

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.	2023-150
Name of Petitioner	Lime Media Group, Inc.
Description of Petition	Petition to hold "Icelandic Air" at Cadillac Square, on May 19, 2023, from 8:00 AM to 7:00 PM, and May 20, 2023 from 8:00 AM to 7:00 PM.
Type of Petition	Special Event
Submission Date	4/18/2023
Concerned Departments	Media Services, Buildings & Safety Engineering, Police Department, Fire Department, Municipal Parking Department, Transportation Department, Health Department; General Services Department,
Petitioner Contact	Dave Krieger Lime Media Group, Inc. 2700 Observation Trail Rockwall, TX 75032 313-655-0777 dave@kriegerphoto.com

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

Successful events are the result of advance planning, effective communication and teamwork. The City of Detroit will be strictly adhering to the Special Events Guidelines; please print them out for reference. Petitioners are required to complete the information below so that the City of Detroit may gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the Special Events and Film Handling Office at least **60 days** prior to the first date of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets and maps as needed.

Section 1- GENERAL EVENT INFORMATION

Event Name: Icelandic Air

Event Location: Cadillac Square

Is this going to be an annual event? Yes No

Section 2- ORGANIZATION/APPLICANT INFORMATION

Organization Name: Lime Media Group, Inc.

Organization Mailing Address: 2700 Observation Trail Rockwall, TX 75032

Business Phone: 313-655-0777 Business Website: https://lime-media.com

Applicant Name: Dave Krieger

Business Phone: 313-655-0777 Cell Phone: 313-655-0777 Email: dave@kriegerphoto.com

Event On-Site Contact Person:

Name: Dave Krieger

Business Phone: 313-655-0777 Cell Phone: 313-655-0777 Email: dave@kriegerphoto.com

Event Elements (check all that apply)

- | | | |
|--|--|---|
| <input type="checkbox"/> Walkathon | <input type="checkbox"/> Carnival/Circus | <input type="checkbox"/> Concert/Performance |
| <input type="checkbox"/> Run/Marathon | <input type="checkbox"/> Bike Race | <input type="checkbox"/> Religious Ceremony |
| <input type="checkbox"/> Political Event | <input type="checkbox"/> Festival | <input type="checkbox"/> Filming |
| <input type="checkbox"/> Parade | <input type="checkbox"/> Sports/Recreation | <input type="checkbox"/> Rally/Demonstration |
| <input type="checkbox"/> Convention/Conference | <input type="checkbox"/> Fireworks | <input checked="" type="checkbox"/> Other: <u>Promotion</u> |

Projected Number of Attendees: 250

Please provide a brief description of your event:

Iceland Air is celebrating the inaugural flight out of Detroit, MI by bringing their mobile food truck to the city. Icelandic Cuisine that is offered on international flights will be sampled over the course of 2 days in downtown Detroit. May 19th and May 20th. Guests will also be invited to spin a prize wheel and enter a contest to win flight credits and/or flight miles.

What are the projected set-up, event and tear down dates and times (must be completed)?

Begin Set-up Date 05/19/2023	Time: 07:00	Complete Set-up Date: 05/19/2023	Time: 08:00
Event Start Date: 05/19/2023	Time: 08:00	Event End Date: 05/20/2023	Time: 19:00
Begin Tearing Down Date: 05/20/2023		Complete Tear Down Date: 05/20/2023	

Event Times: (If more than one day, give times for each day):
8 AM to 7 PM, May 19 and 20, 2023

Section 3- LOCATION/SITE INFORMATION

Location of Event: Cadillac Square

Facilities to be used Street Sidewalk Park City

Please attach a copy of Port-a-John, Sanitation, and Emergency Medical Agreements as well as a site plan which illustrates the anticipated layout of your event including the following:

- Public entrance and exit
 - Location of merchandising booths
 - Location of food booths
 - Location of garbage receptacles
 - Location of beverage booths
 - Location of sound stages
 - Location of hand washing sinks
 - Location of portable restrooms
 - Location of First Aid
 - Location of fire lane
 - Proposed route for walk/run
 - Location of tents and canopies
 - Sketch of street closure
 - Location of bleachers
 - Location of press area
 - Sketch of proposed light pole banners
- You will be prompted to upload these attachments upon submitting this form**

Section 4- ENTERTAINMENT

Describe the entertainment for this year's event:

N/A

Will a sound system be used? Yes No

If yes, what type of sound system?

Describe specific power needs for entertainment and/or music:

N/A

How many generators will be used? N/A

How will the generators be fueled?
N/A

Name of vendor or providing generators:

Contact Person: N/A

Address:

Phone:

City/State/Zip

Section 5- SALES INFORMATION

Will there be advanced ticket sales? Yes No
If yes, please describe:

Will there be on-site ticket sales? Yes No
If yes, list price(s):

Will there be vending or sales? Yes No
If yes, check all that apply:

Food Merchandise Non-Alcoholic Beverages Alcoholic Beverages

Indicate type of items to be sold:

Section 6- PUBLIC SAFETY & PARKING INFORMATION

Name of Private Security Company: N/A

Contact Person:

Address:

Phone:

City/State/Zip:

Number of Private Security Personnel Hired Per Shift:

Are the private security personnel (check all that apply):

Licensed

Armed

Bonded

How will you advise attendees of parking options?

Walk up Guests from Downtown office buildings

Section 7- COMMUNICATION & COMMUNITY IMPACT INFORMATION

How will your event impact the surrounding community (i.e. pedestrian traffic, sound carryover, safety)?
N/A

Have local neighborhood groups/businesses approved your event?

Yes No

Indicate what steps you have or will take to notify them of your event:
Location Agreement with Detroit 300.

Section 8- EVENT SET-UP

Complete the appropriate categories that apply to the event Structure

	How Many?	Size/Height
Booth		
Tents (enclosed on 3 sides)	1	8x8
Canopy (open on all sides)		
Staging/Scaffolding		
Bleachers		

Section 9- COMPLETE ALL THAT APPLY

Emergency medical services?

Contact Person: N/A

Address: _____

City/State/Zip: _____

Name of company providing port-a-johns.

Contact Person: N/A

Address: _____ Phone: _____

City/State/Zip: _____

Name of private catering company? Edible Rex

Contact Person: _____

Address: 5555 Conner Ave. Phone: _____

City/State/Zip: Detroit, MI 48213

SPECIAL USE REQUESTS

List any streets or possible streets you are requesting to be closed. Include the day, date, and time of requested closing and reopening. Neighborhood Signatures must be submitted with application for approval. **Barriades are not available from the City of Detroit.**

Attach a map or sketch of the proposed area for closure.

STREET NAME: N/A

FROM: _____ TO: _____

CLOSURE DATES: _____ BEG TIME: _____ END TIME: _____

REOPEN DATE: _____ TIME: _____

STREET NAME: _____

FROM: _____ TO: _____

CLOSURE DATES: _____ BEG TIME: _____ END TIME: _____

REOPEN DATE: _____ TIME: _____

STREET NAME: _____

FROM: _____ TO: _____

CLOSURE DATES: _____ BEG TIME: _____ END TIME: _____

REOPEN DATE: _____ TIME: _____

STREET NAME: _____

FROM: _____ TO: _____

CLOSURE DATES: _____ BEG TIME: _____ END TIME: _____

REOPEN DATE: _____ TIME: _____

STREET NAME: _____

FROM: _____ TO: _____

CLOSURE DATES: _____ BEG TIME: _____ END TIME: _____

REOPEN DATE: _____ TIME: _____

PLEASE ADD IMPORTANT INFORMATION BELOW AND ATTACH A COPY OF THE FOLLOWING:

- 1) CERTIFICATE OF INSURANCE**
- 2) EMERGENCY MEDICAL AGREEMENT**
- 3) SANITATION AGREEMENT**
- 4) PORT-A-JOHN AGREEMENT**
- 5) COMMUNITY COMMUNICATION**

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, on behalf of the Event 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.

04-21-2023



Signature of Applicant

Date

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: Icelandic Air Promotion Event
Date: 3/18/23

Event Organizer: Lime Media

Applicant Signature: 
Date: 04-21-2023

City Council Member: _____

Resolved, The Mayor's Office is hereby authorized and directed to issue permits to Lime Media Group to host Icelandic Air on May 19th, 2023 from 8:00A to 7:00P

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

PROVIDED, that there will be DPW Type III Barricades & Road Closure Signage Required; and be it further

PROVIDED, that there will be Municipal Parking No Parking Signs Required; and 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.