

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.	2025-091
Name of Petitioner	Ford Field
Description of Petition	Petition request to hold "SZA Not Beauty Activation" on June 10, 2025 from 1:00 PM to 8:00 PM the same day at Ford Field. Set-up will begin on June 09, 2025 at 8:00 AM and be completed by 8:00 PM the same day. Tear down will begin on June 10, 2025 at 9:00 PM and be completed by 11:00 PM the same day.
Type of Petition	Special Events
Submission Date	05/02/25
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	Stephen Rafferty 2000 Brush St Detroit, MI 48226 P: (313) 262-2190 Stephen.rafferty@lions.nfl.net

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: *Stephen Rafferty*

Date: 4.14.25

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: SZA Not Beauty Activation

Event Date: 6.10.25

Event Organizer:

Applicant Signature: *Stephen Rafferty*

Date: 4.14.25

BRUSH ST. EVENT CLEANUP PLAN

Trash and Recycling Receptacles

- 96-gallon trash and recycling receptacles are provided to Ford Field by Sterling Sanitation.
- (10) trash and (10) recycling receptacles are deployed for events on Brush St. (1) trash and (1) recycling receptacle are placed at each entrance/exit, with the remaining trash and recycling receptacles dispersed neatly and evenly throughout the event footprint.

Trash and Recycling Management

- Ford Field works closely with our housekeeping partner, The Professional Group (TPG), to ensure a clean and tidy event space at all times.
- TPG staff monitors the status of the trash on a frequent basis and disposes of full trash and recycling bags by way of depositing said bags in industrial-sized totes on wheels. Trash and recycling bags are then transported by TPG to Ford Field's back of house trash and recycling area where it is then sorted and disposed of appropriately.
- TPG is also responsible for sweeping and picking any trash or recycling debris on the streets or sidewalks and disposing of said debris appropriately.
- At the conclusion of events on Brush Street, the trash and recycling receptacles are transported by TPG to Ford Field's back of house trash and recycling area, where any remaining trash and recycling is sorted and disposed of appropriately. Trash and recycling receptacles are then cleaned, if necessary, and stored in a condensed and tidy manner to be used for the following Brush Street events.
- Once load out of events on Brush Street is completed, TPG will assess the event footprint a final time to collect any stray debris that needs to be thrown away or recycled.
- Any reports of trash or recycling needs that occur *after* the conclusion of a Brush Street event's load out, or any other exterior areas of Ford Field controlled property, will be communicated to Ford Field's Operations Center and promptly dispatched to The Professional Group for appropriate cleanup.

CITY OF DETROIT, OFFICE OF EXTERNAL AFFAIRS

SPECIAL EVENTS PETITION

Petition No: _____

Event Name: SZA Not Beauty Activation

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

Petitioner Name / Organization: Ford Field

Event Location: Ford Field

Event Date(s) and Time(s): 06/10/25 1:00 PM to 06/10/25 8:00 PM

Type of Event: Festival

Applicant Contact:
Stephen Rafferty
stephen.rafferty@lions.nfl.net
+1 (313) 262-2190

Submission Date:	04/14/25 3
Date of Clerk's Office Referral:	5/1/25
Date of City Departments Sign Off:	4/30/25
Date Referred to Council:	5/2/25

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: May 2, 2025

General Event Information

Has this event been hosted before? _____

Has the applicant (individual or organization) ever applied for a Special Event with the City of Detroit before? _____

Is this an annual event? Yes _____

Event Website: www.fordfield.com _____

Which spaces will be used? Street, Sidewalk _____

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

Event Description

Brief Event Purpose & Description:

Pre-concert activities before the Kendrick Lamar and SZA concert at Ford Field on June 10, 2025 including a partner activation. Site plan is being finalized and will be sent as soon as available.

Estimated Peak Attendance: 5000 _____

Estimated Total Attendance: 3000-5000 _____

Is this a public event? Yes _____

Will there be ticket sales or admission charged? No _____

Does this event use Hart Plaza? _____

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? _____

Will this event involve a petting zoo or tattoo art (not including temporary tattoos)? _____

Contact Information

Organization / Petitioner Name: Ford Field

Mailing Address: 2000 Brush St

DETROIT Michigan 48226

Primary Contact:	Secondary Contact:
Stephen Rafferty	Kristen Dale
stephen.rafferty@lions.nfl.net	
	+1 (313) 262-2187

Organization Type: Corporation

Organization Website: _____

Event Setup & Breakdown

Begin Setup: 06/09/25 8:00 AM

Complete Setup: 06/09/25 8:00 PM

Setup Location(s): Brush St. between Beacon and Montcalm; Adams St. between John R

Event Start: 06/10/25 1:00 PM

Event End: 06/10/25 8:00 PM

Begin Tear Down: 06/10/25 9:00 PM

Complete Tear Down: 06/10/25 11:00 PM

Number of Trash Containers: 10 Number of Recycling Containers: 10

Cleaning Service Vendor: The Professional Group

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. Brush St

Beacon and Montcalm

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:

No separate parking fee applies to this event. Parking is charged for the concert in general.

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: 0

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: Generators

How will generators be fueled? Gas

Generator contractor: Ford Field Owned

Will additional wiring be installed? No

Does the event require access to a hydrant? No

Will there be amplified sound? No

Will a sound system be used? _____

Will you be providing Port-a-johns? Yes

Security & Emergency Plans

Will the event have a security contractor? Yes

Security Contractor: S.A.F.E. Management

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: Superior 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 Ford Field to host "SZA Not Beauty Activation" (2025-091) on June 10, 2025 from 1:00 PM – 8:00 PM at Ford Field.

PROVIDED, that there will be DPD Assisted Event w/ Contracted Private Security; and be it further

PROVIDED, that there will be DFD Pending Inspections w/ Contracted Private EMS to provide services; 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 DHD pending inspections; and be it further

PROVIDED, that there will be BSEED Permits Required for Tents, Bleachers and Stages 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.