



**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



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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.

Thank you,

Jeffrey Klein

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



MEMORIAL PARK SITE

CEMENT

GRASS

EVERGREEN SCREEN FOR ADJACENT HOME

GARLAND ST.

CHARLEVOIX ST.

ENCROACHMENT LOCATION

RAISED FLOWER BED 18" - 36" TALL

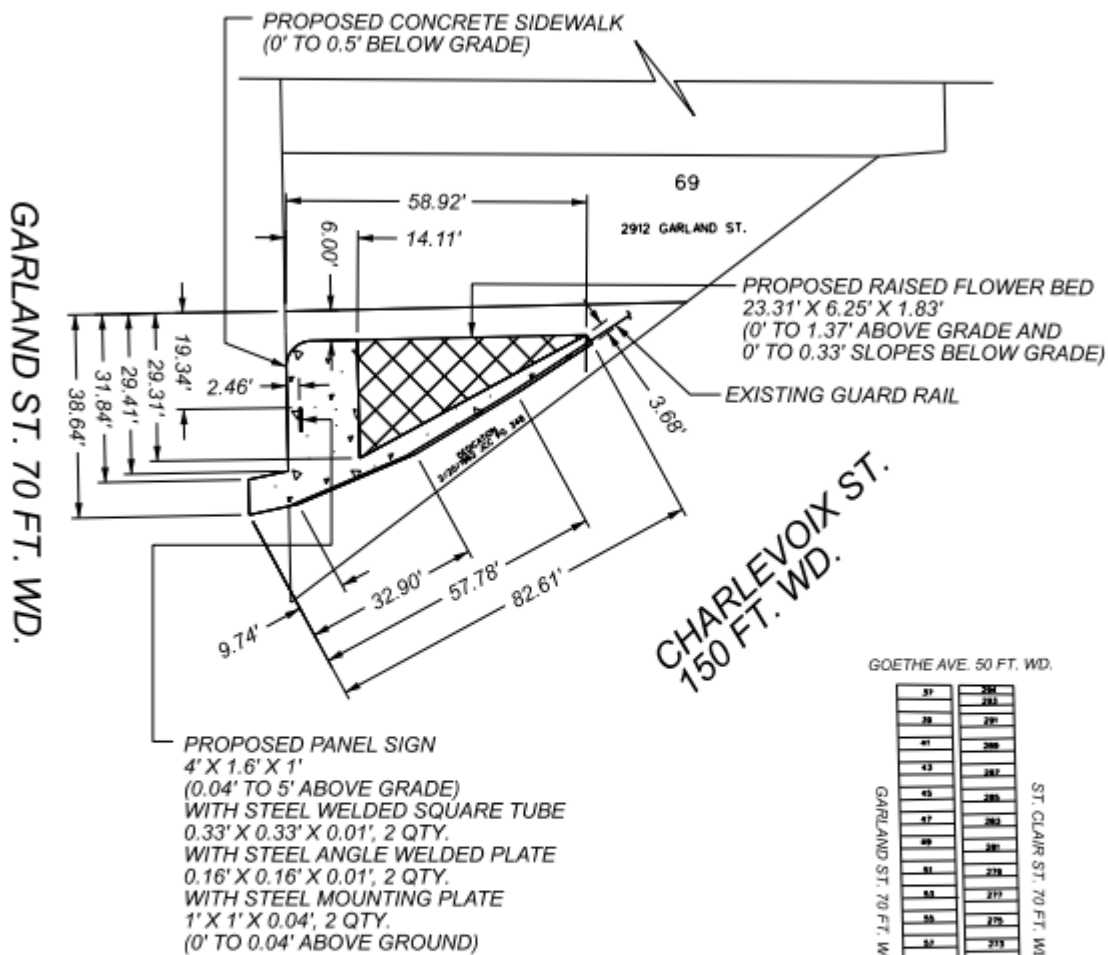
The site plan shows Memorial Park as a green area with various landscaping features. A large green area is labeled 'GRASS', and a smaller area is labeled 'CEMENT'. A red dashed line indicates the 'ENCROACHMENT LOCATION'. A red shaded area is labeled 'EVERGREEN SCREEN FOR ADJACENT HOME'. A red dashed line is labeled 'RAISED FLOWER BED 18" - 36" TALL'. The plan also shows 'GARLAND ST.' and 'CHARLEVOIX ST.'.



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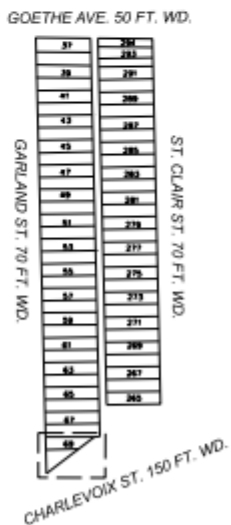
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MAP-25-11



- REQUEST ENCROACHMENT
(For New Panel Sign)
- REQUEST ENCROACHMENT
(For New Raised Flower Bed)
- REQUEST ENCROACHMENT
(For New Concrete Sidewalk)

(FOR OFFICE USE ONLY)

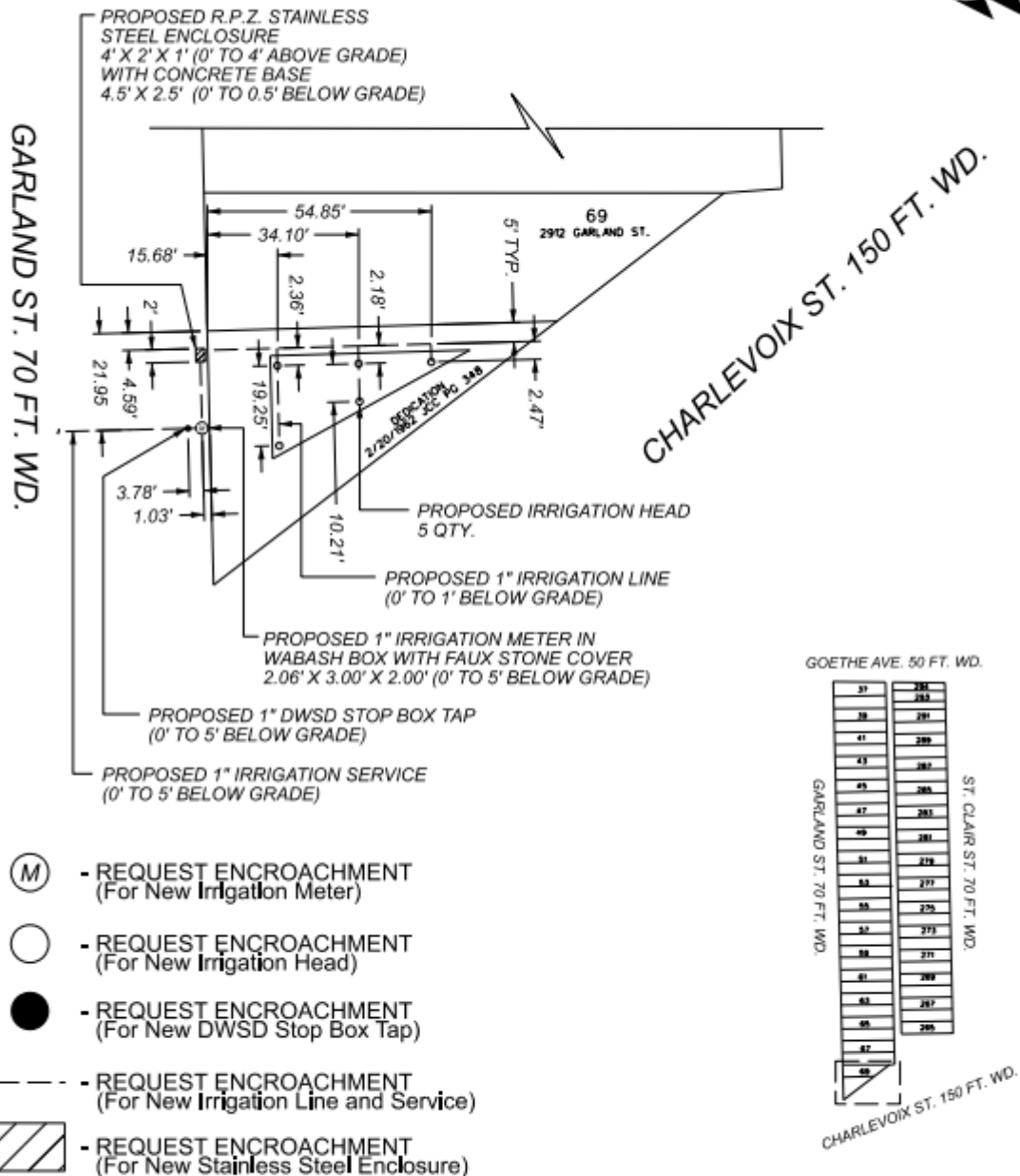




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MAP-25-11



- (M) - REQUEST ENCROACHMENT
(For New Irrigation Meter)
- - REQUEST ENCROACHMENT
(For New Irrigation Head)
- - REQUEST ENCROACHMENT
(For New DWSD Stop Box Tap)
- - REQUEST ENCROACHMENT
(For New Irrigation Line and Service)
- ▨ - REQUEST ENCROACHMENT
(For New Stainless Steel Enclosure)

(FOR OFFICE USE ONLY)

B				
A				
DESCRIPTION	BY	CHKD	APPD	DATE
REVISIONS				
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
DRWG. NO. 02