



# CONCEPT PLAN REVIEW

Design Review Process

DEPARTMENT OF  
**Planning &  
Development**

DEPARTMENT OF  
**Buildings, Safety  
Engineering & Environmental**

# PRESENTATION AGENDA

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## 1 Zoning and Permit Portal

[permits.detroitmi.gov](https://permits.detroitmi.gov)

An online resource for all things zoning & permitting

## 2 Preliminary Plan Review (PPR)

**Buildings, Safety Engineering and  
Environmental Department (BSEED)**

What is it? and how to apply

## 3 Design Review

**Planning and Development Department (PDD)**

what to expect, why it happens

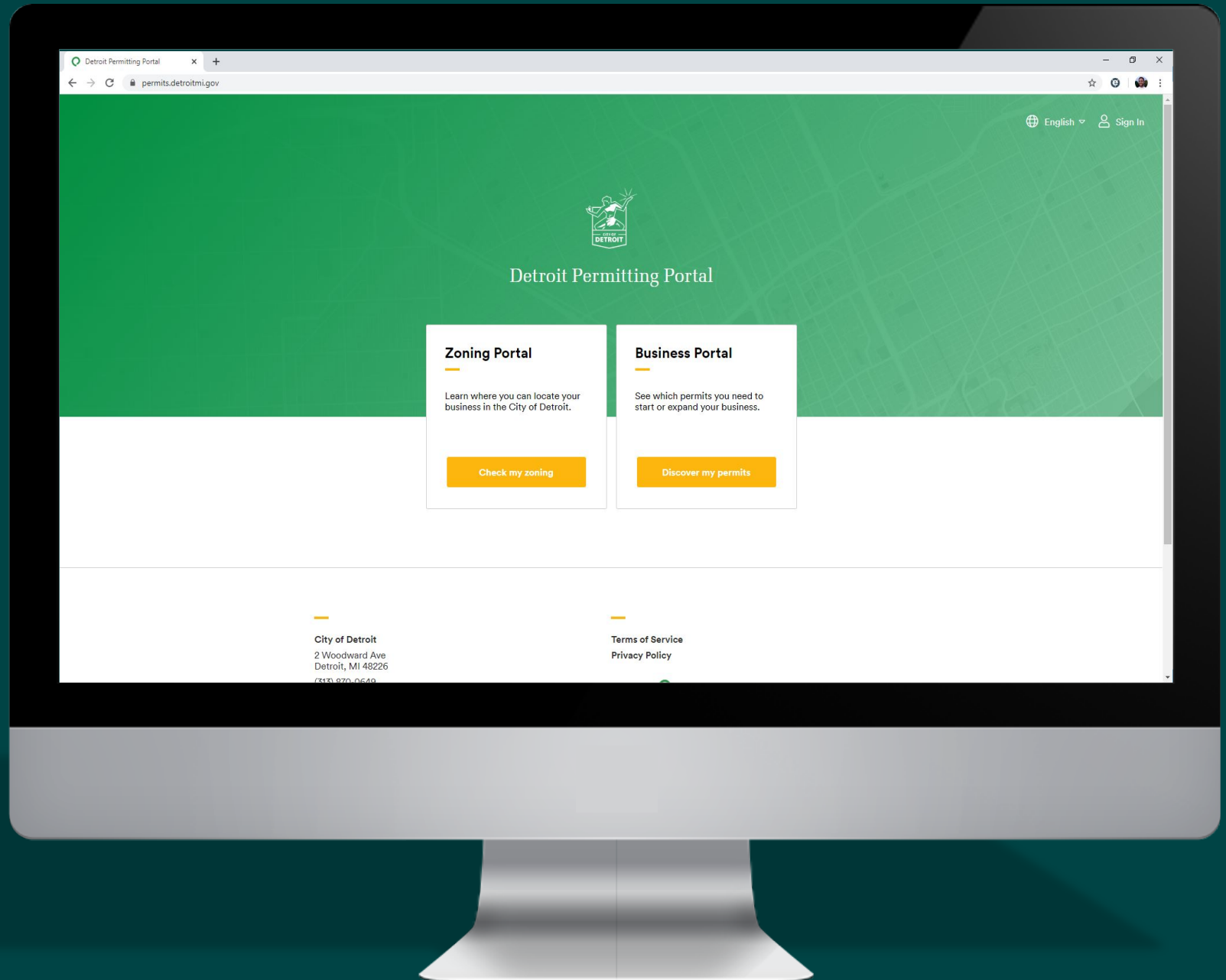
# **THE ZONING PORTAL**

## **STEP 1 OF YOUR DEVELOPMENT PROJECT**

# ZONING RESOURCES

[permits.detroitmi.gov](https://permits.detroitmi.gov)

- Detroit's Destination for Digital Permitting
- Understand the full scope of your project before you get started, with our helpful online permitting tools.
- Learn where your project is allowed, see which permits you need, and at what cost.



# **BSEED'S PRELIMINARY PLAN REVIEW**

**WHAT IS IT?  
HOW TO APPLY!**

# PPR BENEFITS

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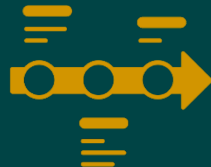
\* A FREE service to provide the development team all the information needed to successfully complete a Site Plan Review.



1

**Open to all project types**

(Tactical Preservation, Land Based Ventures, Beautification permit)



2

**A Pathway for Entitlements (BZA/SLU)**



3

**Identify Zoning Code Requirements**



4

**Identify Storm Water Requirements**



5

**Access to Various City Departments (Plus PDD's Initial Design Review)**



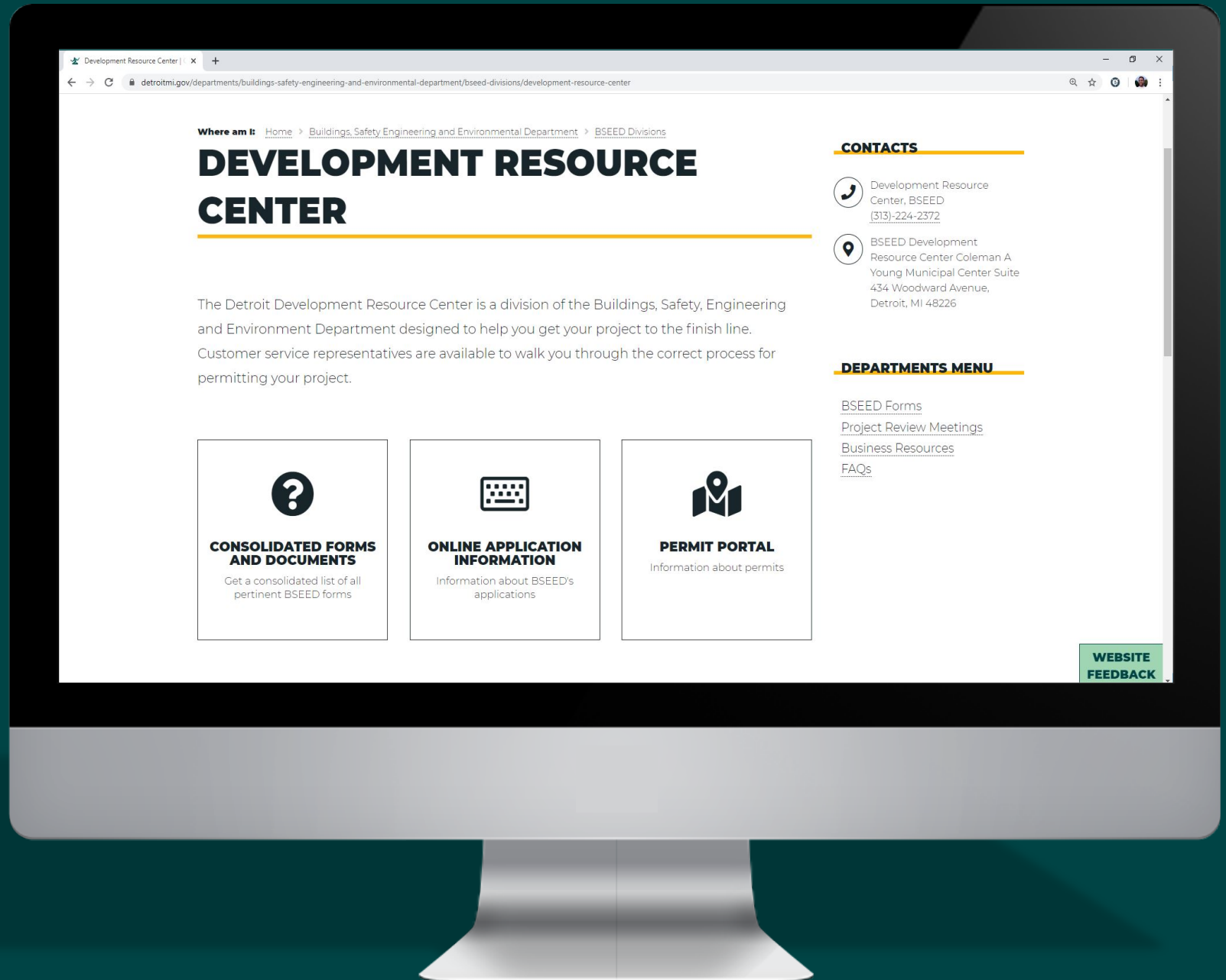
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**Meeting & Zoning Summary**

# SUBMIT FOR A PPR

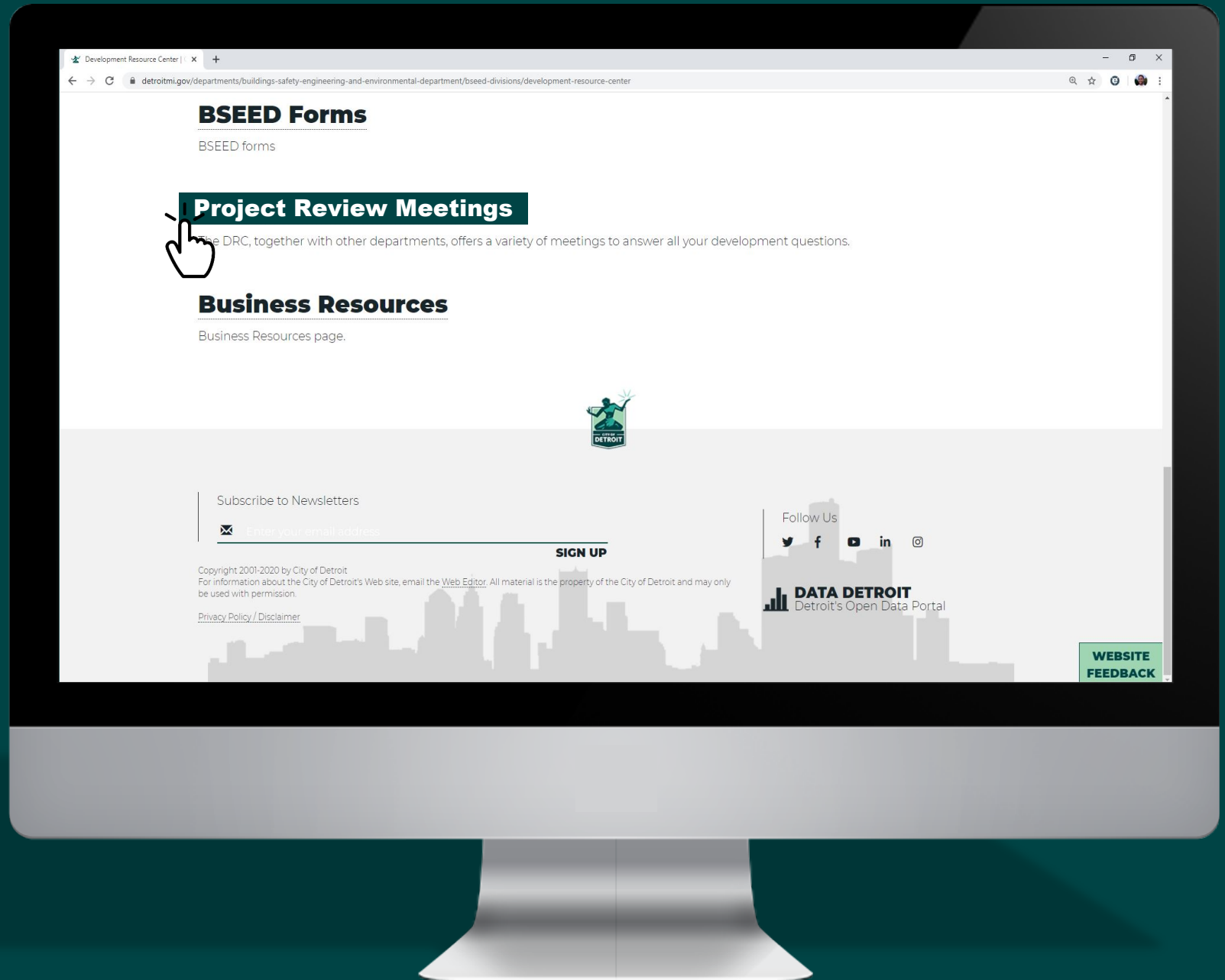
## Development Resource Center

[detroitmi.gov/drc](http://detroitmi.gov/drc)



# SUBMIT FOR A PPR

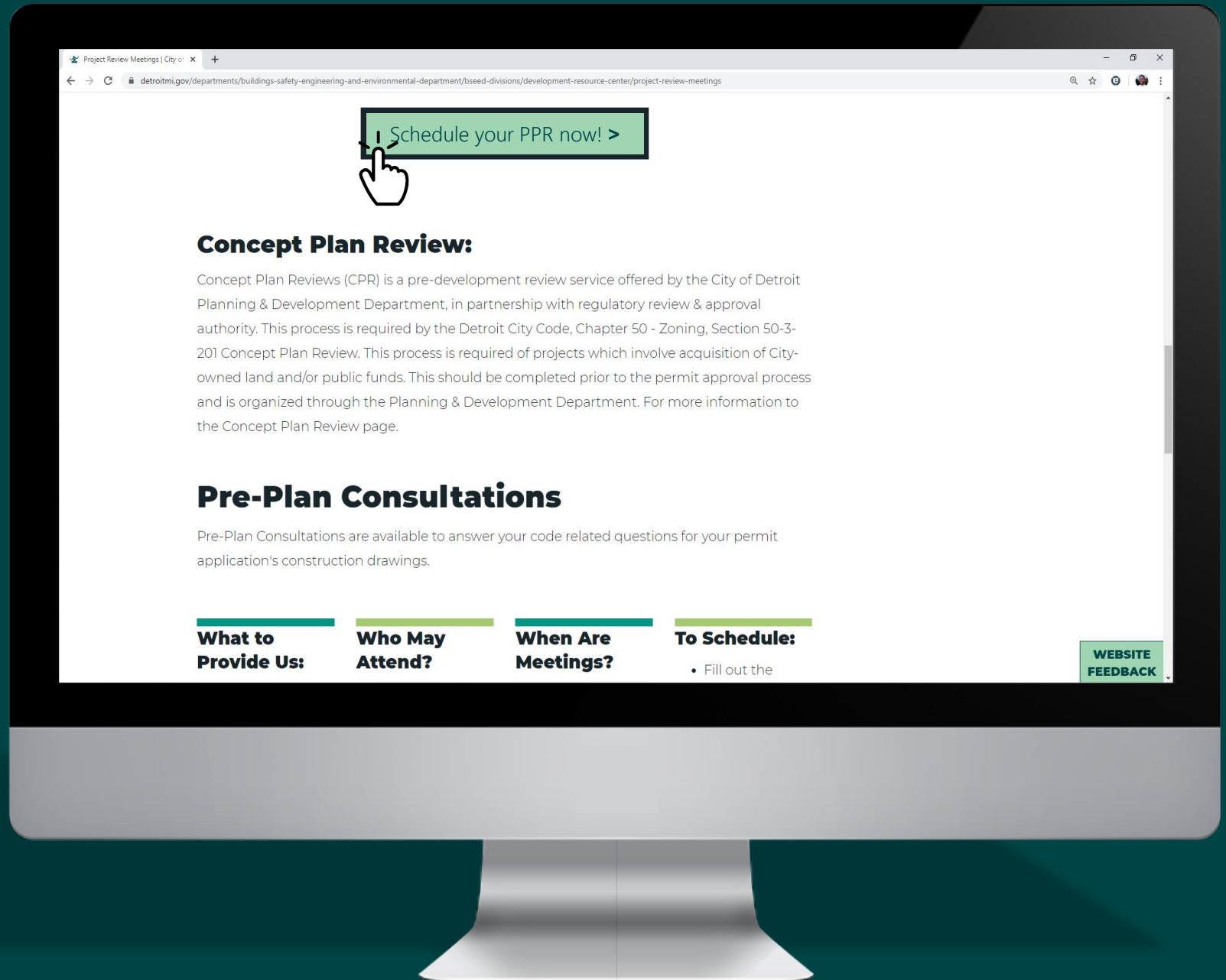
ONLINE APPLICATION:  
[detroitmi.gov/drc](https://detroitmi.gov/drc)





# SUBMIT FOR A PPR

ONLINE APPLICATION:  
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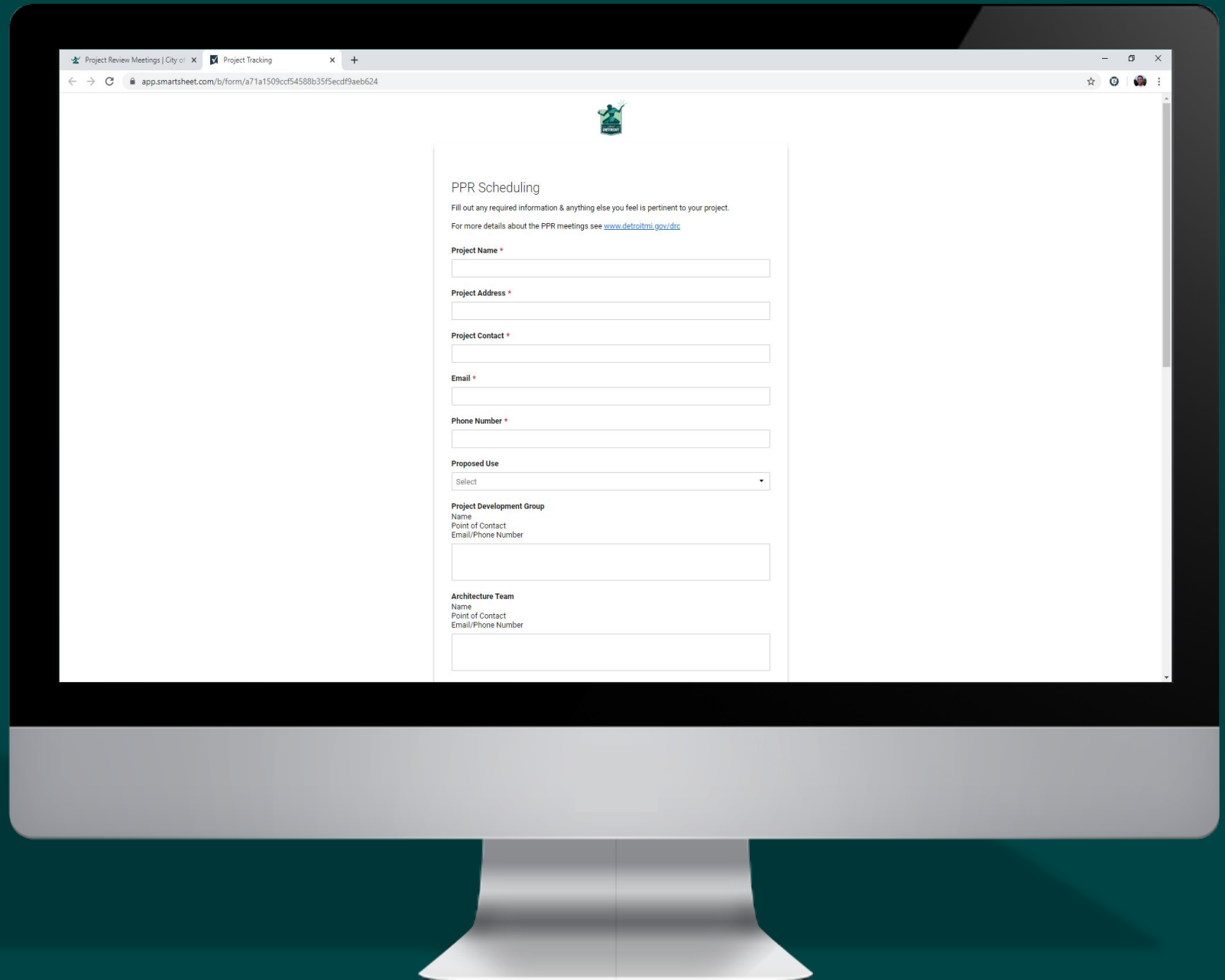


# SUBMIT FOR A PPR

ONLINE APPLICATION:  
[detroitmi.gov/drc](http://detroitmi.gov/drc)

Applicant must provide the following for a PPR,

- Project details and drawings
- List of any specific questions or issues
- Any specific departments you would like represented



Project Review Meetings | City of Detroit | Project Tracking

app.smartsheet.com/bj/form/a71a1509ccf54588b35f5ecd9aeb624

**PPR Scheduling**

Fill out any required information & anything else you feel is pertinent to your project.  
For more details about the PPR meetings see [www.detroitmi.gov/drc](http://www.detroitmi.gov/drc)

**Project Name \***

**Project Address \***

**Project Contact \***

**Email \***

**Phone Number \***

**Proposed Use**

Select

**Project Development Group**

Name  
Point of Contact  
Email/Phone Number

**Architecture Team**

Name  
Point of Contact  
Email/Phone Number

# MEETING TIMES FOR PPR

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TUESDAY	WEDNESDAY	THURSDAY
10 AM – 11 AM 2 PM – 3 PM	1 PM – 2 PM 3 PM – 4 PM	10 AM – 11 AM 2 PM – 3 PM

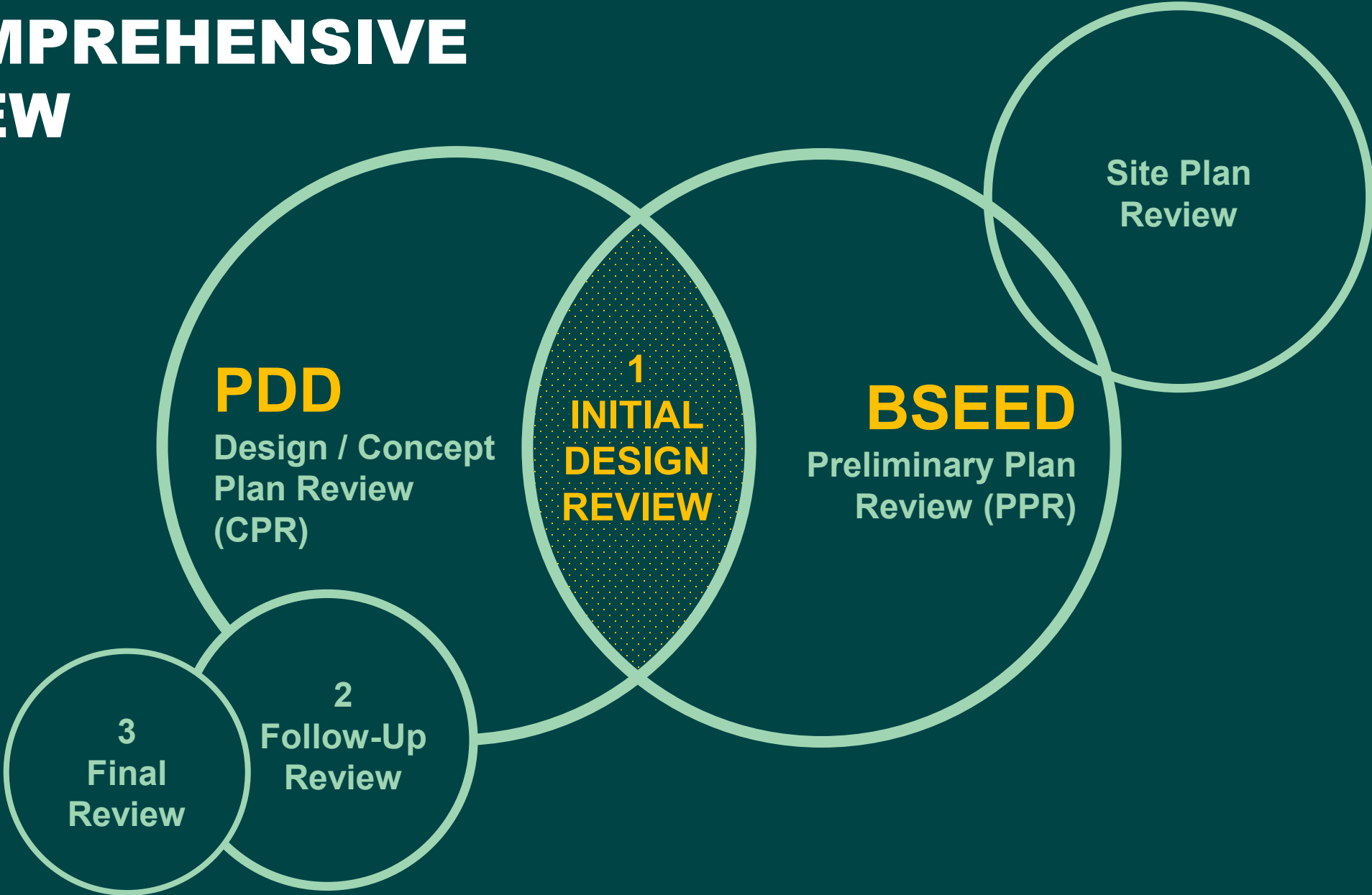
# **PDD's DESIGN REVIEW**

**HAS INTEGRATED WITH**

# **BSEED'S PRELIMINARY PLAN REVIEW**

# A COMPREHENSIVE REVIEW

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**PDD**

Design / Concept  
Plan Review  
(CPR)

**1  
INITIAL  
DESIGN  
REVIEW**

**BSEED**

Preliminary Plan  
Review (PPR)

Site Plan  
Review

**2**

Follow-Up  
Review

**3**

Final  
Review

# WHAT IS DESIGN REVIEW?

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**Review of development  
Projects in 1 to 3 meetings  
to confirm accordance with  
Planning and Development  
Department (PDD) Guiding  
Principles.**

# PDD GUIDING PRINCIPLES

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## HISTORIC PRESERVATION

The intent of development is to preserve existing structures and compliment the urban fabric through a thoughtful and intentional approach to design.



## ACTIVATE THE PUBLIC REALM

All projects shall build upon the walkable environment, providing a transparent and interactive building frontage and ground level meant to intrigue pedestrians through design and active uses.



## MAINTAIN/INTEGRATE THE STREET GRID

Many city blocks have been combined into superblocks or developments built facing inwards. The goal is for new development to be directly integrated into the existing street grid – not to create an isolated development site.



## STREET FRONTAGE

All new construction shall be designed along the front lot line of the property adjacent to the public right of way. Parking shall not be provided between the building frontage and the street edge.



## APPROPRIATE DENSITY

Any new building shall be appropriate in scale with surroundings.



## BUILDING FORM AND MATERIAL

The site shall incorporate sound urban design and established development principles. The built environment shall provide interesting building typologies of varied architectural styles and compliment, not mimic, the nature of the existing urban fabric.



## PEDESTRIAN EXPERIENCE

Where appropriate, alleyways will serve as the main point of automotive ingress and egress. Curb cuts onto public right of way will be minimized or obsolete in order to provide a safe, walkable, pedestrian oriented street design.

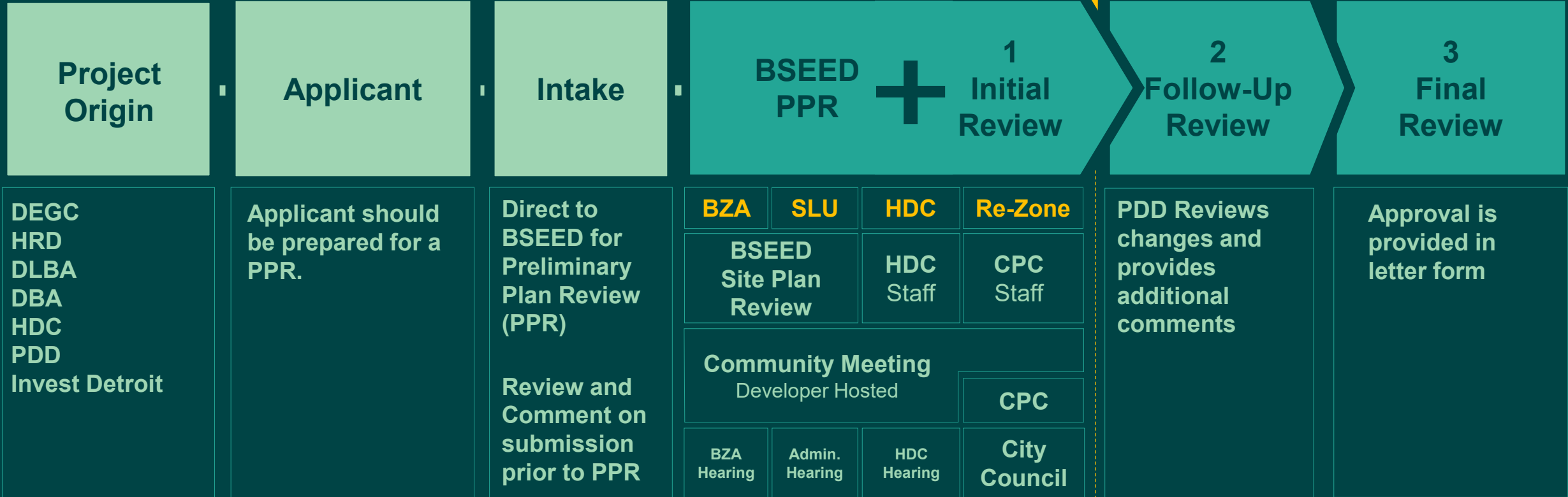


## PARKING AND ACCESS

All on-site parking shall be appropriately landscaped or be screened from view, preferably developing parking lot edges of the site with new construction in order to shield the parking from view.

# DESIGN REVIEW PROCESS

Projects should be financially vetted after an initial design review.



Design Review to be completed before seeking Site Plan Review or any other approvals.



# PDD SUBMISSION PACKAGE MEETING #2

Elevations

3D Views

Renderings

Site Plan

Floor Plans



# WHAT PROMPTS A DESIGN REVIEW?

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**CITY REQUIREMENTS:  
PUBLIC LAND SALES,  
HISTORIC DISTRICT,  
ZONING, CBO**

**INCENTIVES:  
LOCAL & STATE**

# WHY DESIGN REVIEW?

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## ZONING ORDINANCE

### SECTION 50-3-201

“ Concept Plan Review is an initial review of certain proposed development projects by Planning and Development Department staff that may be required of projects which involve acquisition of City-owned land and/or public funds. ”

**CONCEPT  
PLAN REVIEW**

**IS**

**PDD DESIGN  
REVIEW**

# DESIGN REVIEW PROMPTS

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## ZONING REVIEW

Public Center  
Adjacent  
PCA

Planned  
Development  
PD

Traditional Main  
Street Overlay  
TMSO

## HISTORIC REVIEW

Historic District  
Commission  
HDC

## LAND SALE

Detroit  
Land Bank  
Authority  
DLBA

Detroit  
Building  
Authority  
DBA

# DESIGN REVIEW PROMPTS

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## CBO TIER 2

**\$3M +**  
construction  
costs  
&  
**\$300K +**  
in tax  
abatements or  
property  
transfer/sale

### “ **SEC. 14-12-4 TIER 2 PROJECTS**

(a) Developers shall:

(2) Partner with the Planning Director to address and mitigate negative impact that the Tier 2 Project may have on the community and local residents.

(b) The Developer's commitment as identified in Subsection (a) of this section shall be included in the development agreements related to any land transfers or tax abatements associated with the Tier 2 Project for which the Developer seeks approval.

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# PROJECT PARTNERS

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## LOCAL

Detroit  
Economic Growth  
Corporation  
**DEGC**

Housing &  
Revitalization  
Department  
**HRD**

- Brownfield TIF
- PA210
- OPRA
- NEZ

- CDBG – HUD
- AHLF
- Bond Funds
- SNF

## STATE

Michigan  
State Housing  
Development  
Authority  
**MSHDA**

Michigan  
Economic  
Development  
Corporation  
**MEDC**

- LIHTC

- CRP

# DESIGN REVIEW INCENTIVE APPROVAL

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# DESIGN REVIEW LAND SALE APPROVAL

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# DEVELOPER-LED COMMUNITY ENGAGEMENT

**1**  
**Identify the site**

**2**  
**Identify all addresses within 300 ft**

**3**  
**Flier to all identified addresses**

**4**  
**Host a public meeting**

**5**  
**Initiate a petition**

**6**  
**Recruit residents**

**7**  
**Present to board**

Fliers should include the following,

- A. Project Info.
- B. Developer Info.
- C. Project Site/Location
- D. Community Meeting Invites (10+ days in advance/with food.)

At the meeting provide,

- A. Sign In Sheet
- B. Comment Cards
- C. Project info sheet
- D. Project Presentation

Have a petition signed by residents in support of the project.

Recruit residents to attend public hearing in support of project.

- A map of the addresses canvased
- Comment cards in favor
- A stock letter of support, or petition signed by residents within the 300ft
- Community date held, and image of flier, and number of attendees

# ACRONYMS DEFINED

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**(BSEED)** Buildings, Safety Engineering and Environmental Department

**(BZA)** Board of Zoning Appeals

**(CPC)** City Planning Commission

**(CPR)** Concept Plan Review

**(CRP)** Community Revitalization Program

**(DEGC)** Detroit Economic Growth Corporation

**(HDC)** Historic District Commission

**(HRD)** Housing and Revitalization Department

**(OPRA)** Obsolete Property Rehabilitation Act

**(PA-210)** Public Act 210

**(PDD)** Planning and Development Department

**(PD Zone)** Planned Development Zone

**(TMSO)** Traditional Main Street Overlay

**(SLU)** Special Land Use Hearing (Conditional Land Use)

**THANK YOU!**