

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.	2024-208
Name of Petitioner	Arab and Chaldean Festival
Description of Petition	Petition request to hold "Arab and Chaldean Festival" at Hart Plaza, 1 Hart Plaza, Detroit, MI 48226 from July 27 ^h at 12:00 PM to July 28 st 11:30 PM. Set-up to begin July 26 th , 1:00 PM and be completed on July 26 th 9:00 PM with tear down to begin July 28 th , at 11:00 PM and completed on July 29 th at 3:00 AM.
Type of Petition	Special Events
Submission Date	06/28/24
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	Dr. Jacoub Mansour 7234 Oakwood Dr. West Bloomfield, MI 48322 P: (248) 840-8197 aacfestival@yahoo.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 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:

Jacob Manja

Date:

06/16/2024

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:

Arab and chaldean festival

Event Date:

July 27, 28, 2024

Event Organizer:

Applicant Signature:

Jacob Manja

Date:

06/16/2024

Arab and Chaldean Festival
Moving in Moving out
July 26 & 28, 2024

Friday July 26, 2024 move in (12:00Pm, Dock area will be use for the Stage and some pictures to the Gallery and Barricades around the stage only)
No food vendor

Sunday July 28, 2024 at 11:30 Pm the stage will be moving out using loading Dock

I Jacoub Mansour ---a representative of Arab and Chaldean festival--- have read and understand my duty to comply and adhere to the guidelines presented in the Hart Plaza Policy and Procedure Manual.

Date: 01/02/2024

X -Jacoubmansour _____ Event Organizer Signature

Jacoub Mansour

1/3/2024

_____ GSD Representative

_____ Construction and Demolition and Department
Signature

SPECIAL EVENTS PETITION

Petition No: 2024-208

Event Name: Arab and Chaldean Festival

Event Status: In Review- Clerk's Office (Step 2 of 6)

Petitioner Name / Organization: Arab and Chaldean Festival

Event Location: Hart Plaza

Event Date(s) and Time(s): 07/27/24 12:00 PM to 07/28/24 11:30 PM

Type of Event: Festival

Applicant Contact:
Dr. Jacoub Mansour
aacfestival@yahoo.com
+1 (248) 960-9956

Submission Date:	06/13/24 4
Date of Clerk's Office Referral:	06/28/24
Date of City Departments Sign Off:	6/28/24
Date Referred to Council:	6/28/24

Department Approvals

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

BSEED
BSEED Reviewed-Ready for Council

Mayor's Office Special Events Signature: *Jakeima Fife*

Date: June 28, 2024

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? No

Event Website: www.arabandchaldeanfestival.com

Which spaces will be used? City Facility

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

Event Description

Brief Event Purpose & Description:

The Arab and Chaldean festival is a celebration of the cultures and heritage of the people of metropolitan Detroit.

Estimated Peak Attendance: 3000

Estimated Total Attendance: 3000

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? Yes

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: Arab and Chaldean Festival

Mailing Address: 7234 Oakwood Drive

West Bloomfield MI 48322

Primary Contact:	Secondary Contact:
Dr. Jacoub Mansour	
aacfestival@yahoo.com	
+1 (248) 840-8197	

Organization Type: Nonprofit

Organization Website: www.arabandchaldeanfestival.com

Event Setup & Breakdown

Begin Setup: 07/26/24 1:00 PM

Complete Setup: 07/26/24 9:00 PM

Setup Location(s): Hart Plaza

Event Start: 07/27/24 12:00 PM

Event End: 07/28/24 11:30 PM

Begin Tear Down: 07/28/24 11:00 PM

Complete Tear Down: 07/29/24 3:00 AM

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

Cleaning Service Vendor: _____

Other Waste Elements: _____

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:

Parking throughout the city streets and garages

Food & Beverage

Will food be served? Yes

Will food be prepared on site? Yes

Number of food trucks: 2 Number of non-truck food vendors: 5

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: 7/27; 7-9 PM

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? Yes

Number of tents 10' x 10' and smaller: 30

Number of tents larger than 10' x 10': 3

Tent Contractor: _____

What other structures will your event include? _____

Will your event use any grills? No

What kind of grills? _____

Utilities & Portable Restrooms

Event Utilities that will be used: Utility Power

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? 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: Camouflage Security and Investigation LLC

Number of private personnel per shift: 10

Which of these apply to the private security personnel? Licensed, Neither

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 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 Dr. Jacoub
Mansour

to host "Arab and Chaldean Festival" (2024-208) to be held on July 27 to July 28, 2024,
at Hart Plaza, Detroit, MI 48226 from 12:00 PM to 11:30 PM.

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

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

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

PROVIDED, that there will be GSD Permits Required; and be it further

PROVIDED, that there will be Health Department inspections; 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.