

Coolidge Terminal Replacement Project
Environmental Assessment
January 2023

APPENDIX C

ZONING CORRESPONDENCE



INNOVATIVE IDEAS
EXCEPTIONAL DESIGN
UNMATCHED CLIENT SERVICE

MEETING MEMORANDUM

MEETING DATE: 2/1/2022
CLIENT: Detroit Building Authority
PROJECT: DDOT Coolidge Operations & Maintenance Facility
PROJECT #: 1942-6994-50
LOCATION OF MEETING: Video-Conference Call
PURPOSE OF MEETING: Introduction & Preliminary Review with City Planning Commission

ATTENDED BY:

City of Detroit

Donna Rice; DBA
Christopher Gulock, CPC
Jamie Murphy, CPC

DLZ Team

Eric Beaulieu; DLZ
Jon Holler; HDR

DISCUSSION:

1. DLZ & HDR presented a general overview of the project site plan, highlighting the site development elements. DLZ pointed out the parcels that are proposed to be annexed to the property.
2. Looking for initial feedback from City Planning Commission (CPC) on the preliminary site plan and feedback on if any rezoning may be appropriate or necessary.
3. Discussion regarding general history of the site.
 - a. Constructed in 1920's
 - b. Vacant since 2012 due to a fire in one of the bus storage bays.
4. Rezoning – initial thoughts
 - a. Reviewed Zoning Map 68
 - b. The Coolidge site is currently zoned M4 “Heavy Industrial”

- c. **CPC would recommend rezoning the properties on the west side of Ward which are being annexed into the project site.**
- d. **Zoning would not be necessary for the properties on the north side of Compass, which are also being annexed into the project site.**
- e. CPC would consider “downzoning” the entire site to M-2. The Masterplan would support changing the entire site to M-2 as a “truck terminal”. Is there a benefit to this? Not necessary if there is no benefit.

5. Schedule/Process

- a. CPC meet the 1st and 3rd Thursday of the month
 - b. Fill out and submit the application (attached)
 - c. Meet with the community beforehand
 - i. Hearing with the neighborhood prior to the planning commission meeting
 - ii. Happy Homes Neighborhood Group
 - iii. Church group
 - iv. District 7
 - v. Recommend showing the bus routes leaving/returning to the site
 - d. Would expect the re-zoning to occur prior to reviewing the BSEED Site Plan submittal. Initial PPR is scheduled with James Foster on 2/12. There is a fair amount of design work to occur prior to a final site plan submittal.
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INNOVATIVE IDEAS
EXCEPTIONAL DESIGN
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DDOT Coolidge Operations & Maintenance Facility
CPC Project Introduction & Preliminary Review
Page 3 of 3

The foregoing constitutes our understanding of matters discussed and conclusions reached. Please review these items and advise the undersigned, in writing and within five (5) business days of any errors or omissions.

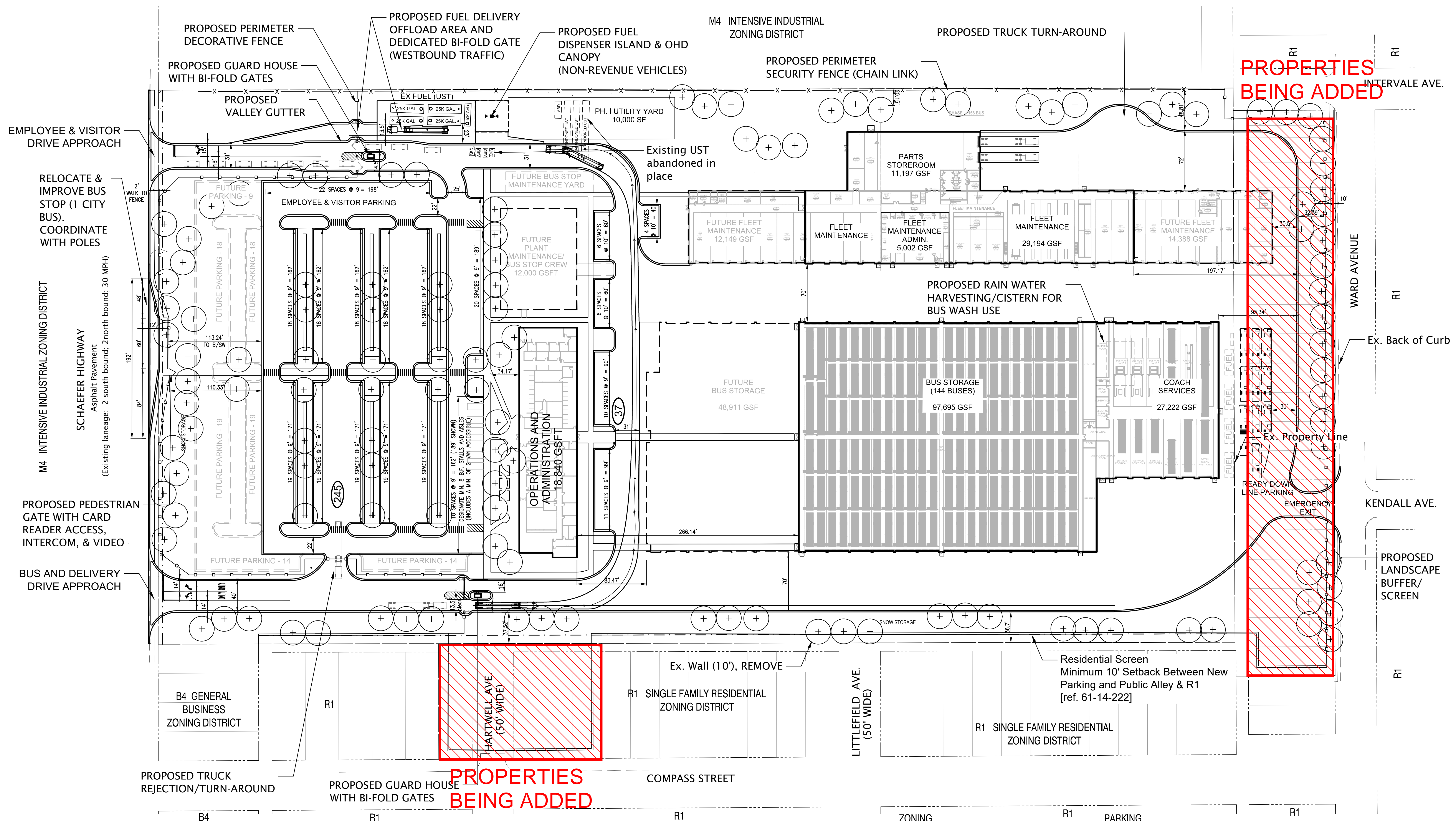
CC:

Those in attendance

DLZ MICHIGAN, INC.

Eric Beaulieu, AIA
Project Manager





CONCEPTUAL SITE PLAN B

DDOT: COOLIDGE OPERATIONS & MAINTENANCE FACILITY

ZONING	PARKING
<p>CURRENT ZONING: M4 INTENSIVE INDUSTRIAL ZONING DISTRICT</p> <p>PROPOSED USE: GOVERNMENTAL SERVICE AGENCY OPERATED BUS GARAGE, BUS REPAIR AND SERVICE, BUS PARKING</p> <p>PROPOSED ZONING: M4 INTENSIVE INDUSTRIAL ZONING DISTRICT</p>	<p>1. EMPLOYEE & VISITOR PARKING STALL MINIMUM REQUIRED: 230 EMPLOYEE + 5 VISITOR + 7 BARRIER FREE = 242 90' PARKING STALLS: 245, INCLUDES MINIMUM 8 B.F. STALLS + 2 VAN + 6 ACCESSIBLE LENGTH: 25.0' WIDTH: 9' CROSS AISLE WIDTH, TWO-WAY: 22-24'</p> <p>2. EXTERIOR NON-REVENUE PARKING STALL MINIMUM REQUIRED: 34 90' PARKING STALLS: 37 LENGTH: 25.0' WIDTH: 10' CROSS AISLE WIDTH, TWO-WAY: 29'</p> <p>3. TOTAL PARKING SHOWN: 282 SURFACE SPACES, INCLUDING 8 B.F. STALLS</p>
BUILDING SETBACKS	
<p>SETBACKS: ref. 61-13-45</p> <p>MINIMUM FRONT = 0' MINIMUM SIDE = 0' MINIMUM REAR = 0' HEIGHT: 87' MAXIMUM</p>	

65	66	59
67	68	57
69	70	56

66

FENKELL AVENUE

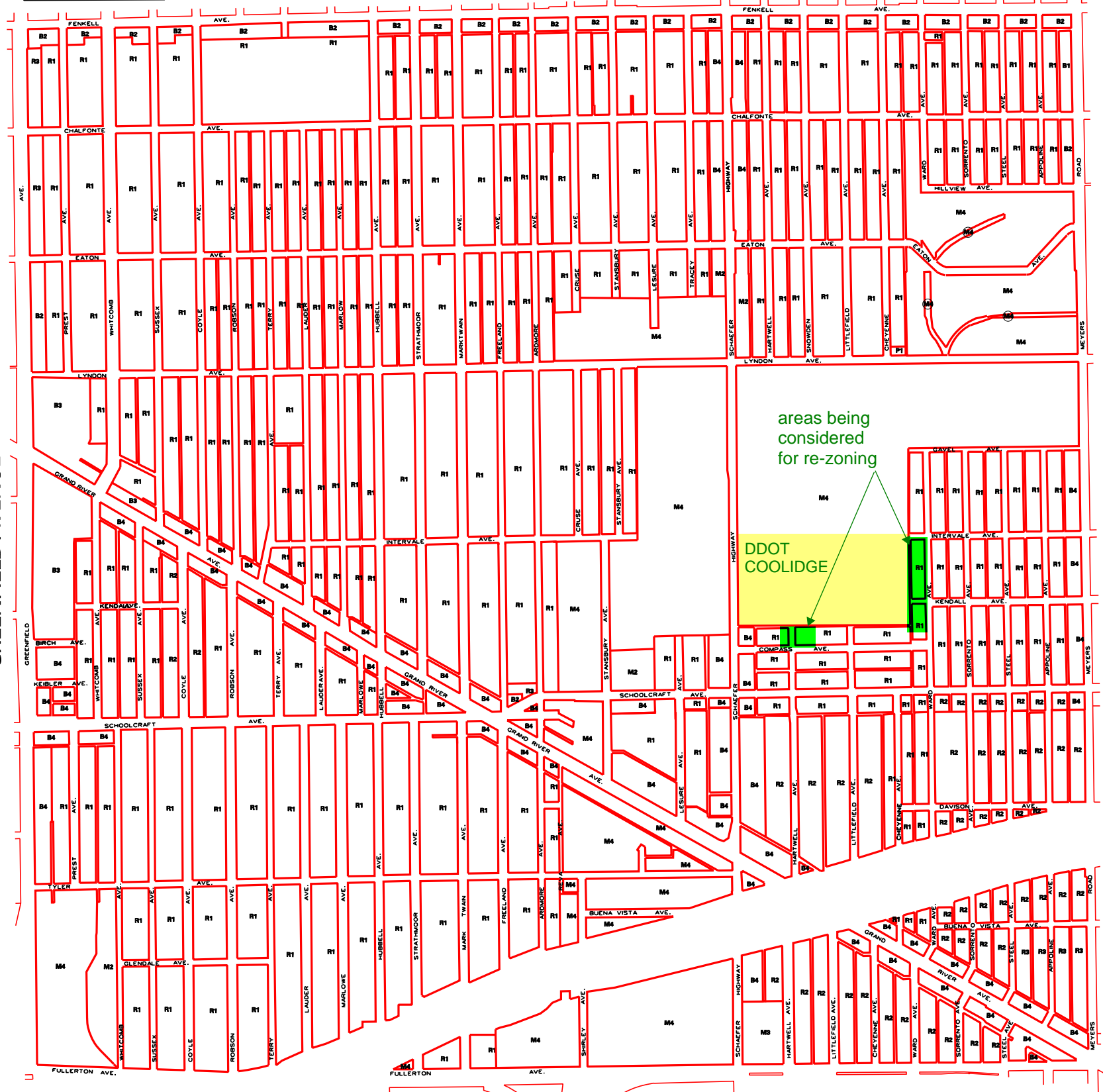


67

GREENFIELD AVENUE

57

MEYERS ROAD



68 (6-13-1995)

70

FULLERTON AVENUE

68

City Planning Commission
208 Coleman A. Young Municipal Center
Detroit, Michigan 48226
(313) 224-6225 (phone)
(313) 224-4336 (fax)

CPC File #: _____

Date of Filing: _____

RE: _____

APPLICATION FOR A ZONING CHANGE

The City Council of the City of Detroit requires a report and recommendation from the City Planning Commission on all rezoning proposals before it takes final action. Please provide the following information regarding the proposal, so that the Commission may proceed in its review and processing of this request.

Section 50-3-3 of the Detroit Zoning Ordinance states that application for rezoning may be initiated by petition from:

1. all owners of the property that is the subject of the application;
2. the owners' authorized agents;
3. any review or decision-making body; or
4. other persons with a legal interest in the subject property, such as a purchaser under contract.

Petitions of the City Council are to be made through the City Clerk via separate written request prepared by the applicant or the completion of form available from the City Planning Commission.

The applicant will be notified at least seven (7) days prior to the meeting at which the proposal will appear on the Commission's agenda.

The applicant (or a representative of the applicant) is expected to be in attendance at the required public hearings to present the proposal and to answer any questions regarding the matter.

The City Planning Commission may request all necessary information pertaining to proposed ordinances for the regulation of development in carrying out its duties as set forth in Section 4-402 and 6-204 of the City Charter.

Failure to answer all pertinent questions and to supply all of the requested information will delay processing of this proposal.

NOTE: Applicants proposing a rezoning or modification to the PD (Planned Development), PC (Public Center), PCA (Restricted Central Business District) and the SD5 (Special Development District, Casinos) zoning district classifications must complete a different application which may be obtained from our office.

Signature of Applicant: _____

Date: _____

ZONING FEE:

Effective January 11, 1995, the applicant will be charged a fee for the processing of a rezoning application. The fee schedule is as follows:

Size of Property	Fee
One acre or less	\$350.00
Over one acre	\$350.00 for the first acre plus \$25.00 for each additional acre to a maximum of \$1,000.00

Payment of the fee must be in the form of a check or money order payable to the “*City of Detroit – Treasurer*” When the City Planning Commission has accepted payment, the applicant should formally submit the petition to the office of the City Clerk.

ZONING CHANGE PROCEDURES:

A change in the zoning classification on property located within the City of Detroit requires action by the City Planning Commission (after the holding of a State-required public hearing) and approval by the City Council (after the holding of a Charter-required public hearing).

A change in zoning usually takes from three to four months to accomplish (from the date of submittal of the application to the effective date of the zoning change).

At each of the required public hearings, all owners of property, residents, businesses and known community organizations within 300 feet of the property in question are notified of the proposal and of the time, date and place of the hearing. The applicant will be responsible for posting public notice of the public hearing on the property in question in a manner acceptable to the Planning Commission. The persons so notified are invited to attend the hearing, hear presentations on what is being proposed, and express their opinions on the proposal if they so desire.

It is mandatory that the applicant, or the applicant’s officially designated representative, attend both of the public hearings and justify to the satisfaction of the members of the City Planning Commission and the members of the City Council that the current zoning classification is inappropriate, and that the proposed change and resultant development can take place and be accomplished without adversely affecting the surrounding properties.

1. Name of Applicant: _____
Address of Applicant: _____
City, State & Zip Code: _____
Telephone Number: () _____
2. Name of Property Owner: _____
(If same as above, write "SAME")
Signature of Property Owner
(If different than Applicant) _____
Address of Property Owner: _____
City, State & Zip Code: _____
Telephone Number: () _____
3. Present Zoning of Subject Parcel: _____
4. Proposed Zoning of Subject Parcel: _____
5. Address of Subject Parcel: _____
between _____ and _____
(Street) (Street)
6. General Location of Subject Property: _____

7. Legal Description of Subject Parcel: *(May be attached)*

8. Size of Subject Parcel (Dimensions): _____
(Acreage): _____

9. Description of anticipated development:

10. Reason why the present zoning classification is not appropriate and why the proposed zoning classification is more appropriate:

11. Zoning of Adjacent Properties:
To the North - _____
To the South - _____
To the East - _____
To the West - _____

12. Development of Adjacent Properties:
To the North - _____
To the South - _____
To the East - _____
To the West - _____

13. Community Organizations and/or Block Clubs contacted by applicant:

Group Name/Address	Contact Person/Phone Number

14. Adjacent Property Owners, Businesses or Residents contacted by Applicant:

Name	Indicate: Owner Business Resident	Address	Address of Adjacent Property	Phone

Reid, Janice

From: Donna Rice <riced@detroitmi.gov>
Sent: Friday, March 11, 2022 9:21 AM
To: Jered Dean
Cc: Reid, Janice; Eric Beaulieu, AIA, LEED AP; Holler, Jon
Subject: Re: New DDOT Coolidge Bus Facility -Alley Vacation

CAUTION: [EXTERNAL] This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Thank you for promptly responding, Jered.

Donna

From: Jered Dean <deanj@detroitmi.gov>
Sent: Friday, March 11, 2022 10:20 AM
To: Donna Rice <riced@detroitmi.gov>
Cc: Reid, Janice <Janice.Reid@hdrinc.com>; ebeaulieu@dlz.com <ebeaulieu@dlz.com>; Holler, Jon <Jon.Holler@hdrinc.com>
Subject: RE: New DDOT Coolidge Bus Facility -Alley Vacation

Hello,

The process is the same for City projects since the utility assets still need to be reviewed. City Council approval is required for all status changes to right of way.

Jered Dean
Manager II
Department of Public Works
City Engineering Division
313-224-3985

From: Donna Rice <riced@detroitmi.gov>
Sent: Friday, March 11, 2022 10:17 AM
To: Jered Dean <deanj@detroitmi.gov>
Cc: Reid, Janice <Janice.Reid@hdrinc.com>; ebeaulieu@dlz.com; Holler, Jon <Jon.Holler@hdrinc.com>
Subject: Re: New DDOT Coolidge Bus Facility -Alley Vacation

Hello Jered,

Thanks again for the link that explains the process required to vacate alleys.

Will you please advise on the following:

1. Is the process the same if the alley vacation is required for a city department capital project? Are city departments exempt from any listed steps?
2. Once the documentation is submitted, what steps are taken by DPW to approve, i.e. is City Council approval required?

I've copied the design team, DLZ/HDR, on this e-mail in case they have additional questions.

Thanks.

Donna

From: Jered Dean <deanj@detroitmi.gov>

Sent: Thursday, December 2, 2021 10:34 AM

To: Donna Rice <riced@detroitmi.gov>

Subject: RE: New DDOT Coolidge Bus Facility -Alley Vacation

Hi Donna,

You will need to apply for the vacation online. Follow the link to the Maps and Records website to locate the online application. Review the submission requirements before applying.

<https://detroitmi.gov/departments/department-public-works/maps-and-records>

Jered Dean
Manager II
Department of Public Works
City Engineering Division
313-224-3985

From: Donna Rice <riced@detroitmi.gov>

Sent: Thursday, December 2, 2021 10:28 AM

To: Richard Doherty <dohertyri@detroitmi.gov>

Cc: Jered Dean <deanj@detroitmi.gov>

Subject: Re: New DDOT Coolidge Bus Facility -Alley Vacation

Thanks Richard.

Hello Jered, please reach out with any questions. Appreciate your assistance.

Donna

Sent from my Verizon, Samsung Galaxy smartphone
Get [Outlook for Android](#)

From: Richard Doherty <dohertyri@detroitmi.gov>

Sent: Thursday, December 2, 2021 10:18:37 AM

To: Donna Rice <riced@detroitmi.gov>

Cc: Jered Dean <deanj@detroitmi.gov>

Subject: RE: New DDOT Coolidge Bus Facility -Alley Vacation

Jered Dean manages our Maps & Records Bureau. He will address your questions and guide you through our process.

Rich

From: Donna Rice <riced@detroitmi.gov>

Sent: Wednesday, December 1, 2021 11:53 PM

To: Richard Doherty <dohertyri@detroitmi.gov>

Subject: New DDOT Coolidge Bus Facility -Alley Vacation

Hello Richard,

Hope you had a nice Thanksgiving.

As you may know, the DDOT is building a new Bus Maintenance and Storage facility at the Coolidge site located at 14044 Schaefer Highway. The project team needs help from DPW as there are some alleys that may need to be vacated.

The attachment contains notes / questions in red that require guidance from DPW. Please advise to whom we can speak with regarding this matter.

Thank you.

Donna

Donna C. Rice, LEED Green Associate

Senior Project Manager

Detroit Building Authority

1301 Third St. Suite 328

Detroit, Michigan 48226

O: (313) 224-4599

F: (313) 224-4998

E: riced@detroitmi.gov

Michael Duggan, Mayor