

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.	2025-124
Name of Petitioner	Arab and Chaldean Festival
Description of Petition	Petition request to hold "Arab and Chaldean Festival" on July 26, 2025 from 12:00 PM to 11:59 PM on July 27, 2025 at Hart Plaza. Set-up will begin on July 25, 2025 at 4:00 PM and be completed by 12:00 PM on July 26, 2025. Tear down will begin on July 27, 2025 at 11:00 PM and be completed by 2:00 AM on July 28, 2025.
Type of Petition	Special Events
Submission Date	05/28/25
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	Jacoub Mansour Arab and Chaldean Festival 7234 Oakwood Dr West Bloomfield, MI 48322 P1: (248) 840-8197 aacfestival@yahoo.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: *Jacoub Mansour*

Date: 2/10/25

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: Arab and Chaldean Festival

Event Date: 7/26/25

Event Organizer: Jacoub Mansour

Applicant Signature: *Jacoub Mansour*

Date: 2/10/25

JEFFERSON AVE.

EXIT

MANQUE
PYLON SQ.

Entrance C

FORD DRIVE

MARSHERS PROMENADE

FORD U.A.W.

LINCOLN GARAGE

MAIN AMPHITHEATER

Lower Level
Gallery
Lounge

Vendors

Vendors

Vendors
On both sides

Vendors
On both sides

Vendors
On both sides

TO LOWER
LEVEL

FORD
AUDITORIUM

BRIDGE FOUNTAIN

All Vendor Tables are 10X10 size

Display Vehicle

Ford Historical Plaque

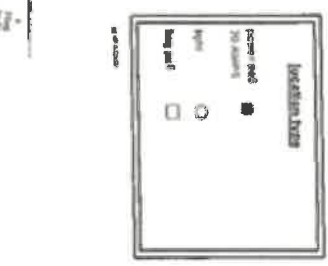
VIEW FROM VIEW

BRIDGE FOUNTAIN PLAZA

PYRAMID PATIO

PYRAMID THEATER

PYRAMID



UNDERGROUND PARKING (ROAD INQUIRY)
DETROIT RIVER



COMMUNICATION & COMMUNITY IMPACT PLAN

Dates & Times of the Festival:

Hart Plaza, July 26 & 27 2025 from 12pm-11:30pm

How will your event impact the surrounding community (e.g. pedestrian traffic, sound carryover, safety, etc.)?

- No impact on community, Festival is not taking place near neighborhood areas. No street closures required. Attendees are to find their own parking arrangements close to venue.

What local groups / businesses have approved your event?

-Festival will get approval from the City of Detroit

Indicate what steps you have or will take to notify surrounding communities of your event

-N/A, no outreach has been necessary

MEDICAL EMERGENCY PROCEDURES

The type and nature of event, location, length and anticipated attendance:

- This event is a cultural festival taking place at Hart Plaza, from July 26 & 27 2025 during 12pm-11:30pm. Estimated attendance is 1500 each day. We are a non-profit organization (501C3) and have held the festival for the past 50 years at Hart Plaza.

The name and telephone contact information for the supervisor or the person who will be present at and in charge of the special event

- Dr. Jacoub Mansour, 248-840-8197, Festival President

In the instance of any emergency, 911 will be immediately contacted, and attendees will be notified via announcement from the entertainment stage.

Event Clean Up Plan

Event will take place at Hart Plaza, where Giant Janitorial Services is contracted to handle the cleanup process.

Contact: Christina Frielict
313-886-7797
313-910-1505

CITY OF DETROIT, OFFICE OF EXTERNAL AFFAIRS

SPECIAL EVENTS PETITION

Petition No: _____

Event Name: Arab and Chaldean Festival

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

Petitioner Name / Organization: Arab and Chaldean Festival

Event Location: Hart Plaza, Detroit

Event Date(s) and Time(s): 07/26/25 12:00 PM to 07/27/25 11:59 PM

Type of Event: Concert/Performance, Festival

Applicant Contact:
Jacoub Mansour
aacfestival@yahoo.com
+1 (248) 840-8197

Submission Date:	02/10/25 5
Date of Clerk's Office Referral:	5/28/25
Date of City Departments Sign Off:	5/28/25
Date Referred to Council:	5/28/25

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 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: *Jakeima Fife*

Date: May 28, 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://arabandchaldeanfestival.com>

Which spaces will be used? City Facility

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

Event Description

Brief Event Purpose & Description:

The Arab and Chaldean Festival is a celebration of the cultures that make up the Middle East. The festival features a number of different performers that highlight multiple cultures within the Arab and Chaldean community and represent the diverse heritage of the people of metropolitan Detroit.

Estimated Peak Attendance: 800

Estimated Total Attendance: 1900

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? 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: Arab and Chaldean Festival

Mailing Address: 7234 Oakwood Drive

West Bloomfield MI 48322

Primary Contact:	Secondary Contact:
Jacoub Mansour	Youel Isho
aacfestival@yahoo.com	
	+1 (586) 202-7575

Organization Type: Nonprofit

Organization Website: https://arabandchaldeanfestival.com/

Event Setup & Breakdown

Begin Setup: 07/25/25 4:00 PM

Complete Setup: 07/26/25 12:00 PM

Setup Location(s): Upper level and around the Fountain

Event Start: 07/26/25 12:00 PM

Event End: 07/27/25 11:59 PM

Begin Tear Down: 07/27/25 11:00 PM

Complete Tear Down: 07/28/25 2:00 AM

Number of Trash Containers: 5 Number of Recycling Containers: 1

Cleaning Service Vendor: _____

Other Waste Elements: NA

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 are to find their own parking

Food & Beverage

Will food be served? Yes

Will food be prepared on site? Yes

Number of food trucks: 2 Number of non-truck food vendors: 3

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? Yes

How many stages will be used? 1

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': 0

Tent Contractor: Vendors are responsible for providing their own

What other structures will your event include? NA

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? _____

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: Camouflage Security & Investigation, LLC

Number of private personnel per shift: 9

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 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 Arab and Chaldean Festival to host "Arab and Chaldean Festival" (2025-124) to be held on July 26, 2025 to July 27, 2025 from 12:00 PM to 11:59 PM at Hart Plaza.

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

PROVIDED, that there will be DFD Pending Inspections With Private EMS Service; and be it further

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

PROVIDED, that there will be GSD Permits; and be it further

PROVIDED, that there will be a DHD inspections 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.