

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*

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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.	2024-142
Name of Petitioner	Detroit Athletic Club
Description of Petition	Petition of Detroit Athletic Club (#2024-142), request to hold "DAC Car Show" at Detroit Athletic Club on May 31 <sup>st</sup> , from 9:00 AM to 3:00 PM. Set-up to begin May 31 <sup>st</sup> 5:00 AM completed by 8:00 AM with tear-down to begin May 31 <sup>st</sup> at 3:00 PM complete by 4:00 PM.
Type of Petition	<b>Special Event</b>
Submission Date	5/6/2024
Concerned Departments	Media Services, Buildings & Safety Engineering, Police Department, Fire Department, Municipal Parking Department, Transportation Department, Health Department; General Services Department,
Petitioner Contact	Kevin Heidisch Detroit Athletic Club 313-220-5201 <a href="mailto:kevinh@thedac.com">kevinh@thedac.com</a>

## 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:** 3.28.24

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:** Detroit Athletic Club Car Show

**Event Date:** 5.31.2024

**Event Organizer:** Detroit Athletic Club

**Applicant Signature:**



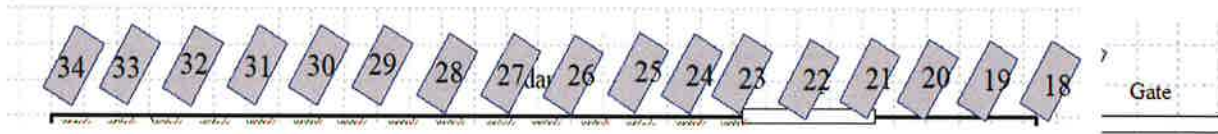
**Date:** 5.31.2024

DAC Executives & Car Society Car

Show

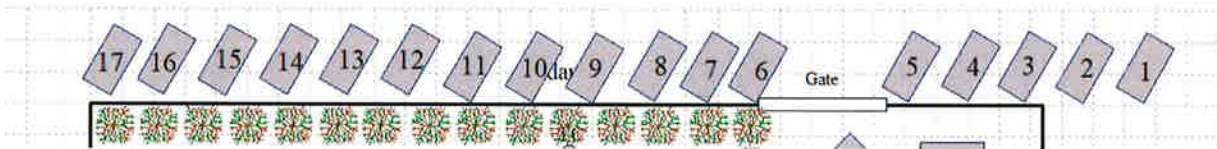
Friday, May 31st, 2024

Comerica Park



All cars will be spaced a minimum of 6' apart. X's will be placed around car for viewing ensuring a minimum of 6' distance.

Adams Street



Detroit Athletic Club Pavilion

Detroit Athletic Club Car Show

May 29<sup>th</sup>, 2024

Adams Street closed between John R. & Brush

Vehicles will be displayed on Adams Street, no food or drink will be served on Adams street.

DAC staff will clean up any paper or other debris that may have accumulated during the event, trash will be thrown away in our cans then taken to the dumpster located on DAC property.

# SPECIAL EVENTS PETITION

**Petition No:** 2024-142

**Event Name:** DAC Car Show

**Event Status:** In Review- City Council (Step 4 of 6)

**Petitioner Name / Organization:** Detroit Athletic Club

**Event Location:** Detroit Athletic Club

**Event Date(s) and Time(s):** 05/31/24 9:00 AM to 05/31/24 3:00 PM

**Type of Event:** Other

<b>Applicant Contact:</b>
Kevin Heidisch
kevinh@thedac.com
+1 (313) 220-5201

<b>Submission Date:</b>	03/29/24 3
<b>Date of Clerk's Office Referral:</b>	05/06/24
<b>Date of City Departments Sign Off:</b>	04/24/24
<b>Date Referred to Council:</b>	5/2/2024

## Department Approvals

DPD	DFD	EMS	GSD	DDOT	MPD	DPW	DHD
DPD Reviewed- Ready for Council	DFD Approved	EMS Reviewed- Ready for Council	GSD Approval Not Required	DDOT Approval Not Required	MPD Approval Not Required	DPW Reviewed- Ready for Council	DHD Reviewed- Ready for Council

**BSEED**  
BSEED  
Approval Not  
Required

**Mayor's Office Special Events Signature:** Yakeima Fife Digitally signed by Yakeima Fife

**Date:** May 2, 2023

## 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: N/A

Which spaces will be used? Street, Sidewalk

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

## Event Description

Brief Event Purpose & Description:

The DAC is requesting permission to close Adams St. and South sidewalk between John R. & Brush to hold the annual Car Show on 5.29.2024. Bicycle barricades will surround the event footprint. State barricade will provide road closure and detour signs for the event. The event will be for DAC members and their invited guests.

Estimated Peak Attendance: 100

Estimated Total Attendance: 100

Is this a public event? No

Will there be ticket sales or admission charged? No

Does this event use Hart Plaza? No

Will there be merchandise sold? No

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: Detroit Athletic Club

Mailing Address: 241 Madison Street

DETROIT MI 48226

Primary Contact:	Secondary Contact:
Kevin Heidisch	
kevinh@thedac.com	

Organization Type: Nonprofit

Organization Website: DAC.com

## Event Setup & Breakdown

Begin Setup: 05/31/24 5:00 AM

Complete Setup: 05/31/24 8:00 AM

Setup Location(s): Adams Street between John R & Madison

Event Start: 05/31/24 9:00 AM

Event End: 05/31/24 3:00 PM

Begin Tear Down: 05/31/24 3:00 PM

Complete Tear Down: 05/31/24 4:00 PM

Number of Trash Containers: 4 Number of Recycling Containers: 4

Cleaning Service Vendor: DAC staff will clean the area after the event.

Other Waste Elements: N/A

## Street Closures & Parking

How many streets will be closed: 1

Will you be closing any part of Woodward Avenue? No

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

1. Adams Street 03/29/24

Adams Street between Jon R. and Brush 5:00 AM 4:00 PM

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:  
DAC members will be parking in the DAC garage located on property.

## Food & Beverage

Will food be served? Yes

Will food be prepared on site? Yes

Number of food trucks: 0 Number of non-truck food vendors: 0



## 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? No

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

Day(s) and time(s) alcohol will be served: 5.29.2024 12p-3p

Will ice be used in any served beverages? Yes

## Stages, Tents, & Structures

Is a stage being built? No

How many stages will be used? \_\_\_\_\_

Do any of the stages have a canopy? \_\_\_\_\_

Number of tents 10' x 10' and smaller: 1

Number of tents larger than 10' x 10': 8

Tent Contractor: Event Theory

What other structures will your event include? Tent permit approved TMP0023-0302

Will your event use any grills? Yes

What kind of grills? Gas

## Utilities & Portable Restrooms

Event Utilities that will be used: Neither

How will generators be fueled? \_\_\_\_\_

Generator contractor: \_\_\_\_\_

Will additional wiring be installed? No

Does the event require access to a hydrant? No

Will there be amplified sound? No

Will a sound system be used? \_\_\_\_\_

Will you be providing Port-a-johns? No

## 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? No

Name of emergency medical services contractor: \_\_\_\_\_

Does this event include fireworks? No

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

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

## Attachments

<input checked="" type="checkbox"/>	Applicant Signature Page (required)
<input checked="" 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 checked="" type="checkbox"/>	Communication and Community Impact Plan (500+ attendees)
<input type="checkbox"/>	Maintaining of Traffic Plan (1000+ attendees or if closing a street)
<input checked="" type="checkbox"/>	Build and Breakdown Schedule (if you are erecting any structures)
<input checked="" 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 Detroit Athletic Club to host "DAC Car Show" (2024-142) on May 31<sup>st</sup> from 9:00 AM – 3:00 PM at Detroit Athletic Club

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

**PROVIDED,** that there will be DFD Pending Inspections; and be it further

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

**PROVIDED,** that there will be DHD pending inspections; and be it further

**PROVIDED,** that there will be BSEED Permits Required for Tents; 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.