July 23, 2019

The Honorable City Council  
1340 Coleman A. Young Municipal Center  
Detroit, Michigan 48226  

RE: Design Core Detroit  
Petition #865

Dear Council Members:

Design Core Detroit is requesting permission to hang approximately 85 banners on Cass Avenue, Woodward Avenue and Russell Streets to celebrate Detroit Month of Design. Note: Poles on Woodward Avenue is maintained by Q-Line/M-1 Rail - separate permission must be obtained by that entity. Additionally, poles on Russell are maintained by Eastern Market Corporation - separate permission must be obtained by that entity.

The Public Lighting Authority has inspected poles and finds them to be structurally sound and is recommending approval for Design Core Detroit to hang banners on Cass avenue from August 15, 2019 to September 30, 2019. Note: Poles on Cass Avenue do not have banner brackets. Petitioner must have banner installer attach.

Respectfully Submitted,

[Signature]

Beau Taylor, Executive Director  
Public Lighting Authority

Enclosure: Petition

cc: Council Members  
File  
PLD
DEPARTMENTAL REFERENCE COMMUNICATION

Monday, May 13, 2019

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.

BUSINESS LICENSE CENTER  DPW - CITY ENGINEERING DIVISION
PUBLIC WORKS DEPARTMENT

865 Design Core Detroit, request to install 85 banners on Cass Ave., Woodward Ave., and Russell St.
City Of Detroit Banner Permit Application
For Banners in the Public Right-Of-Way

This application is for the proposed banner(s) for a specified period of time only. The City of Detroit will be strictly adhering to the Banner Permit Guidelines; please print them out for reference. This form must be completed and returned at least 60 days prior to the date of installation. If submitted later than 60 days prior, application is subject to denial. If the requested Banner location is on a Michigan State Truck Line or Wayne County Road the application must be submitted at least 180 days prior to the date of installation. After expiration of the permit (if granted), or should the banner change in any way, another application will be required.

**SECTION 1 - APPLICANT INFORMATION**

Contact Name: Jessica Malouf

Name of Organization: Design Core Detroit

Mailing Address: 460 W. Baltimore Ave., Suite 100C, Detroit, MI 48202

Phone Number: 313-664-1471  E-Mail Address: jmalouf@designcore.org

Type of Banner(s) check all that apply:

- [ ] City of Detroit
- [X] Non-Profit
- [ ] Community
- [ ] Business District
- [X] Special Event
- [ ] Holiday

If registered as a non-profit, please indicate your non-profit status identification number and attach a copy of the certificate.

**Non-profit identification number:** 38-1550064

If applying for a business district banner(s) please identify the business district.

**Business District:**

Type of Request:

- [X] Initial Permit
- [ ] Permit Renewal

If this request is for permit renewal, please provide the following:

**Permit Identification Number:**

**Permit Expiration Date:**

2 Woodward Ave., Suite 333, Detroit, MI 48226  Phone (313)224-2019  banners@detroitmi.gov
SECTION 2 – COMMERCIAL BANNER COMPANY

Contact Name: Stephen Cavanagh
Name of Organization: Banner Sign Company
Mailing Address: 6538 Russell St., Detroit MI 48211
Phone Number: (313) 758-6737 E-Mail Address: stephen@bannersignco.com

SECTION 3 – BANNER INFORMATION

Purpose of Banner(s):
Celebrate Detroit Month of Design

Time Period to display Banner(s): Install Date: 8/15/19 Removal Date: 9/30/19
Number of Banner(s) to display: 85
Streets on which Banner(s) are to be displayed:
Cass Ave., Woodward Ave and Russell St. (See Maps)

Are any of the poles located on a Michigan State Trunk Line or Wayne County Road?
Refer to listing of Trunk Lines and Wayne County Roads. [X] YES [ ] NO

Describe wording on the Banner(s) and any graphics:
Detroit Month of Design / September 2019
Unesco City of Design/ Powered by Design Core Detroit
The following items **MUST BE** included in the permit application package in order for it to be considered:

- Completed banner permit application form
- Signed and dated indemnity agreement
- Signed and dated maintenance and removal agreement
- Copy of certificate of insurance
- Sketch, drawing, or actual sample of the banner to be displayed
- Listing and/or map of the specific locations for the Banner(s)
- $100 non-refundable permit fee
- A refundable deposit to be held in escrow presented to Business License Department prior to the issuance of the Banner Permit

The undersigned applicant(s) agrees to abide by the provisions set by the City of Detroit to suspend a Banner or Banner(s) during the time period requested for this permit.

**Jessica Malouf**
Applicant: Print Name

**Stephen Cavanagh**
Commercial Banner Representative: Print Name
*i.e., installer/remover*

**Jessica Malouf**
Applicant: Signature

**Stephen Cavanagh**
Commercial Banner Representative: Signature

**maya 1, 2019**
Date

**5/7/2019**
Date
CITY OF DETROIT:

For and in consideration of the granting of a permit by the City of Detroit to suspend a Banner or Banners, the undersigned does agree to indemnify and hold harmless the City of Detroit, its officers, agents and employees from any and all claims arising out of the placement of, maintenance of, use of, or removal of banners, including claims involving Banners (or the structure upon which they are hung) falling on people or property.

INDEMNITOR (S):

Jessica Malouf

Signature of Authorized Representative (Organization)

Name
460 W. Baltimore Ave., Suite 100C, Detroit, MI 48202

Address, City, State, Zip Code
313-664-1471

Phone Number

May 1, 2019

Date

Stephen Cavanagh

Signature of Authorized Representative (Banner Company)

Name
6538 Russell St., Detroit MI 48211

Address, City, State, Zip Code
(313) 758-6737

Phone Number

5/7/2019

Date
MAINTENANCE & REMOVAL AGREEMENT

It is understood and agreed that during the initial display, and subsequent renewal periods if applicable, the permittee shall be responsible for inspecting banners and poles; replacing and/or removing banners that are torn, defaced or in general disrepair, including rigging. Where any street banner is found to present an immediate threat of harm to the public health, welfare or safety, the City shall summarily cause its removal.

It is also understood and agreed that banners are to be removed within seventy-two (72) hours of the revocation date of the permit. Any street banner not removed within that time period shall be removed by the City without notice to the permittee.

If the City removes banners because they are in disrepair, present a threat of harm, or because the permit has expired, it is understood and agreed that a portion or all of the refundable deposit will be forfeited by the permittee in order to cover the City's expense. If the expense of removal exceeds the amount of deposit, it is understood and agreed that the excess amount shall be collected from the person/entity to which the permit was issued.

It is also understood and agreed that in such cases when the City removes banners there is no guarantee that the banners can be reclaimed by the permittee.

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Commercial Banner Representative: Signature

May 1, 2019
Date

5/7/2019
Date

2 Woodward Ave., Suite 333, Detroit, MI 48226 ~ Phone (313)224-2019 ~ banners@detroitmi.gov
STATE TRUNK LINES & WAYNE COUNTY ROADS

Banners installed on State trunk lines or Wayne County Roads are subject to additional requirements. Permits for banners on State trunk lines or Wayne County Roads must comply with State and County guidelines. Please see the City of Detroit Policy on Banners in the Public Right-of-Way for details.

Michigan State Trunk Lines in the City of Detroit

Cadillac Square          Jeffries
Clark Street             John C. Lodge
Clifford & Middle        Michigan Avenue
Davison                  Randolph (Cadillac Square to Jefferson)
Edsel Ford               Schaefer
Eight Mile Road          Shore Street
Fisher                   Southfield
Ford Road                Telegraph Road
Fort Road                Van Dyke
Grand River              W. P. Chrysler
Gratiot                  Washington Boulevard
Greenfield               Woodward
Groesbeck                Wyoming
Hoover

Wayne County Roads in the City of Detroit

<table>
<thead>
<tr>
<th>Wayne County Roads</th>
<th>Limits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chandler Park Drive</td>
<td>Dickerson to Outer Drive</td>
</tr>
<tr>
<td>Chandler Park Drive</td>
<td>Whittier to Moross</td>
</tr>
<tr>
<td>West Chicago Blvd.</td>
<td>Lamphere to West City Limits</td>
</tr>
<tr>
<td>Conant</td>
<td>South from Carpenter to Hamtramck West Line</td>
</tr>
<tr>
<td>Davison</td>
<td>Twelfth to Highland Park West City Limits</td>
</tr>
<tr>
<td>Davison</td>
<td>Syracuse to Dwyer</td>
</tr>
<tr>
<td>Dix</td>
<td>Woodmere to West City Limits</td>
</tr>
<tr>
<td>Dix</td>
<td>Rouge River Bridge to Oakwood Blvd</td>
</tr>
<tr>
<td>Edward Hines Drive</td>
<td>West City Limits to South City Limits and Warren</td>
</tr>
<tr>
<td>Fenkell</td>
<td>200 East of Wyoming to West City Limits</td>
</tr>
<tr>
<td>Five Points</td>
<td>Eight Mile Road to Puritan</td>
</tr>
<tr>
<td>Gaines</td>
<td>Southfield East Service Drive to 390 East</td>
</tr>
<tr>
<td>Greenfield</td>
<td>Tireman to James Couzens Drive</td>
</tr>
<tr>
<td>Greenfield</td>
<td>Paul to Tireman</td>
</tr>
<tr>
<td>West Jefferson</td>
<td>Brennan to Rouge River</td>
</tr>
<tr>
<td>Joy Road</td>
<td>Greenfield to West City Limits</td>
</tr>
<tr>
<td>Kelly Road</td>
<td>Morang to Kingsville</td>
</tr>
<tr>
<td>Kelly Road</td>
<td>Kingsville to Eight Mile</td>
</tr>
<tr>
<td>Lahser Road</td>
<td>Chalfonte to Eight Mile</td>
</tr>
<tr>
<td>Lamphere Road</td>
<td>Outer Drive South to R.R. to Outer Drive</td>
</tr>
</tbody>
</table>
### Wayne County Roads in the City of Detroit (continued)

<table>
<thead>
<tr>
<th>Wayne County Roads</th>
<th>Limits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mack</td>
<td>Wayburn to North City Limits (650’ of Moross)</td>
</tr>
<tr>
<td>McNichols</td>
<td>Wyoming to Five Points</td>
</tr>
<tr>
<td>McNichols</td>
<td>Alley West of Oakland to G.T.W.R.R.</td>
</tr>
<tr>
<td>McNichols</td>
<td>G.T.W.R.R. to Dequindre</td>
</tr>
<tr>
<td>Miller Road</td>
<td>Deaborn Road to Fort Street</td>
</tr>
<tr>
<td>Moross Road</td>
<td>Redmond to Mack</td>
</tr>
<tr>
<td>Mound</td>
<td>Caniff to Eight Mile</td>
</tr>
<tr>
<td>Outer Drive</td>
<td>Dunfries to Bassett</td>
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<tr>
<td>Outer Drive</td>
<td>Warren to Livernois</td>
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<tr>
<td>Outer Drive</td>
<td>Dequindre to McNichols</td>
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<tr>
<td>Outer Drive</td>
<td>Conner to Chandler Park</td>
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<td>Outer Drive</td>
<td>Alter to Whittier</td>
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<tr>
<td>Outer Drive</td>
<td>Chandler Park to Mack</td>
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<tr>
<td>Schaefer Highway</td>
<td>Oakwood Boulevard to Dunfries</td>
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<tr>
<td>Schaefer Highway</td>
<td>Dunfries to Bassett</td>
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<tr>
<td>Schoolcraft</td>
<td>Grand River to Patton</td>
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<tr>
<td>Seven Mile Road East</td>
<td>Gratiot to Redmond</td>
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<tr>
<td>Seven Mile Road East</td>
<td>Woodward to Five Points</td>
</tr>
<tr>
<td>Swift</td>
<td>West Line of Hull to East Line of Swift</td>
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<tr>
<td>Tireman</td>
<td>200’ East of Miller Road (Meyers) to Greenfield</td>
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<tr>
<td>Warren</td>
<td>D.T.R.R. to 600’ East</td>
</tr>
<tr>
<td>Warren</td>
<td>Greenfield to Heyden</td>
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<tr>
<td>Warren</td>
<td>Heyden to West City Limits</td>
</tr>
<tr>
<td>Wyoming</td>
<td>J 30’ South of Michigan to Michigan</td>
</tr>
<tr>
<td>Wyoming</td>
<td>Ford Road to D.T.R.R.</td>
</tr>
</tbody>
</table>
DDF Available Light Poles
Write a description for your map.

KEY

- Requested for Banner use

Availability of Lightpoles (via. East. Mkt. Corp.)

- Yes
- No

Eastern Market Banner Locations
**CERTIFICATE OF LIABILITY INSURANCE**

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFRS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

**PRODUCER**

Michigan Community Insurance Agency Inc.
49357 Pontiac Trail Ste 101
PO Box 930599
Wixom, MI 48393-0599

**INSURED**

Banner Sign Company Inc
6538 Russell St
Detroit, MI 48211-2005

**COVERAGES**

**CERTIFICATE NUMBER:** 2016/19 GL AU UM

**REVISION NUMBER:**

**THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.**

<table>
<thead>
<tr>
<th>LINES</th>
<th>TYPE OF INSURANCE</th>
<th>INSURER</th>
<th>POLICY NUMBER</th>
<th>POLICY EFFECT</th>
<th>LIMITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>COMMERCIAL GENERAL LIABILITY</td>
<td>X</td>
<td>ACPSBP37112840144</td>
<td>07/30/2018</td>
<td>EACH OCCURRENCE</td>
</tr>
<tr>
<td></td>
<td>CLAIMS-MADE</td>
<td>X</td>
<td>OCCUR</td>
<td>07/30/2019</td>
<td>DAMAGE TO REAL PROPERTY</td>
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<td></td>
<td>GENL AGGREGATE LIMIT APPLIES PER</td>
<td>X</td>
<td>POLICY</td>
<td>PROJECT LOC</td>
<td>MED EXP (Any one person)</td>
</tr>
<tr>
<td>B</td>
<td>AUTOMOBILE LIABILITY</td>
<td>X</td>
<td>ACPSBP37112840144</td>
<td>07/30/2018</td>
<td>BODILLY INJURY (Per accident)</td>
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<td>ANY AUTO ALL OWNED</td>
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<td>HIRED AUTOS</td>
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<td>SCHEDULED AUTOS</td>
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<td>NON-OWNED AUTOS</td>
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</tbody>
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**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES**

**CERTIFICATE HOLDER**

jim@bannersignco.com
City of Detroit
2 Woodward Ave
Detroit, MI 48226

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

**AUTHORIZED REPRESENTATIVE**

Raymond Tussynski

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ACORD 25 (2014/01)
INS025 (201401)
This letter serves as notice to a seller that your organization qualifies to buy goods and services without paying the Michigan sales or use tax. TREASURY DOES NOT ISSUE TAX EXEMPT NUMBERS.

To buy goods and taxable services without paying a sales or use tax, present:
- a copy of this letter, and
- a completed certificate (below) certifying to the seller that the goods or services being purchased are for purposes of the organization and are being paid for from organizational funds. The seller must keep a copy of this certificate with the record of the sale.

Please note the following.
- This exemption does not apply to the purchase of tangible personal property or to the purchase of vehicles that are not used primarily to carry out the purposes of your organization as stated in your bylaws or articles of incorporation.
- Employees or members may NOT use this exemption to purchase goods or services for personal use.

The Michigan Department of Treasury may review your exempt status at any time to verify your eligibility. If the Internal Revenue Service revokes your exempt status, if a Treasury audit discovers non-exempt status, or if for any other reason your organization no longer qualifies for exemption, then your organization is subject immediately to sales or use tax on its purchases.

Please notify us if you have a name or address change. If you have questions, please contact this office at 517-373-3190.

38-1550064

Sincerely,

[Signature]

Dale P. Vettel, Administrator
Sales, Use and Withholding Tax Division

CERTIFICATE REQUIRED FOR TAX-EXEMPT SALES

I certify that the item or items being purchased are to be used or consumed in connection with the operation of the exempt institution or agency named above and that the consideration for this purchase moves from the funds of the designated institution or agency. In the event this claim is disallowed, the transferee promises to reimburse the seller for the amount of tax involved.

[Signature]

Date: 2/8/99

Authorized Representative of Non-Profit Organization
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2 Woodward Ave., Suite 333, Detroit, MI 48226 ~ Phone (313)224-2019 ~ banners@detroitmi.gov
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PUBLIC WORKS DEPARTMENT