

# City of Detroit

Janice M. Winfrey  
City Clerk

OFFICE OF THE CITY CLERK

Andre P. Gilbert II  
Deputy City Clerk

## DEPARTMENT PETITION REFERENCE COMMUNICATION

*To: The Department or Commission Listed Below*

*From: Janice M Winfrey, Detroit City Clerk*

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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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Petition No.	2024-027
Name of Petitioner	Music Hall LLC
Description of Petition	Petition for encroachment into Madison Avenue, Randolph Street, and the public alley lying adjacent to the property commonly known as 300 Madison Street, for the roof overhang, an overhead pedestrian bridge connecting the new structure proposed for development at 300 Madison Street with the existing structure at 350 Madison Street, a structural overhang within the public alley, and building façade elements into Madison Street and Randolph Street.
Type of Petition	<b>Alley Vacation/Encroachment/Utility Vacation</b>
Submission Date	01/11/2024
Concerned Departments	Department of Public Works (DPW), Planning and Development Department, Department of Public Lighting, City Engineering Division
Petitioner Contact	Kevin Deters Metro Detroit Signs 11444 Kaltz Ave. Warren, MI 48089 586-759-2700

2 Woodward Ave. Coleman A. Young Municipal Center Rm. 200, Detroit, MI 48226

(313) 224 - 3260 | Fax: (313) 224 - 1466



**CITY OF DETROIT  
DEPARTMENT OF PUBLIC WORKS  
CITY ENGINEERING DIVISION**

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

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To: Clerk's Office  
From: The Department of Public Works  
City Engineering Division  
MapsandRecordsBureau@DetroitMI.Gov  
(313) 224-3970

Petitioner:  
Music Hall LLC  
350 Madison St, 4<sup>th</sup> Fl  
Detroit, MI, 48226

On behalf of the above-mentioned petitioner the Department of Public Works: City Engineering Division is submitting a petition request for the action below. The petitioner has received a project consultation from the Department of Public Works: City Engineering Division and has been advised the following:

Type of action recommended:

Petition for encroachment into Madison Avenue, Randolph Street, and the public alley lying adjacent to the property commonly known as 300 Madison Street, for the roof overhang, an overhead pedestrian bridge connecting the new structure proposed for development at 300 Madison Street with the existing structure at 350 Madison Street, a structural overhang within the public alley, and building façade elements into Madison Street and Randolph Street.

Jered Dean  
Manager II  
Department of Public Works  
City Engineering Division  
313-224-3985



11444 Kaltz Ave. Warren, MI 48089  
P: (586)759-2700 F: (586)759-2703  
[kdeters@metrodetroitsigns.com](mailto:kdeters@metrodetroitsigns.com)

DATE: 9/18/23  
TO: City of Detroit  
FROM: Kevin Deters  
Metro Detroit Signs  
RE: "Rooftop" – Projecting sign on the south elevation  
1401 Michigan Ave  
SGN2023-00281

### Letter of Intent

We are applying for a projecting sign for "Rooftop" as follows:

- Sign permit # SGN2023-00281
- It is on the south elevation
- The underclearance is 9 feet.
- It is illuminated with white LEDs
- The sign is 2.66' high x 2.25' wide (5.9 sq feet) that projects a total of 27 inches from the building.

Feel free to call me at (586)759-2700 if anything else is needed. Thank you for your assistance.

*Kevin Deters* 9-18-23

# Owner Authorization Letter

Thursday, July 7, 2022

The Godfrey Hotel  
1401 Michigan Avenue  
Detroit, MI 48216

To Whom It May Concern:

I, John Rutledge with **Godfrey Detroit Propco, LLC**, the owner of the property located at **1401 Michigan Avenue, Detroit, MI 48216**, authorize Metro Detroit Signs to secure permits for and to install the proposed signs at this location. The hours of illumination for the signs will be 5:00pm to 10:00pm. The signs' luminance will not exceed 3,500 NITS. Feel free to contact me at **312-755-9500** if you have any questions.

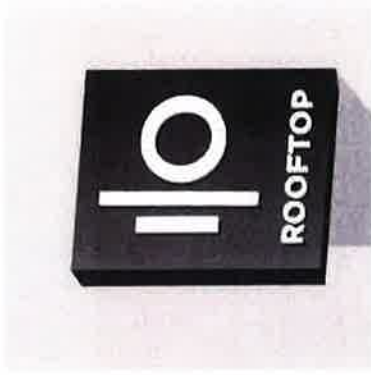
Sincerely,

Signature

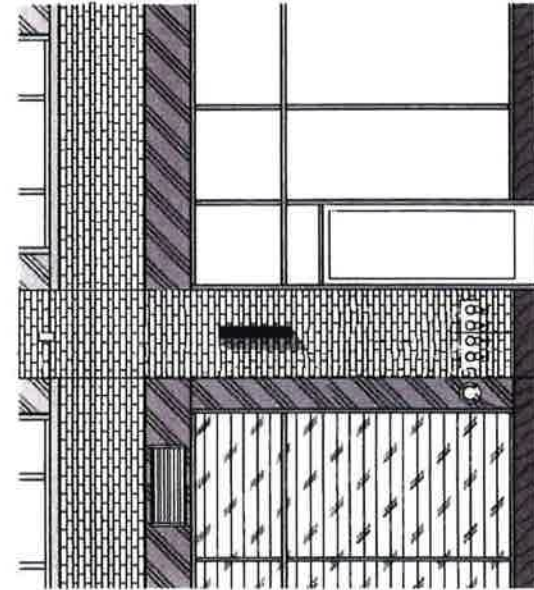


Printed Name: John Rutledge

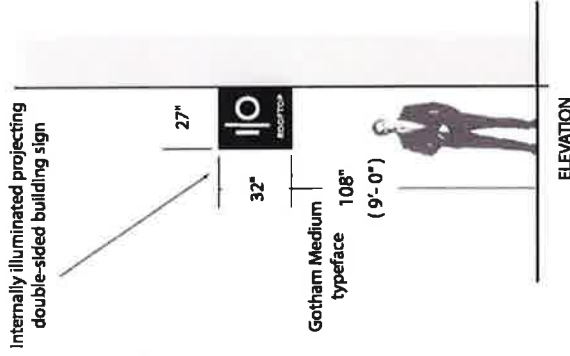
DAY LIGHT SIMULATION



NIGHT SIMULATION



CONCEPT - 3/16\"/>



SIDE VIEW

with White LED modules.  
Routed-out pushed thru  
White opaque graphics.

COLORS



**THE GODFREY**

Sales Person: Matt Thomas

Drawn By: Steve

Date: 5/18/2022

File Name: The Godfrey

Revision: 06/06/2023

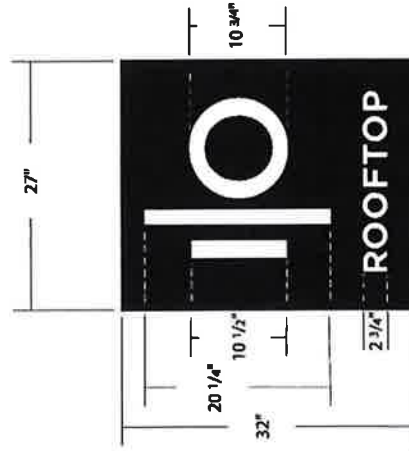
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Customer Signature

Work Order#: XXX

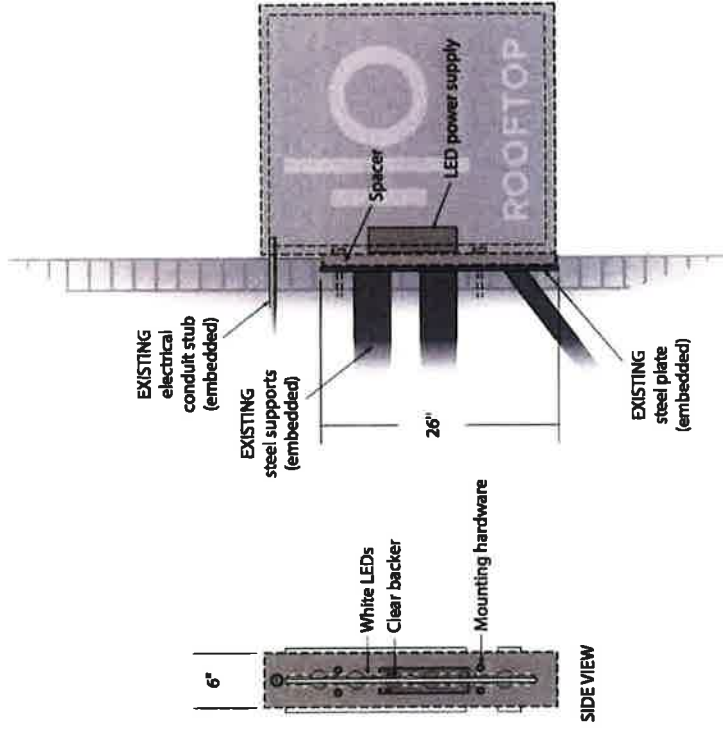


11444 Kautz Ave  
Warren, MI 48098  
Phone: 586-758-2700  
Fax: 586-758-2703



SCALE - 3/4" = 1'-0"

6 Square Foot Surface Area



<b>THE GODFREY</b>	Sales Person: Matt Thomas	Drawn By: Steve	Date: 5/18/2022	File Name: The Godfrey	Revision: 06/08/2023	 11444 Kaltz Ave Warren, MI 48098 Phone: 586-759-2700 Fax: 586-759-2703
	This drawing and design/layout is the property of Metro Detroit Signs. The use of which in part or in whole is not permitted without prior written consent from Metro Detroit Signs. All rights reserved. Copyright 2018			Customer Signature _____	Work Order#: XXX	

9/1/22, 2:47 PM

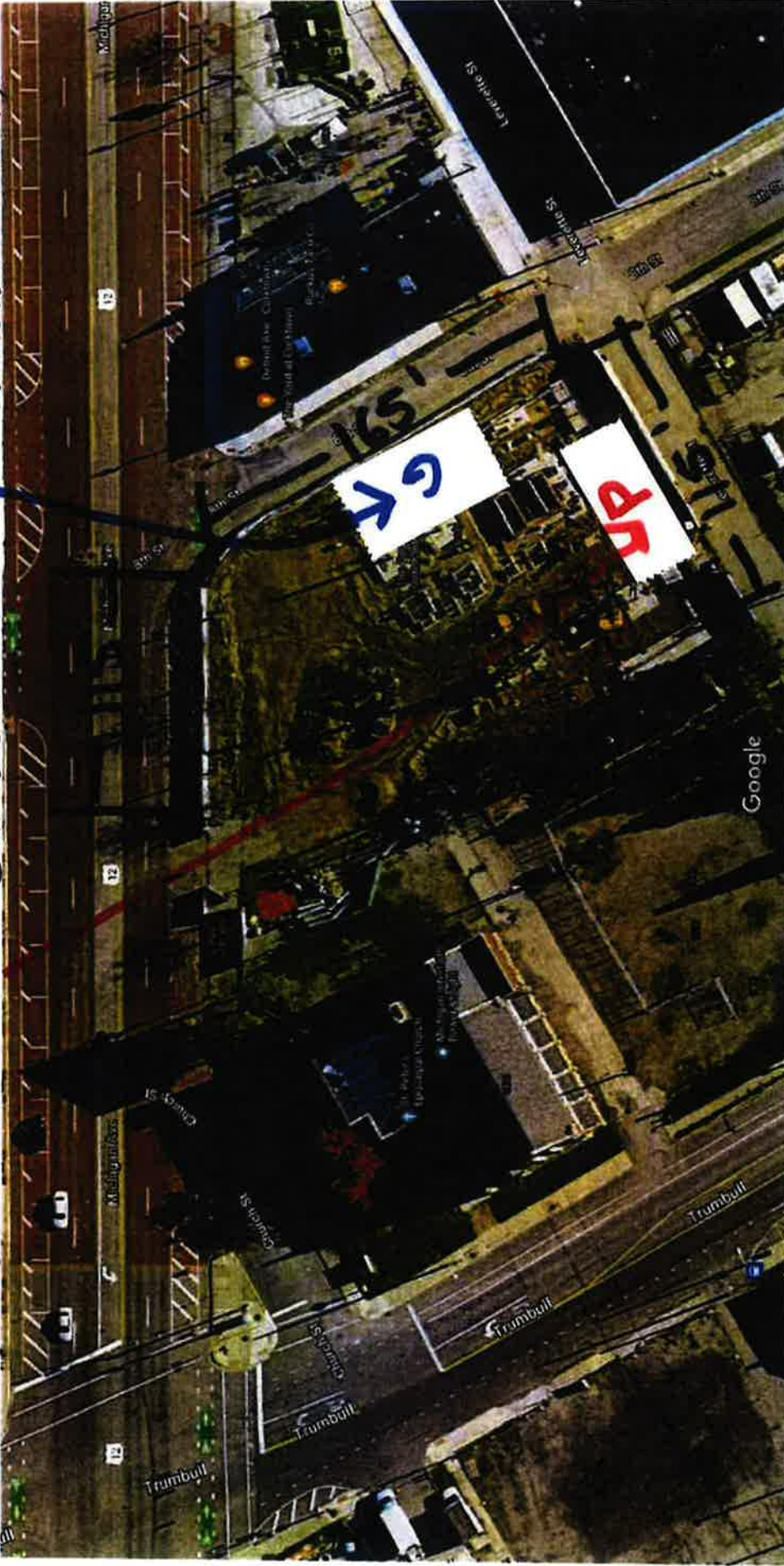
Google Maps

N ↑ Site Plan

Google Maps

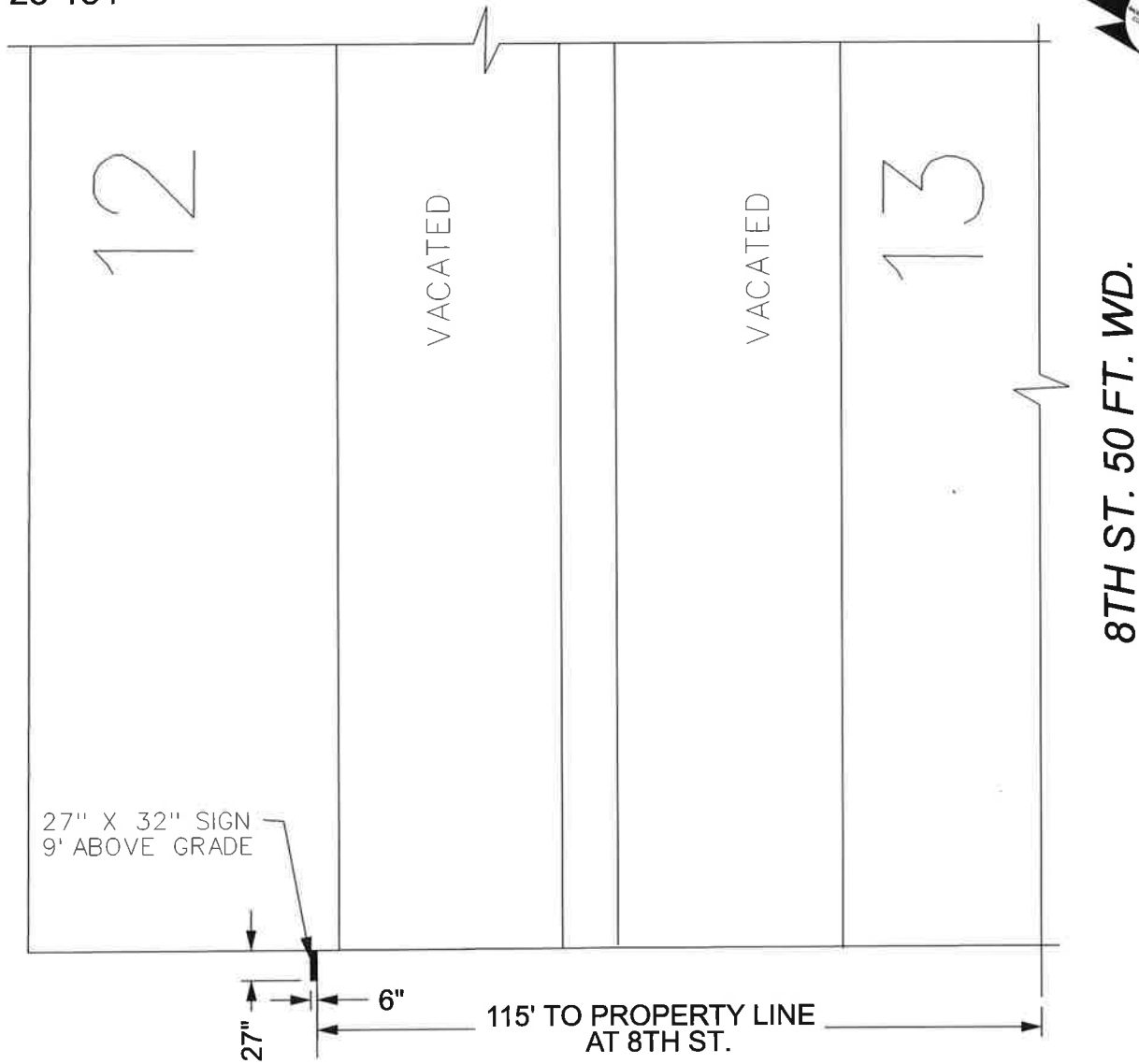
P = Projecting sign for "Rooftop" on the South elevation

G = "The Godfrey" letters on the east elevation canopy

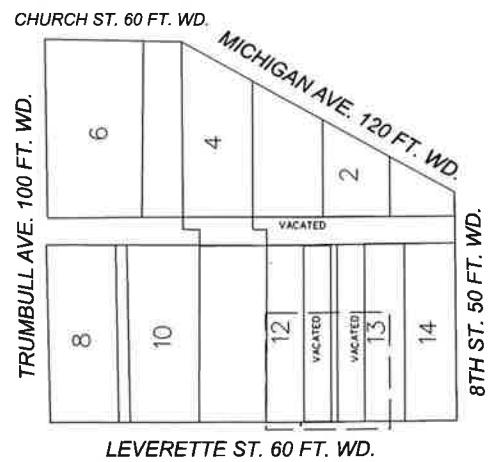


Imagery ©2022 Maxar Technologies, Map data ©2022 Google 20 ft

Building is under construction



**LEVERETTE ST. 60 FT. WD.**



 - REQUEST ENCROACHMENT  
(For Overhead Sign)

(FOR OFFICE USE ONLY)

CARTO 28 C

B					
A					
DESCRIPTION	DRWN	CHKD	APPD	DATE	
REVISIONS					
DRAWN BY	LC	CHECKED	AP		
DATE	10-12-2023	APPROVED	JD		

**REQUEST ENCROACHMENT  
INTO LEVERETTE ST.  
AT 1401 MICHIGAN AVE.**

**CITY OF DETROIT**  
CITY ENGINEERING DIVISION  
SURVEY BUREAU

JOB NO. 23-134

DRWG. NO.