

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.	2025-008
Name of Petitioner	Trivium
Description of Petition	Petition of Trivium ( <b>#2025-008</b> ), request to hold "Growler Gallop" at Atwater Brewery on September 28 <sup>th</sup> , from 4:00 PM to 10:00 PM. Set-up to begin September 28 <sup>th</sup> , 9:00 AM and completed by 3:00 PM with tear down to begin September 28 <sup>th</sup> , at 8:00 PM and completed by 10:00 PM.
Type of Petition	<b>Special Event</b>
Submission Date	1/17/25
Concerned Departments	Buildings, Safety Engineering, and Environmental Department (BSEED), Detroit Department of Transportation (DDOT), Detroit Fire Department (DFD), Detroit Health Department (DHD), General Services Department (GSD), Media Services Department, Municipal Parking Department, Police Department (DPD)
Petitioner Contact	Hannah Gaffner Trivium (616) 634-6581 <a href="mailto:hannah@triviumracing.com">hannah@triviumracing.com</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:** Hannah Gaffner

**Date:** 11/19/2024

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:** Growler Gallop

**Event Date:** 09/28/2025

**Event Organizer:** Trivium Racing

**Applicant Signature:** Hannah Gaffner

**Date:** 11/19/2024



All tents will be 10'x10'



# Location Details

The race start and finish line will be on Wight St at Jos Campau where the famous **Atwater Brewery** is located! The brewery address is [237 Jos Campau, Detroit, MI 48207](https://www.google.com/maps/place/237+Jos+Campau,+Detroit,+MI+48207).

Porta potties

Packet pickup,  
registration, post  
race party area!

Start/finish line



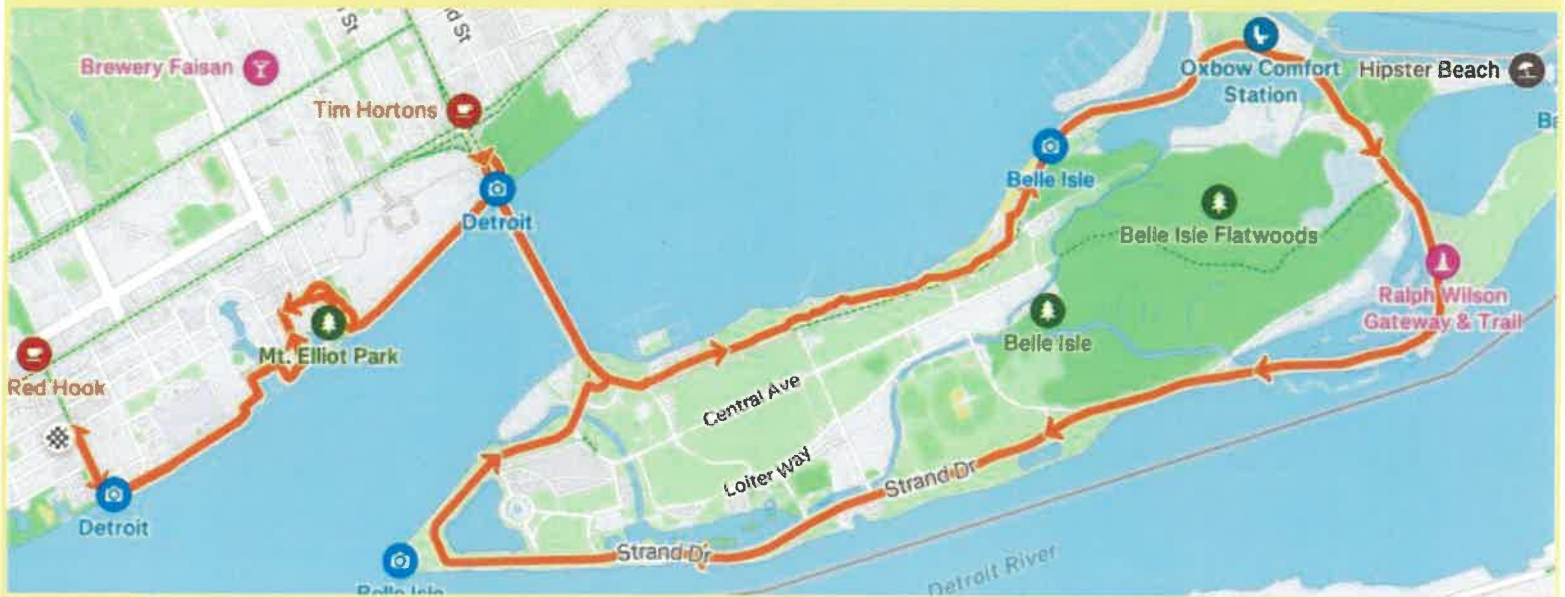
# 10 Mile Turn By Turn Directions

- Startline: Wight St. in front of Atwater Brewery
- Wight Eastbound turn right immediately on Jos Campau
- Jos Campau South turn left onto Riverwalk
- Riverwalk to Wight, turn right on Wight
- Wight to Mt. Elliott, turn Left on Mt. Elliot
- Mt. Elliot to Jefferson, turn right onto Jefferson using the middle eastbound lane
- Take Jefferson to Grand Blvd., turn right onto Grand Blvd (onto McArthur Bridge)
- Do lap around Belle Isle using the Bike Lane
- Take Grand Blvd to exit lane to turn left onto Jefferson
- Take Jefferson (using the southern most eastbound lane)
- Take Jefferson to turn left onto Mt. Elliott
- Mt. Elliott to Adair turn right onto Adair.
- Take Adair to Riverwalk turn left onto Riverwalk
- Riverwalk to Jos Campau, turn right onto Jos Campau
- Jos Campau to Wight, turn Left onto Wight St.



## 10 Mile Course

[Click here for the course map.](#)



## **5 Kilometer Turn by Turn**

- Start on Wight St.
- Turn Right onto Jos Campau
- Left onto Riverwalk
- Right onto Wight St
- Left onto Mt. Elliot
- Right onto Jefferson
- Turn around on traffic island sidewalk just before Grand Blvd.
- Left onto Mt. Elliott
- Right onto Adair
- Left onto Riverwalk
- Right onto Jos Campau
- Left onto Wight
- FINISH



# 5 Kilometer Course

[Click here for the course map.](#)





**MDNR – BELLE ISLE PARK**  
Event Office  
99 Pleasure Drive, Detroit, MI 48207  
Phone: (313) 264-6363 | Fax: (313) 821-9848

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November 13, 2024

Trivium Racing  
Attn: Cathi Berberich  
11348 Tower Road  
Byron, Michigan 48418

Dear Cathi,

I am pleased to inform you that your request to host the **Growler Gallop Atwater** at Belle Isle Park has been approved. You are approved for the following:

**Set-Up Date / Time:** Sunday, September 28, 2025 / 3:00pm  
**Event Date / Time:** Sunday, September 28, 2025 / 4:00pm – 6:30pm  
**Clean-Up Date / End Time:** Sunday, September 28, 2025 / 7:00pm  
**Staging Area:** N/A – Running Around Perimeter of Park

To finalize the permitting process, please provide the following documents and/or fees:

- **Application Fee:** \$ 50.00
- **Event Fee:** \$1000.00
- **Insurance Certificate:** An Insurance policy with a minimum \$1,000,000 aggregate.
  - The certificate must specifically list the following “City of Detroit and the State of Michigan, its departments, divisions, agencies, offices, commissions, officers, employees, and agents are included as additional insureds”.
  - The certificate holder is: MDNR / Belle Isle Park, Attn: Darlisa Terrell, 99 Pleasure Drive, Detroit, Michigan 48207
- **Map of Route (Received proposed routes)**
  - **New Requirement:** Events with 1000+ participants are required to cone the route.
- **Safety Plan (Received)**
- **Site Plan**
- **Timeline**

Additional Requirements:

- **Vendor Information:**
  - List of Onsite Vendors: Please provide a comprehensive list of all vendors participating in your event – include the services/products that they are providing.
  - One Day Vendor Permit Request (if applicable): Unauthorized vendors must request a permit to provide service on the park. The permit includes an application, insurance, and \$50 fee (for each day onsite). These requests must be submitted at least 60 days before your event date.

**In addition to the fees and documents, you must:**

- Ensure that volunteers, participants, and spectators are informed about the Recreation Passport Requirement. The Recreation Passport requirement should be included in all marketing materials. For more details, please visit the [Recreation Passport \(michigan.gov\)](https://www.michigan.gov/recreationpassport) website.
- Arrange for portable restroom services. Parkway Services (734-482-7633) is the exclusive provider for Belle Isle Park. Confirmation of your reservation must be submitted to the park.

**To secure your event date, full payment is required by Friday, December 13, 2024.**

Payment can be made via check, MasterCard, Visa, or Discover. Checks should be made payable to the State of Michigan, and must be sent directly to Belle Isle Park, Attn: Darlisa Terrell, 99 Pleasure Drive, Detroit, MI 48207. Credit card payments can be processed over the phone by contacting me directly.

**All supporting documents must be submitted no later than 60 days prior to your event.** When sending documents, please send each one as a separate attachment and include your event name and event date on each file.

Belle Isle Park reserves the right to cancel your event if the required fees, supporting documents, and any additional required permits are not received by the specified deadlines.

If you have any questions, feel free to call me at (313) 618-2870, Monday – Friday from 8:00 am – 4:30 pm. I look forward to collaborating with you and your team!

Best regards,

*Darlisa Terrell*

Darlisa Terrell  
Special Events Coordinator



JANUARY 22, 2025

Hannah Gaffner

Trivium Racing: Growler Gallup Run

This letter is to inform you that your application for a run/walk on the Detroit Riverfront on **09/28/25** has been approved by the Detroit Riverfront Conservancy utilizing route **Riverwalk Only and Utilizes Mt. Elliott Park. Run Through Event**. While your date has been approved, it will not be secured until you submit your security deposit. Your security deposit is due within 30 days of receiving this letter or your date will be released. **Please read this letter and its contents in detail as the information below will lay out all of your next steps to have a successful and smooth event.**

**Next steps** – on the second page of this letter you will find a Run/Walk Checklist and a link to the [after-approval application](#) (see next page for the password). The after-approval application will allow you to submit all items required for you to have a successful event. This application and required documents must be uploaded and completed 60 days prior to your event or you will be in jeopardy of having your deposit returned and your date released. Please do not submit the after-approval application until you have all your documents in order.

**About your event** – The Riverwalk will remain open to the public for the duration of your run/walk. Parking is available at Cullen Plaza and will remain open to the public on a first come, first serve basis. As a reminder you have only been approved to utilize the Detroit Riverfront Conservancy's portion of the Riverwalk/ Plaza's or Pavilions. If you plan on setting anything up on any other property outside of the Riverwalk itself you must contact the respective property owner (i.e.: General Motors) for approval. If your chosen route uses any part of Milliken State Park, you must obtain approval from the Michigan Department of Natural Resources (DNR). If any part of your route uses or crosses a City street and has more than 300 people, you must obtain approval from the City of Detroit and DPD. Please read the checklist on the next page for links and contact information for the City of Detroit and DNR. Approvals from other entities must be uploaded to your after-approval application 60 days prior to your run/walk.

**Set up** – It will be your responsibility to provide tables, tents, chairs, A/V or sound equipment, and portable restrooms, you will not be permitted to utilize Detroit riverfront tables/chairs for your event. The Detroit Riverfront Conservancy suggests the following vendors - [Scotty's Potties](#) for portable restrooms, and [C&N Party Rentals](#) for tents and tables, and [Hart Medical](#) for EMS services, but you are welcome to use your preferred vendor. All load in must be handled by a contact on site by from your organization. Items may be delivered 5 hours prior to the event and must be picked up within 24 hours of your event ending. Tents must be secured with the use of sandbags or weights and nothing may be staked into the ground or concrete. All signage and decor must be removed after your event. For all other additional rules and policies please visit - <https://detroitriverfront.org/application/walkrun>. **Failure to follow any riverfront space policies will result in the forfeiture or deduction of your security deposit.** Please schedule a walk-through of your run/walk 2 weeks prior to your event with Anthony Proia at 313-656-2275 or [RunWalks@DetroitRiverFront.org](mailto:RunWalks@DetroitRiverFront.org)

Sincerely,

Detroit Riverfront Conservancy

CITY OF DETROIT, OFFICE OF EXTERNAL AFFAIRS

# SPECIAL EVENTS PETITION

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

**Event Name:** Growler Gallop

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

**Petitioner Name / Organization:** Trivium

**Event Location:** Atwater Brewery

**Event Date(s) and Time(s):** 09/28/25 4:00 PM to 09/28/25 10:00 PM

**Type of Event:** Run/Marathon

<b>Applicant Contact:</b>	<b>Submission Date:</b>	11/20/24 3
Hannah Gaffner	<b>Date of Clerk's Office Referral:</b>	1/17/25
hannah@triviumracing.com	<b>Date of City Departments Sign Off:</b>	1/15/25
+1 (616) 634-6581	<b>Date Referred to Council:</b>	1/17/25

## 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 Approval Not Required	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:** *Gakeima Fife*

**Date:** January 17, 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: <https://runsignup.com/Race/MI/Detroit/GrowlerGallo>

Which spaces will be used? Street, Sidewalk

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

## Event Description

Brief Event Purpose & Description:  
A community focused 5k and 10 mile race

Estimated Peak Attendance: 1500

Estimated Total Attendance: \_\_\_\_\_

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? 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: Trivium

Mailing Address: 11348 Tower Road

Byron Michigan 48418

Primary Contact:	Secondary Contact:
Hannah Gaffner	
<a href="mailto:hannah@triviumracing.com">hannah@triviumracing.com</a>	

Organization Type: Corporation

Organization Website: <https://runsignup.com/Race/MI/Detroit/GrowlerGallopDetroit>

## Event Setup & Breakdown

Begin Setup: 09/28/25 9:00 AM

Complete Setup: 09/28/25 3:00 PM

Setup Location(s): Atwater Brewery

Event Start: 09/28/25 4:00 PM

Event End: 09/28/25 10:00 PM

Begin Tear Down: 09/28/25 8:00 PM

Complete Tear Down: 09/28/25 10:00 PM

Number of Trash Containers: 1 Number of Recycling Containers: 1

Cleaning Service Vendor: \_\_\_\_\_

Other Waste Elements: \_\_\_\_\_

## Street Closures & Parking

How many streets will be closed: 2

Will you be closing any part of Woodward Avenue? No

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

1. Wright Street 09/28/25

chene to Joseph Campau St 3:00 PM 7:00 PM

2. Joseph Campau 09/28/25

Wright Street to the River Walk 3:00 PM 7:00 PM

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:

Street parking and parking structure.

## Food & Beverage

Will food be served? Yes

Will food be prepared on site? No

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? Yes

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

Day(s) and time(s) alcohol will be served: Sunday 6pm - 10:00 PM

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: 12

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

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: Generators

How will generators be fueled? Gas and/or Electrical

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: TBD

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 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 Trivium Racing to host "Growler Gallop" (2025-008) on September 28, 2025, from 4:00 PM to 10:00 PM at the Atwater Brewery.

**PROVIDED,** that there will be DPD Assisted Event; 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 BSEED Permits Required for Tents, Generators and be it further

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

**PROVIDED,** that there will be Municipal Parking No Parking Signs Required; 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.