

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.	2025-009
Name of Petitioner	The Detroit Jazz Festival Foundation
Description of Petition	Petition request to hold the "2025 Detroit Jazz Festival" on August 29 th , 2025 from 2:00 PM to 9:00 PM on September 1 st , 2025 at Hart Plaza and Woodward Ave from Jefferson to State Street and Cadillac Square. Set-up will begin at 7:00 AM on August 20 th , 2025 and be completed by 10:00 PM on August 28 th , 2025. Tear down will begin at 10:00 PM on September 1 st , 2025 and be completed by 10:00 PM on September 5 th , 2025.
Type of Petition	Special Events
Submission Date	01/17/25
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	Sam Fotias 19908 Harper Ave Harper Woods, MI 48225 (586) 596-9463 sam@paxahau.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:



Date: 12/4/2024

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: 2025 DETROIT JAZZ FEST|

Event Date: AUGUST 29TH

Event Organizer: DETROIT JAZZFEST FOUN

Applicant Signature:



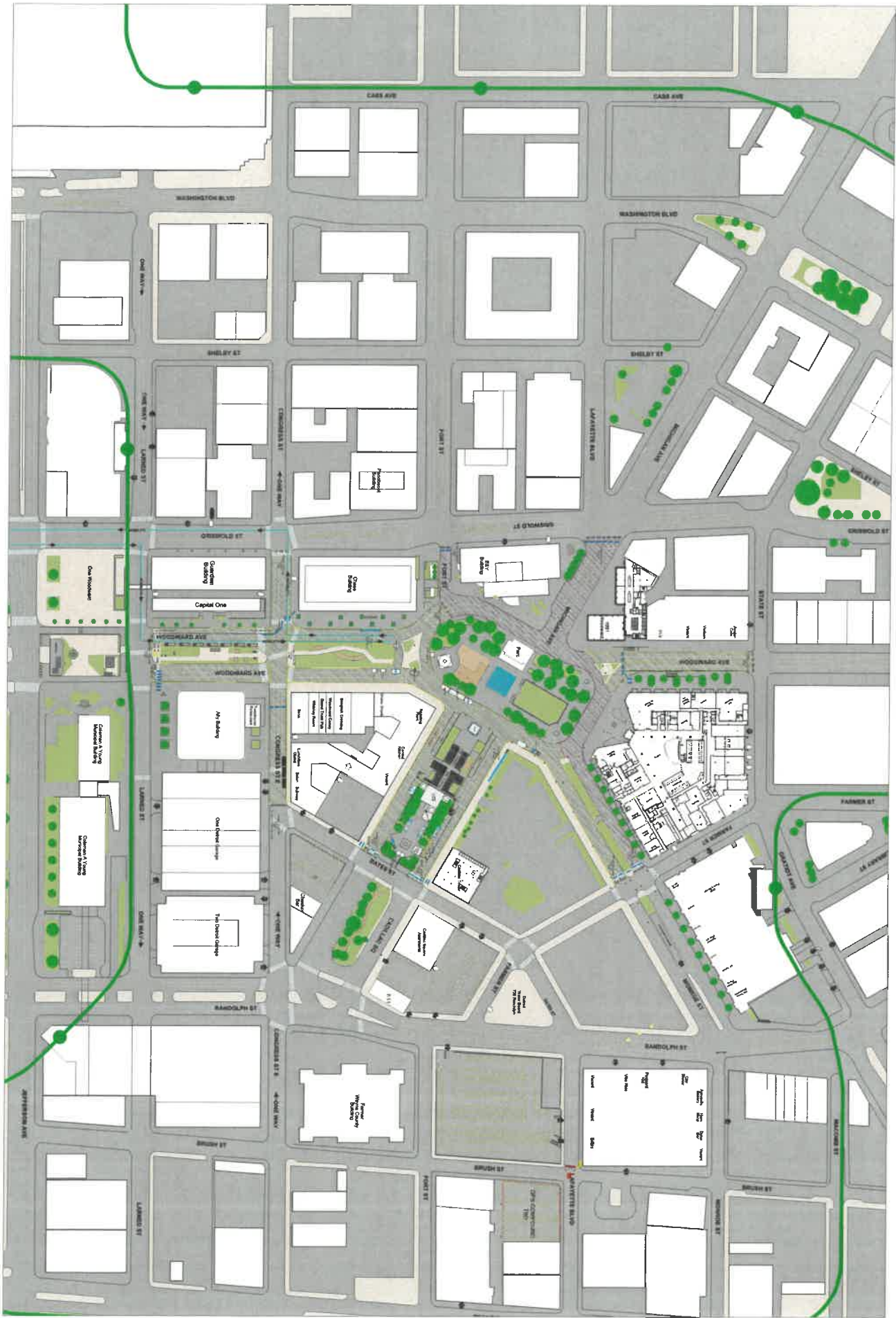
Date: 12/4/2024



DATE	SCALE	PROJECT NAME	DATE	PROJECT NAME	DATE
		DETROIT JAZZ FESTIVAL		SITE MAP NORTH	
				CHOMA	

ACCOMMODATE TO SCALE





DETROIT
JAZZ
FESTIVAL

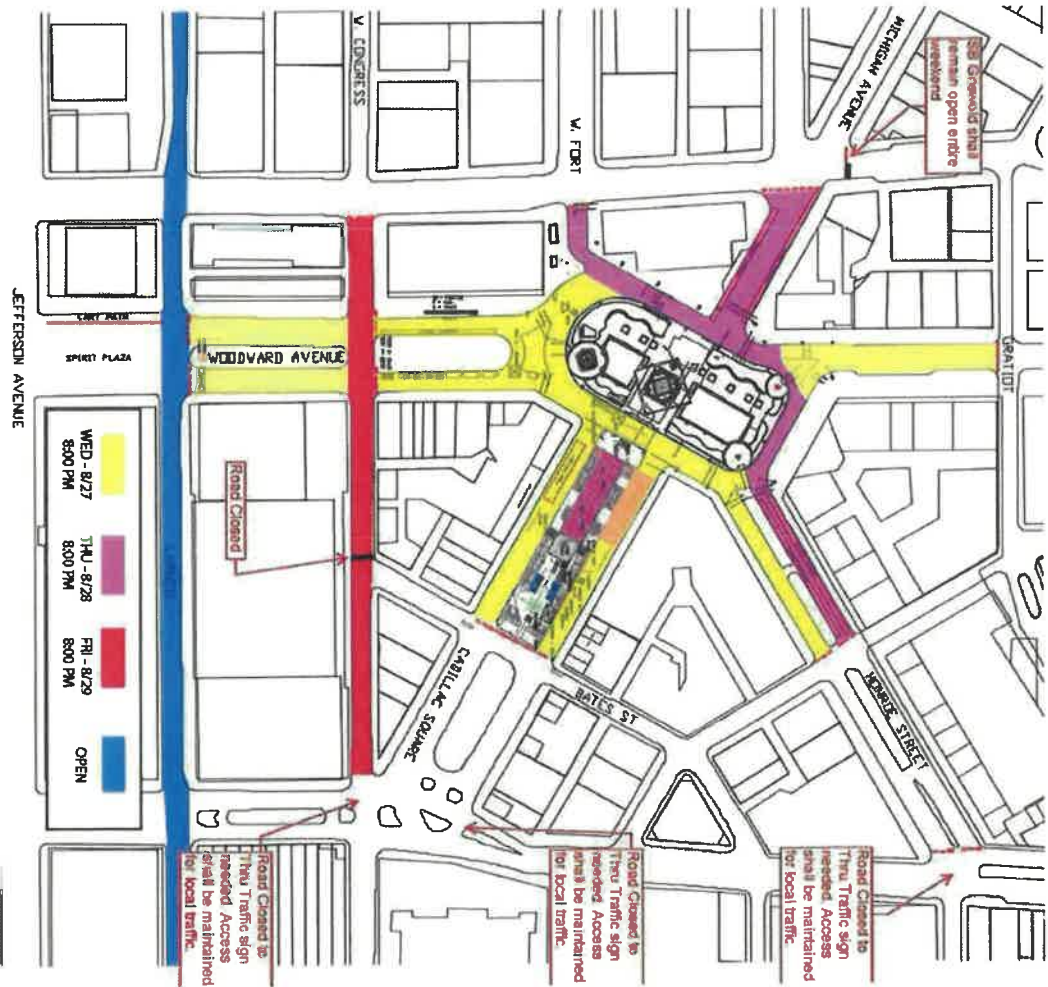
SITE MAP
NORTH

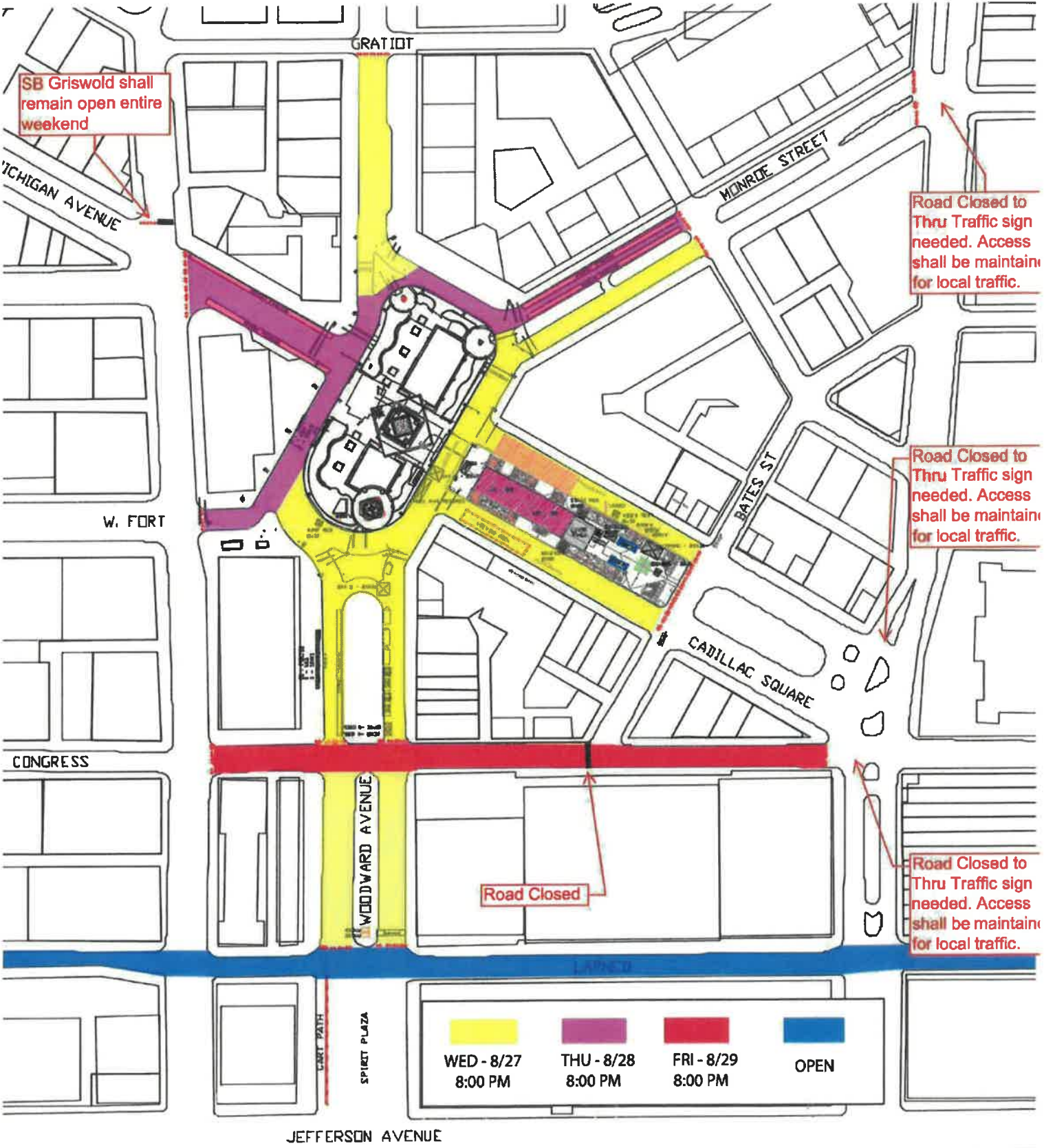
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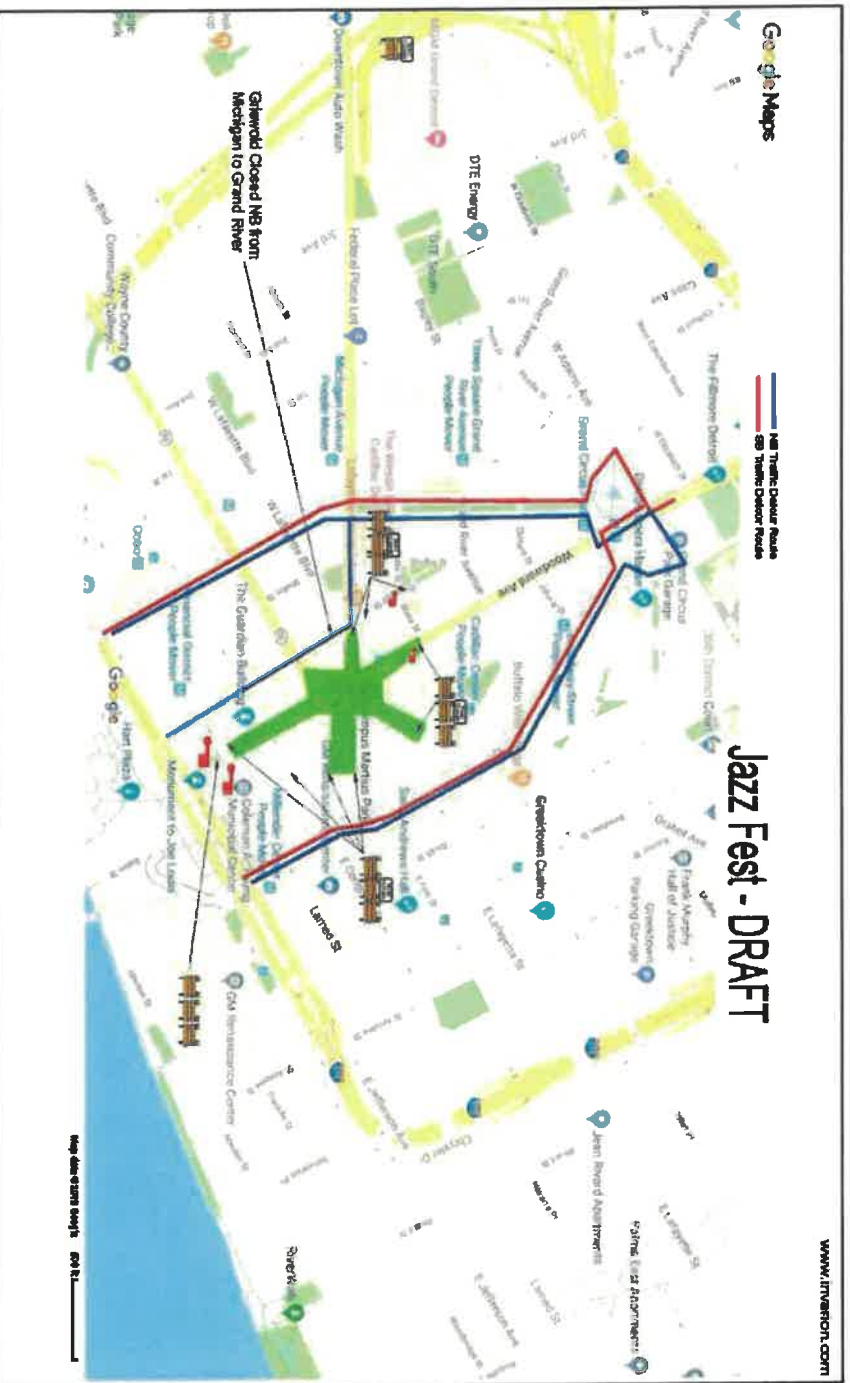
Road Closures: The road closures will take place starting at 8 pm on Wed. 8/27 at 8 pm

- **8/27:**
 - North and Southbound Woodward from State to Michigan
 - East and Westbound Cadillac Square from Bates
 - Northbound Woodward from Larned up to and including Eastbound Monroe
 - Southbound Woodward from Campus Martius to Larned
- **8/28**
 - Westbound Monroe to Woodward including Southbound Woodward through to Fort.
 - Eastbound and Westbound Michigan from Griswold to Woodward.
- **8/29**
 - Congress from Bates
- **All streets reopened by 5 am on Tuesday September 2nd**

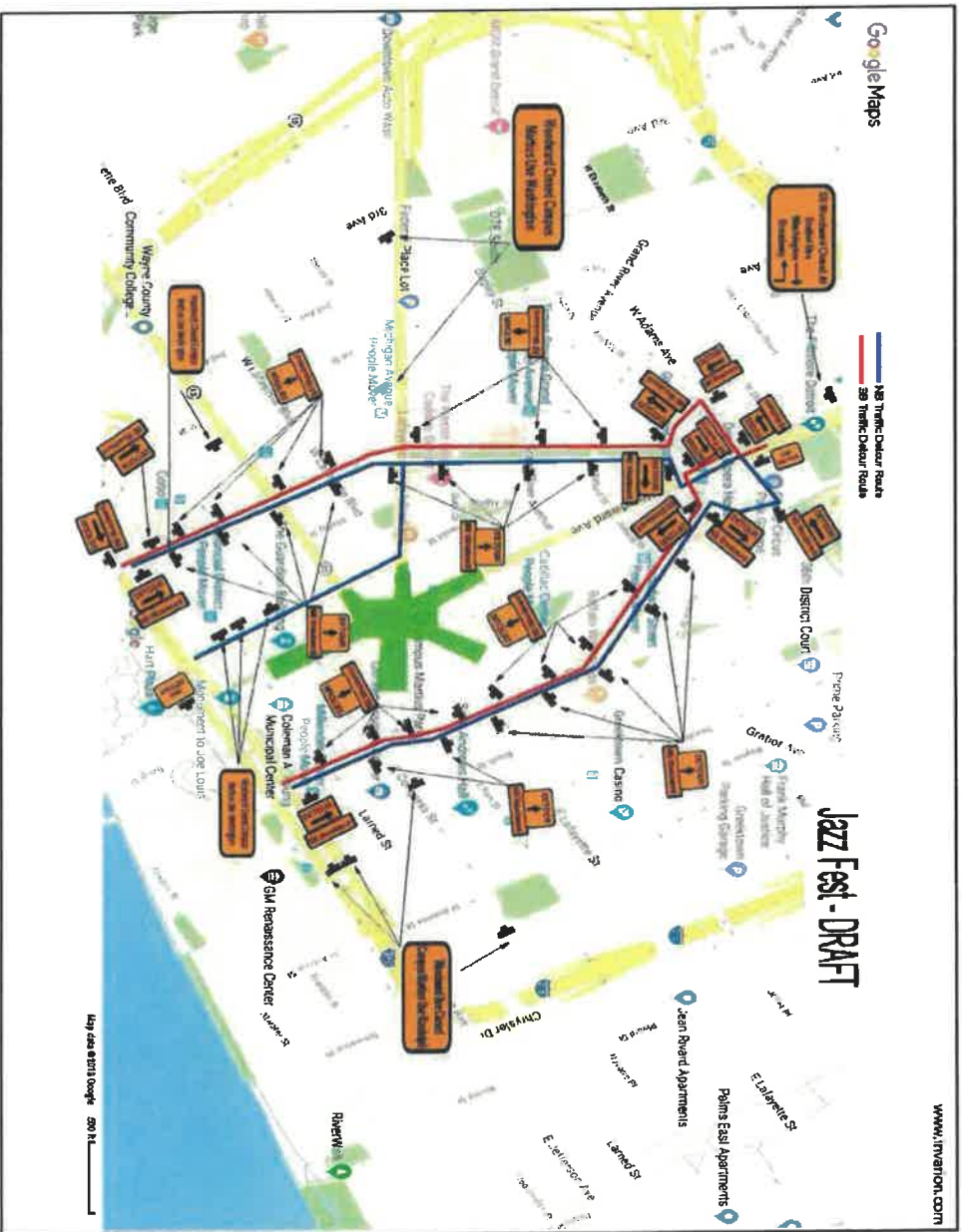




Proposed Detour Routes



Proposed Detour Routes With Signage



CITY OF DETROIT, OFFICE OF EXTERNAL AFFAIRS

SPECIAL EVENTS PETITION

Petition No: _____

Event Name: 2025 DETROIT JAZZ FESTIVAL

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

Petitioner Name / Organization: THE DETROIT JAZZ FESTIVAL FOUNDATION

Event Location: HART PLAZA AND WOODWARD AVENUE FROM JEFFERSON TO STATE STREET AND CADILLAC SQUARE

Event Date(s) and Time(s): 08/29/25 11:00 AM to 09/01/25 9:00 PM

Type of Event: Concert/Performance, Festival

Applicant Contact:
sam fotias
sam@paxahau.com
+1 (586) 596-9463

Submission Date:	12/04/24 6
Date of Clerk's Office Referral:	1/16/25
Date of City Departments Sign Off:	1/17/25
Date Referred to Council:	1/21/25

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 Reviewed-Ready for Council	MPD Reviewed-Ready for Council	DPW Reviewed-Ready for Council	DHD Reviewed-Ready for Council

BSEED
BSEED Reviewed-Ready for Council

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

Date: January 21, 2025

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: WWW.DETROITJAZZFEST.ORG

Which spaces will be used? Street, Sidewalk, Park

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

Event Description

Brief Event Purpose & Description:

for almost 50 years the detroit jazz festival has been the worlds largest free jazz festival. a yearly celebration of the genre of jazz with international and national artists in the middle of our beautiful city

Estimated Peak Attendance: 35000

Estimated Total Attendance: _____

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: THE DETROIT JAZZ FESTIVAL FOUNDATION

Mailing Address: 19908 HARPER AVENUE

HARPER WOODS MI 48225

Primary Contact:	Secondary Contact:
sam fotias	clark warner
sam@paxahau.com	clarkwarner@detroitjazzfest.org
	+1 (313) 575-1276

Organization Type: Nonprofit

Organization Website: WWW.DETROITJAZZFEST.ORG

Event Setup & Breakdown

Begin Setup: 08/21/25 7:00 AM

Complete Setup: 08/28/25 10:00 PM

Setup Location(s): HART PLAZA, WOODWARD AVENUE, CAMPUS MARTIUS, CADILL

Event Start: 08/29/25 11:00 AM

Event End: 09/01/25 9:00 PM

Begin Tear Down: 09/01/25 11:00 PM

Complete Tear Down: 09/05/25 10:00 PM

Number of Trash Containers: 200 Number of Recycling Containers: 200

Cleaning Service Vendor: IN HOUSE JANITORIAL AT HART PLAZA AND CLEAN DOWNTOWN

Other Waste Elements: ALL OF THE ABOVE

Street Closures & Parking

How many streets will be closed: 5+

Will you be closing any part of Woodward Avenue? Yes

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

1. document attached

2. _____

3. _____

4. _____

Will you charge attendees for parking? No

Valet parking or blocking metered parking spaces? Blocking metered parking spaces

Describe the parking plan to accommodate anticipated attendance:
directing attendees to city and private garages and lots via all of our marketing channels

Food & Beverage

Will food be served? Yes

Will food be prepared on site? Yes

Number of food trucks: 16 Number of non-truck food vendors: 10

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: ALL FOUR DAYS FROM 11 AM UNTIL 1045 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? 3

Do any of the stages have a canopy? Yes

Number of tents 10' x 10' and smaller: 20

Number of tents larger than 10' x 10': 20

Tent Contractor: KNIGHT TENTS

What other structures will your event include? VIP AND ADA VIEWING DECKS

Will your event use any grills? Yes

What kind of grills? PROPANE

Utilities & Portable Restrooms

Event Utilities that will be used: Generators

How will generators be fueled? VIA OUR FUEL CONTRACTOR - CHAPP OIL

Generator contractor: MICHIGAN CAT

Will additional wiring be installed? Yes

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: PRO STAR CAMS SECURITY

Number of private personnel per shift: 120

Which of these apply to the private security personnel? Licensed

Will you contract emergency medical services? Yes

Name of emergency medical services contractor: hart medical

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 The Detroit Jazz Festival Foundation to host "2025 Detroit Jazz Festival" (#2025-009) on August 29, 2025 to September 1, 2025 from 2:00 PM- 9:00 PM at Hart Plaza, Woodward Ave from Jefferson to State Steet and Cadillac Square.

PROVIDED, that there will be DPD Assisted Event; Contracted with Private Security 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 GSD Parks & Recreation Permits 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, Generators, and Stages be it further

PROVIDED, that there will be Municipal Parking Department no parking signs, and be it Further

PROVIDED, that there will be DPW road closure permits, 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.