	29	30
APR 2024	7	8	9	10	11	12	13
APR 2024	14	15	16	17	18	19	20
APR 2024	21	22	23	24	25	26	27
APR 2024	28	29	30	1	2	3	4
MAY 2024	5	6	7	8	9	10	11

**TV COMPOUND - SOUTH SIDE GREEKTOWN LOT**  
 DATES TBD

**WALKING PATH ACCESSIBLE TO PEDESTRIANS**

- T** TICKETED THEATER ENTRIES
- S** STAFF ENTRIES

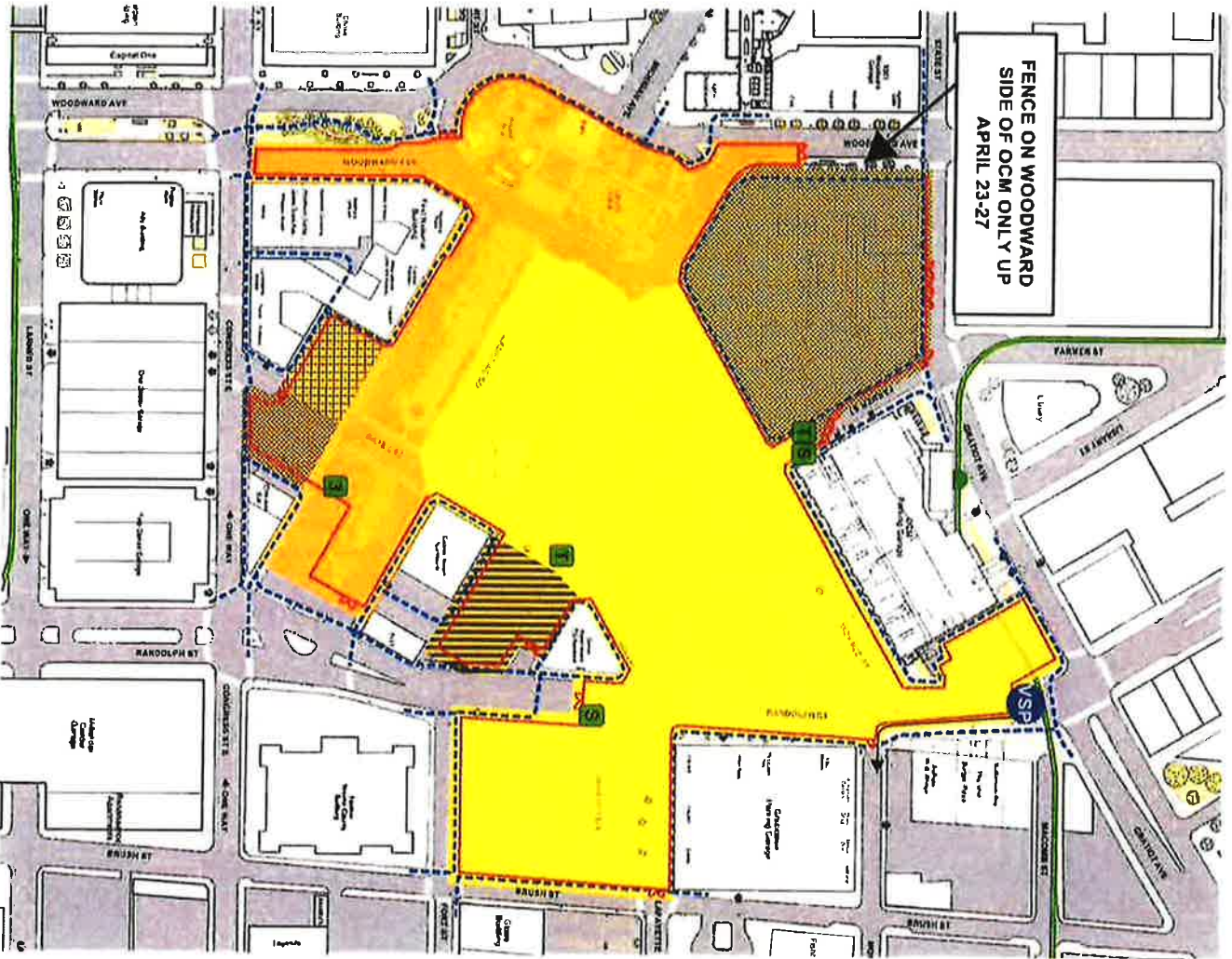
**VSP** VEHICLE SCREENING POINT

**FENCE BUILD - PHASE 1**

**DRAFT**

**NFL DRAFT 2024 DETROIT**  
 • CONFIDENTIAL •  
 PRELIMINARY 12Feb2024





APR 2024	24	25	26	27	28	29	30
APR 2024	31	1	2	3	4	5	6
APR 2024	7	8	9	10	11	12	13
APR 2024	14	15	16	17	18	19	20
APR 2024	21	22	23	24	25	26	27
APR 2024	28	29	30	1	2	3	4
MAY	5	6	7	8	9	10	11

**CAMPUS MARTIUS / CADILLAC S0**  
 MON - APRIL 8, 2024 TO SUN - MAY 5, 2024

APR 2024	24	25	26	27	28	29	30
APR 2024	31	1	2	3	4	5	6
APR 2024	7	8	9	10	11	12	13
APR 2024	14	15	16	17	18	19	20
APR 2024	21	22	23	24	25	26	27
APR 2024	28	29	30	1	2	3	4
MAY	5	6	7	8	9	10	11

**CADILLAC S0 APT LOT**  
 MON - APRIL 8, 2024 TO TUES - MAY 7, 2024

APR 2024	24	25	26	27	28	29	30
APR 2024	31	1	2	3	4	5	6
APR 2024	7	8	9	10	11	12	13
APR 2024	14	15	16	17	18	19	20
APR 2024	21	22	23	24	25	26	27
APR 2024	28	29	30	1	2	3	4
MAY	5	6	7	8	9	10	11

**FIRST NATIONAL LOT**  
 MON - APRIL 15, 2024 TO SUN - MAY 5, 2024

APR 2024	24	25	26	27	28	29	30
APR 2024	31	1	2	3	4	5	6
APR 2024	7	8	9	10	11	12	13
APR 2024	14	15	16	17	18	19	20
APR 2024	21	22	23	24	25	26	27
APR 2024	28	29	30	1	2	3	4
MAY	5	6	7	8	9	10	11

**OCM / CHECKER BAR LOT**  
 OCM - SUN- APRIL 21, 2024 TO MON- APRIL 29, 2024  
 CB LOT - SUN- APRIL 21, 2024 TO FRI- MAY 3, 2024

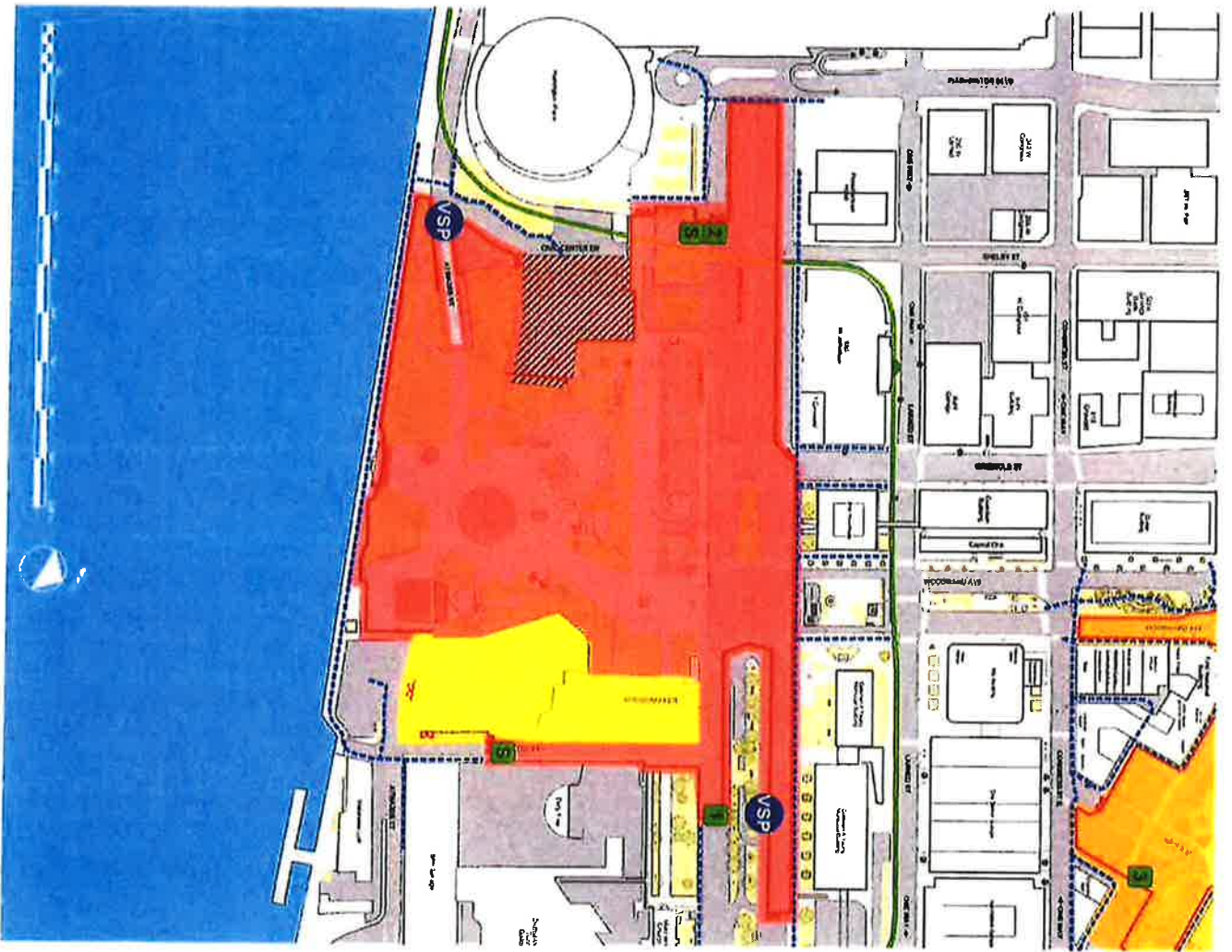
**WALKING PATH ACCESSIBLE TO PEDESTRIANS**

- 3** GA ENTRY #3 - CADILLAC SQUARE / RANDOLPH
- T** TICKETED THEATER ENTRIES
- S** STAFF ENTRIES
- VSP** VEHICLE SCREENING POINT

**FENCE BUILD - PHASE 2**

**NFL DRAFT 2024 DETROIT**  
 • CONFIDENTIAL •  
 PRELIMINARY 12Feb2024





APR 14	26	27	28	29	30
APR 14	31	1	2	3	4
APR 14	7	8	9	10	11
APR 14	12	13	14	15	16
APR 14	17	18	19	20	21
APR 14	22	23	24	25	26
APR 14	27	28	29	30	31
APR 14	1	2	3	4	5
APR 14	6	7	8	9	10
APR 14	11	12	13	14	15

**EXPERIENCE / HART PLAZA**  
 MON - APRIL 15, 2024 TO FRI - MAY 3, 2024

APR 14	26	27	28	29	30
APR 14	31	1	2	3	4
APR 14	7	8	9	10	11
APR 14	12	13	14	15	16
APR 14	17	18	19	20	21
APR 14	22	23	24	25	26
APR 14	27	28	29	30	31
APR 14	1	2	3	4	5
APR 14	6	7	8	9	10
APR 14	11	12	13	14	15

**UAW - NO PUBLIC ACCESS**  
 WED - APRIL 24, 2024 TO SAT - APRIL 27, 2024

**WALKING PATH ACCESSIBLE TO PEDESTRIANS**

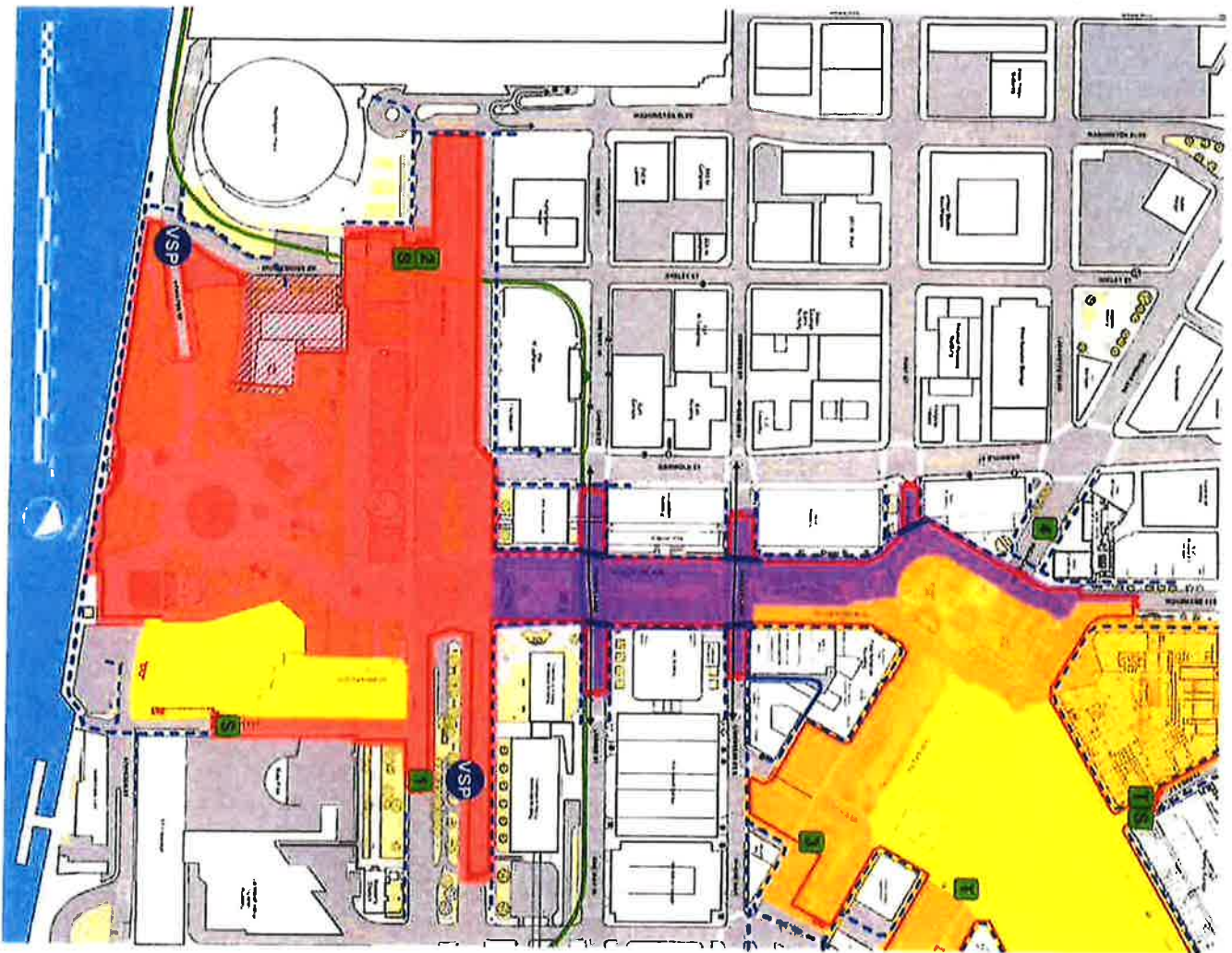
- 1** GA ENTRY #1 - JEFFERSON / RANDOLPH
- 2** GA ENTRY #2 - HUNTINGTON PLACE / UAW
- S** STAFF ENTRIES

**VSP** VEHICLE SCREENING POINT

**FENCE BUILD - PHASE 3**

**DRAFT**  
 NFL DRAFT 2024 DETROIT  
 CONFIDENTIAL  
 PRELIMINARY 12Feb2024





DATE	26/25/26/27/28/29/30
APR 2024	31 1 2 3 4 5 6
APR 2024	7 8 9 10 11 12 13
APR 2024	14 15 16 17 18 19 20
APR 2024	21 22 23 24 25 26 27
APR 2024	28 29 30 31

**WOODWARD / JEFFERSON / CADILLAC SO**  
 MON - APRIL 22, 2024 TO TUES - APRIL 30, 2024

**WALKING PATH ACCESSIBLE TO PEDESTRIANS**

- 1** GA ENTRY #1 - JEFFERSON / RANDOLPH
- 2** GA ENTRY #2 - HUNTINGTON PLACE / UAW
- 3** GA ENTRY #3 - CADILLAC SQUARE / RANDOLPH
- 4** GA ENTRY #4 - MICHIGAN / GRISWOLD
- T** TICKETED THEATER ENTRIES
- S** STAFF ENTRIES

**VSP** VEHICLE SCREENING POINT

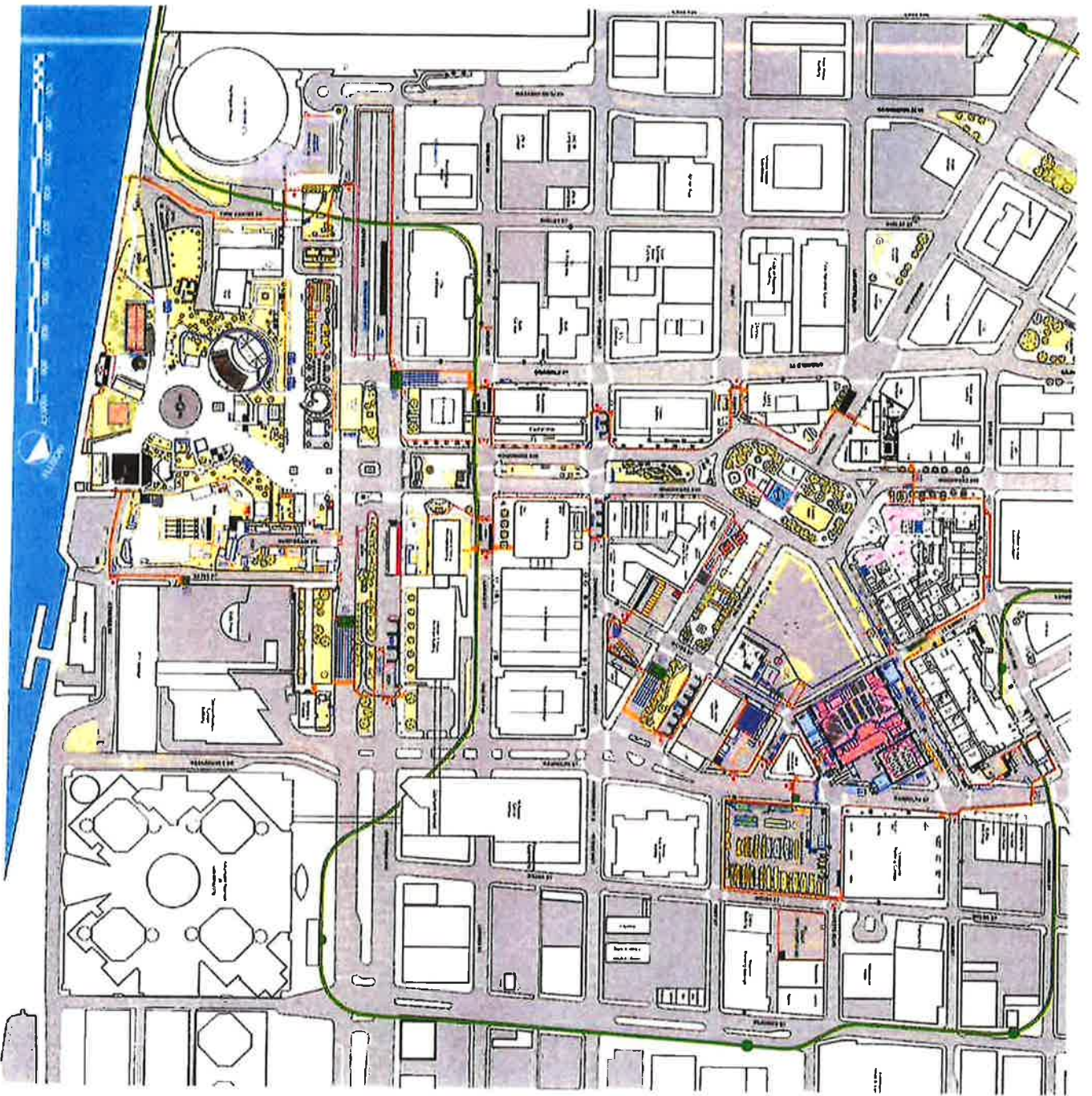
**FENCE BUILD - PHASE 4**

**DRAFT**

**NFL DRAFT 2024 DETROIT**  
 • CONFIDENTIAL •  
 PRELIMINARY 12Feb2024

**3**





**MAIN SITE DETAIL**



**NFL DRAFT 2024 DETROIT**  
 • CONFIDENTIAL •  
 PRELIMINARY 21Feb2024



# SPECIAL EVENTS PETITION

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

**Event Name:** 2024 NFL Draft

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

**Petitioner Name / Organization:** Downtown Detroit Partnership

**Event Location:** Hart Plaza, Spirit Plaza, Woodward Avenue, Campus Martius Park

**Event Date(s) and Time(s):** 04/25/24 12:00 PM to 04/27/24 11:00 PM

**Type of Event:** Other

<b>Applicant Contact:</b>
Ryan Epstein
ryan.epstein@detroitdetroit.org
+1 (248) 345-7895

<b>Submission Date:</b>	10/17/23 4
<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

**BSEED**

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

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

## General Event Information

Has this event been hosted before? No

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

Is this an annual event? No

Event Website: nfl.com

Which spaces will be used? Street, Sidewalk, Park, City Facility, Private Facility

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

## Event Description

Brief Event Purpose & Description:

The 2024 NFL Draft will be the 89th annual meeting of National Football League franchises to select newly eligible players.

Estimated Peak Attendance: 60000

Estimated Total Attendance: 300,000.00

Is this a public event? Yes

Will there be ticket sales or admission charged? No

Does this event use Hart Plaza? Yes

Will there be merchandise sold? Yes

Will you be taking donations? No

Is this a charity event? No

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: Downtown Detroit Partnership

Mailing Address: 1 Campus Martius Suite 380

Detroit Michigan 48226

Primary Contact:	Secondary Contact:
Ryan Epstein	
ryan.epstein@downtowndetroit.org	

Organization Type: Nonprofit

Organization Website: Downtowndetroit.org

**Event Setup & Breakdown**

Begin Setup: 03/28/24 8:00 AM

Complete Setup: 04/24/24 11:00 PM

Setup Location(s): Hart Plaza, Woodward Avenue, Spirit Plaza, Campus Martius Park, Mc

Event Start: 04/25/24 12:00 PM

Event End: 04/27/24 11:00 PM

Begin Tear Down: 04/27/24 8:00 PM

Complete Tear Down: 05/10/24 6:00 PM

Number of Trash Containers: 250 Number of Recycling Containers: 250

Cleaning Service Vendor: T.B.D

Other Waste Elements: T.B.D



## Street Closures & Parking

How many streets will be closed: <sup>5+</sup> \_\_\_\_\_

Will you be closing any part of Woodward Avenue? <sup>Yes</sup> \_\_\_\_\_

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

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

\_\_\_\_\_

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

\_\_\_\_\_

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

\_\_\_\_\_

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

\_\_\_\_\_

Will you charge attendees for parking? <sup>No</sup> \_\_\_\_\_

Valet parking or blocking metered parking spaces? <sup>Blocking metered parking spaces</sup> \_\_\_\_\_

Describe the parking plan to accommodate anticipated attendance:

T.B.D, working in tandem with the local host committee to leverage local garages and surface lots

## Food & Beverage

Will food be served? <sup>Yes</sup> \_\_\_\_\_

Will food be prepared on site? <sup>Yes</sup> \_\_\_\_\_

Number of food trucks: <sup>5</sup> \_\_\_\_\_ Number of non-truck food vendors: <sup>20</sup> \_\_\_\_\_

## 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: April 25 - April 27, 12p to 12a

Will ice be used in any served beverages? Yes

## Stages, Tents, & Structures

Is a stage being built? Yes

How many stages will be used? 2

Do any of the stages have a canopy? Yes

Number of tents 10' x 10' and smaller: 25

Number of tents larger than 10' x 10': 40

Tent Contractor: T.B.D

What other structures will your event include? bleachers, scaffolding structures

Will your event use any grills? Yes

What kind of grills? all the above

## Utilities & Portable Restrooms

Event Utilities that will be used: Generators

How will generators be fueled? Utilizing a fuel truck

Generator contractor: T.B.D

Will additional wiring be installed? No

Does the event require access to a hydrant? Yes

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: T.B.D

Number of private personnel per shift: \_\_\_\_\_

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: T.B.D

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)

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

**Resolved**, The Mayor's Office is hereby authorized and directed to issue permits to C3 to host "NFL Draft" (2024-074) on April 25 through April 27, 2024, at Campus Martius, Spirit Plaza, Hart Plaza, Woodward Ave from 12:00 PM – 11:00 PM.

**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.