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TO: COUNCIL MEMBERS

FROM: David Whitaker, Director
Legislative Policy Division Staff



DATE: May 15, 2025

RE: Report regarding Questions on Down-Zoning Properties in Detroit from Council Member Waters

Council Member Waters requested the Legislative Policy Division (LPD) to please define what the process is to request the down-zoning of parcels in the City of Detroit, including who must request the rezoning and if the request must come from a district member or at-large. The following answers the 2nd question first and then the initial question.

Who must request the rezoning and if the request must come from a district member or at-large?

Sec. 50-3-63 of the Detroit Zoning Ordinance under Map Amendments includes who may initiate map amendments. This Section states the following:

Sec. 50-3-63. Procedures; petition for amendment; application ineligibility; exceptions.

- (a) *Generally.* The City Council, the City Planning Commission, other City agencies, the property owner, or any person, firm, organization, or corporation with an interest in a property may initiate a zoning map amendment for the property. Petition for amendments of a zoning map in Article XVII of this chapter, by parties other than City agencies, shall be filed with the City Clerk on a form that is provided by the City Planning Commission and accompanied by such information that is required by this chapter. The Clerk shall forward all petitions to the City Planning Commission and the

Planning and Development Department. Community organizations that are registered with the Buildings, Safety Engineering, and Environmental Department and with Citizens' District Councils are authorized to petition the rezoning of any land within their boundaries.

Therefore, as noted in this Section, **any member** of City Council may initiate a zoning map amendment, including both district and at-large members. Over the past several years, CPC staff have received numerous requests from Council Members requesting that a down-zoning be initiated.

Define what the process is to request the down-zoning of parcels in the City of Detroit

Down-zoning requests should be requested in writing by a Council Member through the Council President's office to the LPD or City Planning Commission (CPC) staff. Once a request is made, CPC staff would begin the initial analysis including the following:

- Analyze the existing zoning map
- Study the Master Plan of Policies for the area
- Study the existing land uses in the subject area
- Determine if any uses would become nonconforming

After this initial analysis, CPC staff would meet with the Council Member and their staff to review the CPC staff's findings, set up a plan to meet with community stakeholders, and establish a timeline to have a public hearing at the City Planning Commission.

Please contact us if we can be of any further assistance.