

Janice M. Winfrey  
City Clerk

**City of Detroit**  
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.	2024-390
Name of Petitioner	3700 Gilbert, LLC
Description of Petition	Please see petition to request encroachment into the southerly portion of Clayton St. for the installation of a new below-grade frost slab.
Type of Petition	<b>Alley Vacation/ Encroachment/ Utility Vacation</b>
Submission Date	11/22/2024
Concerned Departments	Department of Public Works, Planning and Development, City Engineering Division
Petitioner Contact	3700 Gilbert, LLC 6960 Orchard Lake Road West Bloomfield, MI 48322



**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:  
3700 Gilbert, LLC  
6960 Orchard Lake Road  
West Bloomfield, MI 48322

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

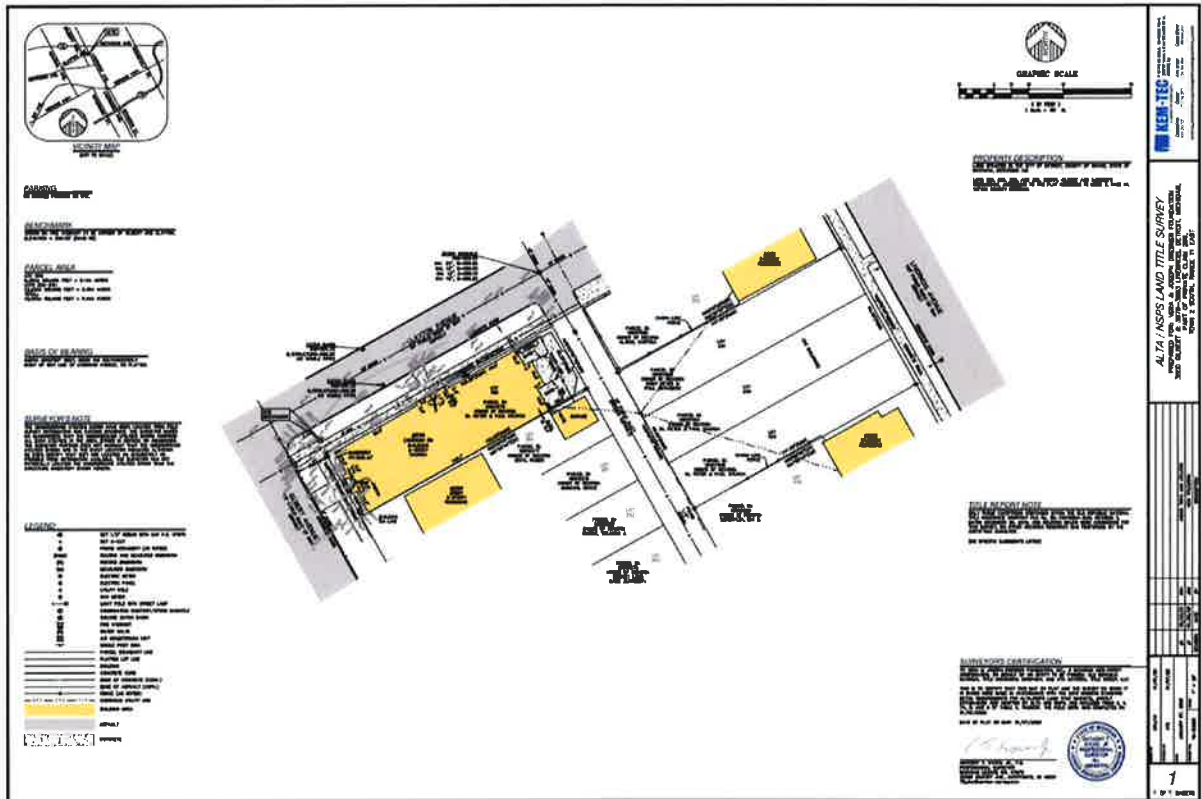
Type of action recommended:

Petition to request encroachment into the southerly portion of Clayton St. for the installation of a new below-grade frost slab.

Georgine Gersdorff  
Manager II  
Department of Public Works  
City Engineering Division  
313-224-3985



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June 27, 2024

City of Detroit  
Department of Public Works  
2 Woodward Avenue  
Detroit, MI 48226

RE: 3700 Gilbert, Detroit, MI  
Encroachment Request for Sidewalk Replacement

To whom it may concern:

I am writing to request approval of an Encroachment which is required to replace the sidewalk abutting the building located on the southeast corner of Gilbert and Clayton streets. The Property Address is 3700 Gilbert, Detroit, MI, Lot 199 Parcel 18010278.

The north side entrance on Clayton has a frost slab that will be replaced under the sidewalk which is being replaced and the west side entrance on Gilbert stair footings at base are encroaching under the sidewalk being replaced.

The building was constructed in the 1920's on the property line. A Building Permit was issued by BSEED number BLD2022-03477 for renovations and a permit application has been submitted to City Engineering to replace the sidewalk surrounding the building ENG24-862.

The drawings attached include:

1. Site Plan BLD2022-03477 Approved Drawing A0.1
2. Survey
3. Sidewalk Construction Details ENG24-862
  - a. C-1.0 Demolition Plan
  - b. C-3.0 Dimension and Paving Plan
  - c. C-4.0 Grading Plan
  - d. C-9.0 Notes and Details
4. Stair Plans and Detail BLD2022-03477 A5.1.1 [Details 1 & 4]

Should you need any further information to support this Encroachment request please call me at 313 510-1273.

Sincerely,

Karen D O'Donoghue

Attachments:



CITY OF DETROIT  
DEPARTMENT OF PUBLIC WORKS  
CITY ENGINEERING DIVISION

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MAP-24-90

CLAYTON ST. 60 FT. WD.

GILBERT ST. 66 FT. WD.

72.8'

67.5'

3.9'

NEW FROST SLAB  
5' X 5' X 3.5'  
0' TO 3.5' BELOW GRADE

3700 GILBERT STREET

201

PUBLIC ALLEY 20 FT. WD.

NORTH

- REQUEST ENCROACHMENT  
(FOR FROST SLAB, 0' TO 3.5' BELOW GRADE)

(FOR OFFICE USE ONLY)

B

A

DESCRIPTION

REV

CHK

APP

DATE

DRAWN BY

AP

CHECKED

LC

DATE

06-28-2024

APPROVED

RW

REQUEST ENCROACHMENT  
INTO CLAYTON ST. 60 FT. WD.  
AT 3700 GILBERT ST.

CARTO 12 B

CITY OF DETROIT

CITY ENGINEERING DIVISION

SURVEY BUREAU

JOB NO.

24-90

DRAWG. NO.



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

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