

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.	2026-069
Name of Petitioner	The CDM Collective
Description of Petition	Petition request to hold "Hart of Detroit Summer Festival" from June 19, 2026 at 11:00 AM to 11:59 PM the same day at Hart Plaza. Set-up will begin on June 17, 2026 at 8:00 AM and be completed by June 19, 2026 at 11:00 AM. Tear down will begin on June 19, 2026 at 12:00 AM and be completed by June 20, 2026 at 5:00 PM.
Type of Petition	Special Events
Submission Date	04/16/26
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	Phillip Talbert The CDM Collective 7600 Chrysler Drive Detroit, MI 48211 P: (313) 529-6600 ptalbert95@gmail.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: Phillip Talbert

Date: 4/8/2026

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.

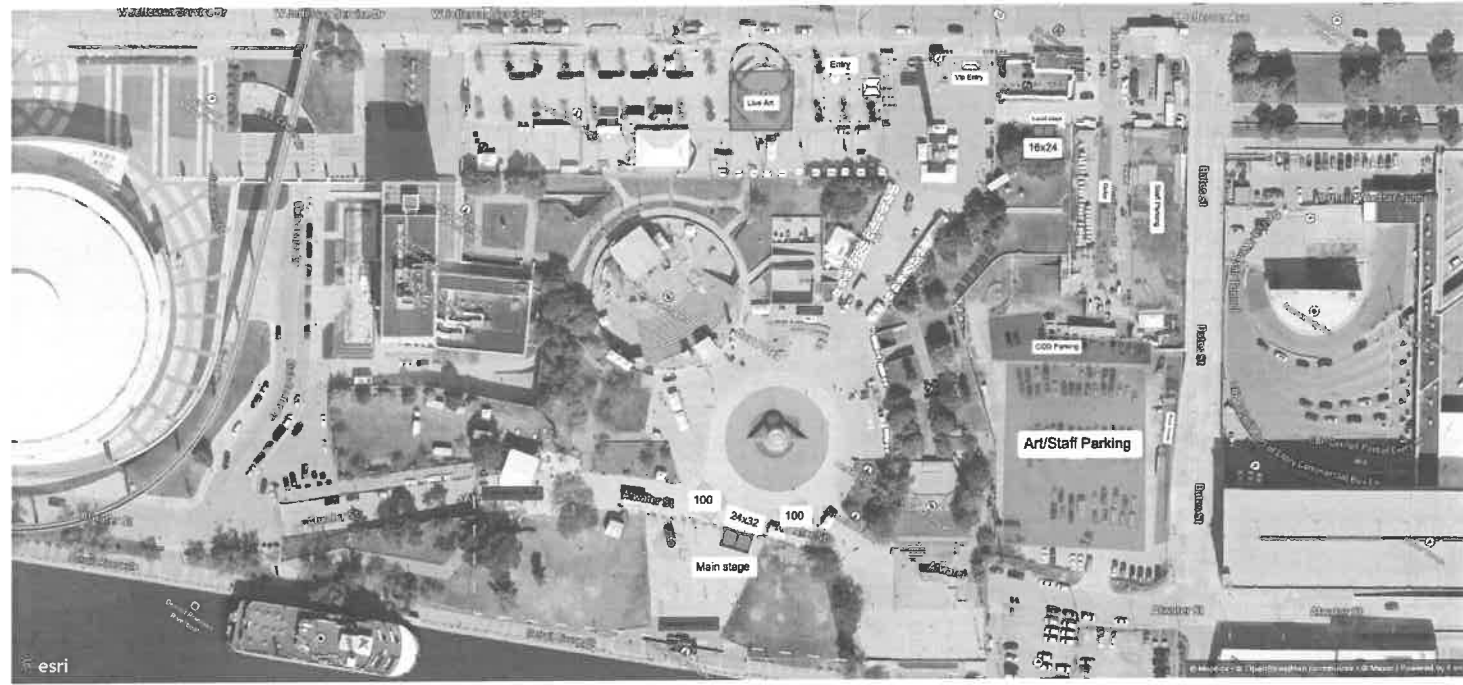
Event Name: Hart of Detroit Summer Fest

Event Date: 6/19/2026

Event Organizer: The CDM Collective & Total

Applicant Signature: Phillip Talbert

Date: 4/8/2026



Cleanup Plan for Hart of Detroit Summer Festival:

1. Pre-Event Setup

- Coordinate with waste management vendors to place sufficient trash, recycling, and compost bins throughout the venue, especially near food areas, high-traffic spots, and exits.
- Brief staff and volunteers on waste separation protocols to minimize contamination and ensure proper disposal practices.

2. During the Event

- Assign dedicated staff or volunteers to monitor waste bins and replace bags as needed, preventing overflow and maintaining a clean environment.
- Encourage festival-goers to dispose of waste properly through signage and announcements, highlighting eco-friendly practices like recycling and composting.

3. Post-Event Cleanup

- Schedule a comprehensive waste pickup and disposal service immediately after the event, including separate collection for recyclables, compostables, and landfill waste.
- Conduct a final sweep of the venue and surrounding areas, ensuring all trash is removed, and restore the space to its original state.
- Review cleanup practices with the team to identify improvements for future events, including waste reduction and efficient disposal methods.

Communication and Community Impact Plan

1. Event Promotion:

- **Hart of Detroit Summer Festival Communications Team:** Total Access Events will collaborate with the Hart of Detroit Summer Festival Communications Team to create and manage social media posts for the event.
- **Social Media:** Regularly post event updates, and behind-the-scenes content, and engage with the community on platforms like Facebook and Instagram.
- **Email Campaigns:** Send newsletters with event updates/flyers to the Hart of Detroit Summer Festival mailing list.

2. Event Information:

- **Event Program:** Event Schedule and timeline posted on social media.
- **Map:** An event map with key locations and distribute it at the event.
- **Contact Information:** Display event organizer contact information on all materials.

3. Community Engagement:

- **Hart of Detroit Summer Festival Communications Team:** Work with the Hart of Detroit Summer Festival Communications Team to organize community meetings and outreach efforts.
- **Local Schools:** Partner with nearby schools to involve students.
- **Community Outreach:** Distribute event information at local centers and libraries.
- **Volunteer Opportunities:** Encourage community members to volunteer with perks like free admission.

4. Sustainability and Community Impact:

- **Hart of Detroit Summer Festival Communications Team:** Collaborate on messages related to sustainability and community impact.
- **Eco-Friendly Initiatives:** Implement waste recycling and eco-friendly practices.
- **Local Vendors:** Prioritize local businesses and artisans.
- **Community Donations:** Allocate giveaways that support the community
- **Feedback Mechanism:** Collect feedback from attendees and community members after the event.

5. Emergency Communication:

- **Emergency Plan:** Work with the Hart of Detroit Summer Festival Communications Team to include emergency communication procedures.
- **Communication Hub:** Establish a centralized hub for emergency communication.
- **Emergency Contacts:** Prominently display emergency contact numbers.

SPECIAL EVENTS PETITION

Petition No: _____

Event Name: Hart of Detroit Summer Festival

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

Petitioner Name / Organization: The CDM Collective

Event Location: Hart Plaza

Event Date(s) and Time(s): 06/19/26 11:00 AM to 06/19/26 11:59 PM

Type of Event: Festival

Applicant Contact:	Submission Date: 04/09/26 1
Phillip Talbert	Date of Clerk's Office Referral: 4/15/26
ptalbert95@gmail.com	Date of City Departments Sign Off: 4/15/26
+1 (313) 529-6600	Date Referred to Council: 4/17/26

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 Reviewed-Ready for Council	DHD Reviewed-Ready for Council

BSEED
BSEED Reviewed-Ready for Council

Mayor's Office Special Events Signature: *Gakeima Fife*

Date: April 17, 2026

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: 313summer.com _____

Which spaces will be used? Park _____

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

Event Description

Brief Event Purpose & Description:

The Hart of Detroit Summer Festival is an annual outdoor music and culture celebration held at Hart Plaza in Detroit, MI. Featuring live performances, local vendors, food trucks, and community resources.

Estimated Peak Attendance: 1000 _____

Estimated Total Attendance: 5000 _____

Is this a public event? _____

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: The CDM Collective

Mailing Address: 7600 Chrysler Drive

Detroit Michigan 48211

Primary Contact:	Secondary Contact:
Phillip Talbert	
ptalbert95@gmail.com	

Organization Type: Other

Organization Website: _____

Event Setup & Breakdown

Begin Setup: 06/17/26 8:00 AM

Complete Setup: 06/19/26 11:00 AM

Setup Location(s): Hart Plaza

Event Start: 06/19/26 11:00 AM

Event End: 06/19/26 11:59 PM

Begin Tear Down: 06/19/26 12:00 AM

Complete Tear Down: 06/20/26 5:00 PM

Number of Trash Containers: 20 Number of Recycling Containers: 10

Cleaning Service Vendor: TBD

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:
The parking plan will use local lots and street parking to accommodate guests.

Food & Beverage

Will food be served? Yes

Will food be prepared on site? Yes

Number of food trucks: 6 Number of non-truck food vendors: 10

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? Wine, Liquor, Beer

Day(s) and time(s) alcohol will be served: 6/19/2025

Will ice be used in any served beverages? Yes

Stages, Tents, & Structures

Is a stage being built? Yes

How many stages will be used? 2

Do any of the stages have a canopy? Yes

Number of tents 10' x 10' and smaller: 15

Number of tents larger than 10' x 10': 5

Tent Contractor: TBD

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: Generators, Utility Power

How will generators be fueled? TBD

Generator contractor: TBD

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: TBD

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: TBD

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 The Collective Productions to host "Hart of Detroit Summer Festival" (2026-069) on June 19, 2026 at Hart Plaza from 12:00 PM to 11:59 PM.

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 to Provide Services; and be it further

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

PROVIDED, that there will be DHD Pending Inspections and Licenses required; and it be further

PROVIDED, that there will be Business Licenses required; and it be further

PROVIDED, that there will be GSD Permits Required 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.