

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.	2026-071
Name of Petitioner	The Detroit Jazz Festival Foundation
Description of Petition	Petition request to hold "2026 Detroit Jazz Festival" from September 04, 2026 at 2:00 PM to September 07, 2026 at 11:00 PM at Hart Plaza. Set-up will begin on August 26, 2026 at 7:00 AM and be completed by September 03, 2026 at 10:00 PM. Tear down will begin on September 07, 2026 at 11:00 PM and be completed by September 11, 2026 at 8:00 PM.
Type of Petition	Special Events
Submission Date	04/17/26
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	Sam Fotias The Detroit Jazz Festival Foundation 19908 Harper Woods Avenue Harper Woods, MI 48225 P: (586) 596-9463 sam@paxahau.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: 

Date: 1/20/2026

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.

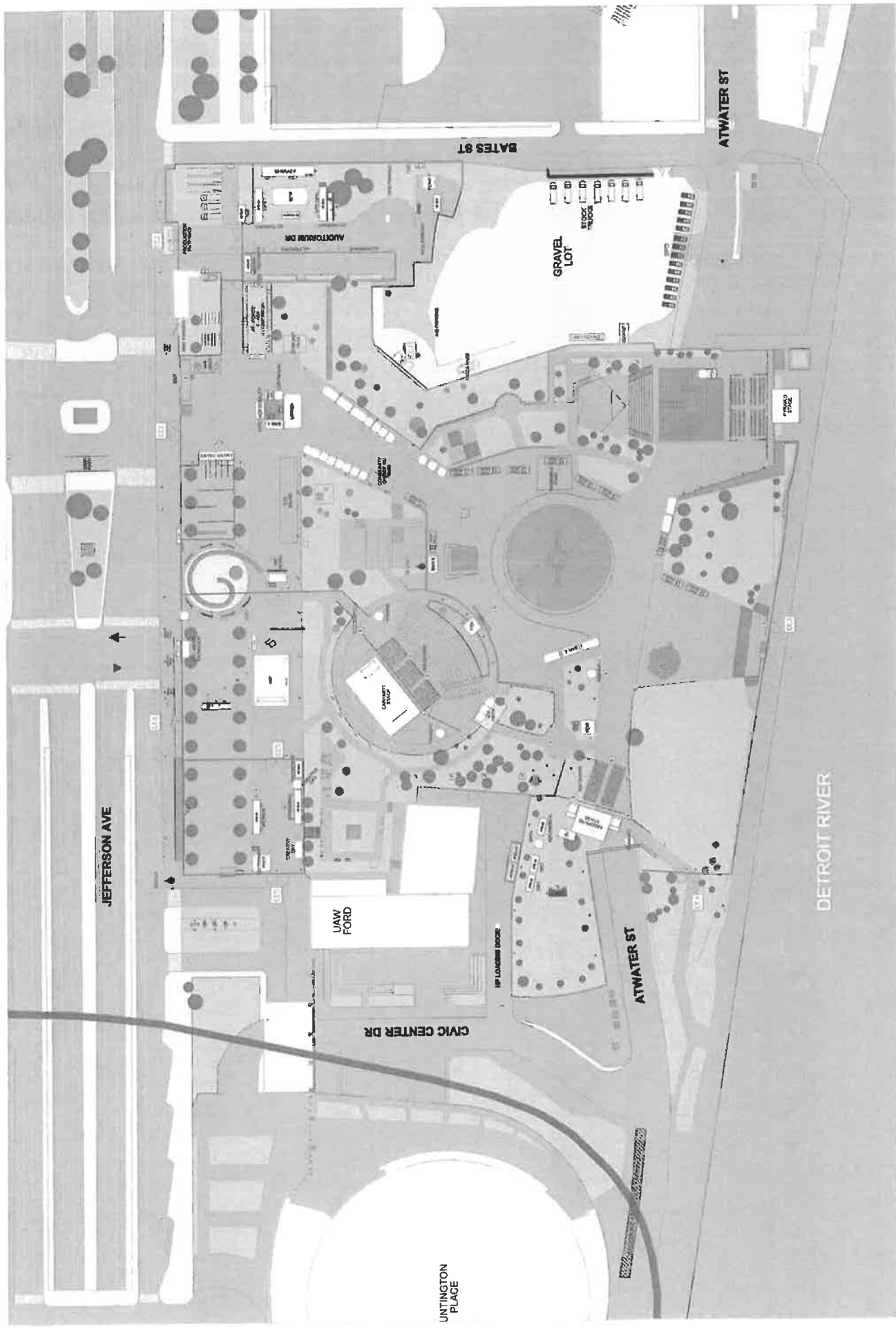
Event Name: 2026 JAZZ FEST

Event Date: SEPT 4,5,6,7

Event Organizer: DETORIT JAZZ FEST FOU

Applicant Signature: 

Date: 1/20/2026



DETROIT JAZZ FESTIVAL
 HART PLAZA
 CHOMA
 1-29-26



2026

SAFETY PLAN

EVENT SUMMARY

The Detroit Jazz Festival is a major cultural institution, providing year-round concerts and educational programming that culminates in one of the world's premier jazz festivals on Labor Day Weekend.

Now in its 47th year, the festival takes place over several city blocks in downtown Detroit – from Hart Plaza to Campus Martius

VENUE + EVENT DETAILS

- Hart Plaza
- Estimated Attendance ~ 50,000 each day
- Friday, Saturday, Sunday, & Monday of Labor Day weekend, from 10 am until 11pm.
- Ticket Types: FREE
- Load In begins roughly 14 days before show + load out begins immediately, lasting about a week.
- There are 3 Stages:
 - Carhartt Main Stage – Hart Plaza – capacity ~4,000
 - Waterfront Stage – Hart Plaza – capacity ~3,000
 - Pyramid Stage – Hart Plaza - capacity ~700

EVENT MANAGEMENT STAFF

<p>Festival Director Christopher Collins JazzPres@detroitjazzfest.org 313-670-7711</p>	<p>Site Operations Director Sam Fotias sam@paxahau.com 586-596-9463</p>
<p>Production Manager Michael Fotias foton@paxahau.com 248-912-8989</p>	<p>Site Manager Joe Choma joe@paxahau.com 313-402-7880</p>
<p>Business Operations Manager Clark Warner clarkwarner@detroitjazzfest.org 313-575-1276</p>	<p>Finance Manager Kim Colo'n finance@detroitjazzfest.org 248-459-7694</p>
<p>Volunteer Manager Sharon Banks sbanks@bankablemktg.com</p>	<p>Publicist Shaun Wilson swilson@cadencellcus.com</p>

LIST OF PRIMARY CONTRACTORS

<p>STAGING Light Action Productions Tex Varney tex@lightactionstaging.com</p>	<p>AUDIO Thunder Audio Greg Snyder 734-368-8406</p>
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<p>LIGHTING Fantasee Lighting Jon Weaver 734-796-1188</p>	<p>POWER + GENERATORS Michigan CAT Aaron Suzore 800-833-1789</p>
<p>SANITATION United Rentals Zac Stone 313-597-4710</p>	<p>SECURITY Global Alliance Terrence Plain 248-275-4419</p>
<p>MEDICAL Hart Medical Adam Gotlieb 248-789-5646</p>	<p>TENTS, TABLES & CHAIRS TBD TBD TBD</p>
<p>FENCING United Rentals Zac Stone 313-597-4710</p>	

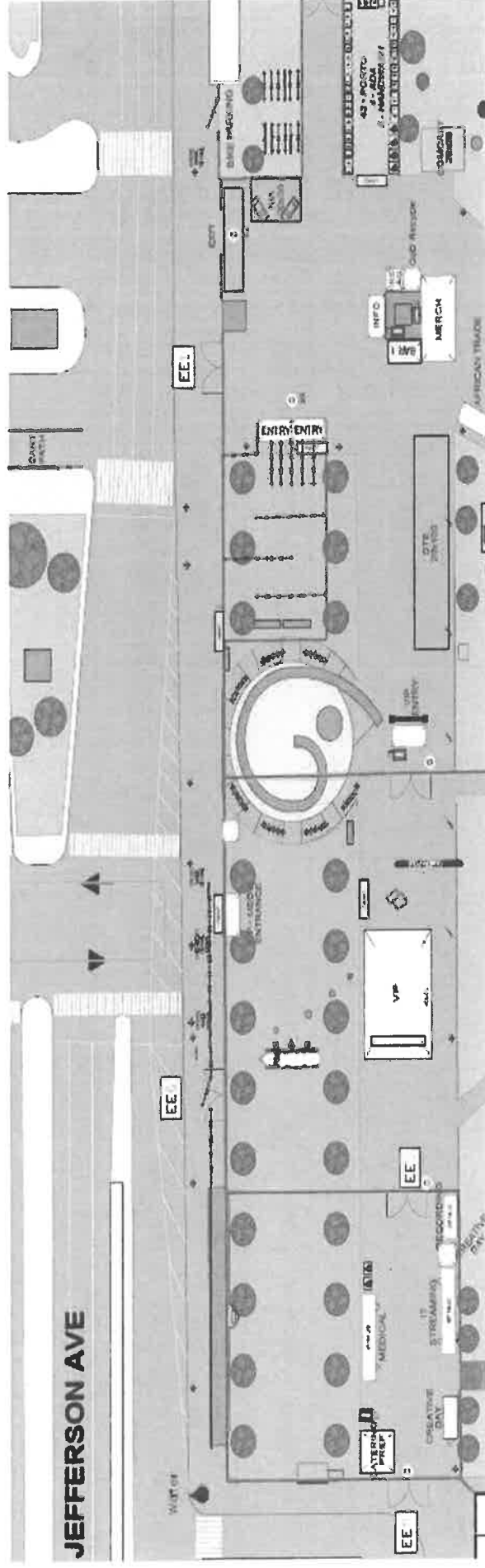
LOGISTICS

ENTRY

The Main Entrance of the festival is located at the front of Hart Plaza, East of the Intersection of Woodward and Jefferson Ave at Gate

VIP Entry is located at the promenade behind the main stage

Artist Entrance is located via an artist transportation depot at each stage location.



PERIMETER FENCING

All Hart Plaza perimeter fence will be 4 foot high bike rack.

RESTRICTED AREAS AND BACK OF HOUSE

The event grounds consist of general admission and VIP areas. Barricades, bike rack, and fence are used to delineate between patron areas and back of house secured areas. Security staff is also utilized at checkpoint entrances to back of house. Staff members are instructed to display appropriate badges and/or wristbands to security for their inspection to gain access.

ADA ACCOMMODATION

- ADA Restrooms are available at all restroom locations
- ADA viewing areas are available at Main Stage, Waterfront, and Pyramid Stage
- Beverage stands all have a wheelchair level service station
- Family portable restrooms are provided in two locations
- VIP's may bring a necessary support person with them if arrangements are made in advance.
- Area parking decks all have reserved handicap spaces
- All festival staff checks before and during the event to assure that walkways are clear of obstacles

SECURITY

Security roammers will be located at all entrances and thoroughfares throughout the footprint and all road closure points in addition to all stage areas both front of house and backstage.

All security positions report to supervisors who then report to Operations Director for check in every 30 minutes

Evacuation: All posts are to remain at their stations until all attendees are off the Plaza

Mass Egress: All roaming security will act as ushers showing people how and where to exit, while stationed security will stay at their posts. See Event Closure Guidelines

Off Site: Operations and security staff will remain in constant communication with the Downtown Services command center throughout the event. Festival Operations have the ability to track weather and are instructed to communicate directly with festival staff should they pick up any activity that could pose a threat to the event. See Event Closure Guidelines

Movement is incredibly fortunate to have at its disposal the Rock Ventures Command Center which is situated directly across the street. This facility is directly tied into MSP, CIA, FBI, DPD, Homeland Security, Coast Guard, Border Patrol and other public safety agencies. In addition to monitoring the internet via geolocation for any threat verbiage, they also have a deployment of almost one thousand HD cameras, some with infrared, positioned all through the core business district. This allows for vigilance for any potential threat, weather or otherwise, to be fully digested and integrated into our decision capabilities with rapid response.

MEDICAL

During peak hours there are up to 15 Medical personnel on site. There is a medical control station located in the Ford UAW Drive.

In addition to the office located in the TBD. Medical maintains three facilities:

- Transport vehicles located in the Gravel Lot adjacent to the Underground
- Satellite location located on the Plaza.
- South Woodward at Campus Martius.

Medical units are to keep vigilant for: drug related occurrences, dehydration, accidents, other minor occurrences

Medical staff will work in tandem with security and operations staff to safely eschew patrons from the site in case of emergency.

Nearest Hospital: DMC - Detroit Receiving Hospital | 4201 St. Antoine, Detroit, MI 48201

SPECIAL EVENTS PETITION

Petition No: _____

Event Name: 2026 DETROIT JAZZ FESTIVAL

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

Petitioner Name / Organization: THE DETROIT JAZZ FESTIVAL FOUNDATION

Event Location: HART PLAZA

Event Date(s) and Time(s): 09/04/26 2:00 PM to 09/07/26 11:00 PM

Type of Event: Concert/Performance, Festival

Applicant Contact:	Submission Date: 01/21/26 1
SAM FOTIAS	Date of Clerk's Office Referral: 4/16/26
sam@paxahau.com	Date of City Departments Sign Off: 4/16/26
+1 (586) 596-9463	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: WWW.DETROITJAZZFEST.ORG _____

Which spaces will be used? Park _____

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

Event Description

Brief Event Purpose & Description:
A THREE STAGE MUSIC FESTIVAL CELEBRATING THE GENRE OF JAZZ AND DETROIT'S HISTORICAL IMPACT GLOBALLY WITHIN THE ARTFORM.

Estimated Peak Attendance: 25000 _____

Estimated Total Attendance: 100,000.00 _____

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? Yes _____

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: THE DETROIT JAZZ FESTIVAL FOUNDATION

Mailing Address: 19908 HARPER AVENUE

HARPER WOODS MI 48225

Primary Contact:	Secondary Contact:
SAM FOTIAS	JOE CHOMA
sam@paxahau.com	JOE@PAXAHAU.COM
+1 (586) 596-9463	+1 (313) 692-6114

Organization Type: Nonprofit

Organization Website: WWW.DETROITJAZZFEST.ORG

Event Setup & Breakdown

Begin Setup: 08/26/26 7:00 AM

Complete Setup: 09/03/26 10:00 PM

Setup Location(s): HART PLAZA

Event Start: 09/04/26 2:00 PM

Event End: 09/07/26 11:00 PM

Begin Tear Down: 09/07/26 11:00 PM

Complete Tear Down: 09/11/26 8:00 PM

Number of Trash Containers: 200 Number of Recycling Containers: 200

Cleaning Service Vendor: IN HOUSE JANITORIAL AT HART PLAZA AND CLEAN DOWNTOWN

Other Waste Elements: ALL OF THE ABOVE

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:
DESCRIPTION OF AVAILABLE PARKING LOTS AND GARAGES AROUND THE PLAZA MADE VIA
OUR PUBLIC SERVICE ANNOUNCEMENTS AND SOCIAL MEDIA CHANNELS.

Food & Beverage

Will food be served? Yes

Will food be prepared on site? Yes

Number of food trucks: 10 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: ALL FOUR DAYS FROM 11 AM UNTIL 1045 PM

Will ice be used in any served beverages? Yes

Stages, Tents, & Structures

Is a stage being built? Yes

How many stages will be used? 3

Do any of the stages have a canopy? Yes

Number of tents 10' x 10' and smaller: 20

Number of tents larger than 10' x 10': 20

Tent Contractor: KNIGHT TENTS

What other structures will your event include? VIP AND ADA VIEWING DECKS

Will your event use any grills? Yes

What kind of grills? PROPANE

Utilities & Portable Restrooms

Event Utilities that will be used: Generators

How will generators be fueled? VIA OUR FUEL CONTRACTOR - CHAPP OIL

Generator contractor: MICHIGAN CAT

Will additional wiring be installed? Yes

Does the event require access to a hydrant? Yes

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 Global Alliance

Number of private personnel per shift: 100

Which of these apply to the private security personnel? Licensed

Will you contract emergency medical services? Yes

Name of emergency medical services contractor: HART MEDICAL

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 The Detroit Jazz Festival Foundation to host "2026 Detroit Jazz Festival" (#2026-071) from September 4, 2026 to September 7, 2026 from 2:00 PM- 11:00 PM at Hart Plaza.

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

PROVIDED, that there will be DFD Pending Inspections; Contracted with Private EMS to Provide Services; and be it further

PROVIDED, that there will be GSD Parks & Recreation Permits Required; and be it further

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

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

PROVIDED, that there will be a Business License 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.