

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*

---

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

In accordance with that body's directive, kindly return the same with your report in duplicate within four (4) weeks.

---

Petition No.	2025-111
Name of Petitioner	General Services Department, City of Detroit
Description of Petition	Petition to request encroachment within the northerly part of Charlevoix St., adjacent to the parcel commonly known as 2912 Garland St., for the installation of a small park development located in the right-of-way at the northeast corner of Charlevoix and Garland St
Type of Petition	<b>Alley Vacation/Encroachment/Utility Vacation</b>
Submission Date	05/15/25
Concerned Departments	Buildings, Safety Engineering, and Environmental Department (BSEED), Detroit Department of Transportation (DDOT), Detroit Fire Department (DFD), Detroit Health Department (DHD), General Services Department (GSD), Media Services Department, Municipal Parking Department, Police Department (DPD)
Petitioner Contact	Jeff Klein Deputy Chief of Landscape Architecture General Services Department 2 Woodward Ave., Suite 526 Detroit, MI 48226 P: (313)-400-5014 <a href="mailto:kleinj@detroitmi.gov">kleinj@detroitmi.gov</a>

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**

---

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

Petitioner:  
General Services Department, City of Detroit  
2 Woodward Ave., Suite 526  
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 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 within the northerly part of Charlevoix St., adjacent to the parcel commonly known as 2912 Garland St., for the installation of a small park development located in the right-of-way at the northeast corner of Charlevoix and Garland St.

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



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



Coleman A. Young Municipal Center  
2 Woodward Avenue, Suite 526  
Detroit, Michigan 48226

Phone 313•224•3765 TTY 311  
Fax 313•224•1647  
www.detroitmi.gov

February 13, 2025

**RE: SEEKING FORMAL ENCROACHMENT APPROVAL FOR DR. OSSIAN SWEET PROJECT**

This letter is being submitted along with the formal request for approval of a small park development located in the ROW at the corner of Charlevoix and Garland St. on Detroit's east side. This work is associated with the adjacent Dr. Ossian Sweet House and Dr. Ossian Sweet Memorial Plaza construction led by GSD parks division.

The project is completing design and nearing construction this coming spring. When the project kicked off in the spring of 2024 GSD met with TED and had an informal meeting (3/27/24) to understand if the encroachment seemed permissible. GSD met with representatives Ahmad Fawaz, Sonny Jacobs, and Prasad Nannapaneni, and Jay Biernat to discuss the plans. Sighting similar park ROW projects like the Grand Parklet off Gratiot Ave, TED saw no objection to the work we were proposing if the project did not create any visual barriers to vehicular traffic. Since that time, we have developed the plans accordingly and are now seeking formal approval to proceed with the work.

The property will be maintained by the General Services Department and will be supplementary to the memorial park that will be located across the street.

Thank you for your consideration and If you have any questions or concerns about the project, please contact me at 313.400.5014 or [kleinj@detroitmi.gov](mailto:kleinj@detroitmi.gov).

Thank you,

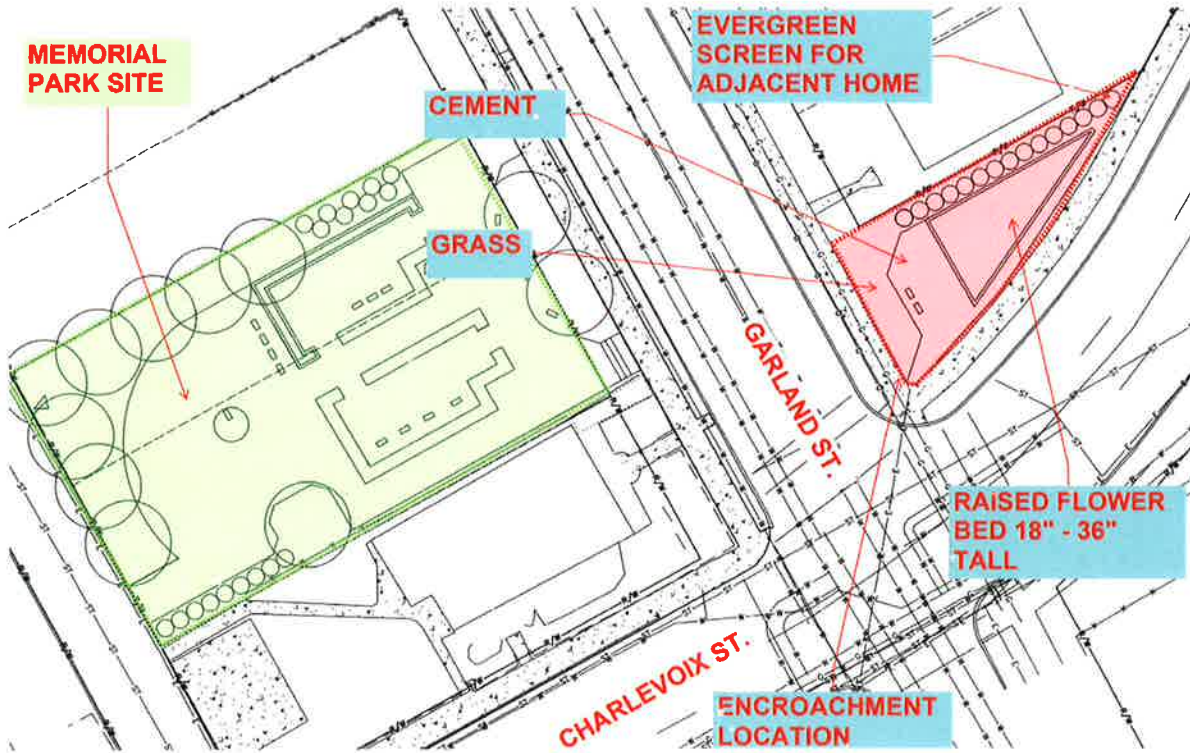
*Jeffrey Klein*

Jeff Klein  
Deputy Chief of Landscape Architecture  
General Services Department  
City of Detroit



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

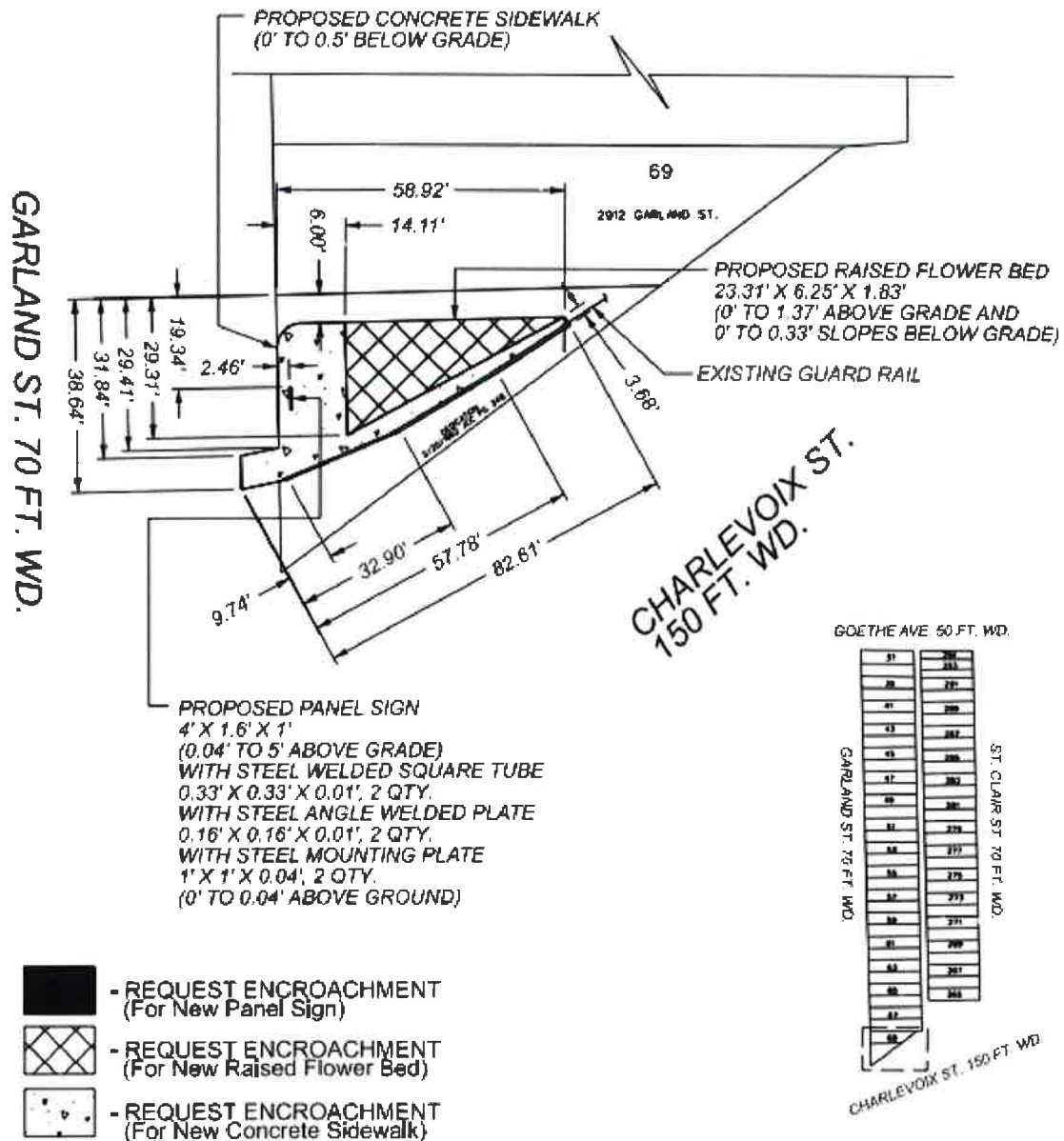




CITY OF DETROIT  
DEPARTMENT OF PUBLIC WORKS  
CITY ENGINEERING DIVISION

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

MAP-25-11



(FOR OFFICE USE ONLY)

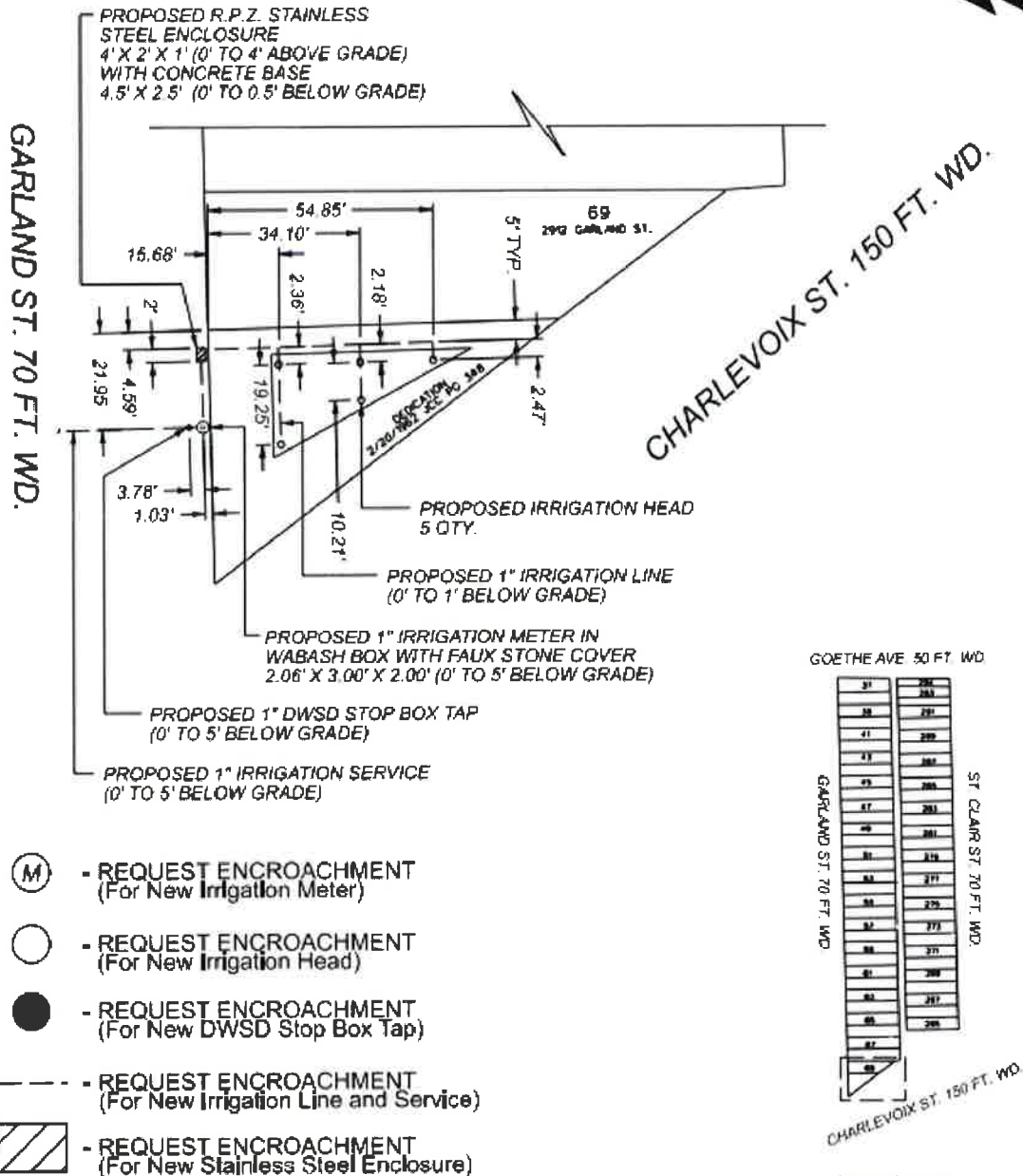
B				REQUEST ENCROACHMENT INTO CHARLEVOIX ST. AT 2912 GARLAND ST.		CITY OF DETROIT	
A						CITY ENGINEERING DIVISION	
DESCRIPTION		REV	CHK			SURVEY BUREAU	
REVISION						JOB NO. 25-11	
DRAWN BY		AP	CHECKED	LC / TS		DWG. NO. 01	
DATE		05-14-2025		GE			



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

MAP-25-11



(FOR OFFICE USE ONLY)

B					
A					
DESCRIPTION	DATE	CHKD	APPD	DATE	
DRAWN BY	AP	CHECKED	LC / TS		
DATE	05-14-2025	APPROVED	GE		

REQUEST ENCROACHMENT  
INTO CHARLEVOIX ST.  
AT 2912 GARLAND ST.

CITY OF DETROIT	
CITY ENGINEERING DIVISION	
SURVEY BUREAU	
JOB NO.	25-11
DRAWING NO.	02