

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.	2024-111
Name of Petitioner	Better Block Foundation
Description of Petition	Please see request to hold "Better Block Detroit G7" Submitted by Better Block Foundation., located at 13555, 13565, and 13601 Gratiot Ave. on May 3 rd , from 3:00 PM to 9:00 PM. Set-up to begin April 29 th 8:00 AM complete by May 3 rd 3:00PM with tear-down to begin May 3 rd at 9:00PM complete by May 6 th 12:00 PM.
Type of Petition	Special Event
Submission Date	3/27/24
Concerned Departments	Media Services, Buildings & Safety Engineering, Police Department, Fire Department, Municipal Parking Department, Transportation Department, Health Department; General Services Department,
Petitioner Contact	Azael Alvarez Better Block Foundation 469-426-5094 azael@betterblock.org Krista Nightengale krista@betterblock.org

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: Azael Alvarez

Date: 02-08-24

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.

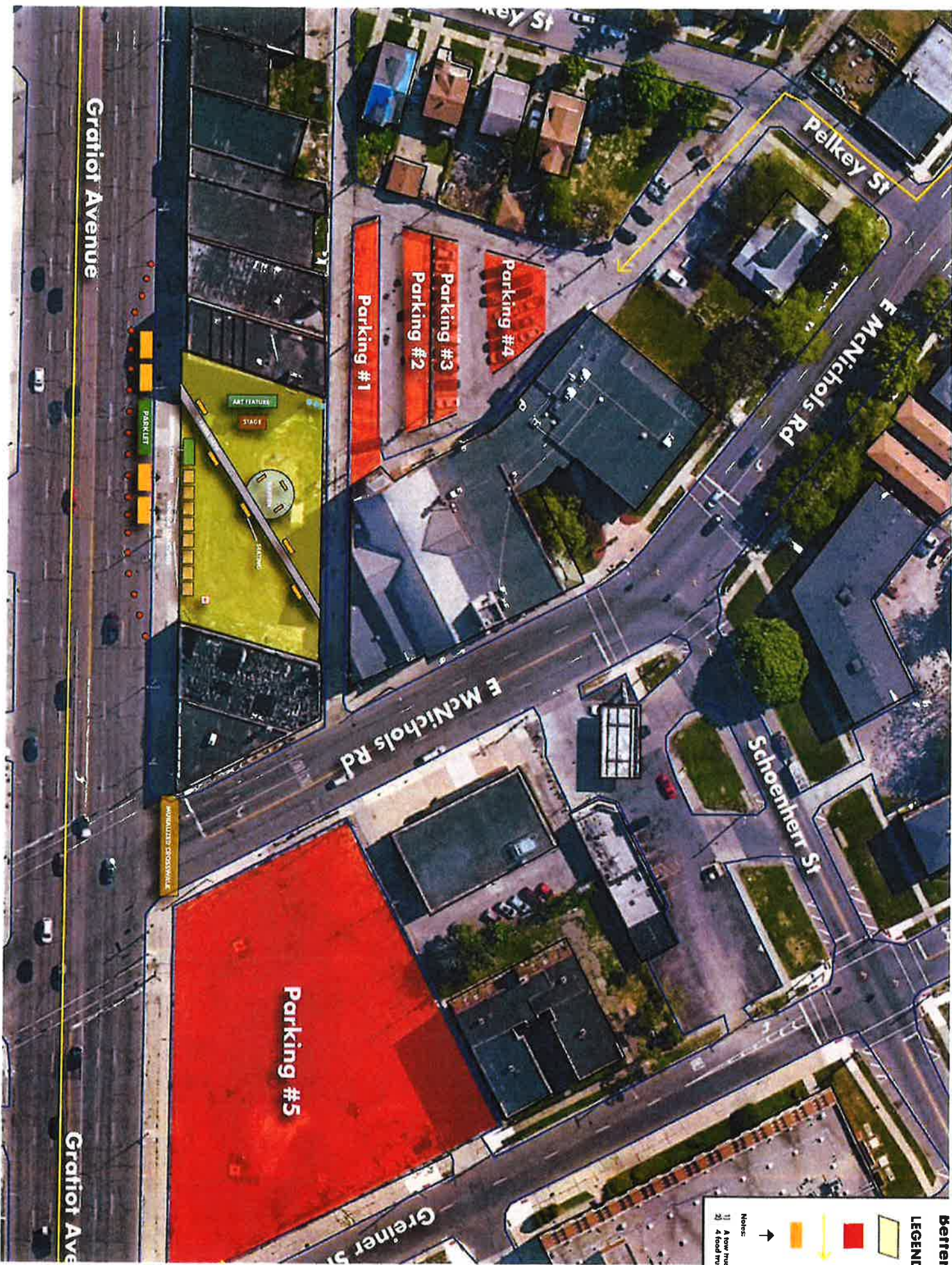
Event Name: Better Block Detroit G7

Event Date: 05-03-24

Event Organizer: Better Block Foundation

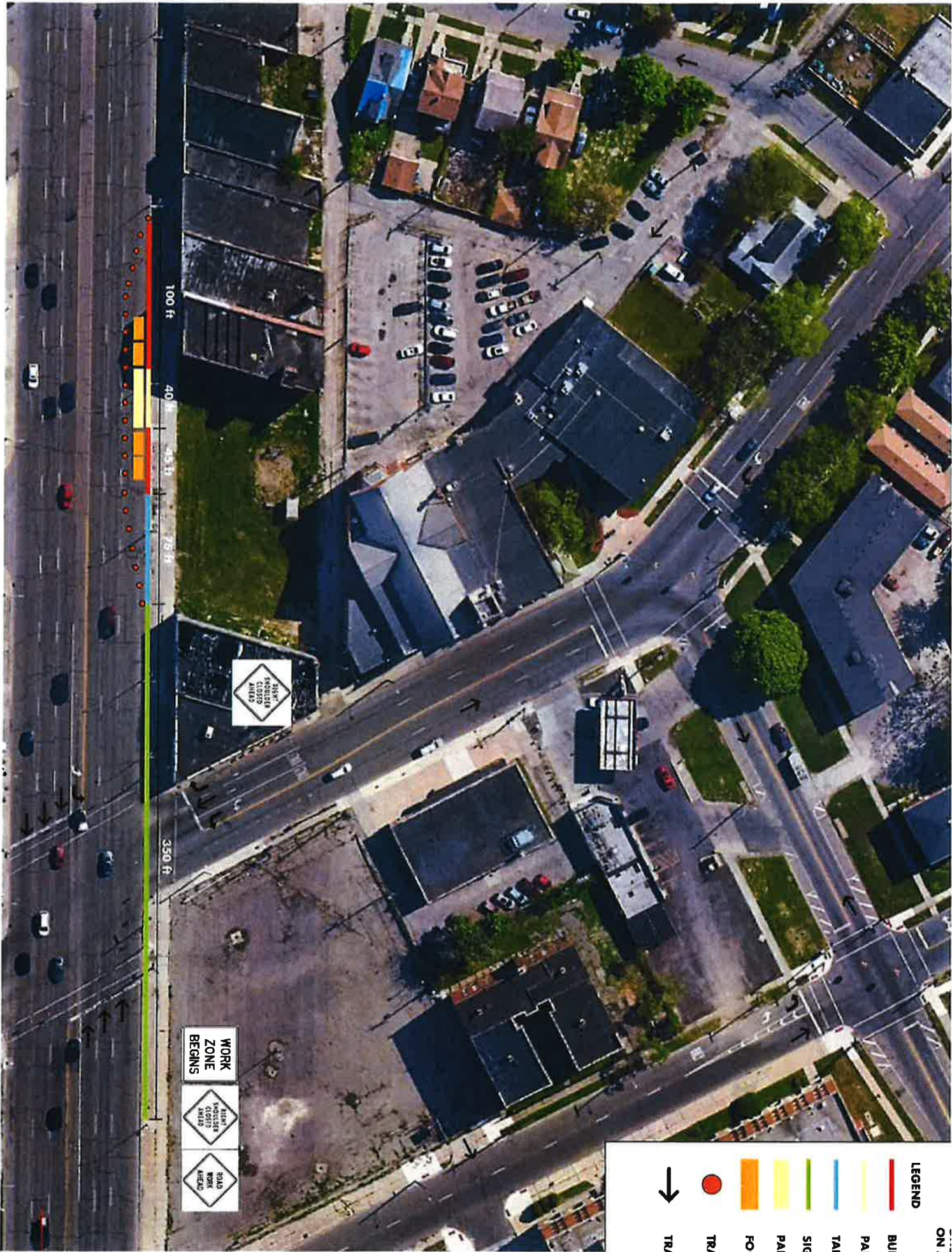
Applicant Signature: Azael Alvarez

Date: 02-08-24



Better
LEGEND

- 11 A few trees
- 21 A road tree
- Notes
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Better Block Detroit G7 Event Security Plan

Event Name: Better Block Detroit G7

Date: May 3rd, 2024

Time: 3 PM - 9 PM

Location: 13555/13565/13601 Gratiot Avenue, Detroit, MI 48205

Potential Emergencies:

Given the nature and location of the event, we have identified the following potential emergencies:

1. **Severe Weather** (e.g., thunderstorms, high winds, extreme heat)
2. **Active Shooter**
3. **Fire**
4. **Lost Child**
5. **Medical Emergency** (e.g., heart attack, heatstroke)

Emergency Protocols:

1. Severe Weather:

- **Protocol:** Upon the forecast of severe weather, the event coordinator will announce through the PA system and designated volunteers will guide attendees to the nearest shelter areas (e.g., Matrix community center). The event may be paused or canceled depending on the severity.

- **Preparation:** Secure all loose objects, have emergency kits available, and ensure all staff are aware of the nearest shelters.

2. Active Shooter:

- **Protocol:** Implement "Run, Hide, Fight" strategy. Event staff will immediately contact law enforcement and guide attendees to safety if possible. The PA system will be used to communicate instructions without causing panic.

- **Preparation:** Coordinate with local police for an immediate response plan.

3. Fire:

- **Protocol:** Activate the nearest fire alarm and use fire extinguishers if the fire is manageable. Evacuate attendees using marked exits to the assembly point in the parking lot. Call the fire department immediately.

- **Preparation:** Ensure fire extinguishers and alarms are functional and clearly marked.

4. Lost Child:

- **Protocol:** Secure the child with event staff and immediately announce a description over the PA system.

- **Preparation:** Train staff to bring any lost child to the designated area and how to comfort them while waiting.

5. Medical Emergency:

- **Protocol:** Call for medical assistance using the event's emergency contacts. Have trained first aid staff provide immediate assistance until medical professionals arrive.

- **Preparation:** Set up a first aid station, ensure there are sufficient medical supplies, and have an ambulance on standby.

Emergency Contact Information:

- **Event Coordinator:** Azael Alvarez, Phone: (469) 426-5094

- **Local Police Department:** 911

- **Fire Department:** 911, (313) 596-2900

- **Nearest Hospital:** Ascension St. John Hospital Emergency Room, 22101 Moross Rd, Detroit, MI 48236, (313) 343-4000

Additional Notes:

- Emergency exits and routes are clearly marked and will be pointed out.

- Regular announcements will remind attendees of the main points of contact for any assistance.

We have established partnerships with local law enforcement, fire departments, and emergency medical services. We will provide them with detailed event plans and contact information so they can respond promptly in case of any emergencies.

The build week will be from Tuesday, April 30th - Friday, May 3rd, 2024. We will host 2 volunteer workshops a day (morning and afternoon) up until the event day on Friday, May 3rd.

Build and Breakdown Schedule:

Tuesday, April 30th:

9 am - 12 pm (Morning Shift): We will paint and build our way to an amazing event along Gratiot. Wear clothing you can get painted and dirty! All ages are welcome. If you bring children, please plan on supervising them. Actual volunteer activities are subject to change.

3 pm - 6 pm (Afternoon Shift) : We will paint and build our way to an amazing event along Gratiot. Wear clothing you can get painted and dirty! All ages are welcome. If you bring children, please plan on supervising them. Actual volunteer activities are subject to change.

Wednesday, May 1st:

9 am - 12 pm (Morning Shift): We will paint and build our way to an amazing event along Gratiot. Wear clothing you can get painted and dirty! All ages are welcome. If you bring children, please plan on supervising them. Actual volunteer activities are subject to change.

3 pm - 6 pm (Afternoon Shift) : We will paint and build our way to an amazing event along Gratiot. Wear clothing you can get painted and dirty! All ages are welcome. If you bring children, please plan on supervising them. Actual volunteer activities are subject to change.

Thursday, May 2nd:

9 am - 12 pm (Morning Shift): We will paint and build our way to an amazing event along Gratiot. Wear clothing you can get painted and dirty! All ages are welcome. If you bring children, please plan on supervising them. Actual volunteer activities are subject to change.

3 pm - 6 pm (Afternoon Shift) : We will paint and build our way to an amazing event along Gratiot. Wear clothing you can get painted and dirty! All ages are welcome. If you bring children, please plan on supervising them. Actual volunteer activities are subject to change.

Friday, May 3th:

1 pm - 3 pm (Event Set Up): Please join us in setting up the event. This may include helping vendors set up, arranging seating, assisting in the last minute touches. Actual volunteer activities are subject to change.

3 pm - 6 pm (Event Assistance): Tasks include picking up trash, getting people to take our onsite survey, people counting and making sure the vendors have everything they need. Actual volunteer activities are subject to change.

6 pm - 9 pm (Event Assistance): Tasks include picking up trash, getting people to take our onsite survey, people counting and making sure the vendors have everything they need. Actual volunteer activities are subject to change.

9 pm - 10 pm (Clean Up Crew): This may include helping vendors tear down, taking down seating, assisting in the last minute touches. Actual volunteer activities are subject to change.

Event Cleanup Plan for Better Block Detroit G7

Event Date: May 3, 2024

Location: 13555/13565/13601 Gratiot Avenue, Detroit, MI 48205

Event Features: Food trucks, food vendors, music, and other activities

Waste Collection and Disposal

1. Waste Collection Points:

- Set up multiple waste collection points across the event site with clearly labeled bins for recyclables, organic waste, and general waste. Encourage attendees to dispose of waste in the appropriate bins through clear signage and announcements.

2. Volunteer Assignments:

- Organize a team of Better Block members and volunteers dedicated to waste management. Assign them to monitor waste stations, guide attendees on proper disposal, and manage waste segregation and collection during and after the event.

3. Waste Disposal Coordination:

- Arrange with local waste management services for the pickup and disposal of segregated waste at the conclusion of the event. Ensure there are clear agreements on waste types accepted for recycling and composting.

Types of Waste Anticipated

1. **Recyclables:** Including plastic containers, aluminum cans, paper products.

2. **Organic Waste:** Food scraps from vendors and attendees.

3. **General Waste:** Non-recyclable items such as certain types of packaging and food wrappers.

Cleanup Operations

1. Pre-Event:

- Conduct a venue walkthrough to ensure the area is clean before event setup and identify any existing waste disposal needs.

2. During the Event:

- Implement a rotating schedule for volunteers to oversee waste collection points, ensuring bins do not overflow and the area remains clean.
- Equip volunteers with grabbers and garbage bags for mobile waste collection, focusing on high traffic areas and food service locations.

3. Post-Event Cleanup:

- Organize a comprehensive cleanup effort immediately following the event's conclusion. This includes collecting all waste from bins, sweeping the area for litter, and ensuring all vendor spaces are cleared and cleaned.

- Designate teams for different areas (e.g., food vendor area, seating areas, parking) to ensure thorough coverage.

4. Sustainability and Minimization:

- Encourage vendors to minimize waste by using recyclable or compostable packaging and utensils.

- Promote environmental responsibility among attendees by providing information on waste segregation and the importance of minimizing litter.

5. Emergency Cleanup Supplies:

- Prepare a kit of cleanup supplies for use by volunteers, including extra trash bags, gloves, cleaning equipment, and first aid kits for safety.

Acknowledgment:

This plan leverages the collective effort of Better Block members and community volunteers, emphasizing community engagement and environmental stewardship in the cleanup process. We are committed to leaving the venue in excellent condition, reflecting our respect for the community and the environment.

CITY OF DETROIT, OFFICE OF EXTERNAL AFFAIRS

SPECIAL EVENTS PETITION

Petition No: _____

Event Name: Better Block Detroit G7

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

Petitioner Name / Organization: Better Block Foundation

Event Location: 13555/13565/13601 Gratiot Avenue, Detroit, Michigan 48205

Event Date(s) and Time(s): 05/03/24 3:00 PM **to** 05/03/24 9:00 PM

Type of Event: Festival

Applicant Contact:	Submission Date: 02/08/24 1
469-426-5094	Date of Clerk's Office Referral:
azael@betterblock.org	Date of City Departments Sign Off:
+1 (469) 426-5094	Date Referred to Council:

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? No

Has the applicant (individual or organization) ever applied for a Special Event with the City of Detroit before? No

Is this an annual event? No

Event Website: www.detroitmi.gov/G7

Which spaces will be used? Street, City Facility

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

Event Description

Brief Event Purpose & Description:

We are creating a space for a one-day activation primarily for a market. It may host classes and perhaps small performances. After the one-day activation, it will serve as a public space as a community garden with seating.

Estimated Peak Attendance: 100

Estimated Total Attendance: 299

Is this a public event? Yes

Will there be ticket sales or admission charged? No

Does this event use Hart Plaza? No

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: Better Block Foundation

Mailing Address: 1723 S Ewing Avenue

Dallas TX 75216

Primary Contact:	Secondary Contact:
469-426-5094	Krista Nightengale
a_zael@betterblock.org	krista@betterblock.org

Organization Type: Nonprofit

Organization Website: betterblock.org

Event Setup & Breakdown

Begin Setup: 04/29/24 8:00 AM

Complete Setup: 05/03/24 3:00 PM

Setup Location(s): 13555/13565/13601 Gratiot Avenue, Detroit, Michigan 48205

Event Start: 05/03/24 3:00 PM

Event End: 05/03/24 9:00 PM

Begin Tear Down: 05/03/24 9:00 PM

Complete Tear Down: 05/06/24 12:00 PM

Number of Trash Containers: 10 Number of Recycling Containers: 5

Cleaning Service Vendor: Better Block Foundation to cleanup with volunteers after event

Other Waste Elements: N/A

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:

The parking lot will be located by the library and the parking lot behind the Matrix Center will also be used.

Food & Beverage

Will food be served? Yes

Will food be prepared on site? No

Number of food trucks: 5 Number of non-truck food vendors: 10

Food & Beverage (cont.)

Will any type of alcohol be served (including beer)? No

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

What type(s) of alcohol will be served? _____

Day(s) and time(s) alcohol will be served: _____

Will ice be used in any served beverages? No

Stages, Tents, & Structures

Is a stage being built? Yes

How many stages will be used? _____

Do any of the stages have a canopy? _____

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

Number of tents larger than 10' x 10': 0

Tent Contractor: _____

What other structures will your event include? We will have a shipping container and a structure for tents.

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? 1

Generator contractor: _____

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? No

Security Contractor: _____

Number of private personnel per shift: _____

Which of these apply to the
private security personnel? _____

Will you contract emergency medical services? Yes

Name of emergency medical services contractor: _____

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)