

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.	2025-074
Name of Petitioner	Underground Music Academy
Description of Petition	Petition request to hold "Underground Music Academy Event" on May 24, 2025 from 4:00 PM to 11:00 PM the same day at 2990 East Grand Boulevard. Set-up will begin on May 24, 2025 at 12:00 PM and be completed by 3:00 PM the same day. Tear down will begin on May 24, 2025 at 11:00 PM and be completed by 12:00 AM the same day.
Type of Petition	Special Events
Submission Date	04/16/25
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	Ani Grigorian 2990 East Grand Boulevard Detroit, MI 48202 P: (248) 928-3235 ani@anigaccess.com

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: *Ani Grigorian*

Date: April 1, 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.

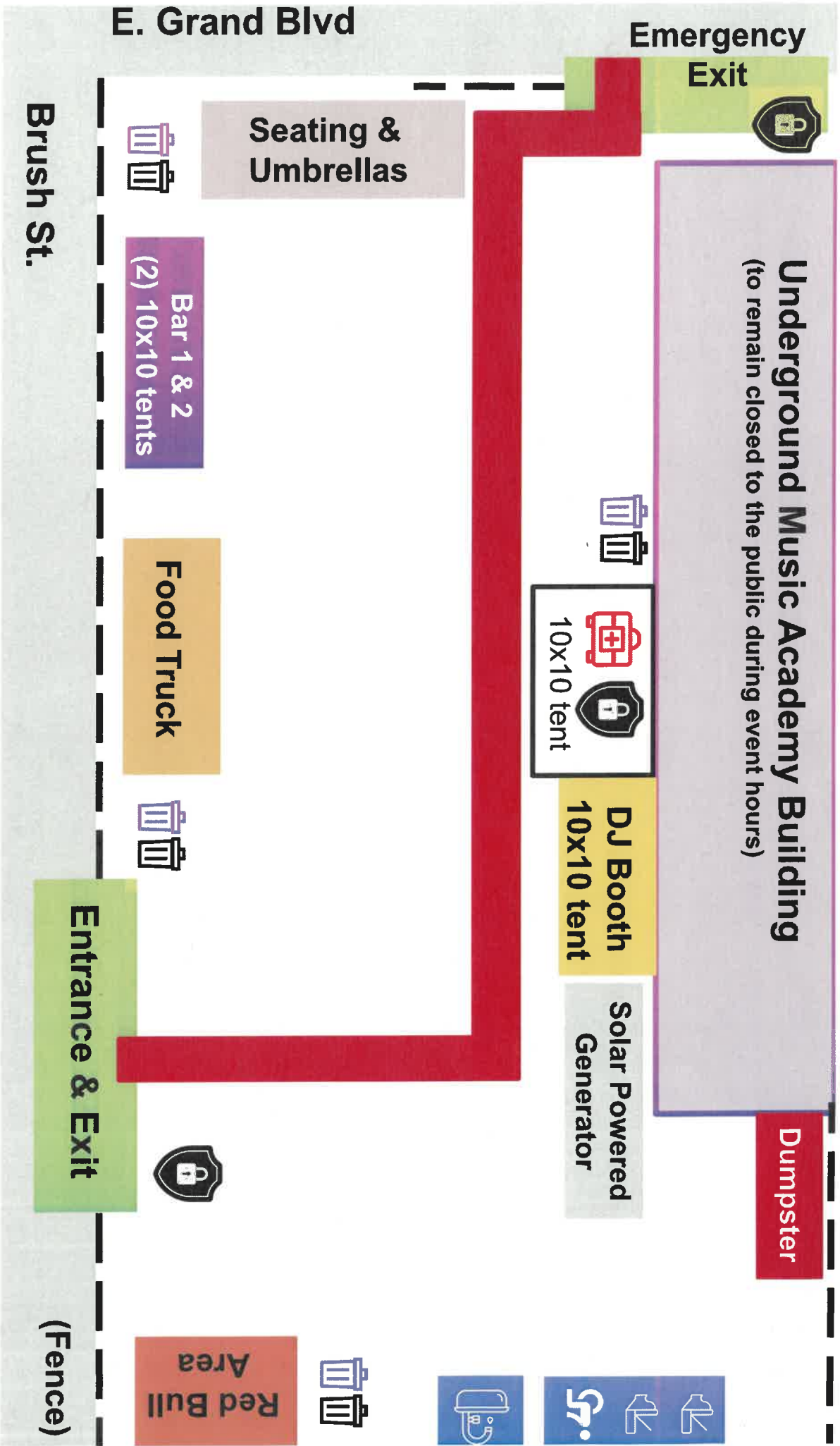
Event Name: UMA Event

Event Date: May 24, 2025

Event Organizer: Underground Music Academ

Applicant Signature: *Ani Grigorian*

Date: April 1, 2025



Underground Music Academy

Special Event Application Addendum

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Event Description:

Underground Music Academy (UMA) in partnership with Tresor, Carhartt WIP, and Redbull, would like to host a community event to bring people together to promote our organization (UMA), our year-long programming, and raise money to expand our community workshops and other offerings. We plan to have DJs playing music and offer food and drinks to guests on Saturday, May 24th, from 4–11 PM at the Underground Music Academy parking lot, a 7,204-square-foot fenced area attached to the building. Underground Music Academy is an organization dedicated to preserving the history of Techno and Dance music, and usher in future generations of independent DJ's and music producers through educational programming, facilitating mentorship and other community building initiatives.

Event Set Up & Clean Up Plan

Since this event will take place on private property, Underground Music Academy staff and volunteers will work to set up and clean up the parking lot and restore it to its original condition.

At this time, we plan to set up starting at 12pm on the day of the event. UMA staff, including the events primary producer, will arrive on site to receive any deliveries. At this time, we plan to set up starting at 12pm on the day of the event. We expect these deliveries to be items like our solar powered generator, tables, seating, coolers, restrooms from Jay's Portables, and other items that will be contracted or donated by event partners. Approximately four 10x10 tents, including securements, will be set up to provide shade for DJs and guests. We will also work with our food vendors to set up in accordance with City and State requirements. However, Jays Portables has let us know that due to the Holiday weekend, they may deliver the restrooms on Friday evening, but this is not yet confirmed.

Specifically for clean up, instructions will be shared with staff and volunteers to collect any discarded items left inside of our private space as well as the surrounding area outside of our fence both during and after the conclusion of the event. We anticipate the type of trash to include waste from food trucks such as used eating utensils, food containers, and napkins, cups from water and other beverages, empty cans, and discarded, smoked cigarettes in the ground. Recycling and returnables will be collected and stored (where) until staff can return them to Recycle Here, and for bottle deposits where applicable. The restrooms will be scheduled to pick up on Tuesday morning by the supplier, Jay's Portables. We will use the rented dumpster on site to discard trash bags. After the event, recycling and returnables will be stored in our building.

Communication & Community Impact Plan

The Underground Music Academy building is on a primarily business corridor on East Grand Boulevard that backs up onto Horton, a residential street between Brush and John R. Since the event will take place on a holiday weekend and end by 11pm, we do not anticipate disturbance to businesses as most that operate day-time business will be closed to the public by the on-set of the event. We will encourage attendees to use ride share to avoid parking on residential streets and the commercial corridor.

With this in mind, we do anticipate an increase in pedestrian traffic, vehicle parking, and sound carryover. We do not anticipate impacting neighbors beyond the early part of their evening. However, we plan to inform neighbors of our event who live on the adjacent blocks of Horton and Custer who may experience an increase in pedestrian foot traffic and on-street parking. We are planning to write a letter inviting them to our event that will communicate the details of what they might expect and when music will be shut off. We can share this letter with the City once we have completed it.

We plan to visit neighboring businesses within 2 blocks from the event location that will be open during the event hours to inform them of the event. Major businesses include Oak & Reel, Freya, Dragon Fly, HOT BONES, and Submerge Record Distribution. We are also planning to engage neighboring businesses in our emergency evacuation plans.

Security

We are contracting three licensed security staff throughout the duration of the event. Security will be stationed at the entrance, emergency exit, and one floating around the space. In addition to security at the event, we will have emergency and deescalation plans made in advance and understood by all parties involved. We can follow up with this contractor agreement.

Emergency Action Plans

When families with children enter our event, we will ask security and door staff to share their names with the children and let them know which staff they can find should they be separated from their guardians or need support at any time. In the event that a child is lost, we will inform security and get consent from a guardian before cutting the music and making an announcement to participants.

In the event of an evacuation of the parking lot site, both entrances will be opened where guests can safely exit. The Underground Music Academy program manager and event contractor will work together to monitor weather, especially the distance and location of any lightning strikes. We are working to build relationships with neighboring businesses to support our guests and staff in the event of an evacuation or other emergency where we will need additional shelter beyond what our building can manage from a capacity and accessibility lens.

Emergency Medical Procedures

In the event of a medical emergency, security personnel and/or the event producers will be instructed to call 911 and request an ambulance only. At this time, we are working to contact the Red Cross or another local medical provider who can provide first aid and CPR in the event that it is needed. At least one UMA staff member will be trained in CPR and First Aid.

The following protocol will be followed, and enhanced as we involve additional event partners including security:

1. Event producers will assess the situation and always make safety and immediate needs the first priority. Call 911, and request an ambulance, if the situation demands and provide for the immediate safety and security of anyone involved. As soon as the situation is stable enough to do so, inform the building owner and Underground Music Academy Founder, Robert O'Bryant (Waajeed). If they are not present at the event, call them and relay all details.
2. If medical attention is required, event producers with security support will gather the patron's emergency contact information, and send one designated on-site staff member to accompany the patron to hospital if they are going there immediately.
3. If the accident is deemed serious, music or sound will be cut immediately. If a microphone is present, we will communicate the stoppage with the crowd while only providing truthful and credible information to ensure a calm and safe exit or stoppage.
4. On-site staff will continue to monitor the situation and depending on the severity of the incident may decide to cancel or pause the event, or continue if it is deemed safe

CITY OF DETROIT, OFFICE OF EXTERNAL AFFAIRS

SPECIAL EVENTS PETITION

Petition No: _____

Event Name: Underground Music Academy Event

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

Petitioner Name / Organization: Underground Music Academy

Event Location: 2990 East Grand Boulevard

Event Date(s) and Time(s): 05/24/25 4:00 PM **to** 05/24/25 11:00 PM

Type of Event: Other

Applicant Contact:
Ani Grigorian
ani@anigaccess.com
+1 (248) 928-3235

Submission Date:	04/01/25 1
Date of Clerk's Office Referral:	4/16/25
Date of City Departments Sign Off:	4/16/25
Date Referred to Council:	4/16/25

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 Approval Not Required	DHD Reviewed- Ready for Council

BSEED

BSEED
Reviewed-
Ready for
Council

Mayor's Office Special Events Signature: Gakeima Fife

Date: April 16, 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? No _____

Event Website: <https://www.undergroundmusicacademy.com/> _____

Which spaces will be used? Private Facility _____

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

Event Description

Brief Event Purpose & Description:

Underground Music Academy (UMA) in partnership with Tresor, Carhartt WIP, and Redbull, would like to host a community event to bring people together to promote our organization (UMA), our year-long programming, and raise money to expand our community workshops and other offerings. We plan to have DJs playing music and offer food and drinks to guests on Saturday, May 24th, from 4–11 PM at the Underground Music Academy parking lot, a 7,204-square-foot fenced area attached to the building. Underground Music Academy is an organization dedicated to preserving the history of Techno and Dance music, and usher in future generations of independent DJ's and music producers through educational programming, facilitating mentorship and other community building initiatives.

Estimated Peak Attendance: 150 _____

Estimated Total Attendance: 300 _____

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? No _____

Will you be taking donations? Yes _____

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: Underground Music Academy

Mailing Address: 2990 East Grand Boulevard

Detroit MI 48202

Primary Contact:	Secondary Contact:
Ani Grigorian	Em Broden
ani@anigaccess.com	em@undergroundmusicacademy.com
	+1 (313) 210-6762

Organization Type: Corporation

Organization Website: <https://www.undergroundmusicacademy.com/>

Event Setup & Breakdown

Begin Setup: 05/24/25 12:00 PM

Complete Setup: 05/25/25 12:00 AM

Setup Location(s): Private parking lot attached to the organizations' building

Event Start: 05/24/25 4:00 PM

Event End: 05/24/25 11:00 PM

Begin Tear Down: 05/24/25 11:00 PM

Complete Tear Down: 05/25/25 12:00 AM

Number of Trash Containers: 4 Number of Recycling Containers: 4

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:

Participants will use existing street parking along both sides of East Grand Boulevard and Brush Street. Surrounding residential parking may be used including Horton Street, Custer, and Bethune. Guests will be encouraged to use ride share.

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: 1

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? No

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

Day(s) and time(s) alcohol will be served: 5/24/25 from 4-11pm

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: 4

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

Tent Contractor: N/A

What other structures will your event include? No

Will your event use any grills? Yes

What kind of grills? Charcoal

Utilities & Portable Restrooms

Event Utilities that will be used: Generators

How will generators be fueled? Solar powered generator

Generator contractor: Solar City

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: MAN Security

Number of private personnel per shift: 3

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 Underground Music Academy to host "Underground Music Academy Event" (#2025-074) on May 24, 2025 from 4:00 PM- 11:00 PM at 2009 E Grand Blvd.

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

PROVIDED, that there will be DFD Pending Inspections; be it further

PROVIDED, that there will be BSEED Permits Required for Tents and Stages; be it further

PROVIDED, that there will be Health Department Inspections; be it further

PROVIDED, that there will be a Business Licenses 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.