

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): \_\_\_\_\_ AKA: \_\_\_\_\_

PARCEL ID: \_\_\_\_\_ HISTORIC DISTRICT: \_\_\_\_\_

SCOPE OF WORK: (Check ALL that apply)

<input 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: \_\_\_\_\_

## APPLICANT IDENTIFICATION

Property Owner/  
Homeowner

Contractor

Tenant or  
Business Occupant

Architect/Engineer/  
Consultant

NAME: \_\_\_\_\_ COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ MOBILE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

## 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) BLD2021-04023

**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.  
See Exhibit D for current photograph.

**Description of existing conditions** (including materials and design)  
See Exhibits D and B for descriptions of the existing conditions.

**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)  
See Exhibit D for a description of the project

**Detailed scope of work** (formatted as bulleted list)  
A detailed scope of work is included with this application on the following pages.

**Brochure/cut sheets** for proposed replacement material(s) and/or product(s), as applicable  
n/a

### 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)**

## P2 - BUILDING PERMIT APPLICATION

Date: \_\_\_\_\_

### PROPERTY INFORMATION

Address: \_\_\_\_\_ Floor: \_\_\_\_\_ Suite#: \_\_\_\_\_ Stories: \_\_\_\_\_

AKA: \_\_\_\_\_ Lot(s): \_\_\_\_\_ Subdivision: \_\_\_\_\_

Parcel ID#(s): \_\_\_\_\_ Total Acres: \_\_\_\_\_ Lot Width: \_\_\_\_\_ Lot Depth: \_\_\_\_\_

Current Legal Use of Property: \_\_\_\_\_ Proposed Use: \_\_\_\_\_

Are there any existing buildings or structures on this parcel?  Yes  No

### PROJECT INFORMATION

**Permit Type:**  New  Alteration  Addition  Demolition  Correct Violations

 Foundation Only  Change of Use  Temporary Use  Other: \_\_\_\_\_

 Revision to Original Permit #: \_\_\_\_\_ (Original permit has been issued and is active)

**Description of Work** (Describe in detail proposed work and use of property, attach work list)

 MBC use change  No MBC use change

**Included Improvements** (Check all applicable; these trade areas require separate permit applications)

 HVAC/Mechanical  Electrical  Plumbing  Fire Sprinkler System  Fire Alarm

#### Structure Type

 New Building  Existing Structure  Tenant Space  Garage/Accessory Building

 Other: \_\_\_\_\_ Size of Structure to be Demolished (LxWxH) \_\_\_\_\_ cubic ft.

 Construction involves changes to the floor plan?  Yes  No

(e.g. interior demolition or construction to new walls)

Use Group: \_\_\_\_\_ Type of Construction (per current MI Bldg Code Table 601) \_\_\_\_\_

**Estimated Cost of Construction** \$ \_\_\_\_\_ By Contractor \$ \_\_\_\_\_ By Department

#### Structure Use

 Residential-Number of Units: \_\_\_\_\_  Office-Gross Floor Area \_\_\_\_\_  Industrial-Gross Floor Area \_\_\_\_\_

 Commercial-Gross Floor Area: \_\_\_\_\_  Institutional-Gross Floor Area \_\_\_\_\_  Other-Gross Floor Area \_\_\_\_\_

Proposed No. of Employees: \_\_\_\_\_ List materials to be stored in the building: \_\_\_\_\_

**PLOT PLAN SHALL BE submitted on separate sheets and shall show all easements and measurements (must be correct and in detail). SHOW ALL streets abutting lot, indicate front of lot, show all buildings, existing and proposed distances to lot lines.** (Building Permit Application Continues on Next Page)

### For Building Department Use Only

Intake By: \_\_\_\_\_ Date: \_\_\_\_\_ Fees Due: \_\_\_\_\_ DngBld?  No

Permit Description: \_\_\_\_\_

Permit #:

Current Legal Land Use: \_\_\_\_\_ Proposed Use: \_\_\_\_\_

Permit#: \_\_\_\_\_ Date Permit Issued: \_\_\_\_\_ Permit Cost: \$ \_\_\_\_\_

Zoning District: \_\_\_\_\_ Zoning Grant(s): \_\_\_\_\_

Lots Combined?  Yes  No (attach zoning clearance)
**Revised Cost** (revised permit applications only) Old \$ \_\_\_\_\_ New \$ \_\_\_\_\_

Structural: \_\_\_\_\_ Date: \_\_\_\_\_ Notes: \_\_\_\_\_

Zoning: \_\_\_\_\_ Date: \_\_\_\_\_ Notes: \_\_\_\_\_

Other: \_\_\_\_\_ Date: \_\_\_\_\_ Notes: \_\_\_\_\_



**IDENTIFICATION (All Fields Required)**

**Property Owner/Homeowner**

Property Owner/Homeowner is Permit Applicant

Name: \_\_\_\_\_ Company Name: Grosse Pointe Park Public Works  
Address: 15115 E Jefferson Ave. City: Grosse Pointe Park State: MI Zip: 48230  
Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_  
Driver's License #: \_\_\_\_\_ Email: \_\_\_\_\_

**Contractor**

Contractor is Permit Applicant

Representative Name: Kyle Knoll Company Name: PCI Industries, Inc.  
Address: 21717 Republic City: Oak Park State: MI Zip: 48237  
Phone: 248-542-2570 Mobile: 248-255-3316 Email: kknoll@pcionesource.com  
City of Detroit License #: \_\_\_\_\_

**TENANT OR BUSINESS OCCUPANT**

Tenant is Permit Applicant

Name: Pat Thomas Phone: 586-634-1862 Email: thomasp@grossepointepark.org  
Primary Site Contact

**ARCHITECT/ENGINEER/CONSULTANT**

Architect/Engineer/Consultant is Permit Applicant

Name: Gerald Vogt, SmithGroup State Registration#: 6201048175 Expiration Date: 08/14/2023  
Address: 201 Depot St., 2nd Floor City: Ann Arbor State: MI Zip: 48104  
Phone: 734-669-2674 Mobile: \_\_\_\_\_ Email: jerry.vogt@smithgroup.com

**HOMEOWNER AFFIDAVIT** (Only required for residential permits obtained by homeowner.)

I hereby certify that I am the legal owner and occupant of the subject property and the work described on this permit application shall be completed by me. I am familiar with the applicable codes and requirements of the City of Detroit and take full responsibility for all code compliance, fees and inspections related to the installation/work herein described. I shall neither hire nor sub-contract to any other person, firm or corporation any portion of the work covered by this building permit.

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Homeowner)

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ A.D. \_\_\_\_\_ County, Michigan

Signature: \_\_\_\_\_ My Commission Expires: \_\_\_\_\_  
(Notary Public)

**PERMIT APPLICANT SIGNATURE**

I hereby certify that the information on this application is true and correct. I have reviewed all deed restrictions that may apply to this construction and am aware of my responsibility thereunder. I certify that the proposed work is authorized by the owner of the record and I have been authorized to make this application as the property owner(s) authorized agent. Further I agree to conform to all applicable laws and ordinances of jurisdiction. **I am aware that a permit will expire when no inspections are requested and conducted within 180 days of the date of issuance or the date of the previous inspection and that expired permits cannot be**

Print Name: Kyle Knoll Signature: \_\_\_\_\_ Date: 9/17/21  
(Permit Applicant)

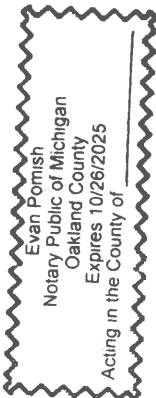
Driver's License #: K549485887290 Expiration: \_\_\_\_\_

Subscribed and sworn to before me this 17 day of September 2021 A.D. Oakland County, Michigan

Signature: \_\_\_\_\_ My Commission Expires: 10/26/2025  
(Notary Public)

**Section 23a of the state construction code act of 1972, 1972PA230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Visitors of Section 23a are subject to civil fines.**

This application can also be completed online. Visit [detroitmi.gov/bseed/elaps](http://detroitmi.gov/bseed/elaps) for more information.





October 16, 2023

City of Detroit  
Historic District Commission  
2 Woodward Avenue | Suite 808  
Detroit, Michigan 48226

Re: Schaap Center  
Historic District Commission (HDC) Submittal

To the Members of the Historic District Commission:

The Schaap Center team is proud to submit to the City of Detroit the enclosed documents to meet the requirements of our legally binding Contract among the City of Detroit, a Michigan municipal corporation ("City"), Urban Renewal initiative Foundation or its successor or assignee ("Schaap Center"), a Michigan non-profit corporation, and the City of Grosse Pointe Park ("GPP"), a municipal corporation, in order to cooperate and to coordinate their the respective activities in furtherance of the construction of the non-profit Schaap Center, also referred to as The A. Paul and Carol C. Schaap Center for the Performing Arts and the Richard and Jane Manoogian Art Gallery, a bus turnaround, and parking area for DDOT busses.

Specifically, this letter and the documents submitted seek fulfillment of the Schaap Center's obligation to position and construct the structure/building that will be the community center for the arts in substantial compliance with the Site Plan included within Exhibit C of our Contract. The Contract is attached to the Schaap Center application named "Exhibit K – MOU" for reference.

We are seeking to be on the agenda for the November 8<sup>th</sup> HDC meeting. It is our understanding that the November 8<sup>th</sup> meeting requires documents to be submitted by October 16<sup>th</sup>. We also understand that letters of support may be submitted up until the day of the Meeting, in this case November 8<sup>th</sup>. Furthermore, we understand that we are permitted to amend or supplement our complete applications with additional information, up until 48 hours before the Meeting start, in this case close-of business on November 6<sup>th</sup>, or 24 hours after the staff report is posted, whichever is later. We would like to inform the Historic District Commission that we intend to exercise all references of understanding above to set expectations clearly.

The Schaap Center team is seeking an approval via Notice to Proceed "NTP".

**Request for Notice to Proceed:** We respectfully acknowledge the historical significance of the former development at 14901 E Jefferson, however per Section 21-2-78, the project may be granted a permit via a NTP if "the proposed work will be inappropriate according to the Secretary's standards and the defined elements of design for the historic district, but is without substantial detriment to the public welfare and without substantial derogation from the intents and purposes of this article, and where one or more of the conditions of Section 21-2-75 of this Code have been met." By a resolution dated May 11, 2007, the Detroit City Council charged the Historic Designation Advisory Board, a study committee, with the official



City of Detroit  
 Historic District Commission  
 October 16, 2023  
 Page 2 of 5

study of the proposed Jefferson-Chalmers Historic Business District in accordance with Chapter 23 of the 1984 Detroit City Code and the Michigan Local Historic Districts Act. **Please note, in this Final Report of the proposed Jefferson-Chalmers Historic Business District 14917 E Jefferson is listed as a non-contributing building located within the proposed district and 14927 E Jefferson is not referenced at all.** This report is attached to the Schaap Center application named "Exhibit L – JC HBD City Council Report".

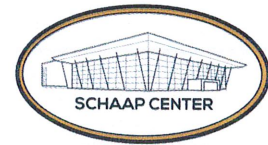
The referenced Section 21-2-75 offers four conditions which the Commission may consider, any of which found to be prevailing would qualify the project for approval:

1. The resource constitutes a hazard to the safety of the public or the occupants;
2. The resource is a deterrent to a major improvement program that will be of substantial benefit to the community. Substantial benefit shall be found only if the applicant proposing the work has obtained all necessary planning and zoning approvals, financing, and environmental clearances, and the improvement program is otherwise feasible;
3. Retention of the resource would cause undue financial hardship to the owner. Undue financial hardship shall be found only when a governmental action, an act of God, or other events beyond the owner's control created the hardship, and all feasible alternatives to eliminate the financial hardship, which may include offering the resource for sale at its fair market value or moving the resource to an appropriate vacant site within the historic district, have been attempted and exhausted by the owner;
4. Retention of the resource would not be in the interest of the majority of the community.

The Schaap Center project team acknowledges the City accepts inappropriate work in one of its historic districts in exchange for "substantial community benefit", which our presentation will confirm. Furthermore, other conditions in Section 21-2-75 of this Code have been met and are demonstrated for consideration below.

**Condition #1 *"The resource constitutes a hazard to the safety of the public or the occupants;"***

The Schaap Centers licensed structural engineer, John Sweda, PE, has concluded that the abandoned DPW building located on 14927 E Jefferson is "an immediate danger and safety hazard" due to the structural deficiencies described in his Report, which is attached to the Schaap Center application named "Structural Engineer Report". Mr. Sweda's professional conclusions, as a licensed structural engineer, were based on his personal inspection of the building's structural integrity and his years of practical experience. In addition, while the City may feel that it would be sufficient to brace the structure to prevent collapse of the building, this temporary measure is neither a permanent solution nor adequate to address the full measure of safety concerns of this abandoned and deteriorating building. We believe this building and existing salt shed constitutes an unsafe, hazardous, and attractive nuisance and presents a threat and potential harm to the safety and welfare of the public.



City of Detroit  
 Historic District Commission  
 October 16, 2023  
 Page 3 of 5

Furthermore, 14927 E Jefferson is not referenced at all in the Final Report of the proposed Jefferson-Chalmers Historic Business District. Please confirm by referencing the attached report within the Schaap Center application named "Exhibit L – JC HBD City Council Report". We do not believe there is any contributing historical significance to the abandoned DPW building or the salt shed on the property.

Upon completion of demolition, the Schaap Center team will position and construct the structure/building that will be the community center for the arts in substantial compliance with the Site Plan included within Exhibit C of our Contract. The Contract is attached to the Schaap Center application named "Exhibit K – MOU" for reference.

Therefore, the resource constitutes a hazard to the safety of the public and we believe an NTP should be provided for the Schaap Center project.

**Condition #2 "The resource is a deterrent to a major improvement program that will be of substantial benefit to the community. Substantial benefit shall be found only if the applicant proposing the work has obtained all necessary planning and zoning approvals, financing, and environmental clearances, and the improvement program is otherwise feasible;"**

This resource is a clear deterrent to a major improvement program, which is the development of the Schaap Center.

In our Contract with Detroit, signed by the City of Detroit Director of Planning and Development, the Detroit City Finance Director, and Detroit Corporation Counsel, and approved by Detroit City Council and Mayor Duggan and the, it states:

**F.** GPP and the City believe that the construction and operation of a non-profit community center for the arts, bus turnaround and parking area is in the best interest of the public and are desirous of seeking necessary approvals and consummation of the same.

The above statement provides clear evidence that the highest levels of City government, including the Detroit City Council (unanimous approval), which provides direct representation of Detroit's residents, agree that this project will provide substantial benefit to the community. The Contract is attached to the Schaap Center application named "Exhibit K – MOU" for reference.

Our presentation will further demonstrate that the Schaap Center will provide "substantial community benefit". The project will improve commercial property values and strengthen the local economy and will be a contributing part of the Jefferson-Chalmer's neighborhood.

Therefore, the resource is a deterrent to a major improvement program that will be of substantial benefit to the community. Substantial benefit shall be found only if the applicant proposing the work has obtained all necessary planning and zoning approvals, financing, and environmental clearances, and the



City of Detroit  
 Historic District Commission  
 October 16, 2023  
 Page 4 of 5

improvement program is otherwise feasible;" and we believe an NTP should be provided for the Schaap Center project.

**Condition #3** *"Retention of the resource would cause undue financial hardship to the owner. Undue financial hardship shall be found only when a governmental action, an act of God, or other events beyond the owner's control created the hardship, and all feasible alternatives to eliminate the financial hardship, which may include offering the resource for sale at its fair market value or moving the resource to an appropriate vacant site within the historic district, have been attempted and exhausted by the owner;*

The Contract requires the URIF to "Position and Construct" the Schaap Center in "Substantial Compliance" with the Site Plan attached as Exhibit C to the MOU.

The Contract is attached to the Schaap Center application named "Exhibit K – MOU" for reference.

Due to the Contract the URIF has with the City of Detroit and GPP, the land proposed for the construction of the Schaap Center must be used to construct it in accordance with this Contract, and therefore other development opportunities on this site are not possible, without breaching this Contract.

The City of Detroit accepted \$300,000 for the sale of land parcel F and the Quit Claim Deed is attached to the MOU.

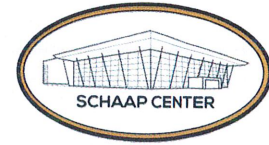
Therefore, retention of the resource would cause undue financial hardship to the owner. Undue financial hardship shall be found only when a governmental action, an act of God, or other events beyond the owner's control created the hardship, and all feasible alternatives to eliminate the financial hardship, which may include offering the resource for sale at its fair market value or moving the resource to an appropriate vacant site within the historic district, have been attempted and exhausted by the owner; and we believe an NTP should be provided for the Schaap Center project.

**Condition #4** *"Retention of the resource would not be in the interest of the majority of the community."*

We cannot imagine a better use for this site that will be of more interest to the majority of the community than the Schaap Center. This is evidenced by the supporting letters included in the Schaap Center attachments from residents, program partners and business owners that live near this development.

Please note, the support letters included in "Exhibit A – Letters of Support" that are attached to our application best demonstrate this condition is achieved. Some of these letters are from the closest Detroit Jefferson-Chalmer's neighbors adjacent to the Schaap Center. There are several other supporting letters included in our presentation.

Therefore, retention of the resource would not be in the interest of the majority of the community, and we believe an NTP should be provided for the Schaap Center project.



City of Detroit  
Historic District Commission  
October 16, 2023  
Page 5 of 5

In our application, the Schaap Center team will also include documents in accordance with HDC resolution 98-02 which are applicable based on the proposed scope of work.

Respectfully,

Schaap Center, a Michigan non-profit corporation

A handwritten signature in blue ink, appearing to read "Stephen J. Pokoj". The signature is fluid and cursive, with a long, sweeping tail that extends to the right.

Stephen J. Pokoj

Its Authorized Agent



**Detailed Scope of Work:**

- Demolish existing Grosse Pointe Park DPW buildings, salt storage shed and associated yard improvements at 14927 E. Jefferson and 1005 Wayburn.
- Clear site and landscape improvements at Parcel J & I (previously 14901 and 14917 E. Jefferson).
- Rough Grading with cuts to fill not in excess of 1'-0" from existing grades.
- Storm Utilities including precast catch basins and 12" diameter RCP.
- Underground duct banks for phone / data.
- Four-inch Asphalt pavement over 10" Limestone base including striping, directional traffic signage and handicap signs. Total of 50 spaces including 3 ADA.
- Curb and Gutter (18" wide) at perimeter of lot.
- Masonry screen wall between Lot and adjacent Apartments. Nominally 6' tall along wall running north to south and 4" tall on wall running east to west. Colored split faced CMU (Grand Blanc Cement – Garnet) on Apartment side. Brick (Bowerston Shale Crimson 1113 Smooth) and custom white cast stone coping to match proposed Performing Arts Center on Lot side.
- Masonry screen wall between Alter and Lot nominally 3' tall with brick and cast stone coping to match proposed Performing Arts Center on both sides.
- Masonry retaining wall nominally 2' tall between Lot and E. Jefferson with brick veneer and cast stone coping to match proposed Performing Arts Center on both sides.
- Ground mounted building identification signage integrated into masonry retaining wall at corner of Alter and E. Jefferson.
- PVC underdrains along masonry walls adjacent to the Apartments.
- Single headed Lithonia D Series light fixtures (or equal) with shields on 18' tall painted aluminum poles placed at perimeter of lot.
- Landscaping including Columnar Elms and Bradford Pears between on Lot side of masonry screen wall between Lot and Apartments. Fronted Elms and Shrubs on front lawn facing E. Jefferson. Lawn in all areas without planting. All irrigated.
- Establish a public plaza at the SW corner of the site.

**The following supplementary documents are provided as exhibits to this application submission:**

- Exhibit A – Letters of Support
- Exhibit B – Scaled Site Plans
- Exhibit C – Economic Impact Report
- Exhibit D – Schaap Center HDC Presentation
- Exhibit E – Schaap Center NTP Request Presentation
- Exhibit F – Schaap Center Flooding Risk Evaluation
- Exhibit G – Stormwater and Building Sustainability Summary
- Exhibit H – Stormwater Narrative Supplement
- Exhibit I - DPW Building Structural Report
- Exhibit J – JEI Community Meeting
- Exhibit K – MOU
- Exhibit L – JC HBD City Council Report