

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.	2025-244
Name of Petitioner	IBEW Local 58
Description of Petition	Petition request to hold "Veterans Day Celebration" on November 9, 2025 from 9:00 AM until 5:00 PM on the same day in the Corktown neighborhood. Set-up will begin at 3:00 PM on November 7, 2025 and be completed by 7:00 AM on November 8, 2025. Tear down will begin at 5:00 PM on November 9, 2025 and be completed by 8:00 PM on the same day.
Type of Petition	Special Events
Submission Date	09/24/25
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	Byron Osbern 1358 Abbott Detroit, MI 48226 (Ph) 313-408-1285 byron.osbern@ibew58.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:



Date: 1-18-24

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: VETERANS DAY PARADE

Event Date: 11-10-24

Event Organizer: BYRON OSBERN

Applicant Signature:

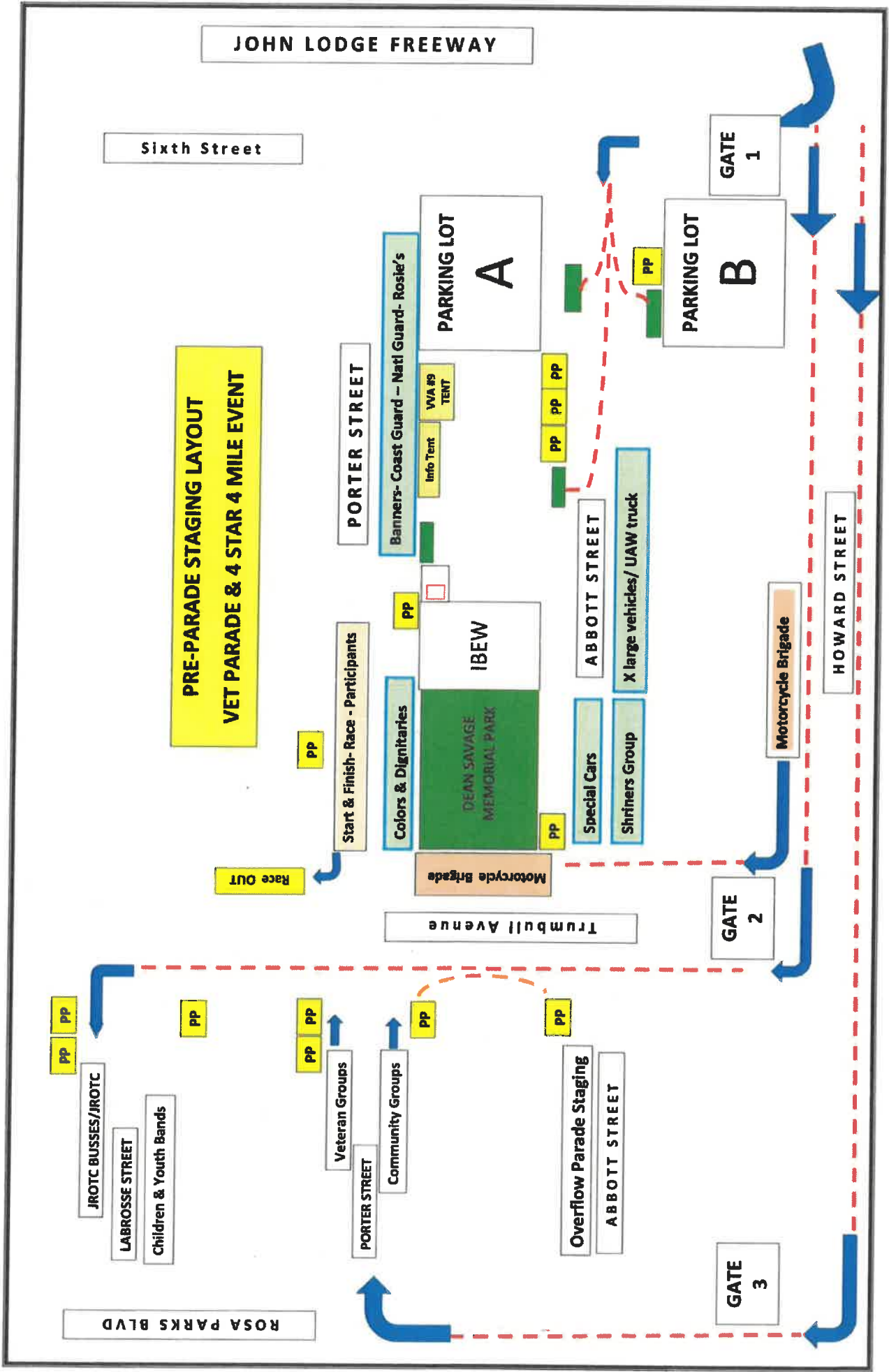


Date: 1-18-24

JOHN LODGE FREEWAY

Sixth Street

PRE-PARADE STAGING LAYOUT
VET PARADE & 4 STAR 4 MILE EVENT



PORTER STREET

PARKING LOT A

PARKING LOT B

GATE 1

Start & Finish - Race - Participants

IBEW

ABBOTT STREET

X large vehicles/ UAW truck

HOWARD STREET

Race OUT

Motorcycle Brigade

GATE 2

Trumbull Avenue

Motorcycle Brigade

PP

PP

PP

PP

PP

JROTC BUSES/JROTC

LABROSSE STREET

Children & Youth Bands

Veteran Groups

PORTER STREET

Community Groups

Overflow Parade Staging

ABBOTT STREET

GATE 3

ROSA PARKS BLVD



Detroit Veterans Day Emergency Plans

This year the MDVC will be hosting the Detroit Veterans Day Parade on Sunday November 09, 2025. Participants will arrive at 1358 Abbott St, Detroit, MI 48226 and be staged on Porter, Trumbull, Howard, and Abbott, Streets. The Parade participants will step off at 11:11am from Trumbull Avenue. Motorcycle Brigade and Parade Participants will then head North and turn east at Michigan. Each individual registered group will follow in succession per our “master timeline” and submitted Route.

Parade Volunteer Member = PVM

Parade Manger = PM

Fire Emergency Plan

1. Immediately upon discovery of any kind of fire in the event space, or upon hearing the fire alarm, the PVM will quickly gather all participants and provide instruction for how to safely exit the area/building.
2. PVM will assess the situation and use cell phone/radio correspondence with the Parade Manager to coordinate reporting the fire.
3. PVM will check the area for any participants that may have hidden or have been inadvertently left behind.
4. The designated meeting place is Savage Park. As participants are being removed, Parade Manager will call 911 to report the fire.
5. Once at the designated meeting place, PVM will instruct the participants to wait until ALL CLEAR is given.
6. If anyone person is unaccounted for, Parade Manager will notify fire department personnel immediately upon their arrival.
7. **Children will not be unattended for any reason.**

Tornado Emergency Plan

1. Upon learning of a tornado watch in the area, Parade Manager will immediately turn on the cellphone/radio to a local weather station and coordinate with PVM/s.
2. Parade Manager will monitor weather conditions until the weather watch is canceled.
3. As Veterans Day is an annual holiday, if the event is canceled due to inclement weather, we will not schedule a rain delay date.
4. **Children will not be unattended for any reason.**

Accident/ Injury Emergency Plan

1. PVM will immediately call Parade Manager and report the emergency.
2. PVM will remain with the sick or injured participant and administer emergency first aid as necessary (ensure and maintain an open airway, control any bleeding with direct pressure, ensure proper circulation as necessary, reassure the participant and keep them calm until EMS take over).
3. Parade Manager will contact emergency medical personnel with exact location of the injured/sick person.
4. **Children will not be unattended for any reason.**

Intruder/Active Shooter

1. In the event of an intruder or active shooter, PVM will call the Parade Manager and report the emergency.
2. Parade Manager will contact DPD and EMS onsite support.
3. PVM will reassure the participants and keep them calm until the emergency has passed.
4. PVM will make sure everyone is safe and unhurt, Parade Manager will notify authorities if someone is injured.
5. **Children will not be unattended for any reason.**

Evacuation/Relocation Plan

1. If it becomes necessary to move away from the event space for any reason, all participants will be moved to Savage Park/Staging areas.
2. PVM will instruct the participants on how to safely move to the new location and help guide them there.
3. PVM will reassure the participants and keep them calm/quiet until all clear is given.
4. PVM will make sure everyone is safe and unhurt, Parade Manager will notify authorities if there is a physical threat or if someone is injured.
5. **Children will not be unattended for any reason.**

Missing Child Plan

1. Immediately upon discovery of a missing child, PVM will alert the Parade Manager of the situation and assist the parent in a systematic search of the area.
2. Parade Manager will report missing child to DPD and EMS support staff with a physical description and exact location where the child was last seen.

CITY OF DETROIT, OFFICE OF EXTERNAL AFFAIRS

SPECIAL EVENTS PETITION

Petition No: _____

Event Name: Veterans Day celebration

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

Petitioner Name / Organization: IBEW Local 58

Event Location: corktown neighborhood

Event Date(s) and Time(s): 11/09/25 9:00 AM to 11/09/25 5:00 PM

Type of Event: Run/Marathon, Parade

Applicant Contact:
Byron Osbern
byron.osbern@ibew58.org
+1 (313) 408-1285

Submission Date:	06/19/25 1
Date of Clerk's Office Referral:	9/24/25
Date of City Departments Sign Off:	9/24/25
Date Referred to Council:	9/25/25

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 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: *Yakima Fife*

Date: September 24, 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? Yes _____

Event Website: Detroitveteransdayparade.com _____

Which spaces will be used? Street, Park _____

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

Event Description

Brief Event Purpose & Description:

Celebration of those who served our country. There will be a 4 mile 4 star race open to vets and civilians. Parade consists of vehicles, families, and armed service personnel.

Estimated Peak Attendance: 400 _____

Estimated Total Attendance: 600 _____

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: IBEW Local 58

Mailing Address: 1358 Abbott

detroit michigan 48226

Primary Contact:	Secondary Contact:
Byron Osbern	
byron.osbern@ibew58.org	

Organization Type: Nonprofit

Organization Website: ibew58.org

Event Setup & Breakdown

Begin Setup: 11/07/25 3:00 PM

Complete Setup: 11/08/25 7:00 AM

Setup Location(s): Porter and trumbull street, michigan ave, Roosevelt park

Event Start: 11/09/25 9:00 AM

Event End: 11/09/25 5:00 PM

Begin Tear Down: 11/09/25 5:00 PM

Complete Tear Down: 11/09/25 8:00 PM

Number of Trash Containers: 20 Number of Recycling Containers: 20

Cleaning Service Vendor: volunteers

Other Waste Elements: _____

Street Closures & Parking

How many streets will be closed: 3

Will you be closing any part of Woodward Avenue? No

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

1. Porter 11/09/25

6th street/ Rosa parks 7:00 AM 5:00 PM

2. Trumbull 11/09/25

abbott/ michigan ave 7:00 AM 5:00 PM

3. Michigan ave 11/09/25

trumbull/vernor 7:00 AM 5:00 PM

4. _____

Will you charge attendees for parking? No

Valet parking or blocking metered parking spaces? Neither

Describe the parking plan to accommodate anticipated attendance:
Street parking and renting available lots

Food & Beverage

Will food be served? No

Will food be prepared on site? _____

Number of food trucks: _____ Number of non-truck food vendors: _____

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: 0

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

Tent Contractor: _____

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? No

Security Contractor: _____

Number of private personnel per shift: _____

Which of these apply to the private security personnel? _____

Will you contract emergency medical services? Yes

Name of emergency medical services contractor: Medstar

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 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 IBEW Local 58 to host "Veterans Day Celebration" (2025-244) on November 7, 2025 from 9:00 AM – 5:00 PM at 1358 Abbott Detroit, MI 48226

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

PROVIDED, that there will be DFD Pending Inspections contracted with Private Emergency Services; and be it further

PROVIDED, that there will be DPW Permits for the Right of Way and Type III Barricades pending City Council's 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.