

*Reynolds*  
*3-12-19*

**PUBLIC HEALTH  
AND SAFETY  
STANDING  
COMMITTEE**

### MAYOR'S OFFICE COORDINATORS REPORT

OVERALL STATUS (please circle):  APPROVED  DENIED  N/A  CANCELED

Petition #: 686 Event Name: Fruhlingsfest

Event Date: April 27, 2019

Street Closure: Riopelle Street

Organization Name: Eastern Market Brewing Co.

Street Address: 2515 Riopelle Street Detroit, MI 48207

Receipt date of the <b>COMPLETED</b> Special Events Application:	
Date of City Clerk's Departmental Reference Communication:	
Due date for City Departments reports:	
Due date for the Coordinators Report to City Clerk:	

Event Elements (check all that apply):

- Walkathon       Carnival/Circus       Concert/Performance       Run/Marathon
- Bike Race       Religious Ceremony       Political Ceremony       Festival
- Filming       Parade       Sports/Recreation       Rally/Demonstration
- Fireworks       Convention/Conference       Other: \_\_\_\_\_
- 24-Hour Liquor License**

**Petition Communications** (include date/time)

Fruhlingsfest - German Beer Celebration located at Eastern Market Brewing Co. and outdoor erected tent on Riopelle Street from 10:00am - 11:00pm.

**\*\* ALL permits and license requirements must be fulfilled for an approval status \*\***

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	DPD	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DPD will Provide Special Attention; Contracted with Eastern Market Security Company to Provide Private Security Services
	DFD/EMS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pending Inspection of Tent
	DPW	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	ROW Permit Required
	Health Dept.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Temporary Health License Required

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	TED	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Type III Barricades & Road Closure Signage Required
	Recreation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction
	Bldg & Safety	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Permit Required for Tent & Generator
	Bus. License	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Vendors License & Liquor License Required
	Mayor's Office	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All Necessary permits must be obtained prior to event. If permits are not obtained, departments can enforce closure of event.
	Municipal Parking	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction
	DDOT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Impact on Buses

**MAYOR'S OFFICE**

Signature: Bethanie Fisher

Date: February 28, 2019

**City of Detroit**  
**OFFICE OF THE CITY CLERK**

Janice M. Winfrey  
City Clerk

Caven West  
Deputy City Clerk/Chief of Staff

**DEPARTMENTAL REFERENCE COMMUNICATION**

*Monday, February 18, 2019*

*To: The Department or Commission Listed Below*

*From: Janice M. Winfrey, Detroit City Clerk*

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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.

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MAYOR'S OFFICE    DPW - CITY ENGINEERING DIVISION  
POLICE DEPARTMENT    FIRE DEPARTMENT  
BUSINESS LICENSE CENTER    BUILDINGS SAFETY ENGINEERING

**686**    *Eastern Market Brewing Co., request to hold "Fruhlingsfest" at 2515 Riopelle on 4/27/19 @ 10AM to 11PM, Set-up will begin the same day from 6AM to 10AM, Teardown the same day beginning at 11PM to midnight.*

# 686

# 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. You are required to complete the information below so that the City of Detroit can gain a thorough understanding of the scope and needs of the event. This form must be completed and returned to the City of Detroit Clerk's Office at least 60 days prior to the first day of the event. If submitted later than 60 days prior, application is subject to denial. Please type or print clearly and attach additional sheets or maps as needed.

## Section 1- GENERAL EVENT INFORMATION

Event Name: Frühlingsfest  
Event Location: 2515 Riopelle Street, Detroit, MI 48207

## Section 2- ORGANIZATION/APPLICANT INFORMATION

Organization Name: Eastern Market Brewing Co  
Organization Mailing Address: 2515 Riopelle Street, Detroit, MI 48207  
Business Phone: (313) 502-5165 Business Fax:  
Federal Tax ID # 81-1373046

*If registered as a non-profit, indicate non-profit ID number and attach a copy of the certificate.*

Applicant Name: Dayne Bartscht  
Title/Role: Managing Partner  
Email Address: dayne@easternmarket.beer  
Mailing Address: 4779 Five Mile Road, Ann Arbor, MI 48207  
Business Phone: 734-882-0818 Business Fax::

Event On-Site Contact Person: Jacqui Spears  
Mailing Address: 2515 Riopelle Street, Detroit, MI 48207  
Business Phone: 734-834-2015 Business Fax:

*List name/phone number of person(s) authorized to make decisions for the organization/event (indicate role/responsibility).*

List Event Sponsors:

### 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 checked="" 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 type="checkbox"/> Other: _____        |

**Provide a brief description of your event:**

We will be holding our first annual Frühlingsfest, which is the spring version of Oktoberfest in Germany.  
The event will be similar to our previous events, where we close our block of Riopelle for the day.

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

Begin Set-up Date & Time: 4/27/19 @ 6am Complete Set-up Date & Time: 4/27/19 @ 10am

Event Start Date & Time: 4/27/19 @ 10am Event End Date & Time: 4/27/19 @ 11pm

Begin Tearing Down Date: 4/27/19 @ 11pm Complete Tear Down Date: 4/27/19 @ Midnight

Event Times (If more than one day, give times for each day):

**Is this the first time you have held this event in the City of Detroit?**  Yes  No

If no, what years has the event been held in Detroit?

When was the event last held in Detroit?

Where was the event last held in Detroit?

What were the hours last year?

Project Attendance This Year (Minimum – Maximum)? 250-500

What is the basis for your projected attendance? Previous events and the fact this is our first time doing it.

**Please describe your anticipated/ target audience:**

Is this going to be an annual event?  Yes  No

If yes, do you have a preferred/proposed for next year? If successful, we'd like to do the same thing again next year.

If a parade is planned. Indicate elements (check all that apply):

People  Balloons

Floats  Animals

Vehicles  Other: \_\_\_\_\_

Bands

**If animals included, specify type, number and how used.**

Name of business supplying animal(s):

Contact Person:

Address:

Phone:

City/State/Zip:

### Section 3- LOCATION/SITE INFORMATION

Location of Event:

Facilities to be used (circle):

Street

Sidewalk

Park

City Facility

Please attach 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

### Section 4- ENTERTAINMENT

What type of entertainment will be used? (check all that apply)

- Singers                       Magician  
 Musicians                       Story Telling  
 Comedians                       Other: \_\_\_\_\_

Describe the entertainment for this year's event: Live bands

List proposed entertainers and/or bands performing at the event: We have a dozen or so bands we work with on a regular basis and plan to use three or four of them through the day.

Will a sound system be used?     Yes     No

If yes, what type of sound system?                      Just a small, personal sized PA.

Acoustic-audible, sound heard within natural range

Amplified-augmented, sound increased to broaden range

The amplified sound will be used:

Will the event consist of a musical concert?     Yes     No

If yes, what type of music? (check all that apply)

Live                       Recorded                       Karaoke/Lip-synch

Describe specific power needs for entertainment and/or music:                      We just use the outlets on the side of our building.

How many generators will be used?    None

How will the generators be fueled?                      N/A

Name of vendor providing generators:

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

**Section 5- COMMUNICATION/ADVERTISING STRATEGY**

Check all applicable boxes that describe the type of promotion you plan to use to attract participants:

Radio (Specify stations):

Television (Specific stations):

Newspapers (specify papers):

Web site (identify web address): www.easternmarket.beer

Public Relations or Marketing Firm (Specify):

Contact Info:

Raffle (List Item(s)):

Billboards

Flyers

Street Banners

Other (specify): \_\_\_\_\_

NOTE: All raffles subject to laws of State/City.

**Section 6- 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 food be sold?  Yes  No

If yes, please pick up Special Events Vendor Packet in Suite 105: \_\_\_\_\_

Will merchandise be sold?  Yes  No

If yes, describe: just our usual merchandise that we sell out of our space

Will a percentage of the proceeds be distributed to a charitable organization?  Yes  No

If yes, describe: \_\_\_\_\_

If the event is a fundraiser, identify charity or recipient of funds: \_\_\_\_\_

Will there be vending or sales?  Yes  No

If yes, check all that apply:

Food

Merchandise

Non-Alcoholic Beverages

Alcoholic Beverages

Other (specify):

Indicate type of items to be sold:

The same things we currently sell on a day-to-day basis



Will these be exclusive vendors or outside vendors? (please describe): Exclusive

**Section 7- PUBLIC SAFETY & PARKING INFORMATION**

Name of Private Security Company: Existing park contract security will be used.

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

Describe the emergency evacuation plan: There will be entries and exits at each end of the block

Describe the parking plan to accommodate anticipated attendance: Eastern Market public parking

How will you advise attendees of parking options? Website and Facebook

Are you seeking a group parking rate? Nope

**Section 8- COMMUNITY IMPACT INFORMATION**

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

No impact beyond a typical Eastern Market Saturday

Have local neighborhood groups/businesses approved your event?  Yes  No

Indicate what steps you have or will take to notify them of your event: We will inform Eastern Market Corporation leadership and also mention in all of our community meetings.

Indicate contact names and phone numbers (for verification) or attach approved letter(s):

Dan Carmody, 260-494-6015

**Section 9- EVENT SET-UP**

Complete the appropriate categories that apply to the event.

**Structure**

How Many? 1 Tent Canopy

Size/Height 20 x 40

Booth N/A

Tent (enclosed on 3 sides) N/A

Canopy (open on all sides) \_\_\_\_\_

Staging/Scaffolding \_\_\_\_\_

Bleachers \_\_\_\_\_

**Company:**

Grill

Gas       Charcoal       Electrical       Propane

Fireworks (Pyrotechnics)

Aerial       Stage

Provide Sketch:

Portable Restrooms:

Standard       ADA Accessible

Vehicles

Type/Weight: \_\_\_\_\_

Other: \_\_\_\_\_

NOTE: Specific requirements must be met and special approval must be received by the Detroit Fire Department.

Will additional electrical wiring need to be installed? Specify locations, voltage, amperage, and phase.

\_\_\_\_\_  
N/A

Will additional utility services be used (power, water, etc.)? Please describe.

\_\_\_\_\_  
N/A

Do you plan a fireworks display? List dates, time, location, vendor, and attach certificate of insurance.

\_\_\_\_\_  
N/A

**Section 10- COMPLETE ALL THAT APPLY**

**Name of Sanitation Company collecting refuse and garbage?**

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City/State/Zip \_\_\_\_\_

**Name of company providing emergency medical services?**

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

**Name of company providing porta-johns.**

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

**Name of private catering company?**

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

**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.

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

**STREET NAME:** Riopelle Street.

**FROM** Winder

**TO** Adelaide

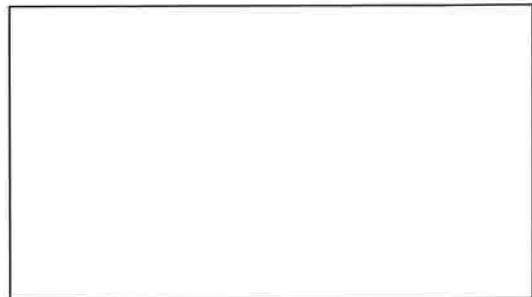
**Closure Dates:** 4/27/2019

**Beg. Time:** 5am

**End Time:** Midnight

**Reopen Date:** 4/27/19

**Time:** Midnight



**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: \_\_\_\_\_

**Requested City Equipment**

Provided In: \_\_\_\_\_ (year)

Current Request: \_\_\_\_\_ (year)

Street Closures:

- Posting no parking signs
- Light pole
- Electrical Services
- Storage for Trailers/Trunks

**Barricades are not available from the City of Detroit.**

**ADDITIONAL INFORMATION**

Is there any additional information that you feel is important to mention regarding your event or additional requests?

**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, understand and agree 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 regulation 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.

*Dayne Bartscht*

2/9/2019

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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.

# Frühlingsfest Event Diagram



2019-02-18

**686**

*Petition of Eastern Market Brewing Co., request to hold "Frühlingsfest" at 2515 Riopelle on 4/27/19 @ 10AM to 11PM, Set-up will begin the same day from 6AM to 10AM, Teardown the same day beginning at 11PM to midnight.*

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**REFERRED TO THE FOLLOWING DEPARTMENT(S)**

MAYOR'S OFFICE    DPW - CITY ENGINEERING DIVISION  
POLICE DEPARTMENT    FIRE DEPARTMENT  
BUSINESS LICENSE CENTER    BUILDINGS SAFETY  
ENGINEERING

**MAYOR'S OFFICE COORDINATORS REPORT**

OVERALL STATUS (please circle):  **APPROVED**  **DENIED**  **N/A**  **CANCELED**

Petition #: 664 Event Name: Detroit Greek Independence Day Parade

Event Date: April 14, 2019

Street Closure: Monroe Street

Organization Name: Detroit Greek Independence Day Parade Committee

Street Address: 525 Monroe Street Detroit, MI 48226

Receipt date of the <b>COMPLETED</b> Special Events Application:	
Date of City Clerk's Departmental Reference Communication:	
Due date for City Departments reports:	
Due date for the Coordinators Report to City Clerk:	

Event Elements (check all that apply):

- Walkathon       Carnival/Circus       Concert/Performance       Run/Marathon
- Bike Race       Religious Ceremony       Political Ceremony       Festival
- Filming       Parade       Sports/Recreation       Rally/Demonstration
- Fireworks       Convention/Conference       Other: \_\_\_\_\_
- 24-Hour Liquor License**

**Petition Communications** (include date/time)

Annual parade celebrating Greek culture from 3:00pm - 5:00pm on Monroe Street between Woodward & I - 375.

**\*\* ALL permits and license requirements must be fulfilled for an approval status \*\***

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	DPD	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DPD Assisted Event
	DFD/EMS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pending Inspections; Contracted with Hart EMS to Provide Private Medical Services
	DPW	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DPD Assisted Event; No Permits Required
	Health Dept.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>No Permits Required</b>



Date	Department	N/A	APPROVED	DENIED	Additional Comments
	TED	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Type III Barricades & Road Closure Signage Required
	Recreation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction
	Bldg & Safety	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Permit Required for Stage
	Bus. License	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction
	Mayor's Office	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All Necessary permits must be obtained prior to event. If permits are not obtained, departments can enforce closure of event.
	Municipal Parking	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Parking Signs will be Posted
	DDOT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low Impact on Buses

**MAYOR'S OFFICE**

Signature: Bethanie Kucher

Date: February 28, 2019

## DEPARTMENTAL REFERENCE COMMUNICATION

Monday, February 04, 2019

To: *The Department or Commission Listed Below*

From: *Janice M. Winfrey, Detroit City Clerk*

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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.

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MAYOR'S OFFICE    DPW - CITY ENGINEERING DIVISION  
TRANSPORTATION DEPARTMENT    MUNICIPAL PARKING DEPARTMENT  
POLICE DEPARTMENT    FIRE DEPARTMENT  
BUILDINGS SAFETY ENGINEERING    BUSINESS LICENSE CENTER

**664**

*Detroit Greek Independence Day Committee, request to hold "Detroit Greek independence Day Parade" on Monroe Street in Greektown on 4/14 from 3pm - 5pm, Set-up on 4/14 at 9am - 2pm complete tear down on 4/14 at end of event, Monroe Street close from Woodward to I-375 on 4/14/19*

## 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:** Detroit Greek Independence Day Parade  
**Event Location:** Monroe Street in Greektown

Is this going to be an annual event?  Yes  No

### Section 2- ORGANIZATION/APPLICANT INFORMATION

**Organization Name:** Detroit Greek Independence Day Committee, a Michigan non-profit corporation (DGIDC)  
**Organization Mailing Address:** 525 Monroe St, Detroit MI 48226  
**Business Phone:** 248-362-1300 **Business Website:** detroit.greekparades.com

**Applicant Name:** Detroit Greek Independence Day Committee. Representative/legal counsel: Thomas P.  
**Business Phone:** 248-362-1300 **Cell Phone:** 248-910-8662 **Email:** tchristy@greekparades.com

**Event On-Site Contact Person:**

**Name:** Thomas P. Christy  
**Business Phone:** 248-362-1300 **Cell Phone:** 248-910-8662 **Email:** tchristy@greekparades.com

**Event Elements (check all that apply)**

- Walkathon
- Run/Marathon
- Political Event
- Parade
- Convention/Conference
- Carnival/Circus
- Bike Race
- Festival
- Sports/Recreation
- Fireworks
- Concert/Performance
- Religious Ceremony
- Filming
- Rally/Demonstration
- Other: \_\_\_\_\_

**Projected Number of Attendees:** 5,000  
**Please provide a brief description of your event:**

See attachment

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

Begin Set-up Date 04/14/2019 Time:09:00 Complete Set-up Date:04/14/2019 Time:02:00

Event Start Date:04/14/2019 Time:3:00 Event End Date:04/14/2019 Time:5:00

Begin Tearing Down Date:04/14/2019 Complete Tear Down Date:04/14/2019

Event Times (If more than one day, give times for each day):  
04/14/2019 3-5pm

**Section 3- LOCATION/SITE INFORMATION**

Location of Event: Monroe Street from Woodward to I-375

Facilities to be used (Check) Street  Sidewalk  Park \_\_\_\_\_ City \_\_\_\_\_  
Facility \_\_\_\_\_

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:

Parade celebrating Greek Independence Day. Post-parade program with speeches and traditional Greek

Will a sound system be used?  Yes  No

If yes, what type of sound system? Simple PA for speeches and pre-recorded music

Describe specific power needs for entertainment and/or music:

Power for PA to be drawn from existing outlet near stage

How many generators will be used? None

How will the generators be fueled?  
N/A

Name of vendor providing generators:

Contact Person:

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:

N/A

### Section 6- PUBLIC SAFETY & PARKING INFORMATION

Name of Private Security Company:

Contact Person:

Address:

Phone:

City/State/Zip:

Number of Private Security Personnel Hired Per Shift:

None. Will use Detroit P.D. services at existing rates as done last year

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

Licensed       Armed       Bonded

How will you advise attendees of parking options?

In marching information sent to participating groups.

## Section 7- COMMUNICATION & COMMUNITY IMPACT INFORMATION

How will your event impact the surrounding community (i.e. pedestrian traffic, sound carryover, safety)?  
Street closures. 1 hour on most of route. 2 hours on main Greektown block. 4 hours in marshaling area.  
Same plan as past years.

Have local neighborhood groups/businesses approved your event?

Yes  No

Indicate what steps you have or will take to notify them of your event:

We always meet with the Greektown Preservation Society (of which the Greektown merchants are members) to discuss.

## 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)		
Canopy (open on all sides)		
Staging/Scaffolding	One stage	2 feet
Bleachers		

## Section 9- COMPLETE ALL THAT APPLY

**Emergency medical services?**

Contact Person: Hart EMS Medical Services, PLLC (contact: Karen Baer)

Address: 220 Bagley, Suite 912

City/State/Zip: Detroit MI 48216

**Name of company providing port-a-johns.**

Contact Person:

Address:

Phone:

City/State/Zip:

**Name of private catering company?**

Contact Person:

Address:

Phone:

City/State/Zip:

**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. Barricades are not available from the City of Detroit.

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

STREET NAME: Monroe Street

FROM: Woodward TO: I-375

CLOSURE DATES: 04/14/2019 BEG TIME: See attached END TIME:

REOPEN DATE: 04/14/2019 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**

(1) Not yet available; application pending. Copy of last year's certificate attached. (2) Not yet available. Copy of last year's certificate attached. (3), (4) not applicable. (5) Communication is through regularly scheduled meeting of Greektown Preservation Society.



**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.

  
The City of Detroit

01/22/2019

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: Detroit Greek Independence Day Parade **Event**  
Date: 04/14/2019

Event Organizer:  
Detroit Greek Independence Day Committee

Applicant Signature:   
Date: 01/22/2019

2019-02-01

664

664

*Petition of Detroit Greek Independence Day Committee, request to hold "Detroit Greek independence Day Parade" on Monroe Street in Greektown on 4/14 from 3pm - 5pm, Set-up on 4/14 at 9am - 2pm complete tear down on 4/14 at end of event, Monroe Street close from Woodward to I-375 on 4/14/19*

**REFERRED TO THE FOLLOWING DEPARTMENT(S)**

- MAYOR'S OFFICE
- DPW - CITY ENGINEERING DIVISION
- TRANSPORTATION DEPARTMENT
- MUNICIPAL PARKING DEPARTMENT
- POLICE DEPARTMENT
- FIRE DEPARTMENT
- BUILDINGS SAFETY ENGINEERING
- BUSINESS

19

CITY CLERK 4 MAR 2019 PM 1:26

### MAYOR'S OFFICE COORDINATORS REPORT

OVERALL STATUS (please circle):  **APPROVED**  **DENIED**  **N/A**  **CANCELED**

Petition #: 696 Event Name: WCX 2019 World Congress Experience Autonomous Ride & Drive

Event Date: April 5 - April 10, 2019

Street Closure: Steve Yzerman Drive

Organization Name: SAE International

Street Address: 400 Commonwealth Drive Warrendale, PA 15096

Receipt date of the <b>COMPLETED</b> Special Events Application:	
Date of City Clerk's Departmental Reference Communication:	
Due date for City Departments reports:	
Due date for the Coordinators Report to City Clerk:	

Event Elements (check all that apply):

- Walkathon
- Carnival/Circus
- Concert/Performance
- Run/Marathon
- Bike Race
- Religious Ceremony
- Political Ceremony
- Festival
- Filming
- Parade
- Sports/Recreation
- Rally/Demonstration
- Fireworks
- Convention/Conference
- Other: Autonomous Ride & Drive
- 24-Hour Liquor License**

**Petition Communications** (include date/time)

Two autonomous vehicles will provide demonstrations to WCX 2019 World Congress attendee's and the general public from 8:00am - 6:00pm each day.

**\*\* ALL permits and license requirements must be fulfilled for an approval status \*\***

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	DPD	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Contracted with Broadmoor Security Group to Provide Private Security Services
	DFD/EMS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	DPW	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	ROW Permit Required
	Health Dept.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction

Date	Department	N/A	APPROVED	DENIED	Additional Comments
	TED	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Type III Barricades & Road Closure Signage Required
	Recreation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction
	Bldg & Safety	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Permits Required
	Bus. License	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No Jurisdiction
	Mayor's Office	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All Necessary permits must be obtained prior to event. If permits are not obtained, departments can enforce closure of event.
	Municipal Parking	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Purchase of Parking Meters Required
	DDOT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No Impact on Buses

**MAYOR'S OFFICE**

Signature: Bethanie Audier

Date: February 28, 2019

## DEPARTMENTAL REFERENCE COMMUNICATION

Monday, February 18, 2019

To: *The Department or Commission Listed Below*

From: *Janice M. Winfrey, Detroit City Clerk*

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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.

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MAYOR'S OFFICE    DPW - CITY ENGINEERING DIVISION  
POLICE DEPARTMENT    FIRE DEPARTMENT  
BUSINESS LICENSE CENTER    BUILDINGS SAFETY ENGINEERING  
TRANSPORTATION DEPARTMENT    MUNICIPAL PARKING DEPARTMENT

696

*SAE International, request to hold "WCX 2019 World Congress Experience Autonomous Ride and Drive" at COBO on 4/5/19 - 4/10/19 @ 8AM - 6PM, Set-up on 4/3/19 - 4/4/19 @ 9AM - 5PM, Tear down on 4/10/19, Event has multiple start and end times and multiple street closures.*

#696

## 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: WCX 2019 World Congress Experience Autonomous Ride and Drive

Event Location: Steve Yzerman Drive at COBO Convention Center Atrium Entrance

Is this going to be an annual event?  Yes  No

### Section 2- ORGANIZATION/APPLICANT INFORMATION

Organization Name: SAE International

Organization Mailing Address: 400 Commonwealth Drive Warrendale, PA 15096

Business Phone: 724-772-4841

Business Website: www.sae.org

Applicant Name: Marcie Hineman

Business Phone: 724-772-4074

Cell Phone: 724-612-5967

Email: marcie.hineman@sae.org

#### Event On-Site Contact Person:

Name: Donna Johnson or Marcie Hineman

Business Phone: 724-772-7145 or 724-772-4074 Cell Phone: 202-684-0900 or 724-612-5967 Email: donna.johnson@sae.org or marcie.hineman@sae.org

#### 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>Autonomous Ride and Drive</u> |

#### Please provide a brief description of your event:

An opportunity for the public to experience self-driving technology and share their feedback about the experience. SAE International seeks to understand the public's perception toward self-driving technology through this event. Riders will be asked questions before, during and after the ride about their experience and their comfort level with autonomous vehicles. The information gathered will allow SAE International to identify areas to improve safety, public education, and understanding of self-driving vehicles.

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

Begin Set-up Date :                      Time:                      Complete Set-up Date:                      Time:  
Wednesday, April 3 2019                      9:00am                      Thursday, April 4, 2019                      5:00 pm

Event Start Date:                      Time:                      Event End Date:                      Time:  
Friday, April 5 2019                      8:00am                      Wednesday, April 10 2019                      6:00pm

Begin Tearing Down Date:                      Complete Tear Down Date:  
Wednesday, April 10 2019                      Wednesday, April 10 2019

Event Times (If more than one day, give times for each day):

Setup: Wednesday 3rd/Thursday 4th: 9am - 5pm

Event Days: Friday 5th - Wednesday 10th: 8am - 6pm

**Section 3- LOCATION/SITE INFORMATION**

Location of Event: Steve Yzerman Drive Atrium entrance to Cobo Center

Facilities to be used (circle):    Street                      Sidewalk                      Park                      City  
Facility

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

**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?    N/A

Describe specific power needs for entertainment and/or music:

No Power needed

How many generators will be used?    N/A

How will the generators be fueled?    N/A

Name of vendor 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: N/A

**Section 6- PUBLIC SAFETY & PARKING INFORMATION**

Name of Private Security Company: Broadmoor Security Group

Contact Person: Carl Berry

Address: 1900 West Big Beaver Road, Suite 202 Phone: 248-458-1354

City/State/Zip: Troy, MI 48084

Number of Private Security Personnel Hired Per Shift: TBD

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

How will you advise attendees of parking options?

All attendees are provided a parking map for the Convention Center before our main event. Anyone participating in this program will already be registered for WCX and attending the main program as well. Anyone participating will be sent parking instructions. All downtown parking options will be available on sae.org/wcx web site.





**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. **Barricades are not available from the City of Detroit.**

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

**STREET NAME:** Steve Yzerman Drive - Setup Days

**FROM:** Civic Center Drive (Cobo east turn around) **TO:** In front of Joe Louis Arena

**CLOSURE DATES:** April 3-4, 2019 **BEG TIME:** 9:00 AM **END TIME:** 5:00 PM

**REOPEN DATE:** April 10, 2019 **TIME:** 7:00 pm

**STREET NAME:** Steve Yzerman Drive - Event Days

**FROM:** Civic Center Drive (Cobo east turn around) **TO:** In front of Joe Louis Arena

**CLOSURE DATES:** April 5, 2019 **BEG TIME:** 8:00 am **END TIME:** 6:00 pm

**REOPEN DATE:** Wednesday, April 10 **TIME:** 6:00pm

**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**

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**See attachments**

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## 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.

Donna M. Johnson Date 1/31/19  
Signature of Applicant

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.

(Please Print)

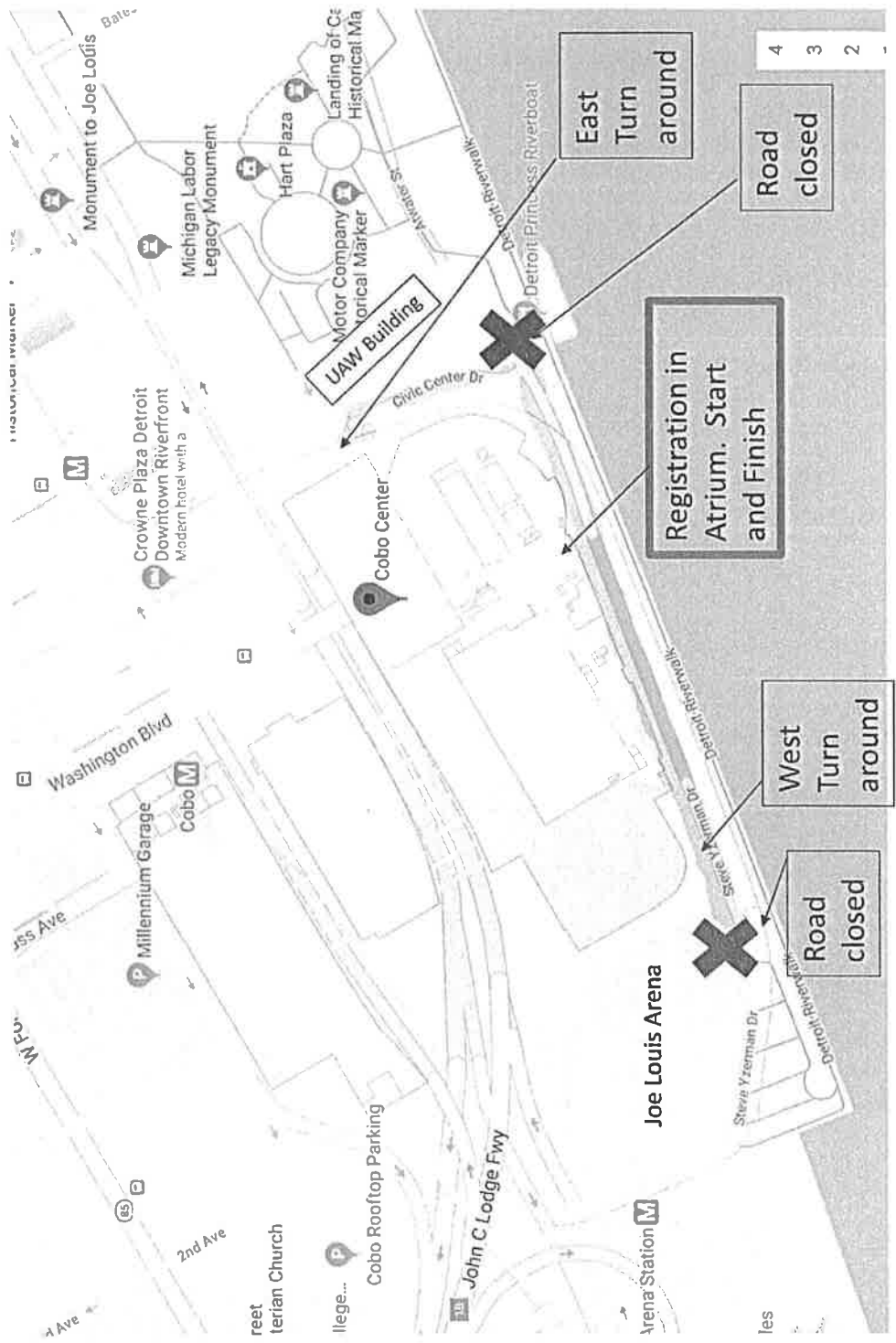
Event Name: WCE 2019 World Congress Experience  
Autonomous Ride 'n' Drive Event Date: 4/4 - 10/2019

Event Organizer: SAE International

Applicant Signature: Donna M. Johnson Date: ~~1/15~~  
1/31/19

WCX 2019  
Autonomous Ride and Drive  
Area  
Steve Yzerman Drive  
(formerly known as Atwater)  
Cobo Center

---



Monument to Joe Louis

Michigan Labor Legacy Monument

Hart Plaza  
Motor Company Historical Marker  
Landing of Co Historical Ma

UAW Building

Crowne Plaza Detroit Downtown Riverfront  
Modern Hotel with a

Cobo Center

Washington Blvd

Millennium Garage

Jess Ave

W Fwy

2nd Ave

reet  
terian Church

illeg...

Cobo Rooftop Parking

John C Lodge Fwy

Joe Louis Arena

Arena Station

Steris Yzermin Dr

les

East Turn around

Road closed

Registration in Atrium. Start and Finish

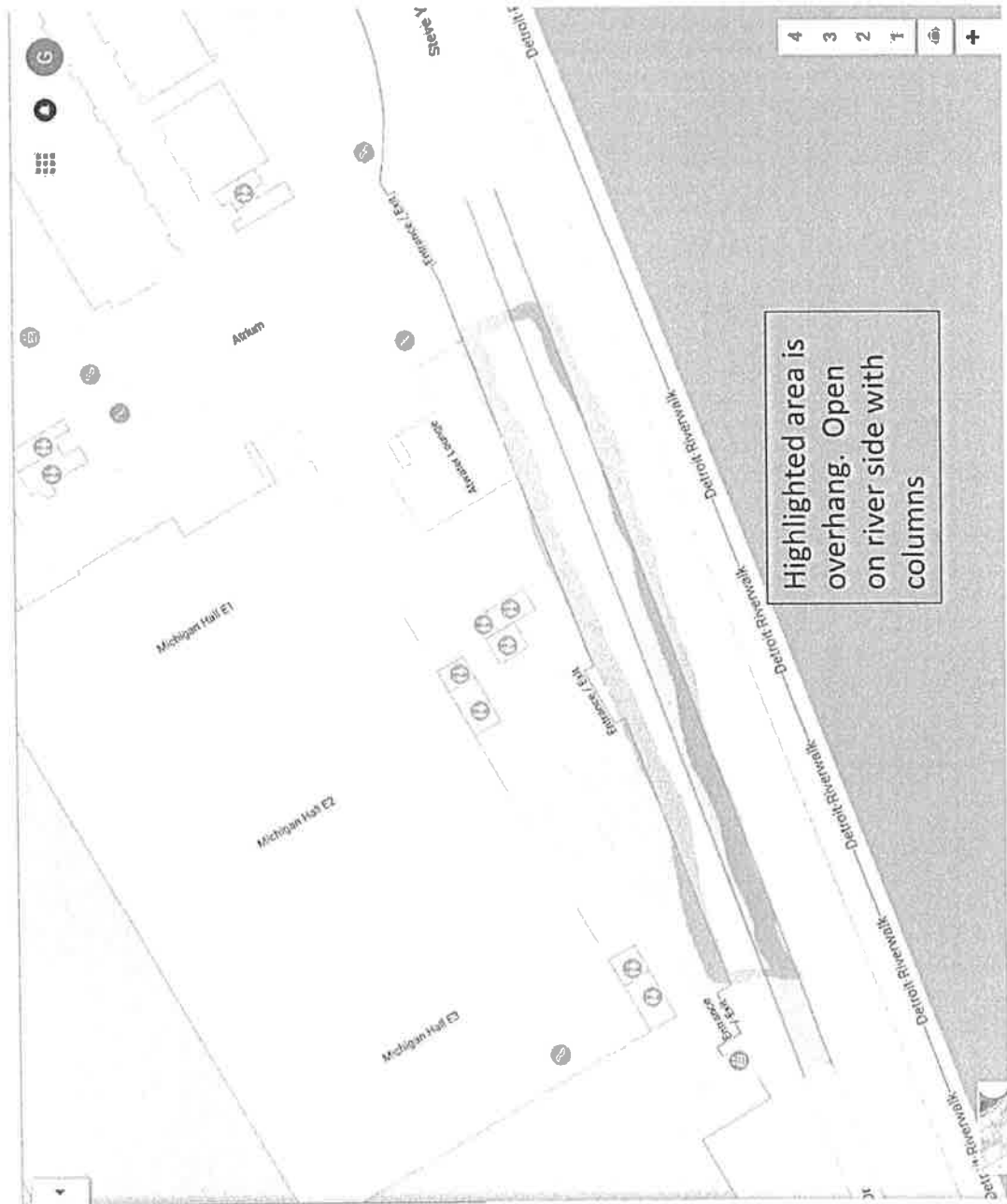
West Turn around

Road closed

4

3

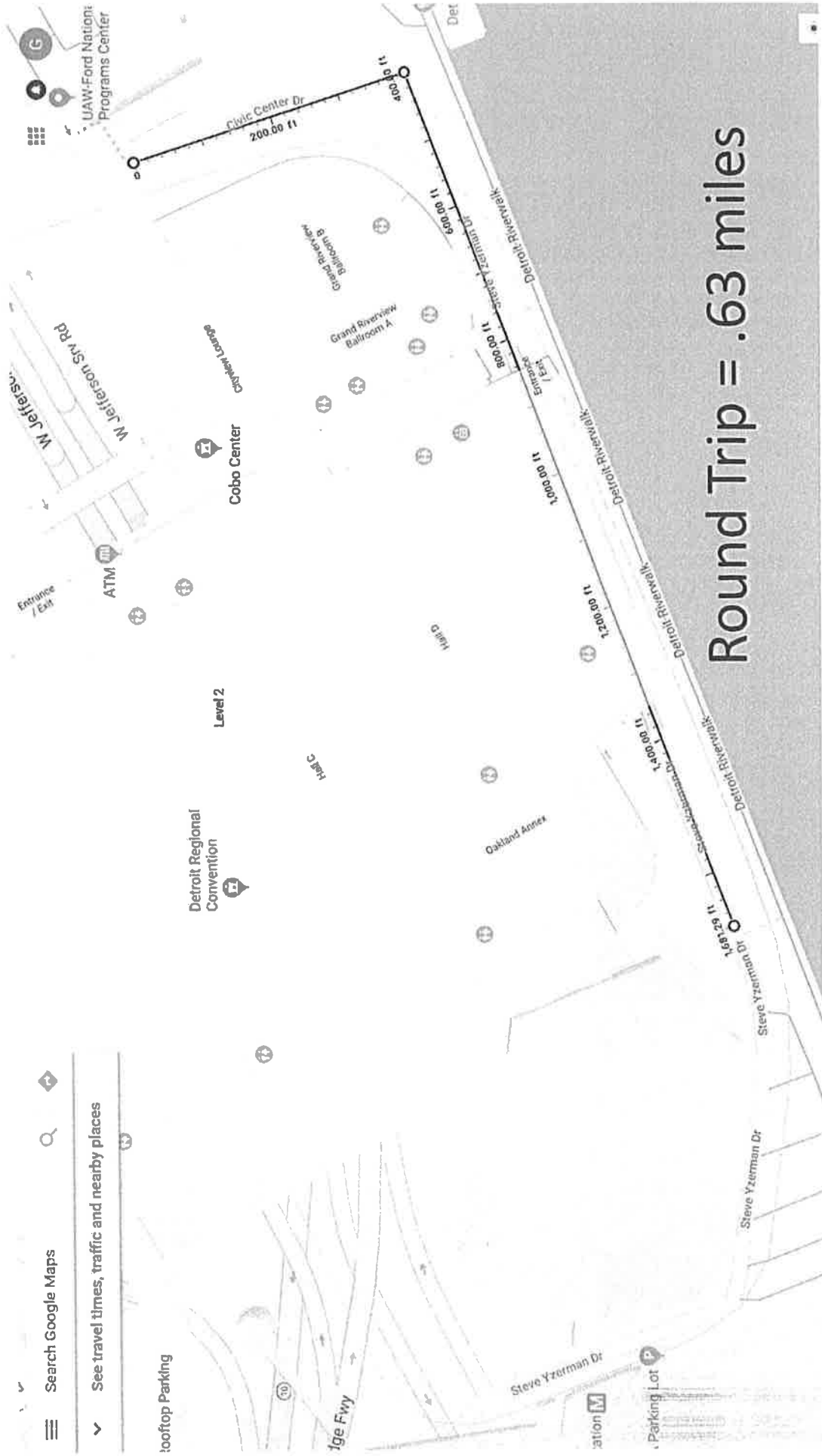
2



Highlighted area is overhang. Open on river side with columns

Search Google Maps

See travel times, traffic and nearby places



Round Trip = .63 miles



## HART EMS MEDICAL SERVICES PLLC

220 Bagley, Suite 912

Detroit, MI 48226

Phone 313-366-4278 Fax 313-216-1771

January 15, 2018

This is to confirm that HART EMS MEDICAL SERVICES PLLC (HART) will provide on-site medical service for 2018 and 2019 (dates and times to be determined; void for any year the event is cancelled) for SAE International (SAE) World Congress Experience (WCX) on the following date(s) and time(s):

### SET-UP:

Friday	April 06, 2018	8:00 am - 5:00 pm (9.0 hours)
Saturday	April 07, 2018	8:00 am - 5:00 pm (9.0 hours)
Sunday	April 08, 2018	HALL DARK
Monday	April 09, 2018	8:00 am - 5:00 pm (9.0 hours)

### EXHIBIT HOURS:

Tuesday	April 10, 2018	8:45 am - 5:00 pm (8.15 hours)
Wednesday	April 11, 2018	8:45 am - 5:00 pm (8.15 hours)
Thursday	April 12, 2018	8:45 am - 4:00 pm (7.15 hours)

### TEAR DOWN:

Thursday	April 12, 2018	4:00 pm - 9:00 pm (5.0 hours)
Friday	April 13, 2018	8:00 am - 1:00pm (5.0 hours)

HART EMS MEDICAL SERVICES PLLC will provide these on-site standby services

Two (2) Medical Providers @ \$35.00 ea/hr (with contract discount of \$5.00 ea/hr)

60.45 hours this cost includes equipment for first aid station

Wheelchairs: Two (2) Manual Wheelchairs and one (1) Electric Wheelchair:

2018 no charge.

Total cost for coverage: \$ 3,627.00

**\*\* Should the event run longer than contracted, additional cost will be added\*\***

SAE will provide the following:

- Location for Medical provider parking
- Any necessary credentials
- Parking Passes for HART EMS MEDICAL SERVICES PLLC staff vehicles
- Bathroom Facilities
- Contact Person name
- Location for First Aid
- Ice & Water for patient use
- Access to telephone services

It is understood that with no ambulance on site, there is no guarantee of ambulance response and the 911 System will be utilized in case of an emergency transport. It is also understood that, all on-site medical facilities and ambulances have a limited capacity, and should other emergency resources be called in by mutual agreement of both HART and SAE that HART will be held harmless for any overtaxing of its resources and will not be held responsible for other costs incurred. It is further understood that the request for services: the number of personnel, starting and ending times to be on-site, is as outlined above and designed by SAE. HART assumes no responsibility for the planning, accuracy and/or outcome of same. Should the request for transport result in overtaxing of resources contracted for, HART will, at its' discretion, call for transport via city or private provider.

HART assumes no responsibility for availability or response capabilities of outside ambulance services. It is understood by the parties that HART is held accountable for medical treatments by the governing county agencies and must adhere to all policies and procedures pertaining to medical provision. HART, its staff, and agents shall be held harmless for any incidents arising from this event. Furthermore, any treatment provided by other contracted, volunteer agencies or employees will not be the responsibility of HART and will be held harmless for any liability resulting in treatment by other agencies, either contracted or volunteered.

Mutual Liability and Indemnification

Hart hereby assumes the entire and full responsibility and liability for, and agrees to defend, indemnify and hold harmless SAE International, its officers, directors, members, staff and other representatives from and against any and all claims, damages, injury (including, without limitation, death at any time resulting therefrom), penalties, loss or expense (including, without limitation, all attorney fees and other expenses of any arbitration or litigation) of any nature whatsoever arising from or in any way connected with the work or services performed by HART under this contract, but specifically excluding any liability for the contents, or deficiency in the contents, of the editorial material not written by HART.

SAE INTERNATIONAL hereby assumes the entire and full responsibility and liability for, and agrees to defend, indemnify and hold harmless HART, its offices, directors, members, staff and other representatives from and against any and all claims, damages, injury (including, without limitation, death at any time resulting therefrom), penalties, loss or expense (including, without limitation, all attorney fees and other expenses of any arbitration or litigation) of any nature whatsoever arising from or in any way connected with the work or services performed by SAE International under this contract, but specifically excluding any liability for the content, or deficiency in the contents, of the editorial material not written by SAE International.

Optional Termination

SAE International shall have the right to terminate this agreement without any penalty, cancellation fee or other payments or changes at any time upon ten (10) working days written notice to HART. In the event of termination under this section, SAE International shall pay HART for the work accomplished to the effective date of termination. Work accomplished shall be supported by detailed documentation.


Payment Terms

- a) Invoices must include the SAE International Purchase Order Number.
- b) Payment - Due Upon Receipt.

AGREED: 

Adam Gottlieb  
HART EMS MEDICAL SERVICES PLLC

  
Johann Schneider  
SAE International

  
Date

\_\_\_\_\_  
Date



# CERTIFICATE OF LIABILITY INSURANCE

SAEINT

DATE (MM/DD/YYYY) 1/2/2019
-------------------------------

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS 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 have ADDITIONAL INSURED provisions or 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).**

<b>PRODUCER</b> Commercial Lines - (412) 765-3510  USI Insurance Services LLC Six PPG Place, Suite 200, Pittsburgh, PA 15222	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2"><b>CONTACT NAME:</b> Sandra J. Green</td> </tr> <tr> <td><b>PHONE (A/C, No., Ext):</b> 412-430-6023</td> <td><b>FAX (A/C, No):</b> 610-537-2289</td> </tr> <tr> <td colspan="2"><b>E-MAIL ADDRESS:</b> sandra.green@usi.com</td> </tr> </table> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <thead> <tr> <th style="width: 80%;">INSURER(S) AFFORDING COVERAGE</th> <th style="width: 20%;">NAIC #</th> </tr> </thead> <tbody> <tr> <td><b>INSURER A:</b> Great Northern Insurance Company</td> <td>20303</td> </tr> <tr> <td><b>INSURER B:</b> Federal Insurance Company</td> <td>20281</td> </tr> <tr> <td><b>INSURER C:</b></td> <td></td> </tr> <tr> <td><b>INSURER D:</b></td> <td></td> </tr> <tr> <td><b>INSURER E:</b></td> <td></td> </tr> <tr> <td><b>INSURER F:</b></td> <td></td> </tr> </tbody> </table>	<b>CONTACT NAME:</b> Sandra J. Green		<b>PHONE (A/C, No., Ext):</b> 412-430-6023	<b>FAX (A/C, No):</b> 610-537-2289	<b>E-MAIL ADDRESS:</b> sandra.green@usi.com		INSURER(S) AFFORDING COVERAGE	NAIC #	<b>INSURER A:</b> Great Northern Insurance Company	20303	<b>INSURER B:</b> Federal Insurance Company	20281	<b>INSURER C:</b>		<b>INSURER D:</b>		<b>INSURER E:</b>		<b>INSURER F:</b>	
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<b>INSURER E:</b>																					
<b>INSURER F:</b>																					
<b>INSURED</b> SAE International 400 Commonwealth Drive  Warrendale, PA 15096																					

**COVERAGES** **CERTIFICATE NUMBER:** 13798810 **REVISION NUMBER:** See below

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.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS																		
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER			3597-82-04	01/01/2019	01/01/2020	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence)</td><td>\$</td><td>1,000,000</td></tr> <tr><td>MED EXP (Any one person)</td><td>\$</td><td>10,000</td></tr> <tr><td>PERSONAL &amp; ADV INJURY</td><td>\$</td><td>1,000,000</td></tr> <tr><td>GENERAL AGGREGATE</td><td>\$</td><td>2,000,000</td></tr> <tr><td>PRODUCTS - COMP/OP AGG</td><td>\$</td><td>2,000,000</td></tr> <tr><td>Employee Benefits E&amp;O</td><td>\$</td><td>2,000,000</td></tr> </table>	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence)	\$	1,000,000	MED EXP (Any one person)	\$	10,000	PERSONAL & ADV INJURY	\$	1,000,000	GENERAL AGGREGATE	\$	2,000,000	PRODUCTS - COMP/OP AGG	\$	2,000,000	Employee Benefits E&O	\$	2,000,000
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A	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/>			7359-64-80 Deductibles: Comprehensive \$1,000 Collision \$1,000	01/01/2019	01/01/2020	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>COMBINED SINGLE LIMIT (Ea accident)</td><td>\$</td><td>1,000,000</td></tr> <tr><td>BODILY INJURY (Per person)</td><td>\$</td><td></td></tr> <tr><td>BODILY INJURY (Per accident)</td><td>\$</td><td></td></tr> <tr><td>PROPERTY DAMAGE (Per accident)</td><td>\$</td><td></td></tr> </table>	COMBINED SINGLE LIMIT (Ea accident)	\$	1,000,000	BODILY INJURY (Per person)	\$		BODILY INJURY (Per accident)	\$		PROPERTY DAMAGE (Per accident)	\$							
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B	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION S			7818-10-34	01/01/2019	01/01/2020	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>EACH OCCURRENCE</td><td>\$</td><td>10,000,000</td></tr> <tr><td>AGGREGATE</td><td>\$</td><td>10,000,000</td></tr> </table>	EACH OCCURRENCE	\$	10,000,000	AGGREGATE	\$	10,000,000												
EACH OCCURRENCE	\$	10,000,000																							
AGGREGATE	\$	10,000,000																							
B	<input checked="" type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N	7174-38-47	01/01/2019	01/01/2020	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td><input checked="" type="checkbox"/> PER STATUTE</td> <td><input type="checkbox"/> OTHER</td> <td></td> </tr> <tr><td>E.L. EACH ACCIDENT</td><td>\$</td><td>1,000,000</td></tr> <tr><td>E.L. DISEASE - EA EMPLOYEE</td><td>\$</td><td>1,000,000</td></tr> <tr><td>E.L. DISEASE - POLICY LIMIT</td><td>\$</td><td>1,000,000</td></tr> </table>	<input checked="" type="checkbox"/> PER STATUTE	<input type="checkbox"/> OTHER		E.L. EACH ACCIDENT	\$	1,000,000	E.L. DISEASE - EA EMPLOYEE	\$	1,000,000	E.L. DISEASE - POLICY LIMIT	\$	1,000,000						
<input checked="" type="checkbox"/> PER STATUTE	<input type="checkbox"/> OTHER																								
E.L. EACH ACCIDENT	\$	1,000,000																							
E.L. DISEASE - EA EMPLOYEE	\$	1,000,000																							
E.L. DISEASE - POLICY LIMIT	\$	1,000,000																							

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
 Evidence of coverage

<b>CERTIFICATE HOLDER</b>  SAE International 400 Commonwealth Drive Warrendale, PA 15096	<b>CANCELLATION</b>  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 
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## SAE DEMO DAYS at WCX 2019

Giving the public rides in an automated vehicle

**SAE Demo Days** is a public facing event created to give people hands on experience with automated vehicles and

- build comfort, confidence and trust around the technology
- reinforce engineering advancements designed to enable safety
- show the differences between ADAS and automated functions
- gather feedback to aid in product development and adoption

### Event Format

While each event is customized based on partner objectives and capabilities, there are 4 main elements:

- a pre- and post-ride survey
- the ride in an automated vehicle
- engagement with interactive/technology displays
- chat with the experts

### WCX 2019

SAE in partnership with PAVE [Partners for Automated Vehicle Education] and Perrone Robotics will give the Detroit community a chance to test ride the future in conjunction with WCX 2019.

3 Public Days: April 5, 6 and 7

VIP Day: April 8

WCX Attendee Day: April 9  
and April 10

**To learn more and discuss how your company can participate, contact:**

Marcie Hineman, Strategic Marketing Manager  
marcie.hineman@sae.org | +1.724.772.4074

2019-02-18

696

696 *Petition of SAE International, request to hold "WCX 2019 World Congress Experience Autonomous Ride and Drive" at COBO on 4/5/19 - 4/10/19 @ 8AM - 6PM, Set-up on 4/3/19 - 4/4/19 @ 9AM - 5PM, Tear down on 4/10/19, Event has multiple start and end times and multiple street closures.*

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**REFERRED TO THE FOLLOWING DEPARTMENT(S)**

- MAYOR'S OFFICE
- POLICE DEPARTMENT
- BUSINESS LICENSE CENTER
- TRANSPORTATION DEPARTMENT
- DPW - CITY ENGINEERING DIVISION
- FIRE DEPARTMENT
- BUILDINGS SAFETY ENGINEERING
- MUNICIPAL

20

**OFFICE OF CONTRACTING  
AND PROCUREMENT**

March 6, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

6001887      100% Street Funding – To Provide Emulsified Asphalt. – Contractor: Cadillac Asphalt LLC – Location: 2575 S. Haggerty Rd., Ste. 100, Canton, MI 48188 – Contract Period: Upon City Council Approval through March 26, 2020 – Total Contract Amount: \$771,000.00. **DEPARTMENT OF PUBLIC WORKS**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer  
Office of Contracting and Procurement

**BY COUNCIL MEMBER**                     **BENSON**                    

**RESOLVED**, that Contract No. 6001814 referred to in the foregoing communication dated March 12, 2019 be hereby and is approved.

OFFICE OF CONTRACTING  
AND PROCUREMENT

March 6, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

6001902      100% City Funding – To Provide Tire Sales, Repair, Recapping, Scrapping, and Ancillary Services. – Contractor: Shrader Tire & Oil, Inc. – Location: 2045 Sylvania Ave., Toledo, OH 43613 – Contract Period: Upon City Council Approval through March 14, 2022 – Total Contract Amount: \$2,600,000.00.  
*Waiver of Reconsideration Requested* **DEPARTMENT OF TRANSPORTATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer  
Office of Contracting and Procurement

**BY COUNCIL MEMBER** \_\_\_\_\_ **BENSON** \_\_\_\_\_

**RESOLVED**, that Contract No. 6001845 referred to in the foregoing communication dated March 12, 2019 be hereby and is approved.

22

**OFFICE OF CONTRACTING  
AND PROCUREMENT**

March 6, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3031130      100% City Funding – To Provide New Furniture to Fire Houses. – Contractor: Audio Visual Equipment & Supplies DBA AVE – Location: 1155 Brewery Park Blvd. Ste. 350, Detroit, MI 48207 – Contract Period: Upon City Council Approval through February 11, 2020 – Total Contract Amount: \$41,160.00. **FIRE**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer  
Office of Contracting and Procurement

**BY COUNCIL MEMBER**                     **BENSON**

**RESOLVED**, that Contract No. 6000395 referred to in the foregoing communication dated March 12, 2019 be hereby and is approved.



**OFFICE OF CONTRACTING  
AND PROCUREMENT**

March 6, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3030590      100% City Funding – To Provide Emergency Residential Demolition at 3435 Cadillac, and 3979 St. Clair. – Contractor: Adamo Demolition Co. – Location: 320 E. Seven Mile Rd., Detroit, MI 48203 – Contract Period: Upon City Council Approval through January 20, 2020 – Total Contract Amount: \$42,150.00.  
**HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer  
Office of Contracting and Procurement

**BY COUNCIL MEMBER** \_\_\_\_\_ **BENSON** \_\_\_\_\_

**RESOLVED**, that Contract No. 6000438 referred to in the foregoing communication dated March 12, 2019 be hereby and is approved.

**OFFICE OF CONTRACTING  
AND PROCUREMENT**

March 6, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3031583      100% City Funding – To Provide Emergency Residential Demolition at 14572 Birwood. – Contractor: Leadhead – Location: 41617 Cummings Lane, Novi, MI 48337– Contract Period: Upon City Council Approval through March 11, 2020 – Total Contract Amount: \$19,720.00. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer  
Office of Contracting and Procurement

**BY COUNCIL MEMBER** \_\_\_\_\_ **BENSON**

**RESOLVED**, that Contract No. 6001704 referred to in the foregoing communication dated March 12, 2019 be hereby and is approved.

OFFICE OF CONTRACTING  
AND PROCUREMENT

March 6, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3031594     100% City Funding – To Provide Emergency Demolition at 8539 Colfax, and 5141 Hillsboro. – Contractor: Gayanga – Location: 1420 Washington Blvd., #301, Detroit, MI 48226 – Contract Period: Upon City Council Approval through March 12, 2020 – Total Contract Amount: \$59,438.00. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer  
Office of Contracting and Procurement

**BY COUNCIL MEMBER**                                 **BENSON**                                

**RESOLVED**, that Contract No. 6001772 referred to in the foregoing communication dated March 12, 2019 be hereby and is approved.

24

**OFFICE OF CONTRACTING  
AND PROCUREMENT**

March 6, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3031714      100% City Funding – To Provide Residential Demolition for 11.8.18 Group B (29 Properties in Districts 3 & 4). – Contractor: Blue Star, Inc. – Location: 21950 Hoover, Warren, MI 48089 – Contract Period: Upon City Council Approval through April 6, 2020 – Total Contract Amount: \$752,663.22. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer  
Office of Contracting and Procurement

**BY COUNCIL MEMBER** \_\_\_\_\_ **BENSON** \_\_\_\_\_

**RESOLVED**, that Contract No. 6001671 referred to in the foregoing communication dated March 12, 2019 be hereby and is approved.

27

**OFFICE OF CONTRACTING  
AND PROCUREMENT**

March 6, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3031715      100% City Funding – To Provide Residential Demolition for 11.8.18 Group H (25 Properties in Districts 5 & 6). – Contractor: Blue Star, Inc. – Location: 21950 Hoover, Warren, MI 48089 – Contract Period: Upon City Council Approval through March 3, 2020 – Total Contract Amount: \$828,223.73. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer  
Office of Contracting and Procurement

**BY COUNCIL MEMBER** \_\_\_\_\_ **BENSON**

**RESOLVED**, that Contract No. 6001846 referred to in the foregoing communication dated March 12, 2019 be hereby and is approved.



**OFFICE OF CONTRACTING  
AND PROCUREMENT**

March 6, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3031852      100% City Funding – To Provide Emergency Residential Demolition at 5020, and 5026 Military, and 2940 Livernois. – Contractor: Able Demolition Co. – Location: 5675 Auburn Rd., Shelby Township, MI 48317 – Contract Period: Upon City Council Approval through March 11, 2020 – Total Contract Amount: \$62,317.00. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer  
Office of Contracting and Procurement

**BY COUNCIL MEMBER** \_\_\_\_\_ **BENSON** \_\_\_\_\_

**RESOLVED**, that Contract No. 3030667 referred to in the foregoing communication dated March 12, 2019 be hereby and is approved.

S U M M A R Y

**AN ORDINANCE** to amend Chapter 55 of the 1984 Detroit City Code, *Traffic and Vehicles*, by amending Article I, titled *Generally*, Division 1, *Administration*, by amending Sections 55-1-6 to modify the definition of residential parking permit area.



1 **BY COUNCIL MEMBER \_\_\_\_\_:**

2 **AN ORDINANCE** to amend Chapter 55 of the 1984 Detroit City Code, *Traffic and Vehicles*;  
3 by amending Article I, titled *Generally*, Division 1, *Administration*, by amending Sections 55-1-6 to  
4 modify the definition of residential parking permit area.

5 **IT IS HEREBY ORDAINED BY THE PEOPLE OF THE CITY OF DETROIT THAT:**

6 **Section 1.** Chapter 55 of the 1984 Detroit City Code, *Traffic and Vehicles*; be amended by  
7 amending Article I, titled *Generally*, Division 1, *Administration*, by amending Sections 55-1-6 to modify  
8 the definition of residential parking permit area., to read as follows:

9 **CHAPTER 55. TRAFFIC AND VEHICLES**

10 **ARTICLE I. GENERALLY**

11 **DIVISION 1. ADMINISTRATION**

12 **Sec. 55-1-6. Definitions: q-s.**

13 For purposes of this chapter, the following words and phrases, which have not been  
14 incorporated by reference through Article III of this chapter, shall have the meanings respectively  
15 ascribed to them by this section:

16 *Rate level* means the parking rate levels established in accordance with Section 55-4-63.

17 *Recreational equipment* means boats, snowmobiles, off-road vehicles, dune buggies, jet  
18 skis, or other similar items.

19 *Registrant* means the owner of a bicycle who has registered the bicycle with the Police  
20 Department.

21 *Registration* means a registration certificate, plate, adhesive tab, or other indicator of  
22 registration issued under this act for display on a vehicle.

23 *Residence district* means the territory contiguous to a highway, where the frontage on such  
24 highway for a distance of 300 feet or more is mainly occupied by dwellings, or by dwellings and

1 buildings, that are not in use for business.

2 *Residential parking permit area* means: an area designated pursuant to Article II,  
3 Enforcement, Division 2, Residential Parking Permits of this Chapter

4 (1) — ~~An area that contains a minimum of six contiguous block faces, or three~~  
5 ~~blocks facing each other or any contiguous combination thereof; or~~

6 (2) — ~~An area that contains less than a minimum of six contiguous block faces, or~~  
7 ~~three blocks facing each other or any contiguous combination thereof, which has~~  
8 ~~been approved by the City Council as a residential parking permit area, and consists~~  
9 ~~primarily of residential dwellings where on-street parking is regulated, pursuant to~~  
10 ~~Sections 55-2-21 through 55-2-26 of this Code, to provide residents of such~~  
11 ~~designated areas with reasonable access to on-street parking spaces at their~~  
12 ~~residences.~~

13 *Residential street* means any portion of any street or highway that is adjacent to or abutting  
14 any land that is either zoned R1, R2, R3, R4, R5, R6, or Residential PD in the Zoning Ordinance  
15 of the City, being Chapter 61 of this Code, or is developed with a single-family house, two-family  
16 house, town house, multiple-family dwelling, or rooming house.

17 *Restraint* means a device that is used to immobilize a vehicle such as a “boot” or a  
18 “Denver boot.”

19 **Secs. 55-1-7 – 55-1-30. Reserved.**

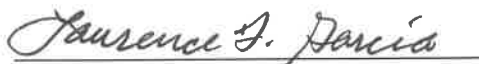
**Section 2.** All ordinances or parts of ordinances in conflict with this ordinance are repealed.

**Section 3.** This ordinance is declared necessary for the preservation of the public peace, health, safety, and welfare of the people of the City of Detroit.

**Section 4.** If this ordinance is passed by a two-thirds (2/3) majority of City Council members serving, it shall be given immediate effect and shall become effective upon publication in accordance with Section 4-118 of the 2012 Detroit City Charter; if passed by less than a two-thirds (2/3) majority of City Council members serving, it shall become effective no later than thirty (30) days after publication in accordance with Section 4-118 of the 2012 Detroit City Charter; if this ordinance specifies a certain date to become effective, it shall become effective in accordance with the date specified therein, subject to the publication requirement in Section 4-118 of the 2012 Detroit City Charter.

**Section 5.** This ordinance shall not take effect unless the companion ordinance amending amend Chapter 55 of the 1984 Detroit City Code, *Traffic and Vehicles*; Article II, *Enforcement*, Division 2, *Residential Parking Permits*, dates March 6, 2019, is enacted.

**Approved as to form:**



Lawrence García  
Corporation Counsel



CITY OF DETROIT  
LAW DEPARTMENT

COLEMAN A. YOUNG MUNICIPAL CENTER  
2 WOODWARD AVENUE, SUITE 500  
DETROIT, MICHIGAN 48226-3437  
PHONE 313•224•4550  
FAX 313•224•5505  
WWW.DETROITMI.GOV

30

March 6, 2019

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

**Re: Proposed Amendment of Chapter 55 of the 1984 Detroit City Code, *Traffic and Vehicles*; by amending Article I, titled *Generally*, Division 1, *Administration*, by amending Sections 55-1-6 to modify the definition of residential parking permit area.**

Honorable City Council:

The Law Department has prepared and approved as to form the above-referenced ordinance for your consideration. The proposed ordinance, if adopted, will not take effect unless the broader amendments to Chapter 55 regarding the residential parking permit program is enacted.

Respectfully submitted,

Julianne V. Pastula  
Senior Assistant Corporation Counsel  
City of Detroit Law Department  
(313) 237-2935



CITY OF DETROIT  
LAW DEPARTMENT

COLEMAN A. YOUNG MUNICIPAL CENTER  
2 WOODWARD AVENUE, SUITE 500  
DETROIT, MICHIGAN 48226-3437  
PHONE 313•224•4550  
FAX 313•224•5505  
WWW.DETROITMI.GOV

31

March 6, 2019

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

**Re: Proposed Amendment of Chapter 55 of the 1984 Detroit City Code, *Traffic and Vehicles*, Article II, *Enforcement*, by amending Division 2, *Residential Parking Permits*.**

Honorable City Council:

During the public hearings on the above-referenced ordinance held February 25<sup>th</sup> and March 4<sup>th</sup>, the Public Health and Safety Standing Committee motioned for additional amendments to be made prior to consideration at the upcoming formal session. Please note the following modification were made to the October 26, 2018, version:

**Page 9, lines 6 through 15:** To clarify “certified resident”:

2. The individual resident or group of residents shall provide relevant information regarding the proposed residential parking permit area on the petition such as time and/or day limits, proposed boundaries and circulate it within the residential district to ascertain resident support. Change to colon:
  - i. The petitions must contain signatures of certified residents of at least 60% of all residences in the residential area and meet the designation criteria in Sec. 55-2-24 for consideration as a residential parking permit area. Change period to semi colon and add “and”
  - ii. Apartment buildings and other multiple-family dwellings shall be considered as one residence for petitioning purposes and shall be limited to one signature, which shall be the signature of the property owner or the signature of a person who is legally authorized to sign on behalf of the property owner. Add “comma not renters” and change period to semi colon and add “and”
  - iii. The minimum boundary requirement shall be one block face. Change period to semi colon and add “and”

**Page 10, line 16 through 18:** Addition of “The City Clerk shall also notify the resident petition coordinator that the preliminary thresholds for consideration have been met and the City shall compile a formal recommendation.”



**Page 12, lines 11 through 13:** Add:

(e) For any petition filed during the first twelve months following the operative date of this division, the 10 and 30-day time frames in subparts (b) and (d) of this Section shall be suspended.

**Page 15, lines 6 and 21:** Change “at least one” at large council member to “both” members.

**Page 16, line 2:** Change 30 days to “60 days”.

**Page 16, line 22:** Add “or partial block face”.

**Page 18, line 3:** Change “at least one” at large council member to “both” members.

**Page 18, line 21 and Page 19, lines 13 through 16:** Modify the section title and add subpart (c).  
Sec. 55-2-30. Application for permit; eligibility.

(c) Applicants and holders of annual permits shall meet eligibility requirements which include the submission of a complete application, payment of applicable fee(s), reside within the residential parking permit area, have no outstanding parking citations or fines, and no current revocation actions as set forth in Sec. 55-2-36 of this division.

**Page 19, lines 18, 20 and 21:** Modify as follows:

(a) Upon City Council's approval through adoption of a resolution or non-action that an area shall be designated by the City as a residential parking permit area, the City Clerk shall notify Department of Public Works and Municipal Parking Department. The Clerk shall also notify residents via first-class mail at each address in the area of the City Council's action and inform them of the City's procedure for the implementation of the residential parking permit area. The Municipal Parking Department shall send a description of the designated area to the City Clerk who shall publish the notice on the City of Detroit website and in a newspaper of general circulation in the City. The designated area shall have a unique zone number assigned by the Municipal Parking Department.

**Page 20, line 11:** Addition of:

Following City Council approval of a residential parking permit area, the Municipal Parking Department shall issue parking permits, including but not limited to annual residential parking permits and daily visitor permits, after July 1, 2019, as follows:

**Page 21, lines 11 and 12:** Addition of:

3. One additional residential parking permit is available to residences with an additional vehicle registered to that street address.

**Page 21, line 18:** Change “24” to “30” available guest passes.



**Page 23, lines 9 through 11:** Add language:

(a) Fees shall be charged for permits under this Division, including but not limited to an annual residential permit fee, daily visitor fee, and a reduced annual resident permit fee for senior citizens and individuals that receive or qualify for a partial or complete property tax exemption pursuant to Chapter 18, Article IX, Division 9, the City's Homeowners Property Tax Assistance Program.

**Page 25, lines 2 and 3:** Add "Residing within a designated residential parking permit area does not guarantee issuance of any permit associated with the residential parking permit area."

**Page 26, amend Sec. 4** to reflect a 60 day delayed effective date.

Attached please find an updated version of the ordinance, dated March 6, 2019, which has also been approved as to form and filed with the Clerk's Office on today's date.

Respectfully submitted,

Julianne V. Pastula  
Senior Assistant Corporation Counsel  
City of Detroit Law Department  
(313) 237-2935

## S U M M A R Y

AN ORDINANCE to amend Chapter 55 of the 1984 Detroit City Code, *Traffic and Vehicles*; Article II, *Enforcement*, Division 2, *Residential Parking Permits*, by repealing Sections 55-2-21 to 55-2-26; by adding Subdivision A, *Designation criteria, petition process*, by adding sections 55-2-21 to 55-2-25, to set forth the purpose and definitions, to establish the designation process, to set forth the designation criteria and community engagement protocols; by adding Subdivision B, *Establishment, modification and elimination of residential parking permit areas*, by adding sections 55-2-26 to 55-2-29, to require public hearing(s) and city council resolution, to provide for the addition or removal of block faces or partial block faces, to set forth the required levels of resident participation and the process for termination of a residential parking permit area; by adding Subdivision C, *Implementation, administration and enforcement of residential parking permit areas*, by adding sections 55-2-30 to 55-2-38, to set forth the minimum requirements for the application for a permit, provide for notification and signage in residential parking permit areas, to provide for the issuance of permits, to associate a permit to a vehicle's license plate, to establish fees and replacement of permits, to set forth the expiration and renewal of permits, to provide for the revocation of permits and set forth penalties, to establish that a residential parking permit is not a guarantee of a parking space, to establish the residential parking permit violations and penalties, and to require procedures be established for the administration of residential parking permit areas.



1 **BY COUNCIL MEMBER \_\_\_\_\_:**

2 AN ORDINANCE to amend Chapter 55 of the 1984 Detroit City Code, *Traffic and Vehicles*;  
3 Article II, *Enforcement*, Division 2, *Residential Parking Permits*, by repealing sections 55-2-21 to 55-2-26;  
4 by adding Subdivision A, *Designation criteria, petition process*; by adding sections 55-2-21 to 55-2-25, to  
5 set forth the purpose and definitions, to establish the designation process, to set forth the designation  
6 criteria and community engagement protocols; by adding Subdivision B, *Establishment, modification and*  
7 *elimination of residential parking permit areas*, by adding sections 55-2-26 to 55-2-29, to require public  
8 hearing(s) and city council resolution, to provide for the addition or removal of block faces or partial  
9 block faces, to set forth the required levels of resident participation and the process for termination  
10 of a residential parking permit area; by adding Subdivision C, *Implementation, administration and enforcement*  
11 *of residential parking permit areas*, by adding sections 55-2-30 to 55-2-38, to set forth the minimum  
12 requirements for the application for a permit, provide for notification and signage in residential  
13 parking permit areas, to provide for the issuance of permits, to associate a permit to a vehicle's license  
14 plate, to establish fees and replacement of permits, to set forth the expiration and renewal of permits,  
15 to provide for the revocation of permits and set forth penalties, to establish that a residential parking  
16 permit is not a guarantee of a parking space, to establish the residential parking permit violations and  
17 penalties, and to require procedures be established for the administration of residential parking permit  
18 areas.

19 **IT IS HEREBY ORDAINED BY THE PEOPLE OF THE CITY OF DETROIT THAT:**

20 **Section 1.** Chapter 55 of the 1984 Detroit City Code, *Traffic and Vehicles*; Article II, *Enforcement*,  
21 Division 2, *Residential Parking Permits*, is amended by repealing Sections 55-2-21 to 55-2-26; by adding  
22 Subdivision A, *Designation criteria, petition process*, by adding sections 55-2-21 to 55-2-25; by adding  
23 Subdivision B, *Establishment, modification and elimination of residential parking permit areas*, by adding sections  
24 55-2-26 to 55-2-29; by adding Subdivision C, *Implementation, administration and enforcement of residential*

1 *parking permit areas*, by adding sections 55-2-30 to 55-2-38, to read as follows:

2 **Article II. Enforcement**

3 **Division 2. Residential Parking Permits**

4 **Sec. 55-2-21. -- Procedures and requirements for designation of a residential parking permit**  
5 **area.**

6 (a) ~~A person who, or group which, resides in a residence district unreasonably impacted by~~  
7 ~~parking congestion that is caused by the district's proximity to a major offsite parking generator~~  
8 ~~may request that the City designate the area a residential parking permit area.~~

9 (b) ~~Upon receipt of the request for designation, the Department of Public Works shall provide~~  
10 ~~to the person or group petitions which identify the proposed residential parking permit area. The~~  
11 ~~petitions shall state the applicable requirements and other relevant information concerning the~~  
12 ~~proposed residential parking permit area. The petitions shall be circulated by the person or group,~~  
13 ~~for the purpose of ascertaining whether the residents in the area support the proposed designation~~  
14 ~~by the City of the area as a residential parking permit area.~~

15 (c) ~~Within 60 days of receipt of petition signatures from residents that represent 75 percent of~~  
16 ~~dwelling units in the proposed parking permit area and 75 percent of the dwelling units on each~~  
17 ~~block face within the proposed area, the Department of Public Works shall;~~

18 (1) ~~Determine whether the proposed residential parking permit area contains a minimum~~  
19 ~~of six contiguous block faces, or three blocks facing each other or any contiguous~~  
20 ~~combination thereof, or is an area that contains less than a minimum of six contiguous~~  
21 ~~block faces or three blocks facing each other or any contiguous combination thereof,~~  
22 ~~which has street parking congestion that is caused by the area's proximity to a major~~  
23 ~~off-site parking generator;~~

1           ~~(2) Verify the authenticity of the resident petition signatures; and~~

2           ~~(3) Analyze the traffic and resident parking conditions in the proposed residential~~  
3           ~~parking permit area.~~

4           ~~(d) A residence district, or part thereof, shall not be recommended for designation by the City~~  
5           ~~as a residential parking permit area unless the Department of Public Works analysis, including a~~  
6           ~~survey, where needed, reveals that the area is unreasonably impacted due to the area's proximity~~  
7           ~~to a major off-site parking generator and such designation is deemed necessary to alleviate a street~~  
8           ~~parking shortage for the area's residents.~~

9           ~~(e) Where the analysis by the Department of Public Works substantiates the need for the~~  
10           ~~designation of the area as a residential parking permit area, said department shall forward its~~  
11           ~~findings to the Municipal Parking Department. Within 10 days, but not later than 30 days, after~~  
12           ~~receipt of the Department of Public Works findings, the Municipal Parking Department shall~~  
13           ~~schedule a community meeting and mail a notice regarding the meeting date to the addresses of all~~  
14           ~~residents of the proposed residential parking permit area. At the community meeting, the results of~~  
15           ~~the Department of Public Works analysis, the boundaries of the proposed residential parking~~  
16           ~~permit area, the application procedures and permit fees to be charged, and the signage~~  
17           ~~recommended to be posted shall be provided to the residents of the proposed residential parking~~  
18           ~~permit area.~~

19           ~~(f) No later than 30 days after the community meeting is held and based upon its analysis, the~~  
20           ~~Department of Public Works shall make its recommendation to the City Council, which shall~~  
21           ~~include consideration of comments that were recorded at the community meeting.~~

22           ~~(g) The City Council may approve the designation of the impacted area as a residential parking~~  
23           ~~permit area upon the submission of the Department of Public Works recommendation pursuant to~~

1 Subsection (f) of this section, and a determination by City Council that 1) residential street parking  
2 is unreasonably impacted in the area due to the area's proximity to a major off-site parking  
3 generator; and 2) the designation of the area as a residential parking permit area will alleviate a  
4 street parking shortage for the area's residents.

5 (h) Where the result of the Department of Public Works analysis does not support the  
6 recommendation for the need for designation of the proposed area as a residential parking permit  
7 area, the Department of Public Works shall notify the person or group, and the City Council, in  
8 writing of the results of its analysis and recommendation.

9 (i) Where the Department of Public Works recommends that a proposed area not be designated  
10 as a residential parking permit area, the person or group, requesting such designation may file a  
11 petition with the City Clerk which requests that the City Council hold a public hearing concerning  
12 the Department of Public Works analysis and recommendation that the area not be designated as  
13 a residential parking permit area. The request for a hearing shall be filed with the City Clerk within  
14 30 days after the mailing of the written notification of the Department of Public Works analysis  
15 and recommendation to the person or group. Upon the receipt of such a request by the City Clerk,  
16 the City Council may schedule and hold a public hearing regarding the Department of Public  
17 Works' analysis and recommendation. The City Clerk shall provide notice of the public hearing to  
18 the City Planning Commission, the Department of Public Works, the Municipal Parking  
19 Department, the person who, or group which, requested the designation of the area as a residential  
20 parking permit area, and any other interested party. After any public hearing, the City Council may  
21 approve the designation of the impacted area as a residential parking permit area where the City  
22 Council determines that residential street parking is unreasonably impacted in the subject area due  
23 to the area's proximity to a major off-street parking generator, and that the designation of the area

1 as a residential parking permit area will alleviate a street parking shortage for the area's residents.

2 **Sec. 55-2-22. – Residential parking permit area; implementation.**

3 (a) Upon City Council's approval through adoption of a resolution that an area shall be  
4 designated by the City as a residential parking permit area, the City Clerk shall notify residents at  
5 each address in the area of the City Council's action and inform them of the City's procedure for  
6 the implementation of the residential parking permit area. The Municipal Parking Department shall  
7 send a description of the designated area to the City Clerk who shall publish the notice in a  
8 newspaper of general circulation in the City.

9 (b) Signage of the designated area shall be installed by the Department of Public Works within  
10 30 days from the time that residents who represent 60 percent of the dwelling units in the  
11 designated area complete an application pursuant to Municipal Parking Department procedures,  
12 and purchase a residential parking permit.

13 (c) Permits shall be issued to residents of the residential parking permit area for a 12-month  
14 period and shall be renewed annually.

15 **Sec. 55-2-23. – Procedures and administration of residential parking permit area.**

16 (a) The Municipal Parking Department shall establish procedures for the implementation of  
17 residential parking permits in an area that is approved by resolution of City Council as a residential  
18 parking permit area.

19 (b) The Municipal Parking Department shall administer the Residential Parking Permit Area  
20 Program in accordance with this division.

21 **Sec. 55-2-24. – Residential parking permit area; required levels of resident participation.**

22 The participation of residents who represent 60 percent of dwelling units in the designated  
23 area is required to maintain a posted residential parking permit area.

1       ~~(a) Failure to achieve required level of participation. After 30 days but no later than 120 days~~  
2 ~~after approval by City Council of the residential parking permit area, any such area that does not~~  
3 ~~reach its initial required level of participation shall have such designation revoked by the~~  
4 ~~Municipal Parking Department. upon revocation of the designation, residents of the area who have~~  
5 ~~paid for a permit shall be entitled to a full refund.~~

6       ~~(b) Failure to maintain required participation. In the event that the number of residents who~~  
7 ~~participate in the residential parking permit program within a designated residential parking permit~~  
8 ~~area falls below a level of 60 percent of the occupied dwelling units, the designation may be~~  
9 ~~revoked by the Municipal Parking Department. Notice of such minimal level of participation shall~~  
10 ~~be mailed to each address in the area. Residents will have 30 days to bring the area into compliance~~  
11 ~~with the 60 percent requirement.~~

12       ~~(c) Termination of residential parking permit area. Upon receipt of a petition requesting~~  
13 ~~termination of the designation of an area as a residential parking permit area that is signed by~~  
14 ~~residents who represent 60 percent of the dwelling units in an existing residential parking permit~~  
15 ~~area and after following the procedures in section 55-2-21(c), (d) and (e) of section 55-2-21 of this~~  
16 ~~Code, the Department of Public Works shall notify the City Council that the designation of the~~  
17 ~~residential parking permit area has been terminated.~~

18 **Sec. 55-2-25. — Residential parking permit not a guarantee of parking space.**

19       A residential parking permit will allow, but shall not guarantee or reserve to the holder thereof,  
20 any on-street parking space within the designated residential parking permit area.

21 **Sec. 55-2-26. — Residential parking permit violation; penalty.**

22       (a) No person shall:

23       (1) Park in a residential parking permit area beyond the posted time allowed without a

1 residential parking permit;

2 ~~(2) Fail to surrender a residential parking permit to the municipal Parking Department~~  
3 ~~upon its demand where such permit is used in violation of sections 55-2-21 through~~  
4 ~~55-2-25 of this Code; or~~

5 ~~(3) Falsify information to obtain such a permit.~~

6 ~~(b) A person who violates any provision of this division shall:~~

7 ~~(1) Be subject to a civil infraction; and~~

8 ~~(2) Be liable for the fine and towing charges for violation of the parking regulations of~~  
9 ~~the city.~~

10 **Subdivision A. Designation criteria; petition process.**

11 **Sec. 55-2-21. Purpose.**

12 It is the purpose of this Division to establish a residential parking permit program to reduce  
13 hazardous conditions resulting from the use of streets within residential districts for the parking of  
14 vehicles by nonresidents; address motor vehicle congestion in areas and neighborhoods of the City  
15 without driveways, or garages; to protect those residential districts from polluted air, excessive  
16 noise, trash and refuse caused by the entry of the nonresident vehicles; to protect the residents of  
17 the districts from excessive burdens in gaining access to their residences; to promote efficiency in  
18 the maintenance of residential streets in a clean and safe condition; and to preserve the safety of  
19 children and other pedestrians; and preserve the peace, good order, comfort, convenience and  
20 welfare of the inhabitants of and visitors to the City.

21 **Sec. 55-2-22. Additional definitions.**

22 In addition to the definitions set forth in Secs. 55-1-1 through 55-1-7, the following words and  
23 phrases, whenever used in this Division, shall have the meanings defined in this section unless the

1 context clearly requires otherwise.

2 Block face means all lots abutting both sides of a street between two intersecting streets.

3 Certified resident means a property owner having title to real property or a renter who has a  
4 valid lease.

5 Corner lot means a lot that is located at the intersection of two or more streets within a  
6 residential parking permit area.

7 Motor vehicle shall include an automobile, truck, motorcycle or other motor-driven form of  
8 self-propelled transportation not in excess of 6,000 pounds gross weight.

9 Partial block face means a portion of a block face.

10 Residential district means a contiguous or nearly contiguous area containing public roadways  
11 which are primarily abutted by residential property and non-business property such as parks,  
12 religious institutions and schools.

13 Residential parking permit area means that area that has been defined by the Department of  
14 Public Works through the establishment of clearly defined boundaries within which residents shall  
15 be eligible to purchase residential parking permits.

16 Traffic generator means a property or properties which generates non-residential traffic. This  
17 includes employment areas; colleges and universities; medical centers; commercial and  
18 entertainment areas; and transit areas.

19 **Sec. 55-2-23. Designation process.**

20 (a)Petition. An individual resident or group of residents in a residential district that, in their  
21 opinion, is unreasonably impacted by parking congestion caused by the district's proximity to a  
22 traffic generator may submit a petition to the Office of the City Clerk requesting that the district  
23 be designated a residential parking permit area.



- 1           1. The petition forms shall be made available on the City’s website and at the Office of  
2                           the City Clerk.
- 3           2. The individual resident or group of residents shall provide relevant information  
4                           regarding the proposed residential parking permit area on the petition such as time  
5                           or day limits, or both, proposed boundaries and circulate it within the residential  
6                           district to ascertain resident support:
- 7                           i. The petitions must contain signatures of certified residents of at least 60% of all  
8                           residences in the residential area and meet the designation criteria in Sec.  
9                           55-2-24 for consideration as a residential parking permit area; and
- 10                          ii. Apartment buildings and other multiple-family dwellings shall be considered as  
11                          one residence for petitioning purposes and shall be limited to one signature,  
12                          which shall be the signature of the property owner or the signature of a person  
13                          who is legally authorized to sign on behalf of the property owner, not renters;  
14                          and
- 15                          iii. The minimum boundary requirement shall be one block face; and
- 16                          iv. The petition shall identify a resident petition coordinator and shall conform in  
17                          form and content with the requirements established under this Division. Each  
18                          sheet of the petition shall be verified by the affidavit of the person who obtained  
19                          the signatures to the petition. A person who willfully affixes another’s signature,  
20                          or subscribes and swear to a verification that is false in any material particular,  
21                          is guilty of perjury.
- 22           3. Upon receipt of the completed petitions and payment of the applicable fee, the City  
23                           Clerk shall issue a petition number and forward a copy of the completed petitions to

1 the Department of Public Works and the Municipal Parking Department.

2 i. In accordance with the Charter, the Office of the City Clerk shall establish and  
3 publish the fee for application under this section.

4 ii. The fee shall include each department's costs of processing and evaluating  
5 such petition.

6 (b)Preliminary Analysis. Within 10 days after receipt of the completed petition from the  
7 Office of the City Clerk, the Director of the Department of Public Works shall determine whether  
8 the request is reasonable and merits further analysis. The preliminary analysis will include, at  
9 minimum, a determination if on street residential parking is presently permitted on the streets being  
10 considered for permit parking and whether any obvious traffic conditions exist making it  
11 unreasonable to consider permit parking. The preliminary analysis shall be filed with the Office  
12 of the City Clerk and provided to the Municipal Parking Department.

13 1. If the proposed residential parking permit area set forth in the petition meets the  
14 preliminary thresholds for consideration, the City Clerk shall notify the Department  
15 of Public Works and Municipal Parking Department to proceed with compiling a  
16 formal recommendation. The City Clerk shall also notify the resident petition  
17 coordinator that the preliminary thresholds for consideration have been met and the  
18 City shall compile a formal recommendation.

19 2. If the proposed residential parking permit area set forth in the petition does not meet  
20 the preliminary thresholds for consideration, the Department of Public Works shall  
21 provide written notice to the City Clerk and the resident petition coordinator that the  
22 petition is insufficient and outlining the reasons for which the residential parking  
23 permit area is ineligible for designation. The City shall remit the fee to the resident

1            petition coordinator.

2            (c) City-Sponsored Initiative. The City may initiate the designation of a residential parking  
3 permit area based upon current or future development projects or the existence of a traffic  
4 generator impacting a residential district by forwarding a formal recommendation to the City Clerk  
5 and City Council. A City-sponsored initiative shall follow the process set forth in this Division,  
6 except for the petition requirements set forth in subsection (a) of this section.

7            (d) Formal Recommendation to City Council. Within 30 days after receipt of the preliminary  
8 analysis result, the Department of Public Works shall submit a formal recommendation by written  
9 report to City Council. The formal recommendation shall indicate, based upon departmental  
10 recommendations and the community engagement process in Sec. 55-2-25, whether to designate  
11 the residential district as a residential parking permit area.

12            1. The formal recommendation shall clearly state whether a residential district is  
13 unreasonably impacted by parking congestion caused by the district's proximity to a  
14 traffic generator or parking congestion issues, or by future anticipated parking  
15 congestion that is resultant from residential development projects requesting that the  
16 district be designated a residential parking permit area.

17            2. The formal recommendation shall include the following supporting information:

18            i. The Department of Public Works Traffic Engineering Division shall forward its  
19 recommendation based on the results of the parking study undertaken pursuant  
20 to Sec. 55-2-24(a) to determine whether a residential district can support the  
21 designation as a residential parking permit area to the Municipal Parking  
22 Department.

23            ii. The Municipal Parking Department shall forward its recommendation and

1 supporting information to the Department of Public Works Traffic Engineering  
2 Division which may include parking studies, occupancy studies and information  
3 regarding the number and type of parking citations issued and metered parking  
4 revenues collected within the proposed residential parking permit area during  
5 the previous year, if such information regarding revenues is available. The  
6 Municipal Parking Department shall also provide a recommendation for parking  
7 in the proposed residential parking permit area.

8 iii. Any relevant data the Department of Public Works obtained from the Planning  
9 & Development Department, Detroit Police Department, or any other agency or  
10 department upon which the formal recommendation is based.

11 (e) For any petition filed during the first twelve months following the operative date of  
12 this division, the 10 and 30-day time frames in subparts (b) and (d) of this Section shall be  
13 suspended.

14 **Sec. 55-2-24. Designation criteria.**

15 (a) A residential area shall be deemed eligible for consideration as a residential parking permit  
16 area if, based upon an objective analysis of traffic and parking conditions by the Department of  
17 Public Works Traffic Engineering Division and analysis of Municipal Parking Department data as  
18 part of the formal recommendation, it is established that the residential parking area is impacted  
19 by nonresident or commuter vehicles for extended periods of time during the day or night, on  
20 weekends or during holidays.

21 (b) At minimum, the following factors shall be considered in the determination of whether a  
22 residential area qualifies for designation as a residential parking permit area:

23 1. The extent of the desire or the need of the residents for residential parking and their

- 1           willingness to bear the administrative cost in connection therewith;
- 2           2. The extent to which the legal on-street parking spaces are occupied by motor vehicles  
3           during the period proposed by parking restrictions;
- 4           3. The extent to which the parking in the area during the period proposed by parking  
5           restriction are commuter vehicles rather than resident vehicles;
- 6           4. The extent to which motor vehicles registered to persons residing in the residential  
7           area cannot be accommodated by the number of available off-street parking spaces  
8           because of widespread use of available curbside parking spaces by nonresident  
9           vehicles;
- 10          5. The extent of noise, pollution, hazardous conditions and deterioration of the  
11          residential environment as a result of traffic congestion and insufficient parking the  
12          area;
- 13          6. At least 70% of legal parking spaces are utilized during peak periods as determined  
14          by the parking surveys and studies, or both, prepared pursuant to subsection (a)  
15          above;
- 16          7. At least 50% of the current parking spaces are utilized by nonresidents for more than  
17          two hours;
- 18          8. At least 80% of occupied frontage, at ground level, has a legal use of residential;
- 19          9. Availability of off-street parking including but not limited to driveways, garages, and  
20          other types of parking facilities for residents;
- 21          10. Impact on the availability of off street and on street parking for non-residents,  
22          parking meter revenues and existing options for displaced non-resident vehicles and  
23          extent of the need;

1           11. Development projects;

2           12. Any special circumstances that exist in that particular residential district; and

3           13. Designation of the area as a residential parking permit area will result in one or more  
4           of the following expectations for the area:

5           i. A reduction in non-residential vehicles and the accompanying energy waste and  
6           air pollution.

7           ii. A reduction in total vehicle miles traveled.

8           iii. A reduction in traffic congestion and illegal parking.

9           iv. An improvement in vehicular and pedestrian safety.

10          (c) The Department of Public Works Traffic Engineering Division shall verify the eligibility  
11          criteria set forth in subsections (a) and (b) of an established residential parking permit area. This  
12          verification shall occur at minimum every five years or as needed if the impact of nonresident or  
13          commuter vehicles for extended periods of time during the day or night, on weekends or during  
14          holidays is reduced. Modification or termination of a residential parking permit area shall comply  
15          with Subdivision B of this Division.

16          **Sec. 55-2-25. Community engagement.**

17          (a) The City shall coordinate at least one public meeting to discuss the proposed residential  
18          parking permit area prior to submitting a formal recommendation under Sec. 55-2-23(d).

19          (b) The City Clerk shall forward notice of the public meeting via first class mail no less than  
20          10 days before the meeting to all City of Detroit residents within three hundred radial feet of the  
21          proposed residential parking permit area. The notice shall include:

22                1. The time, date and location of the public meeting; and

23                2. General information about the proposed residential parking permit area.

1 (c) The City shall post a copy of the notice forwarded by the City Clerk on the City's website,  
2 and in public areas within the proposed residential parking permit area no less than seven days in  
3 advance of any meeting.

4 (d) In addition to the notice requirement contained in subsections (b) and (c), the City shall  
5 work with the Council Member or Members representing the district or districts where the  
6 proposed residential parking permit area is located and both At-large Council Members to ensure  
7 that local residents, businesses, and organizations, especially those located in the proposed  
8 residential parking permit area and those expected to be directly impacted by the proposed  
9 residential parking permit area, are informed of the public meeting.

10 **Subdivision B. Establishment, modification and elimination of**  
11 **residential parking permit areas.**

12 **Sec. 55-2-26. Public hearing(s) and City Council resolution.**

13 (a) Within 30 days after receipt of the formal recommendation from the Department of Public  
14 Works required in Sec. 55-2-23(d), the City Council shall hold at least one public hearing on the  
15 proposed residential parking permit area including eligibility, boundaries, feasibility of  
16 implementation and impact on the surrounding area.

17 (b) The City Clerk shall post notice of the public hearing(s) on the City of Detroit website and  
18 by first-class mail to each address within the proposed residential parking permit area.

19 (c) In addition to the notice requirement contained in subsection (b), the City shall work with  
20 the Council Member or Members representing the district or districts where the proposed  
21 residential parking permit area is located and at both At-large Council Members to ensure that  
22 local residents, businesses, and organizations, especially those located in the proposed residential  
23 parking permit area and those expected to be directly impacted by the proposed residential parking

1 permit area, are informed of the public hearing.

2 (d) Within 60 days after the completion of the public hearing or hearings on a particular  
3 residential parking permit area, the City Council shall determine, by adoption of a resolution,  
4 whether a residential district shall be designated by the City as a residential parking permit area  
5 and set forth the evidence supporting its decision including, but not limited to, results of surveys,  
6 study reports, concerns raised during the public hearing process, findings relative to the  
7 designation criteria set forth in Sec. 55-2-24 deemed applicable to that particular residential  
8 parking permit area, proposed boundaries, and proposed time limitations in the period of the day  
9 for its application.

10 (e) If City Council does not act to approve or disapprove the residential parking permit area  
11 within 60 days after the conclusion of the public hearing, the residential parking permit area shall  
12 be considered approved.

13 **Sec. 55-2-27. Addition or removal of block faces or partial block faces.**

14 (a) All block faces or partial block faces of a discrete residential parking permit area shall have  
15 uniform parking regulations where parking is allowed, and the regulations shall not be removed or  
16 modified on individual interior block faces.

17 (b) The City may add or remove block faces or partial block faces along the boundaries of a  
18 residential parking permit area upon receipt of a petition in which more than 50% of the residences  
19 request the action. The petition shall conform to the requirements of Sec. 55-2-23(a).

20 (c) During the initial process of approving a residential parking permit area or, as related to  
21 the addition or removal of block faces, the City may combine adjacent residential parking permit  
22 areas or determine the appropriate status for any block face or partial block face abutting a park or  
23 other property which has no street address or which has no resident qualified to sign a related



1 petition.

2 **Sec. 55-2-28. Required levels of resident participation.**

3 (a) Required level of participation. The participation of certified residents who represent at  
4 least 50% of dwelling units in the designated area is required to maintain a posted residential  
5 parking permit area.

6 (b) Failure to achieve required level of participation for implementation. After 30 days but no  
7 later than 120 days after approval by City Council of the residential parking permit area, any area  
8 that does not reach its initial required level of participation shall have the designation revoked  
9 pursuant to the procedure established in paragraph (b)(2). Upon revocation of the designation,  
10 residents of the residential parking permit area who have paid for a permit shall be entitled to a  
11 full refund.

12 (c) Failure to maintain required participation for continuation of a residential parking permit  
13 area. In the event that the number of residents who participate in the residential parking permit  
14 program within a designated residential parking permit area falls below a level of 50% of the  
15 occupied dwelling units, the designation may be revoked by the City after the following has  
16 occurred:

17 1. The Municipal Parking Department shall notify the City Clerk in writing that the  
18 residential parking permit area has failed to maintain the minimal level of participation.

19 2. The City Clerk shall mail notice to each address within the residential parking  
20 permit area. The notice shall advise residents that they have 30 days to bring the residential parking  
21 permit area into compliance with the 50% requirement or the residential parking permit area will  
22 be terminated pursuant to the procedure set forth in Sec. 55-2-29. Residents shall not receive a full  
23 or partial refund if the residential parking permit area is terminated.

1           3.       In addition to the notice requirement contained in subpart 2, the City shall work  
2 with the Council Member or Members representing the district or districts where the residential  
3 parking permit area is located and both At-large Council Members to ensure that local residents,  
4 businesses, and organizations, especially those located in the residential parking permit area are  
5 informed that the area has failed to maintain the minimal level of participation.

6 **Sec. 55-2-29. Termination of residential parking permit area.**

7           (a)       After conducting at least one public hearing on the matter, the City Council shall  
8 determine, through adoption of a resolution, whether the residential parking permit area shall be  
9 maintained or dissolved based on the following:

- 10           1.       Upon receipt of a petition requesting termination of the designation of an area as a  
11               residential parking permit area that is signed by certified residents who represent at  
12               least 60% of the dwelling units in an existing residential parking permit area; or
- 13           2.       Upon written notification by the Department of Public Works requesting termination  
14               of a residential parking permit area designation that is supported by data  
15               demonstrating that either the level of participation by certified residents is  
16               insufficient, below 50% resident participation after the opportunity to cure in Sec.  
17               55-2-28(c)(2) was provided, or that conditions in the area have changed substantially  
18               and the residential parking permit area is no longer warranted.

19           **Subdivision C. Implementation, administration and enforcement of**  
20               **residential parking permit areas.**

21 **Sec. 55-2-30. Application for permit; eligibility.**

22           (a) At a minimum, the application for a resident parking permit shall provide for the following  
23 items which must all reflect an address within the residential parking permit area:

- 1           1. Name of the resident owner or operator of the motor vehicle to be permitted;
- 2           2. Residential address;
- 3           3. Operator's state driver's license number;
- 4           4. Make, model, license plate number and vehicle identification number of the motor  
5           vehicle to be permitted;
- 6           5. Current vehicle registration; and
- 7           6. Proof of residency demonstrated by either a current utility bill, notarized declaration  
8           of residency by the owner or manager of a rental property or a copy of the applicant's  
9           unexpired driver's license or City of Detroit municipal identification card.

10           (b)If last names differ between the applicant and any of the supporting documentation, a copy  
11 of the birth certificate, marriage license or other official document supporting the application shall  
12 be provided by the applicant.

13           (c)Applicants and holders of annual permits shall meet eligibility requirements which include  
14 the submission of a complete application, payment of applicable fee(s), reside within the  
15 residential parking permit area, have no outstanding parking citations or fines, and no current  
16 revocation actions as set forth in Sec. 55-2-36 of this division.

17 **Sec. 55-2-31. Residential parking permit area; notification and signage.**

18           (a)Upon City Council's approval through adoption of a resolution or non-action that an area  
19 shall be designated by the City as a residential parking permit area, the City Clerk shall notify the  
20 Department of Public Works and Municipal Parking Department. The Clerk shall also notify  
21 residents via first-class mail at each address in the area of the City Council's action and inform  
22 them of the City's procedure for the implementation of the residential parking permit area. The  
23 Municipal Parking Department shall send a description of the designated area to the City Clerk

1 who shall publish the notice on the City of Detroit website and in a newspaper of general  
2 circulation in the City. The designated area shall have a unique zone number assigned by the  
3 Municipal Parking Department.

4 (b)Signage of the designated area shall be installed by the Department of Public Works and  
5 Municipal Parking Department within 30 days from the time that residents who represent 50% of  
6 the dwelling units in the designated area complete an application pursuant to Municipal Parking  
7 Department procedures and purchase a residential parking permit.

8 **Sec. 55-2-32. Issuance of permits.**

9 Following City Council approval of a residential parking permit area, the Municipal Parking  
10 Department shall issue parking permits, including but not limited to annual residential parking  
11 permits and daily visitor permits, after July 1, 2019, as follows:

12 (a)An annual permit shall be issued only to a motor vehicle owner or operator who resides on  
13 property that is either fronting or is located on a corner lot along a block face or has vehicular  
14 access from an included block face located within the residential parking permit area.

15 (b)Upon application and payment of the applicable fee, annual residential parking permits  
16 shall be issued in accordance with the following limitations:

17 1. For single-family dwelling units (one residential structure containing only one  
18 housing unit):

19 i. Two residential parking permits may be issued for each valid street address  
20 where said dwelling unit has no off-street parking availability.

21 ii. One residential parking permit may be issued for each valid street address where  
22 said dwelling unit does have off-street parking availability.

23 2. For multiple family dwelling units (including but not limited to apartments,

1 condominiums, duplexes, attached dwellings, rowhouses, townhouses and  
2 cooperatives):

3 i. Two residential parking permits may be issued for each legally constituted and  
4 existing dwelling unit in any two-family or multiple-family dwelling facility at  
5 a valid street address where said dwelling unit has no off-street parking  
6 availability.

7 ii. One residential parking permit may be issued for each legally constituted and  
8 existing dwelling unit in any two-family or multiple-family dwelling facility at  
9 a valid street address where said dwelling unit does have off-street parking  
10 availability.

11 3. One additional residential parking permit is available to residences with an additional  
12 vehicle registered to that street address.

13 (c) Upon request, holders of an annual residential parking permit may obtain one daily visitor  
14 permit through their Municipal Parking Department account. A resident of a residential parking  
15 permit area who is eligible for a residential parking permit but does not apply for the permit may  
16 be issued one daily visitor permit by making application as provided in Sec. 55-2-30, opening a  
17 Municipal Parking Department account and omitting information which is not applicable.

18 1. Daily visitor permits may be activated for individual 24-hour periods up to 30 times  
19 per year. A year is defined as the day the annual application fee was paid, until the  
20 last day of the month the application fee is set to expire.

21 2. The number of times a daily visitor permit has been expended and the total available  
22 shall be displayed online and available from clerical staff for over the counter  
23 transactions. Visitor permits may only be activated for 24-hour periods using the

1 license plate information of the visitor's vehicle.

2 3. Daily visitor permits shall only be used by guests of the annual parking permit holder  
3 (or eligible resident without a vehicle under this subsection) and are not transferable.

4 4. Violation of daily visitor permit regulations may result in the revocation of the daily  
5 visitor permit or the annual residential parking permit, or both.

6 5. An annual permit holder or a resident of a residential parking permit area who is  
7 eligible for a residential parking permit but does not apply for the permit may receive  
8 credits for daily visitor permit credits used for a rental car by the annual permit holder  
9 when a rental car temporarily replaces the permitted vehicle or a rental car used by  
10 the eligible resident. Supporting documentation from a rental car company that  
11 matches the name and address of the annual permit holder or eligible resident shall  
12 be presented to the Municipal Parking Department. Upon confirmation by the  
13 Department, the daily visitor permit(s) shall be credited.

14 6. An annual permit holder or a resident of a residential parking permit area who is  
15 eligible for a residential parking permit but does not apply for the permit may receive  
16 a temporary home health care permit designation. Supporting documentation in the  
17 form of a home health care order and license plate of the provider shall be presented  
18 to the Municipal Parking Department. Upon confirmation by the Department, the  
19 license plate of the provider shall be active for the time period specified in the home  
20 health care order.

21 (d) All existing parking citations must be paid in full before a residential parking permit  
22 or daily visitor permit may be issued to an applicant or the user of a visitor permit.

23 (e) Annual residential parking permits and daily visitor permits may be renewed or replaced

1 in accordance with procedures established by the Municipal Parking Department.

2 **Sec. 55-2-33. Permit linked to license plate.**

3 The resident parking permit and daily visitor permit shall be associated or linked with the  
4 license plate of the annual or daily permitted vehicle and verified by the Municipal Parking  
5 Department electronically for enforcement purposes.

6 **Sec. 55-2-34. Fees and replacement of permits.**

7 (a) Fees shall be charged for permits under this Division, including but not limited to  
8 an annual residential permit fee, daily visitor fee, and a reduced annual residential permit fee for  
9 senior citizens and individuals that receive or qualify for a partial or complete property tax  
10 exemption pursuant to Chapter 18, Article IX, Division 9, the City's Homeowners Property Tax  
11 Assistance Program. A transfer charge shall also be set for those with permits in one residential  
12 parking permit area who move to another residential parking permit area and apply for a permit in  
13 the new area of residence. In such cases, the new permit shall expire at the same time as the former  
14 permit would have expired.

15 (b) In accordance with the Charter, these fees shall be established by the Director of  
16 the Municipal Parking Department based upon the cost of issuance and administration of the  
17 residential parking permit area and shall be approved by resolution of the City Council. The fees  
18 shall be posted on a schedule in the Municipal Parking Department.

19 (c) Upon the expiration of a current residential permit, each licensee shall pay the  
20 annual fee for a renewal of the permit.

21 (d) Upon payment of applicable fees, approval of the complete application by the Municipal  
22 Parking Department, and upon receipt of all other required approvals set forth in this Division, an  
23 annual permit or visitor permit shall be activated.

1 (e) In the event that during the unexpired term of a permit the vehicle bearing a parking permit  
2 is sold and the certified resident obtains another vehicle, the vehicle is stolen or the license plate  
3 is replaced, upon application for a permit the applicant shall present proof of sale of the vehicle  
4 bearing the permit, copy of the police report for the stolen vehicle or proof from the Michigan  
5 Secretary of State of the updated license plate, the permit shall be issued or updated by the  
6 Municipal Parking Department at no additional cost.

7 **Sec. 55-2-35. Expiration and renewal of permits.**

8 (a) Residential parking permits and the associated daily visitor permits available shall be valid  
9 for one year from the date of issuance.

10 (b) Residential parking permits shall be renewed pursuant to Subdivision C of this Division by  
11 completing the application process and payment of the fees.

12 **Sec. 55-2-36. Revocation of permit; penalties.**

13 (a) The Municipal Parking Department is authorized to revoke the annual residential parking  
14 permit or daily visitor permit of any person found to be in violation of this Division upon written  
15 notification thereof. Failure to cease use of a residential parking permit so revoked shall constitute  
16 a violation of law and this Chapter.

17 (b) Persons who have had any permit revoked under subsection (a) shall not be eligible to  
18 apply for or renew an annual residential parking permit or obtain a daily visitor permit for a period  
19 of six (6) months.

20 (c) Persons who have had any permit revoked under subsection (a) three or more times shall  
21 not be eligible to apply for an annual residential parking permit or obtain a daily visitor permit.

22 **Sec. 55-2-37. Residential parking permit not a guarantee of parking space.**

23 A residential parking permit or daily visitor permit will allow but shall not guarantee or reserve



1 to the holder thereof any on-street parking space within the designated residential parking permit  
2 area. Residing within a designated residential parking permit area does not guarantee issuance of  
3 any permit associated with the residential parking permit area. Metered parking may exist in  
4 residential parking permit areas.

5 **Sec. 55-2-38. Residential parking permit violation; penalty.**

6 (a) No person shall:

- 7 1. Park in a residential parking permit area beyond the posted time allowed without a  
8 valid residential parking permit or daily visitor permit;
- 9 2. Allow for the use of a residential parking permit on a vehicle other than that with the  
10 license plate for which the permit was issued. Such conduct shall be unlawful and a  
11 violation of this Division by both the person holding the valid permit and the person  
12 who so uses the permit improperly;
- 13 3. Fail to cease use of a residential parking permit or daily visitor permit upon  
14 notification by the Municipal Parking Department that the permit has been revoked  
15 where it is used in violation of this Code;
- 16 4. Knowingly present false information to the City in the course of applying for a  
17 permit; or
- 18 5. Allow for the permanent or continued use of a daily visitor permit to subvert the  
19 eligibility thresholds or any other provisions of this Division.

20 (b) A person who violates any provision of this Division shall:

- 21 1. Be subject to revocation of any parking permits;
- 22 2. Be subject to a civil infraction;
- 23 3. Be liable for the fine and towing charges for violation of the parking regulations of

1           the City; and

2           4. Be subject to any other remedy permitted by law.

3   **Sec. 55-2-39. Procedures and administration of residential parking permit area.**

4           (a) Except as otherwise specified in this Division, the Municipal Parking Department shall  
5 administer this Division.

6           (b) The Municipal Parking Department shall establish procedures for the implementation of  
7 residential parking permits in an area that is approved by resolution of City Council as a residential  
8 parking permit area. Such procedures shall be promulgated in accordance with the Charter.

9   **Secs. 55-2-40 – 55-2-50. Reserved.**

**Section 2.** This ordinance is hereby declared necessary to preserve the public peace,

**Section 3.** All ordinances, or parts of ordinances, that conflict with this ordinance are repealed.

**Section 4.** This ordinance shall become effective sixty (60) days after publication in accordance with paragraph 3 of Section 4-118 of the 2012 Detroit City Charter.

**Approved as to form:**



Lawrence T. García  
Corporation Counsel



CITY OF DETROIT  
OFFICE OF THE CHIEF FINANCIAL OFFICER  
OFFICE OF DEVELOPMENT AND GRANTS

COLEMAN A. YOUNG MUNICIPAL CENTER  
2 WOODWARD AVENUE, SUITE 1026  
DETROIT, MICHIGAN 48226  
PHONE: 313 • 628-2158  
FAX: 313 • 224 • 0542  
WWW.DETROITMI.GOV

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February 18, 2019

The Honorable Detroit City Council  
**ATTN: City Clerk Office**  
200 Coleman A. Young Municipal Center  
Detroit MI 48226

**RE: Request to accept a donation of In-Kind Services from Quicken Loans Community Fund**

The Quicken Loans Community Fund has awarded a donation to the City of Detroit Buildings, Safety Engineering and Environmental Department for in-kind office re-design and IT website services worth \$88,795.00 in value. There is no match requirement for this donation.

The objective of the donation to the department will be to support wayfinding, increase efficiency in public service engagement and grow the Cities Small Business permitting process.

I respectfully ask your approval to accept this donation in accordance with the attached resolution.

Sincerely,

Ryan Friedrichs  
Director, Office of Development and Grants

CC:  
Katerli Bounds, Deputy Director, Grants  
Sajjiah Parker, Assistant Director, Grants

**RESOLUTION**

**Council Member** \_\_\_\_\_

**WHEREAS**, the Buildings, Safety Engineering and Environmental Department has been awarded a donation from Quicken Loans Community Fund valued at \$88,795.00; and

**THEREFORE, BE IT RESOLVED**, that the Buildings, Safety Engineering and Environmental Department is hereby authorized to accept a donation of in-kind services to support wayfinding, increase efficiency in public service engagement and grow the Cities Small Business permitting process.

February 15, 2019

City of Detroit  
Mayor's Office, Building, Safety Engineering and Environmental Department  
2 Woodward Avenue, Suite 1126  
Detroit, MI 48226  
Attn: City Council

Dear Madam President and Your Honorable Body,

On behalf of the Quicken Loans Community Fund, I would like to commend you and the Administration for your commitment to help make it easier for Detroit entrepreneurs to start, scale and grow their businesses through your efforts to transform the Small Business permitting process and the planned overhaul of the physical office space on the 4<sup>th</sup> floor of the Coleman A. Young Municipal Center.

The Quicken Loans Community Fund is committed to investing in the people and communities across Detroit, and we are excited about this wonderful opportunity for the City. We understand there are significant costs associated with such a renovation. Because of our deep commitment to supporting small businesses and our core value of "always finding a better way," I am pleased to inform you that Quicken Loans Community Fund would like to make the following donation associated with the planned reorganization and new office space for BSEED:

1. Assistance in an audit relating to the organization, color coding, and design/format of City permitting & licensing forms;
2. Assistance related to the information technology (IT) and website related to BSEED's needs, including landing page and payment capabilities; and
3. Assistance related to the physical renovation of BSEED's new home in the Coleman A. Young Municipal Center, including design and renovation services, and furniture for such space.

Please accept this in-kind donation of \$88,795 in services rendered on behalf of Quicken Loans Community Fund as a symbol of our continued support of the City's Building, Safety Engineering and Environmental Department. It is our understanding that such donation requires the approval of the Detroit City Council. Upon such approval, please notify us as soon as possible so that arrangements can be made for delivery of the donation(s).

Please reach out to me at [LauraGrannemann@QuickenLoans.com](mailto:LauraGrannemann@QuickenLoans.com) with any questions or concerns.

Sincerely,



Laura Grannemann

VP, Quicken Loans Community Fund





CITY OF DETROIT  
OFFICE OF THE CHIEF FINANCIAL OFFICER  
OFFICE OF DEVELOPMENT AND GRANTS

COLEMAN A. YOUNG MUNICIPAL CENTER  
2 WOODWARD AVENUE, SUITE 1026  
DETROIT, MICHIGAN 48226  
PHONE: 313 • 628-2158  
FAX: 313 • 224 • 0542  
WWW.DETROITMI.GOV

January 31, 2019

The Honorable Detroit City Council  
**ATTN: City Clerk Office**  
200 Coleman A. Young Municipal Center  
Detroit MI 48226

**RE: Authorization to submit a grant application to the Funders Network for the FY 2019 Partners for Places Grant Program**

The Office of Sustainability is hereby requesting authorization from Detroit City Council to submit a grant application to the Funders Network for the FY 2019 Partners for Places Grant Program. The amount being sought is \$150,000.00. The grantor share is \$150,000.00, and there is a required \$150,000.00 cash match. The Erb Family Foundation will provide the match funds in the amount of \$150,000.00. The total project cost is \$300,000.00.

The FY 2019 Partners for Places Grant Program will enable the department to:

- Educate Detroiters about safe abatement practices to increase the number of healthy, hazard-free renovated homes in Detroit

We respectfully request your approval to submit the grant application by adopting the attached resolution.

Sincerely,

Ryan Friedrichs  
Director, Office of Development and Grants

CC:  
Katerli Bounds, Deputy Director, Grants  
Sajjiah Parker, Assistant Director, Grants

**RESOLUTION**

**Council Member** \_\_\_\_\_

**WHEREAS**, the Office of Sustainability has requested authorization from City Council to submit a grant application to the Funders Network, for the FY 2019 Partners for Places Grant Program, in the amount of \$150,000.00, to educate Detroiters about safe abatement practices to increase the number of healthy, hazard-free renovated homes in Detroit; and

**WHEREAS**, the Erb Family Foundation will provide the required cash match, in the amount of \$150,000.00, for the FY 2019 Partners for Places Grant Program; now

**THEREFORE BE IT RESOLVED**, the Office of Sustainability is hereby authorized to submit a grant application to the Funders Network for the FY 2019 Partners for Places Grant Program.



CITY OF DETROIT  
OFFICE OF THE CHIEF FINANCIAL OFFICER  
OFFICE OF DEVELOPMENT AND GRANTS

COLEMAN A. YOUNG MUNICIPAL CENTER  
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PHONE: 313 • 628-2158  
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WWW.DETROITMI.GOV

**Grant Application Request Form (GARF)**

In order to secure the Office of Development and Grants (ODG) approval required under Section 18-4-2 of the Detroit City Charter, this form is to be filled out by City Departments as soon as possible upon learning of an opportunity that the Department would like to pursue. This form must be signed and submitted not later than 20 business days prior to the application deadline.

Please submit this form to the following ODG staff: Sajjiah Parker, Assistant Director, [parkersa@detroitmi.gov](mailto:parkersa@detroitmi.gov) and Greg Andrews, Program Analyst IV, [andrewsgr@detroitmi.gov](mailto:andrewsgr@detroitmi.gov)

City Department	Office of Sustainability
Date	1/25/2019
Department Contact Name	Joel Howrani-Heeres
Department Contact Phone	313-224-9420
Department Contact Email	howraniheeresj@detroitmi.gov
Grant Opportunity Title	Partners for Places
Grant Opportunity Funding Agency	Funders Network
Web Link to Opportunity Information	<a href="https://www.fundersnetwork.org/partners-for-pla">https://www.fundersnetwork.org/partners-for-pla</a>
Award Amount (that Department will apply for)	\$150,000
Application Due Date	1/31/2019
Anticipated Proposed Budget Amount	\$300,000
City Match Contribution Amount	0
Source of City Match (Include Appropriation Number, Cost Center, and Object Code)	n/a
List of programs/services/activities to be funded and the Budget for each <i>Sample:</i> - ABC Afterschool program: \$150,000 - XYZ Youth leadership program: \$100,000 - Salary/Benefits: \$95,000 - Supplies: \$5,000	Over a 2 year period: - Salary/Benefits: 182,000 - Community Partners Cost Share: 53,000 - Contractor Training fees: 40,000 - Mentor Stipends: 18,350 - Events: 6,000 - Marketing: 650
Brief Statement of Priorities/Purpose for the Application <i>Sample: To support expansion of promising youth development programs in MNO neighborhood.</i>	To train Detroiters in safe abatement practices to increase the number of healthy, hazard-free renovated homes in Detroit.
Key Performance Indicators to be Used to Measure the Programs/Services/Activities <i>Sample:</i> # of kids newly enrolled in ABC and XYZ % of kids from ABC who demonstrate improved educational performance	# of contractors engaged, # of contractors trained in lead safe practices, # of contractors newly enrolled to participate in City rehab and construction programs, # of homeowners engaged, # of homeowners trained in lead safe

Joel Howrani-Heres

Director's Name (Please Print)

Joel Heeres

Director's Signature

1/28/2019

Date

Digitally signed by Joel Heeres  
DN: cn=Joel Heeres, o=City of Detroit,  
ou=Office of Sustainability,  
email=joelheeres@detroitmi.gov,  
c=US





Fred A. and Barbara M. Erb Family Foundation

January 30, 2019

**Commitment Letter for City of Detroit Office of Sustainability**

I am writing on behalf of the Fred A. and Barbara M. Erb Family Foundation to express that, subject to board approval, we are committed to providing up to \$150,000 in funding as a 1:1 match should the City of Detroit's grant application, "Improving Health and Safety in Detroit Homes," be selected for a Partners for Places grant award.

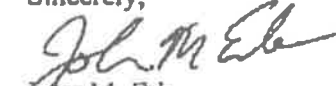
We greatly appreciate the past PFP support that helped create Detroit's Office of Sustainability (OoS). The OoS has made incredible progress engaging more than 6,000 residents across the city in creating a Sustainability Action Agenda for Detroit, and it would be very impactful to be able to announce a project that addresses some of the Agenda's top priorities concurrently with the public release of the Agenda this spring.

A \$300 million foundation, the Fred A. and Barbara M. Erb Family Foundation's mission is to nurture environmentally healthy and culturally vibrant communities in metropolitan Detroit, consistent with sustainable business models, and support initiatives to restore the Great Lakes Ecosystem. We are focused on improving water quality; promoting environmental health, justice and equitable development; and supporting the arts as a means to strengthen the metropolitan Detroit region.

Over the past two years, the foundation has been developing an increasing focus within its Environmental Health & Justice area on lead and asthma. Lead and asthma are the two largest environmental health problems in the city of Detroit. Detroit accounts for almost one-half Michigan's cases of child lead poisoning and more than twice the number of asthma related deaths statewide. Affordability of housing is another issue. The proposed program offers an elegant solution to these issues, and we are excited at the opportunity to deepen our partnership with the OoS by working together in assuring its success.

I have been impressed by the collaborative and creative spirit that has animated the planning of this program. Only recently emerged from bankruptcy, the city is still rebuilding its administrative infrastructure and untangling an outdated web of ineffective bureaucracy. This program deftly weaves together the work of multiple departments and connects them with some of our most effective community-based organizations—improving systems while directly addressing serious environmental, social and economic issues. What better way to demonstrate the power of sustainability in moving Detroit forward.

Sincerely,

  
John M. Erb  
President



CITY OF DETROIT  
DEPARTMENT OF PUBLIC WORKS  
CITY ENGINEERING DIVISION

34

COLEMAN A. YOUNG MUNICIPAL CENTER  
2 WOODWARD AVE. SUITE 601  
DETROIT, MICHIGAN 48226  
PHONE: (313) 224-3949 • TTY: 711  
FAX: (313) 224-3471  
WWW.DETROITMI.GOV

February 27, 2019

Honorable City Council:

**RE: Petition No. 498 — Cass Willis LLC, request to dedicate a Public Easement on property located at 4201 Cass and 402-422 Willis.**

Petition No. 498 — Cass Willis LLC, request to dedicate a public access easement, 6 feet wide, on the northerly part of the existing easement portion of Willis Avenue, formerly 100 feet wide, now 60 feet wide; and lying westerly of Cass Avenue, 80 feet wide, and lying easterly of the north-south public alley, 20 feet wide, first west of Cass Avenue.

The petition was referred to the City Engineering Division – DPW for investigation (utility review) and report. This is our report.

Your Honorable Body narrowed some streets by vacating strips of land on July 21, 2015 (Petition No. 381) in JCC pages 1310-1312. On Willis Avenue near Cass Avenue a strip 21 feet wide was vacated. There was supposed to still be 10 feet for pedestrian travel in back of the curb, but this location already had angle parking allowed in back of the curb. The petition to grant the City a pedestrian access easement will resolve the issue of allowing the existing parking while still maintaining a safe pedestrian sidewalk.

At this time Cass Willis LLC wants to grant to the City of Detroit an Easement for Public Access and Use. A Maintenance Agreement will be executed to include the subject easement area. The request was approved by City Engineering – DPW, and Traffic Engineering – DPW, and the City of Detroit Law Department.

All other involved City Departments, and privately owned utility companies have reported no objections to the public access easement. Provisions retaining protection of the existing utility installations are part of the attached resolution.

I am recommending adoption of the attached resolution.

Respectfully submitted,

Richard Doherty, P.E., City Engineer  
City Engineering Division – DPW

CITY CLERK 2019 MAR 4 PM 1:55

/JK

Cc: Ron Brundidge, Director, DPW  
Mayor's Office – City Council Liaison

BY COUNCIL MEMBER \_\_\_\_\_

**WHEREAS**, Cass Willis LLC is the owner of interest in 4201 Cass Avenue, and 402-422 Willis Avenue, which is located on the northerly part of the existing easement portion of Willis Avenue, formerly 100 feet wide, now 60 feet wide; and lying westerly of Cass Avenue, 80 feet wide, and lying easterly of the north-south public alley, 20 feet wide, first west of Cass Avenue and wishes to grant to the City of Detroit a 6 foot wide perpetual easement for public access and use; and

**WHEREAS**, the easement agreement has the approval of the Law Department and Department of Public Works – City Engineering Division; and

**WHEREAS**, Cass Willis LLC as the owner of interest wishes to execute a Maintenance Agreement to the City of Detroit for the 6 foot wide perpetual easement for public access and use;  
**NOW THEREFORE BE IT**

**RESOLVED**, that the 6 foot wide strip of land described as: Land in the City of Detroit, Wayne County, Michigan being part of the existing easement on the northerly portion of Willis Avenue, formerly 100 feet wide, now 60 feet wide; and lying westerly of Cass Avenue, 80 feet wide, and lying easterly of the north-south public alley, 20 feet wide, of first west of Cass Avenue being the southerly 6 feet of the northerly 18 feet of Willis Avenue as platted, 100 feet wide, lying South of Lot 1 Block 97 “Subdivision of Blocks 97 and 98 of the Cass Farm” as recorded in Liber 1, Page 259 of Plats, Wayne County Records; further described as: Commencing at the southeast corner of above said Lot 1; thence S22°56’12”E along the westerly line of Cass Avenue, 12.00 feet to the Point of Beginning; thence S67°04’20”W 150.00 feet; thence S22°56’12”E 6.00 feet; thence N67°04’20”E 150.00 feet to the westerly line of Cass Avenue; thence N22°56’12”W along the westerly line of Cass Avenue 6.00 feet to the Point of Beginning. Bearings based on City of Detroit coordinate system.

Be and the same is hereby granted to and accepted by the City of Detroit as an Easement for Public Access and Use, subject to the following provisions:

Provided, that Cass Willis LLC execute a maintenance agreement to include the Easement for Public Access and Use; and further,

Provided, that the Agreement granting the Easement for Public Access and Use is executed by the petitioner in a form approved by the City of Detroit Law Department; and further,

Provided, that all provisions protecting utility installations contained in the resolution approved by Detroit City Council on July 21, 2015 (Petition No. 381) in Journal of City Council pages 1310-1312 shall remain in full force and effect; and further

Provided the petitioner shall construct and maintain the sidewalk, 6 feet wide, clear of all obstructions for the safe passage of pedestrians; and further

Provided, the abutting property owners, contractors or assigns call MISS DIG to mark utility installations prior to construction; and further

PROVIDED, that the necessary permits shall be obtained from the City Engineering Division – DPW for any construction work in the easement. The sidewalk including any ADA compliant ramps shall be constructed and maintained under their rules and regulations; and further

PROVIDED, that all cost for the construction, maintenance, permits and use shall be borne by Cass Willis LLC or their assigns, and further

Provided, that the City Clerk shall within 30 days record a certified copy of this resolution with the Wayne County Register of Deeds.





COUNCIL MEMBER AT-LARGE  
**JANEÉ L. AYERS**

**35**

Coleman A. Young Municipal Center  
2 Woodward Avenue, Suite 1340  
Detroit, Michigan 48226

Phone 313-224-4248  
Fax 313-224-1787  
[www.detroitmi.gov/janeeyers](http://www.detroitmi.gov/janeeyers)

## MEMORANDUM

**TO:** Stephanie Washington, Legislative Liaison  
Mayor's Office

**FROM:** Janee' Ayers, Chair  
Budget Audit and Finance Standing Committee

**DATE:** March 6, 2019

**RE:** Detroit Promise

---

Please look into whether Detroit Promise Scholarships can be provided to students attending beauty schools. In the State of City Address it was stated that trade schools were able to give scholarships through Detroit Promise and hair schools are a skilled trade. Hair Schools would like to be a part of Detroit Promise to give their students scholarships for the program.

Thank you for your time and effort,

Janee' Ayers  
Detroit City Council

cc: Colleagues  
City Clerk

CITY CLERK 2019 MAR 6 PM 4:24

# City of Detroit

## CITY COUNCIL


34

RAQUEL CASTAÑEDA-LÓPEZ  
COUNCIL MEMBER  
DISTRICT 6

### MEMORANDUM

**TO:** Lawrence Garcia, Corporation Counsel  
David Whitaker, Director, Legislative Policy Division

**THRU:** Council Member Brenda Jones, Council President

**FROM:** Council Member Raquel Castañeda-López 

**DATE:** March 4, 2019

**RE:** Viaduct Ownership and Maintenance Responsibilities

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Please provide a report outlining the following issues as it relates to viaducts in the City of Detroit:

- What are the property rights and responsibilities of the City of Detroit? What are the rights and responsibilities of the railroad companies?
- What entity is responsible for maintaining the structural integrity, lighting, graffiti removal, debris cleanup, and upkeep of the berm abutting the tracks and viaducts?
- Provide a report with a historical account of how the viaducts have been lit and maintained in the City, and by what entity. Please include a survey of the arrangement for maintenance and lighting of viaducts in surrounding municipalities.

Please do not hesitate to contact my office if you have any questions. Thank you.

Cc: Honorable Detroit City Council  
Stephanie Washington, Mayor's Liaison  
Ericka Savage Whitley, Law Department  
City Clerk

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