

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.	2025-023
Name of Petitioner	MIX BRICKTOWN
Description of Petition	Petition request to hold the "3/17 & 4/4 AT MIX BRICKTOWN" on March 17 <sup>th</sup> , 2025 from 2:00 PM to 2:00 AM on April 05 <sup>th</sup> , 2025 at 641 Beaubien St. Set-up will begin at 10:00 AM on March 14 <sup>th</sup> , 2025 and be completed by 2:00 PM the same day. Tear down will begin at 10:00 AM on April 05 <sup>th</sup> , 2025 and be completed by 2:00 PM on April 05 <sup>th</sup> , 2025.
Type of Petition	<b>Special Events</b>
Submission Date	02/12/25
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	Angela Wright 641 Beaubien St Detroit, MI 48226 P: (313) 433-2306 <a href="mailto:mixbricktown@gmail.com">mixbricktown@gmail.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:** *ANGELA WRIGHT*

**Date:** 2/10/2025

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:** 3/17 & 4/4 AT MIX

**Event Date:** 3/17 & 4/4

**Event Organizer:** MIX BRICKTOWN

**Applicant Signature:** *ANGELA WRIGHT*

**Date:** 2/10/2025





## **MIX BRICKTOWN EVENT CLEAN UP PLAN**

MIX Bricktown will have no have a cleaning team of at least (6) people that will adhere to the guidelines of maintaining cleanliness during the event and ensure that the space is cleared and clean after the event.

During the event the following maintenance will take place:

- Make sure the garbage cans are always empty
- Be prepared for any maintenance and cleaning emergencies
- Keep all areas cleaned and well-stocked at all times
- Keep the floor clean and clear of debris
- Keep all furniture cleaned and in place

Post Event Cleaning Responsibilities to be completed:

- Empty the garbage cans
- Bag the trash and remove it from the premises
- Remove all debris from furniture, clean and remove from the area
- Wipe Down, Fold up and put away the tables and chairs
- Remove the rental tent in accordance to the breakdown schedule
- Power wash the parking lot spaces



## **MIX BRICKTOWN COMMUNICATION & COMMUNITY IMPACT PLAN**

Gratefully we have been hosting this event for over a decade. We always notify fellow business owners and the Bricktown has come to expect and look forward to us hosting this event. Since this is a business district there are no residents in direct effect of the event therefore this has not been a concern. This event has no impact to traffic, road flow, and pedestrian ease-ways. The sound system will be facing Brush St. therefore any carryover will be absorbed by the remaining parking lot and the open spaces around the event.

The event always has a celebratory impact on the community by providing an option for residents to enjoy the holiday in a fun environment. There will be no abnormal pedestrian traffic. Its energy and tent will attract more pedestrians to the area to explore other businesses in the district. There will be licensed and bonded security within and surrounding the event to ensure the safety of the patrons and those in close proximity of the event.

CITY OF DETROIT, OFFICE OF EXTERNAL AFFAIRS

# SPECIAL EVENTS PETITION

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

**Event Name:** 3/17 & 4/4 AT MIX BRICKTOWN

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

**Petitioner Name / Organization:** MIX BRICKTOWN

**Event Location:** 641 BEAUBIEN ST

**Event Date(s) and Time(s):** 03/17/25 2:00 PM **to** 04/05/25 2:00 AM

**Type of Event:** Other

<b>Applicant Contact:</b>
ANGELA WRIGHT
mixbricktown@gmail.com
+1 (313) 433-2306

<b>Submission Date:</b>	02/05/25 6
<b>Date of Clerk's Office Referral:</b>	2/10/25
<b>Date of City Departments Sign Off:</b>	2/7/25
<b>Date Referred to Council:</b>	2/13/25

## 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:** Februray 13, 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: N/A

Which spaces will be used? Private Facility

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

## Event Description

Brief Event Purpose & Description:

ST. PATRICKS DAY & TIGER'S OPENING DAY AT MIX IS AN ANNUAL EVENT FOR ADULTS TO ENJOY ENTERTAINMENT, GAMES AND FUN. WE HAVE BEEN DOING THESE EVENTS FOR OVER A DECADE WITH NO INCIDENT AND OUR PATRONS LOOK FORWARD TO IT ANNUALLY. THE LAYOUT WILL BE THE SAME FOR BOTH EVENTS, ALTHOUGH THERE IS A DATE RANGE, THIS IS SPECIFIC FOR THE TWO ANNUAL EVENT DAYS AS ALSO DELINEATED ON THE TEMPORARY USE PERMIT.

Estimated Peak Attendance: 680

Estimated Total Attendance: 2000

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? 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: MIX BRICKTOWN

Mailing Address: 641 BEAUBIEN ST

DETROIT MICHIGAN 48226

Primary Contact:	Secondary Contact:
ANGELA WRIGHT	
<a href="mailto:mixbricktown@gmail.com">mixbricktown@gmail.com</a>	

Organization Type: Corporation

Organization Website: [www.mixbricktown.com](http://www.mixbricktown.com)

## Event Setup & Breakdown

Begin Setup: 03/14/25 10:00 AM

Complete Setup: 03/14/25 2:00 PM

Setup Location(s): MIX BRICKTOWN, FORT ST. PARKING LOT

Event Start: 03/17/25 2:00 PM

Event End: 04/05/25 2:00 AM

Begin Tear Down: 04/05/25 10:00 AM

Complete Tear Down: 04/05/25 2:00 PM

Number of Trash Containers: 6 Number of Recycling Containers: 1

Cleaning Service Vendor: N/A

Other Waste Elements: N/A



## 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:

**GUESTS CAN PARK IN THE BRICKTOWN PARKING STRUCTURE ON THE STREET OR IN THE PARK-RITE LOT, THERE IS ALSO ANOTHER PARKING LOT NEXT TO THE BUILDING**

## Food & Beverage

Will food be served? Yes

Will food be prepared on site? Yes

Number of food trucks: 1 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? Wine, Liquor, Beer

Day(s) and time(s) alcohol will be served: 2PM to 2am

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: 0

Number of tents larger than 10' x 10': 2

Tent Contractor: Hotz Catering

What other structures will your event include? booths

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: DEFEND SECURITY

Number of private personnel per shift: 10

Which of these apply to the private security personnel? Licensed

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 Mix Bricktown to host "3/17 & 4/4 at Mix Bricktown" "2025-023" on March 17 & April 5, 2025, from 2:00 PM – 2:00 AM at 641 Beaubien.

**PROVIDED,** that there will be DPD Assisted Event w/ Contracted Private 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 and Generators 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.