

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.	2025-218
Name of Petitioner	Michigan Brewers Guild
Description of Petition	Petition request to hold "Detroit Fall Beer Festival" on October 25, 2025 from 12:00 PM to 6:00 PM the same day at Eastern Market, 2934 Russell St., Detroit, Shed 5 and Shed 6. Set-up will begin on October 23, 2025 at 8:00 AM and be completed by 3:00 PM on October 24, 2025. Tear down will begin on October 25, 2025 at 7:00 PM and be completed by 1:00 PM on October 26, 2025.
Type of Petition	Special Events
Submission Date	08/21/25
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	Sherry Kepsel Michigan Brewers Guild 123 W Allegan St. Ste 800 Lansing, MI 48933 P: (586) 419-0698 sherry@michiganbrewersguild.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:

Sherry Kapsal

Date: 6/24/2025

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: Detroit Fall Beer Festival

Event Date: 10/25/2025

Event Organizer: Michigan Brewers Guild

Applicant Signature:

Sherry Kapsal

Date: 6/24/2025

Detroit Fall Beer Festival, October 25, 2025

Event Clean Up Plan:

We have contracted with Bay Area Recycling for Charities, which is the same vendor we use for all of our festivals. They provide trash and recycling bins, and their staff cleans up and takes away all trash, waste and recycling for the event. The event is hosted entirely on the private property of Eastern Market Corp.

Communication and Community Impact Plan:

The festival is hosted on the private property of the Eastern Market Corp. There are no surrounding neighborhoods or housing that will be impacted by the event. This will be the 16th year hosting this event in the same location, so all community businesses are aware of the event.

Michigan Brewers Guild – Detroit Fall Beer Festival

Emergency Action Plan

I. GENERAL

The Michigan Brewers Guild Detroit Fall Beer Festival will be held Saturday, October 25, 2025 at the Detroit Eastern Market at 2934 Russell Street. Our festival is produced in cooperation with the Eastern Market Corporation, which has been a valued part of planning during the 16 years of the event's history. The festival will take place within Shed 5 and the parking lot to the north including the area under the Shed 6 canopy. The large overhead doors of Shed 5 will remain open during the event and all tents will open along the long side to allow free and easy flow of festival guests. The festival area will be enclosed with temporary chain link fence panels with exit points on all four sides. Patrons must be 21 years of age or older to be admitted to the event. Our organization contracts with a private security company to oversee a safe environment for attendees and participants.

II. PURPOSE

Because of the possibility of an emergency situation at the Detroit Fall Beer Festival, this emergency action plan outlines actions to take should the need arise during the festival. The Michigan Brewers Guild recognizes that flexibility must be exercised when implementing this plan because of the variety of potential hazards that exist for this event including Severe Weather, Medical Emergencies, Fire or situations where Law Enforcement is required.

IV. BASIC PLAN

A. Michigan Brewers Guild Representatives

Michigan Brewers Guild staff who will be responsible for the event and on site during the event include:

- Scott Graham, Executive Director, phone: 517-515-1444
- Sherry Kepsel, Assistant Director, phone: 586-419-0698

Additionally, we have an extensive team of volunteer staff that have been working with our organization to execute our festivals for many years.

B. Severe Weather

Weather forecasts and current conditions will be monitored prior to the event through the National Weather Service and local meteorological forecasts. If severe weather is predicted prior to the event, the conditions will be evaluated to determine if the event needs to be cancelled or postponed. If severe weather occurs during the event, event staff and security will evaluate whether attendees will need to be notified of a hazardous weather condition and potentially evacuate the site.

C. Medical Emergency

As with any outdoor event, there is a potential for injury to participants. Past experience at our festivals has resulted in very minimal injury such as minor cuts or abrasions, slip and fall or heat-related incidents. On site EMS services will be provided by Hart EMS who will treat injuries and determine if additional medical attention or transportation is needed.

D. Fire

Portable fire extinguishers will be placed in all tents and staff have been instructed on the safe use of portable fire extinguishers. For use should there be a fire. Should an incident occur that requires the Fire Department, 911 will be utilized to request this resource. Any call to 911 will include the location of the emergency, nature of the emergency and contact person with callback number.

E. Law Enforcement

Private security will address any situations involving unruly or disorderly patrons including removal if necessary. Should an incident occur that requires law enforcement, security will request this resource using 911. Any call to 911 will include the location of the emergency, nature of the emergency and contact person with callback number.

F. Emergency Vehicle Access

Access for emergency vehicles will be maintained at all times including a fire lane (minimum 20') and exits (minimum 12') on all four sides of the event space as indicated on the event Site Plan.

CITY OF DETROIT, OFFICE OF EXTERNAL AFFAIRS

SPECIAL EVENTS PETITION

Petition No: 2025-218

Event Name: Detroit Fall Beer Festival

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

Petitioner Name / Organization: Michigan Brewers Guild

Event Location: Eastern Market

Event Date(s) and Time(s): 10/25/25 12:00 PM to 10/25/25 6:00 PM

Type of Event: Festival

Applicant Contact:
Sherry Kepsel
sherry@michiganbrewersguild.org
+1 (586) 419-0698

Submission Date:	06/24/25 2
Date of Clerk's Office Referral:	8/21/25
Date of City Departments Sign Off:	8/20/25
Date Referred to Council:	8/21/25

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: August 21, 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: mibeer.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:

This is the 16th annual Detroit Fall Beer Festival, which showcases Michigan breweries, local food and local musicians.

Estimated Peak Attendance: 3500

Estimated Total Attendance: 3000

Is this a public event? Yes

Will there be ticket sales or admission charged? Yes

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: Michigan Brewers Guild

Mailing Address: 123 W Allegan St Ste 800

Lansing MI 48933

Primary Contact:	Secondary Contact:
Sherry Kepsel	Scott Graham
sherry@michiganbrewersguild.org	director@michiganbrewersguild.org
	+1 (517) 515-1444

Organization Type: Nonprofit

Organization Website: mibeer.com

Event Setup & Breakdown

Begin Setup: 10/23/25 8:00 AM

Complete Setup: 10/24/25 3:00 PM

Setup Location(s): Eastern Market, 2934 Russell St, Detroit, Shed 5, Shed 6 and parking

Event Start: 10/25/25 12:00 PM

Event End: 10/25/25 6:00 PM

Begin Tear Down: 10/25/25 7:00 PM

Complete Tear Down: 10/26/25 1:00 PM

Number of Trash Containers: 25 Number of Recycling Containers: 25

Cleaning Service Vendor: Bay Area Recycling for Charities

Other Waste Elements: _____

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:
various public parking lots

Food & Beverage

Will food be served? Yes

Will food be prepared on site? Yes

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

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? Yes

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

Day(s) and time(s) alcohol will be served: 10/25/2025 12-6pm

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? No

Number of tents 10' x 10' and smaller: 0

Number of tents larger than 10' x 10': 21

Tent Contractor: American Rentals

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: Utility Power

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: Rock Security & Events

Number of private personnel per shift: 10

Which of these apply to the private security personnel? Licensed, Armed Bonded

Will you contract emergency medical services? Yes

Name of emergency medical services contractor: Hart 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 Michigan Brewers Guild to host "Detroit Fall Beer Festival" (2025-218) on October 25, 2025 from 12:00 PM –6:00 PM at Eastern Market.

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

PROVIDED, there will be DFD Pending Inspections w/ Contracted Private EMS to provide services; 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, Vendors and Stages obtained following City Council approval; 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.