

THIS IS A 3-PAGE FORM - ALL INFORMATION IS REQUIRED FOR PROJECT REVIEW

# HISTORIC DISTRICT COMMISSION PROJECT REVIEW REQUEST

City of Detroit - Planning & Development Department  
2 Woodward Avenue, Suite 808  
Detroit, Michigan 48226

DATE: \_\_\_\_\_

## PROPERTY INFORMATION

ADDRESS(ES): 1773 Parker AKA: \_\_\_\_\_

PARCEL ID: 17009110 HISTORIC DISTRICT: V

- SCOPE OF WORK: (Check ALL that apply)
- |  |  |                                       |  |   |                                   |
|--|--|---------------------------------------|--|---|-----------------------------------|
| <input checked="" type="checkbox"/> Windows/ Doors | <input type="checkbox"/> Walls/ Siding | <input type="checkbox"/> Painting     | <input type="checkbox"/> Roof/Gutters/ Chimney             | <input type="checkbox"/> Porch/Deck/ Balcony  | <input type="checkbox"/> Addition |
| <input type="checkbox"/> Demolition                | <input type="checkbox"/> Signage       | <input type="checkbox"/> New Building | <input type="checkbox"/> Major Alteration (3+ scope items) | <input type="checkbox"/> Site Improvements (landscape, trees, fences, patios, etc.) |                                   |

BRIEF PROJECT DESCRIPTION: Improve functionality and beautify back porch windows.

## APPLICANT IDENTIFICATION

- |   |                                     |  |   |
|---|-------------------------------------|--|---|
| <input checked="" type="checkbox"/> Property Owner/ Homeowner | <input type="checkbox"/> Contractor | <input type="checkbox"/> Tenant or Business Occupant | <input type="checkbox"/> Architect/Engineer/ Consultant |
|---|-------------------------------------|--|---|

NAME: Jennifer Lyon COMPANY NAME: \_\_\_\_\_

ADDRESS: 269 Walker St #720 CITY: Detroit STATE: MI ZIP: 48207

PHONE: 313 516 8799 MOBILE: \_\_\_\_\_ EMAIL: jenniferlouise.lyon@gmail.com

## PROJECT REVIEW REQUEST CHECKLIST

Please attach the following documentation to your request:

\*PLEASE KEEP FILE SIZE OF ENTIRE SUBMISSION UNDER 30MB\*

- Completed Building Permit Application (highlighted portions only)
- ePLANS Permit Number (only applicable if you've already applied for permits through ePLANS)
- Current Photographs: Including the front of the building & detailed photographs of the area(s) affected by the proposed work. All photographs must be labeled or captioned, e.g. "west wall", "second floor window," etc.
- Description of existing conditions (including materials and design)
- Description of project (if replacing any existing material(s), include an explanation as to why replacement--rather than repair--of existing and/or construction of new is required)
- Detailed scope of work (formatted as bulleted list)
- Brochure/cut sheets for proposed replacement material(s) and/or product(s), as applicable

**NOTE:**  
 Based on the scope of work, additional documentation may be required.  
 See [www.detroitmi.gov/hdc](http://www.detroitmi.gov/hdc) for scope-specific requirements.

Upon receipt of this documentation, staff will review and inform you of the next steps toward obtaining your building permit from the Buildings, Safety Engineering and Environmental Department (BSEtED) to perform the work.

**SUBMIT COMPLETED REQUESTS TO: [HDC@DETROITMI.GOV](mailto:HDC@DETROITMI.GOV)**