

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.	2025-169
Name of Petitioner	What About Us In./Belvidere Community Youth Book Club
Description of Petition	Petition request to hold "Belvidere Community Youth 18 th Health & Wellness Safety Fair" on July 23, 2025 from 11:00 AM to 5:00 PM on July 23, 205 at Belvidere between Warren & Moffat. Set-up will begin on July 23, 2025 at 9:00 AM and be completed by 11:00 AM the same day. Tear down will begin on July 23, 2025 at 4:00 PM and be completed by 5:00 PM the same day.
Type of Petition	Special Events
Submission Date	07/02/25
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	What About Us In./Belvidere Community Youth Book Club 5012 Belvidere Detroit, MI 48213 P: (313) 918-9604 howarrdtammara@yahoo.com

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: TAMMARA HOWARD

Date: 2/08/2025

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.

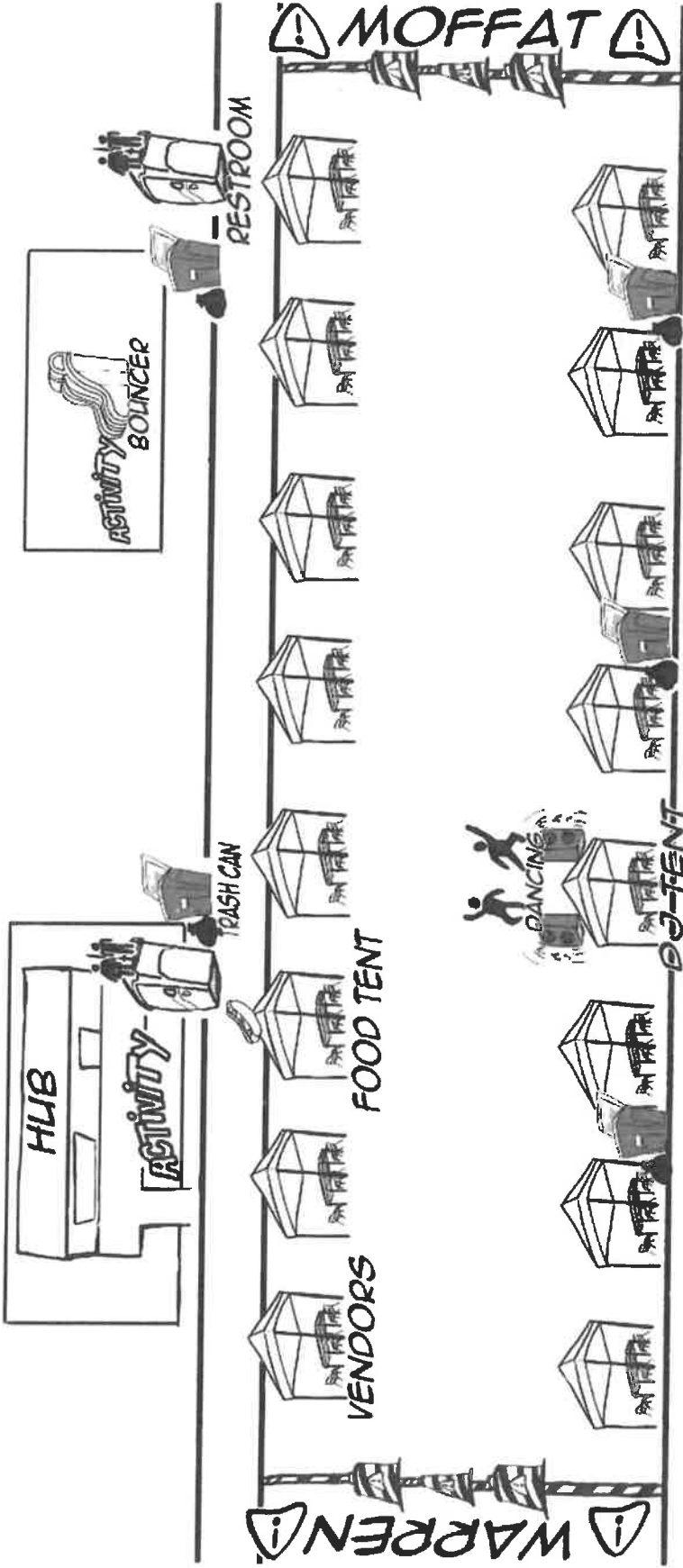
Event Name: BELVIDERE COMMUNITY

Event Date: 07/23/2025

Event Organizer: TAMMARA C HOWARD

Applicant Signature: TAMMARA C HOWARD

Date: 02/08/2025



STREET WILL BE OPEN IF THERE IS
EMERGENCY PARKING ACROSS WARREN.

PARKING ACROSS WARREN

PARKING ON MOFFAT

Event Name: What About Us Inc. & Belvidere Community Youth Block Club Health and Safety Resource Fair

Date: July 23, 2025

Time: 11:00 AM to 5:00 PM

Location: Belvidere between Warren and Moffett

Event Organizer: Tammara Howard

Phone Number: 313-918-9604

Estimated Attendees: 300

Emergency Contact Information:

- **Police/Fire/EMS - 911**

Event Safety Coordinator: Tammara Howard, 313-918-9604

On-Site First Aid- Jamilah Willis, 313-701-0234

Security Team: Volunteers will be present to ensure safety will walk around to assess that things are safe.

Local Hospitals:

- Detroit Receiving Hospital, 4201 St. Antoine St, Detroit, Michigan
 - Corwell Hospital, 468 Cadieux Rd, Grosse Pointe. MI 48230
 - St. John Hospital, 22101 Moross Rd, Detroit, MI
-

Emergency Notification and Communication:

- **Communication Method:** Cell phones
- **Notification Procedure:** Staff and attendees report emergencies to the nearest event staff member. Event staff will notify the Safety Coordinator, Tammara Howard. Activities will pause until the situation is resolved.

Entry and Exit Control: Designated safety area at 5006 Holcomb, off Warren, where everyone will gather for safety and evacuation.

Missing Children Procedure: Ensure children are with their parent/guardians. Any child that is lost or separated from their parent/guardian, will be kept safe until the parent/guardian is found. Police will be contacted if the parent/guardian is not found in a reasonable amount of time.

Fire Response:

Identify fire location and evacuate the immediate area. Use fire extinguishers if safe; otherwise, call 911. Direct attendees to evacuation zones.

Severe Weather (Storms, Lightning, High Winds):

Monitor weather conditions via local authorities and apps. Issue alerts and direct attendees to designated shelters.

Threat Response:

If a threat is identified, inform law enforcement immediately. Follow lockdown or evacuation protocols as needed.

Post-Event Debrief: A meeting will be held one month after to review and improve safety procedures.

Cleanup: Volunteers will handle cleanup and ensure proper disposal and recycling materials are located at pick up site.

CITY OF DETROIT, OFFICE OF EXTERNAL AFFAIRS

SPECIAL EVENTS PETITION

Petition No: _____

Event Name: Belvidere community youth 18th health & wellness safety fair

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

Petitioner Name / Organization: what about us inc/ belvidere community youth block club

Event Location: Belvidere between warren & moffat

Event Date(s) and Time(s): 07/23/25 11:00 AM to 07/23/25 5:00 PM

Type of Event: Other

Applicant Contact:
3139189604
howardtammara@yahoo.com
+1 (313) 918-9604

Submission Date:	02/08/25 1
Date of Clerk's Office Referral:	7/2/25
Date of City Departments Sign Off:	7/2/25
Date Referred to Council:	7/3/25

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: July 3, 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: whataboutusincworld.org

Which spaces will be used? Street, Sidewalk

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

Event Description

Brief Event Purpose & Description:

START AT 11AM BLOCK OFF STREET VARIES HEALTH CARE AGENCYIES AND VENDORS WITH COMMUNITY RESOURCES WILL SET UP WE WILL HAVE MUSIC WITH DJ AND DANCING HAVE SPEAKERS FROM VARIES AGENCIES COMMUNITY MEMBERS AND HAVE GRILLED HOT DOGS CHIPS AND PUNCH CATSUP MUSTARD RELISH HOT DOGS HOT DOG BUNS.THEN WE WILL START BREAKING THINGS DOWN AT 4:00 AND OPEN STREET AT 5:00 P.M.

Estimated Peak Attendance: 200

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: what about us inc/ belvidere community youth block club

Mailing Address: 5012 Belvidere

detroit michigan 48213

Primary Contact:	Secondary Contact:
3139189604	
howardtammara@yahoo.com	
+1 (313) 918-9604	

Organization Type: Nonprofit

Organization Website: whataboutusincworld.org

Event Setup & Breakdown

Begin Setup: 07/23/25 9:00 AM

Complete Setup: 07/23/25 11:00 AM

Setup Location(s): belvidere between warren & moffat

Event Start: 07/23/25 11:00 AM

Event End: 07/23/25 5:00 PM

Begin Tear Down: 07/23/25 4:00 PM

Complete Tear Down: 07/23/25 5:00 PM

Number of Trash Containers: 10 Number of Recycling Containers: 4

Cleaning Service Vendor: community

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. Belvidere 07/23/25

moffat & east Warren 11:00 AM 5:00 PM

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:

Belvidere cross warren and Moffat and Belvidere

Food & Beverage

Will food be served? Yes

Will food be prepared on site? Yes

Number of food trucks: 0 Number of non-truck food vendors: 1

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: 10

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

Tent Contractor: self

What other structures will your event include? tables & chairs

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? for DJ AND BOUNCE HOUSE

Generator contractor: SELF

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? No

Security Contractor: _____

Number of private personnel per shift: _____

Which of these apply to the private security personnel? _____

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 checked="" 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 **What About Us, Inc. | Belvidere Community Youth Block Club** to host “**Belvidere Community Youth 18th Health & Wellness Safety Fair**” (2025-169) on **July 23, 2025** from **11:00AM – 5:00PM** at **Belvidere between Warren and Moffat.**

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, there will be DPW Permits Type III Barricades; and be it further

PROVIDED, that there will be DHD pending inspections; and be it further

PROVIDED, there will be BSEED Permits Required for Tents and Generators upon City Council approval; and be it further

PROVIDED, all necessary permits must be obtained prior to the event. If permits are not obtained, departments can enforce closure of event.