

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.	2025-184
Name of Petitioner	Isaac Agree Downtown Synagogue
Description of Petition	Petition request to hold "Downtown Synagogue Block Party" on August 17, 2025 from 11:00 AM to 2:00 PM the same day at 1457 Griswold, Detroit, MI 48226. Set-up will begin on August 17, 2025 at 12:00 AM and be completed by 10:00 AM the same day. Tear down will begin on August 17, 2025 at 3:00 PM and be completed by August 17, 2025 at 5:00 PM.
Type of Petition	Special Events
Submission Date	07/10/25
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	Jamie Bean Isaac Agree Downtown Synagogue 1457 Griswold Detroit, MI 48226 P: (248) 330-8271 bean@downtownsynagogue.org

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: Jaime Bean

Date: 1/8/25

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: Block Party

Event Date: 8/17/25

Event Organizer: Downtown Synagogue

Applicant Signature: Jaime Bean

Date: 1/8/25

CLIFFORD

DOWNTOWN
SYNAGOGUE

REGISTRATION
10x10

3 high tops
3 round w/ chairs

52 CHAIRS

STAGE

10x10

GRISWOLD

10x10

FOOD

FOOD

3 high tops
3 reg w/ chairs

FOOD

FOOD

CAFE
D'MONGOS

D'MONGOS
SEATING

10x10
KIDS

10x10
REGISTRATION

GRAND RIVER ↓

Tables:
2 registration
4 food
1 kids tent

Event Clean Up Plan

For our block party, we will have our full staff and have community volunteers who have signed up to help us clean up after the event. This is in addition to the catering vendor (Quality Kosher Catering) who will oversee managing the trash and recycling receptacles at the event. Since this event takes place both outside on the street and inside of our building, the cleaning outside should not take a lot of time. Additionally, all the tables, chairs, etc... will be broken down and cleaned up by our contracted event supply company, Barry's Let's Rent It. We are very committed to "leaving no trace" and keeping our street clean, especially since we are utilizing the street outside of our neighboring businesses. We will make sure it is cleaner than it was before our event.

Security Plan

Being a religious organization, we take security very seriously. We have contracted three plain clothes guards through City Shield, are working with the Jewish community's community-wide security organization JCSI and are also in contact with the City of Detroit Police and our neighborhood police officers. We expect to have an abundant number of security personnel at our event.

Emergency Contacts:

Rachel Rudman (Downtown Synagogue, Executive Director): 517-290-4988
Gary Sikorski (JCSI, Director of Community-Wide Security): 734-564-2249
Sgt Denise Wallet (Neighborhood Police Officer): 313-600-8280

Evacuation Plan (outside):

In the event of an emergency during the block party, event staff and volunteers will calmly guide attendees away from the street and toward designated safe zones, including the Capitol Park area and, if needed, Campus Martius area. Evacuation routes will be communicated and staff or security personnel will use loudspeakers or megaphones to direct people quickly and safely.

Evacuation Plan (inside):

In case of an emergency inside the building, all attendees should follow staff instructions and proceed calmly to the nearest fire exit. Each floor is equipped with clearly marked fire exits, and the first floor has two main exits – one in the front and one in the back - for quick evacuation. Staff and volunteers will assist in directing people to safety and ensuring stairwells and exits remain clear.

Bomb Threat:

If there is a bomb threat on the building, we will take the following steps:

1. Upon receiving a bomb threat to the building, Downtown Synagogue staff will notify all security and police personnel and call 911.
2. Security, volunteers and staff will help move all individuals out of the building and move participants away from the building outside.
3. Security, staff and volunteers will then evacuate all participants from the event via Grand River – to the south of the building.

Active Shooter:

1. In the event of an active shooter or intruder, Downtown Synagogue staff, volunteer or security will call 911 and report emergency. We will also notify all security and police officers onsite.
2. For individuals inside of building – direct them away from windows and have them shelter in place (our windows are made with ballistic glass) and have the security working the front door will close the door (it is always automatically locked).
3. For individuals outside of building – direct them to evacuate the area via either Gand River or Clifford St.

Fire:

If there is a fire in the building, we will take the following steps:

1. Upon discovery of a fire or upon hearing the fire alarm/smoke detector, call 911 and we will move all individuals who are currently in the building to the exits. There are emergency exits on each floor as well as two exits on the first floor that we will direct individuals to.
2. Move all participants near the building away from the building – down the street or across the street in the surface lot, away from the building.

Natural Disaster:

If a natural disaster occurs (ex. Tornado) we will take the following steps:

1. Upon learning of a tornado watch, Downtown Synagogue staff will monitor the local weather. If weather is bad, event will be canceled.
2. If tornado warning is issued, Downtown Synagogue staff, volunteers and all security/officers will notify event guests and direct people inside to the basement and or bathrooms on first floor.

Build & Breakdown Schedule

The small stage, tables, chairs and 10x10 tents will be set up starting at 7am the morning of our event and will be removed starting at 3pm following our event. Everything will be done the day of the event.

SPECIAL EVENTS PETITION

Petition No: _____

Event Name: Downtown Synagogue Block Party

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

Petitioner Name / Organization: Isaac Agree Downtown Synagogue

Event Location: 1457 Griswold

Event Date(s) and Time(s): 08/17/25 11:00 AM **to** 08/17/25 2:00 PM

Type of Event: Other

Applicant Contact:
Jaime Bean
bean@downtownsynagogue.org
+1 (248) 330-8271

Submission Date:	01/08/25 2
Date of Clerk's Office Referral:	7/9/25
Date of City Departments Sign Off:	7/10/25
Date Referred to Council:	7/14/25

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 Reviewed-Ready for Council	MPD Reviewed-Ready for Council	DPW Reviewed-Ready for Council	DHD Reviewed-Ready for Council

BSEED
BSEED Reviewed-Ready for Council

Mayor's Office Special Events Signature: 

Date: July 14, 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? Street, Sidewalk

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

Event Description

Brief Event Purpose & Description:

Each summer the Downtown Synagogues hosts a block party celebrating community. This will be the 4th annual block party. In the past years it has revolved around the renovation of our building, and the naming of our building in honor of Samantha Woll. We look forward to continuing this hugely successful community event.

Estimated Peak Attendance: 300

Estimated Total Attendance: _____

Is this a public event? Yes

Will there be ticket sales or admission charged? No

Does this event use Hart Plaza? No

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? No

Will this event involve a petting zoo or tattoo art (not including temporary tattoos)? No

Contact Information

Organization / Petitioner Name: Isaac Agree Downtown Synagogue

Mailing Address: 1457 Griswold

Detroit MI 48226

Primary Contact:	Secondary Contact:
Jaime Bean	
bean@downtownsynagogue.org	

Organization Type: Nonprofit

Organization Website: _____

Event Setup & Breakdown

Begin Setup: 08/17/25 6:00 AM

Complete Setup: 08/17/25 10:00 AM

Setup Location(s): 1457 Griswold

Event Start: 08/17/25 11:00 AM

Event End: 08/17/25 2:00 PM

Begin Tear Down: 08/17/25 3:00 PM

Complete Tear Down: 08/17/25 5:00 PM

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

Cleaning Service Vendor: _____

Other Waste Elements: _____

Street Closures & Parking

How many streets will be closed: 1

Will you be closing any part of Woodward Avenue? No

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

1. Griswold 08/17/25

Clifford and Grand River 6:00AM 5:00 PM

2. _____

3. _____

4. _____

Will you charge attendees for parking? No

Valet parking or blocking metered parking spaces? Blocking metered parking spaces

Describe the parking plan to accommodate anticipated attendance:
We work with Metropolis to secure parking spots

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: 2

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? Yes

Stages, Tents, & Structures

Is a stage being built? Yes

How many stages will be used? 1

Do any of the stages have a canopy? No

Number of tents 10' x 10' and smaller: 6

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

Tent Contractor: Barry's Lets Rent It

What other structures will your event include? N/A

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: Mr. Inflatable

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? No

Security & Emergency Plans

Will the event have a security contractor? Yes

Security Contractor: City Shield

Number of private personnel per shift: 4

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 Isaac Agree Downtown Synagogue to host "Downtown Synagogue Block Party" (#2025-184) on August 17, 2025 from 11:00 AM – 2:00 PM at 1457 Griswold, Detroit, MI 48226.

PROVIDED, that there will be DPD Assisted Event ; 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 Stage; and be it further

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

PROVIDED, that there will be 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.