

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.	2024-272
Name of Petitioner	Sickle Cell Disease Association Of America Michigan Chapter
Description of Petition	Petition of Sickle Cell Disease Association Of America Michigan Chapter (#2024-272), request to hold "Sickle Cell Matters Awareness Walk" at Charles Wright Museum Of African History., on September 14 <sup>th</sup> , from 9:00 AM to 1:00 PM. Set-up to begin September 14 <sup>th</sup> 7:00 AM and completed by 9:00 AM with tear-down to begin September 14 <sup>th</sup> , at 1:00 PM completed by 3:00 PM.
Type of Petition	<b>Special Event</b>
Submission Date	8/1/2024
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	Sickle Cell Disease Association Of America Michigan Chapter Craig Bradley (313) 371-9412 <a href="mailto:bradleyc@scaami.org">bradleyc@scaami.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:**



**Date:**

7/10/2024

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:**

Sickle Cell Matters Awareness <sup>WALK</sup> Event Date: 9/14/2024

**Event Organizer:**

Sickle Cell Disease Association of America Michigan Chapter

**Applicant Signature:**



**Date:**

7/10/2024

## 2024 Proposed Walk Route

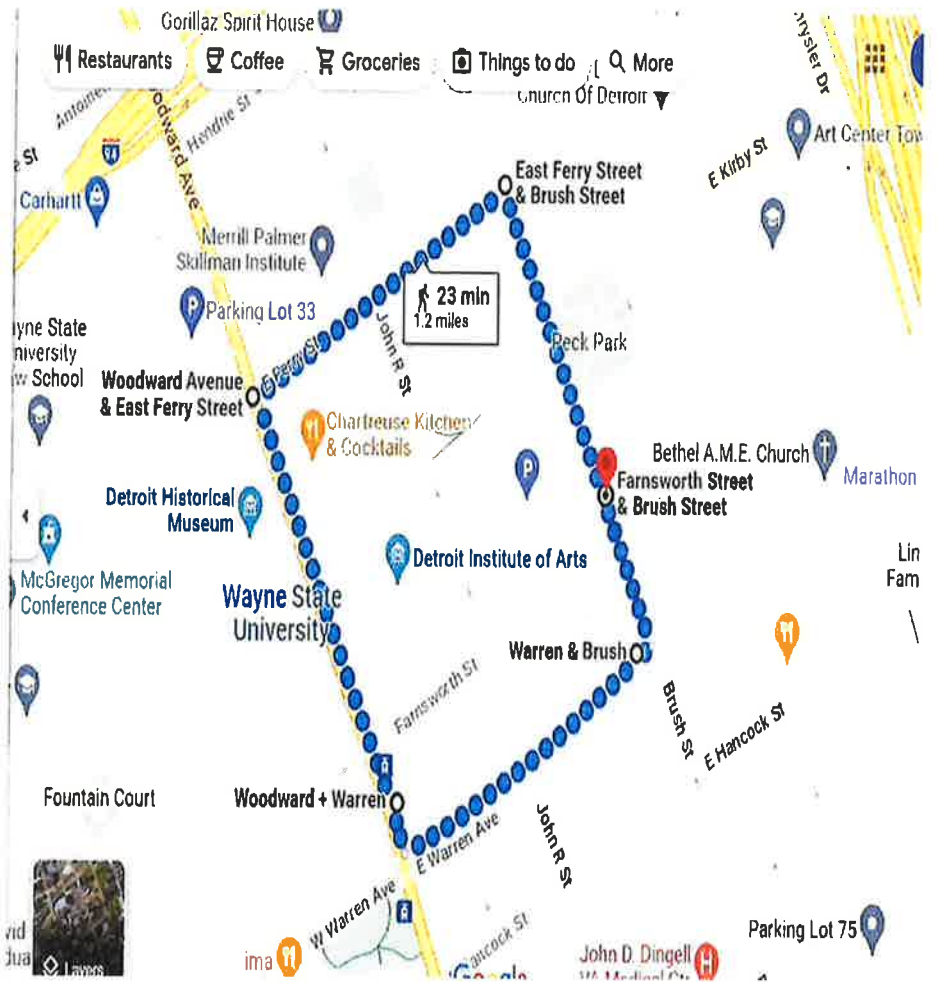


- Farnsworth St & Brush St, Detroit, MI 482
- Warren & Brush, Detroit, MI 48202
- Woodward + Warren, Detroit, MI 48202
- Woodward Ave & E Ferry St, Detroit, MI 48202
- E Ferry St & Brush St, Detroit, MI 48202
- Farnsworth St & Brush St, Detroit, MI 48202

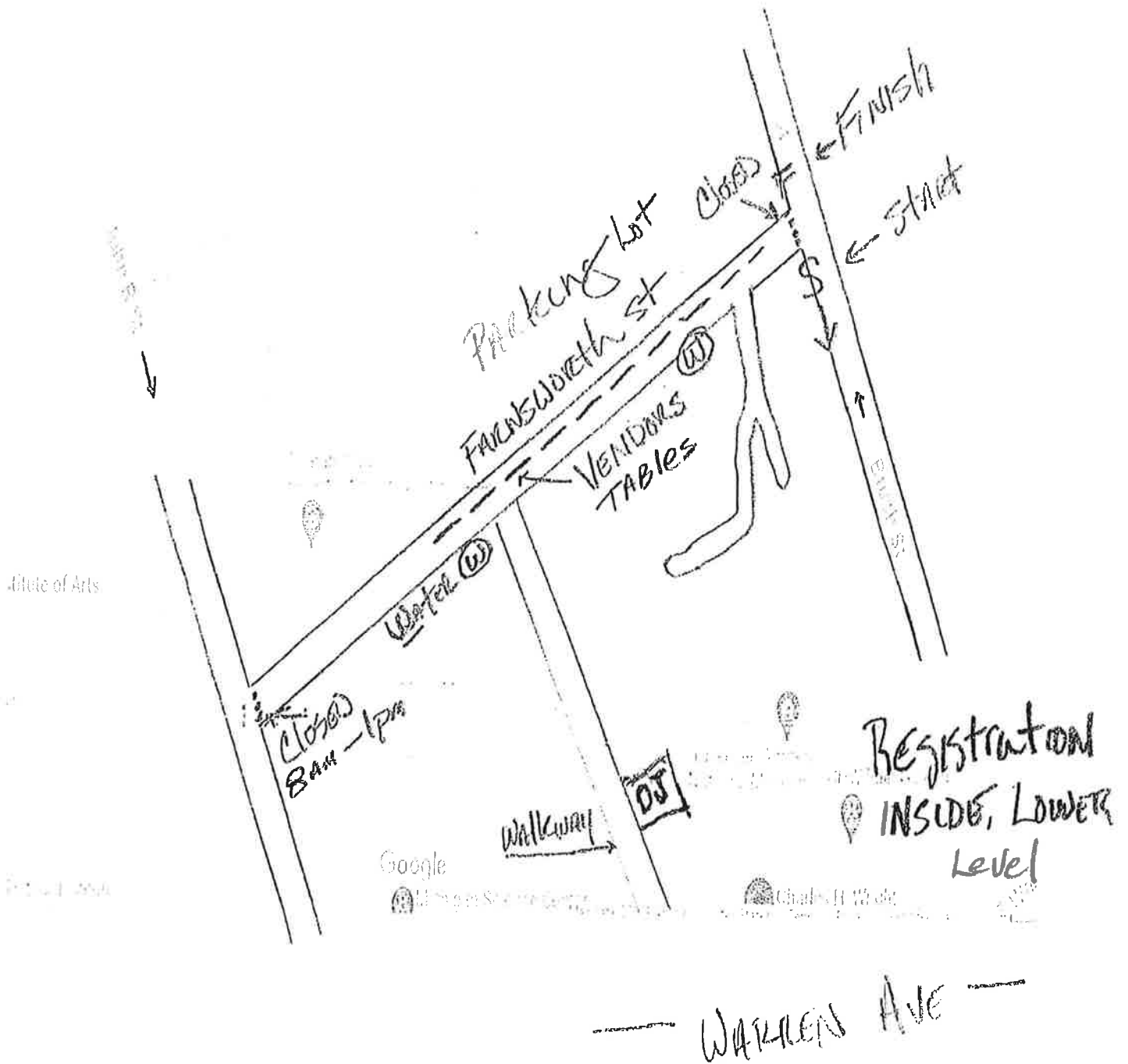
⊕ Add destination

Options

📱 Send directions to your phone



Site Map  
 Sickle Cell Matters Awareness Walk 2024



- The water stations will have trash cans
- We will use the restrooms in the museum
- The ambulance will be stationed on Brush near the Start/Finish
- Farnsworth will be closed between Brush and John R (Scarab Club will have access to its parking lot)
- The participants will be instructed to obey all traffic rules



*Sickle Cell Disease Association of America, Michigan Chapter, Inc.*

18616 JAMES COUZENS • DETROIT, MICHIGAN 48235-2507 • PHONE (800) 842-0973 • FAX (313) 884-9980

July 10, 2024

## **2024 Sickle Cell Matters Awareness Walk Community Communication and Impact Plan**

The Sickle Cell Matters Awareness Walk aims to minimize negative logistical impacts on the residential and business communities through effective communication and preplanning. Our multi-channel outreach campaign includes the following:

1. **Phone Calls:** We proactively reach out to community members, local businesses, and stakeholders via phone calls to inform them about the event and its logistics.
2. **Social Media and Online Outreach:** We leverage social media platforms and online channels to disseminate information about the walk; updates, event details, and reminders are shared across various platforms.
3. **Community Newsletters and Flyers:** We collaborate with community newsletters and distribute flyers to raise awareness about the event. These materials provide essential details, such as date, time, and route.

### **Business Engagement:**

We maintain positive relationships with local businesses by considering their needs and minimizing disruptions. Here's how:

1. **Business Awareness:** We directly contact businesses in the area, ensuring they are aware of the event and its impact. By providing advance notice, we mitigate surprises and address any concerns.
2. **Timing Considerations:** The Sickle Cell Matters Awareness Walk is scheduled outside normal business hours. This approach minimizes business interruptions and allows businesses to operate smoothly.

**Community Impact Plan:**

To minimize disruptions to residents, we implement the following strategies for the walk:

1. **Event Location Selection:** We use the street, hillside, and walkway at the rear of the museum as the meeting, starting, and finishing points. This location minimizes sound carryover to nearby residential areas.
2. **Traffic Management:** Participants are instructed to observe all traffic laws. They walk on sidewalks and follow the approved walk route. This ensures safety and minimizes disruptions to vehicular traffic.
3. **Parking Utilization:** Available parking lots and street parking areas are utilized efficiently. By directing participants to designated parking spaces, we avoid congestion and inconvenience for community residents.

Our commitment to effective communication and thoughtful planning ensures a successful and harmonious Sickle Cell Matters Awareness Walk for both the residential and businesses communities.

## **Sickle Cell Matters Awareness Walk 2024**

### **Clean-up Plan**

We will utilize staff and volunteers during and after the conclusion of the event to ensure the walk route and site are cleaned up and returned to their original condition.

All Thrash bags will be placed in the facilities dumpsters.

CITY OF DETROIT, OFFICE OF EXTERNAL AFFAIRS

# SPECIAL EVENTS PETITION

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

**Event Name:** Sickle Cell Matters Awareness Walk

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

**Petitioner Name / Organization:** Sickle Cell Disease Association Of America Michigan Chapter

**Event Location:** Charles Wright Musuem of African American History

**Event Date(s) and Time(s):** 09/14/24 9:00 AM **to** 09/14/24 1:00 PM

**Type of Event:** Walkthon

<b>Applicant Contact:</b>
Craig Bradley
bradleyc@scdaami.org
+1 (131) 371-9412

<b>Submission Date:</b>	07/10/24 2
<b>Date of Clerk's Office Referral:</b>	8/7/24
<b>Date of City Departments Sign Off:</b>	8/7/24
<b>Date Referred to Council:</b>	8/12/24

### 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 Approval Not Required	DDOT Reviewed-Ready for Council	MPD Approval Not Required	DPW Reviewed-Ready for Council	DHD Approval Not Required

**BSEED**

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

**Date:** August 12, 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? Yes

Event Website: N/A

Which spaces will be used? [object Object]

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

## Event Description

Brief Event Purpose & Description:

A walk to raise awareness and money to support the individuals living with sickle cell disease and the mission of the Sickle Cell Disease Association Of America Michigan Chapter.

Estimated Peak Attendance: 1000

Estimated Total Attendance: 1000

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? 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: Sickle Cell Disease Association Of America Michigan Chapter

Mailing Address: 18516 James Couzens Fwy

Detroit Michigan 48325

Primary Contact:	Secondary Contact:
Craig Bradley	
bradleyc@scdaami.org	

Organization Type: Nonprofit

Organization Website: www.scdaami.org

**Event Setup & Breakdown**

Begin Setup: 09/14/24 7:00 AM

Complete Setup: 09/14/24 9:00 AM

Setup Location(s): Charles Wright Museum

Event Start: 09/14/24 9:00 AM

Event End: 09/14/24 1:00 PM

Begin Tear Down: 09/14/24 1:00 PM

Complete Tear Down: 09/14/24 3:00 PM

Number of Trash Containers: 5 Number of Recycling Containers: 2

Cleaning Service Vendor: N/A

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. Farnsworth 09/14/24

Between Brush and John R 8:00 AM 2:00 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:

There is a lot behind the museum and parking on the streets around the museum.

**Food & Beverage**

Will food be served? No

Will food be prepared on site? \_\_\_\_\_

Number of food trucks: \_\_\_\_\_ Number of non-truck food vendors: \_\_\_\_\_

## 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? No

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

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

Number of tents 10' x 10' and smaller: 15

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

Tent Contractor: N/A

What other structures will your event include? None

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? 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? Yes

Name of emergency medical services contractor: Hart EMS

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 checked="" 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 **Sickle Cell Disease Association of America Michigan Chapter** to host “**Sickle Cell Matters Awareness Walk**” (2024-272) on **September 14, 2024, From 9:00 AM – 1:00 PM** at **Charles Wright Museum of African History Detroit, MI.**

**PROVIDED,** that there will be DPD Assisted Event; Contracted with Private security 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 and Stages; and be it further

**PROVIDED,** that there will be DPW Barricades; 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 events.