

GREEN / city ENGR.

City of Detroit

OFFICE OF THE CITY CLERK
95 SEP 25 AM 11:01

Jackie L. Currie
City Clerk

009322

Vernon C. Allen
Deputy City Clerk

RECEIVED
CITY ENGINEERING DEPT.
CORRESPONDENCE CONTROL

DEPARTMENTAL REFERENCE COMMUNICATION

September 13, 1995

TO: THE DEPARTMENTS OR COMMISSIONS LISTED BELOW

FROM: THE CITY CLERK

The following petition is herewith referred to your for report and recommendation to the City Council.

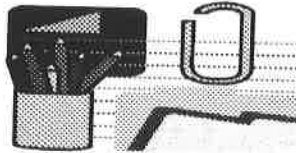
In accordance with that body's directive, kindly return same with your report in duplication within the usual time limit.

/ CITY ENGINEERING / DPW /

1604 DETROIT EDISON (Contact Person: John W. Dawson) requesting permission to place a Payment Drive By Box at 21600 Grand River.

LEN - VDM

MEMORANDUM



DATE: September 12, 1995

TO: Jeanette Massey, City Clerk's Office
200 City - County Building
Two Woodward Avenue, Detroit, MI 48226
Phone: 313-224-3266

FROM: Alfredo Morris, City Engineering Division - DPW *A. Morris*
Survey Bureau
1000 Cadillac Tower Bldg.
65 Cadillac Square, Detroit, MI 48226-2873
Phone: 313-224-3971 Fax: 313-224-3471

RE: **Request for Petition Number Assignment**

Detroit Edison Company

Encroachment - Drop Box into the west berm area of Burgess, N. of Grand River for DE Co. office at 21600 Grand River.

Attached please find a request letter to CED-DPW from DE Co. dated 8/8/95.

Please assign a petition number and return this encroachment request to City Engineering for investigation and report to Council.

10--CITY CLERK--

12 SEP 95 2:01

**Detroit
Edison**

2000 Second Avenue
Detroit, Michigan 48226
(313) 237-8000

REC'D

AUG 10 1995

CITY ENGINEERING Dept.
CITY OF DETROIT

Date: August 8, 1995

To: Mr. Alfredo Morris, Supervisor
Maps and Right Away Permits
City Engineering Department
900 Cadillac Tower
Detroit Michigan 48226

From: John W. Dawson, Area Leader
Grand River Office
Detroit Edison Company

Subject: Payment Drive By Drop Box located at 21600 Grand River

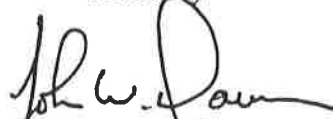
The Grand River Office of the Detroit Edison Company, located at 21600 Grand River, would like to request a permit to put a drive through payment box located at the side of the building, approximately 25 feet off of Grand River and Burgess. It would be located next to the handicapp parking area, on a one way street (Burgess) and in an ideal spot for customers to drop off payments without having to get out of their vehicles to do it.

Currently, customers have to get out of their cars, usually leaving a standing car in a no parking zone, walk up to the building and place their payment in the slot provided.

The volume of payments that are left in our Drop Box is between 55,000 - 65,000 payments per year. On a normal Monday Morning there is between 400 - 500 payments made in the drop box, each and every weekend.

For information concerning this request, please contact John Dawson, Area Leader at 1/313/237-9701. Thank you in advance for your prompt response to our request.

Sincerely



John W. Dawson

jwd/

cc: Marva L. Goldsmith
Regional Manager
Detroit Edison Company