



**PLANNING AND  
DEVELOPMENT DEPARTMENT**

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**SR-1 – OBJECTIVE STAFF REPORT (03-27-2026)**

*This report, prepared by staff, summarizes the proposed scope of work, the existing conditions at the property, and any factual background information. No PDD/HDC staff analysis/opinion is included.*

**ADDRESS:** 3500 MCDUGALL (3100 GRATIOT AVENUE IS ALSO LINKED TO THIS PARCEL;  
3500 MCDUGALL IS THE LEGAL ADDRESS)

**MEETING DATE:** 04-08-2026

**APPLICATION NUMBER:** HDC2026-00054

**HISTORIC DISTRICT:** PRINCE HALL GRAND LODGE

**APPLICANT:** KRAEMER DESIGN GROUP

**OWNER:** PRINCE HALL GRAND LODGE

**ARCHITECT/CONSULTANT:** BRIAN REBAIN

**DATE OF PROVISIONALLY COMPLETE APPLICATION:** 03-16-2026

**DATE(S) OF STAFF SITE VISIT:** 03-24-2026

**SCOPE PHRASE FOR AGENDA:** INSTALL SIGN (WORK COMPLETED), INSTALL  
EXTERIOR LIGHTING

**PUBLIC HEARING PER 21-2-77:** NO

**SUMMARY OF SCOPE OF WORK:**

*Based on staff review of the submitted documents, the following work is proposed:*

- **Install a projecting sign near the corner of McDougall and Gratiot** (work completed)
  - Install a 36” x 72” aluminum frame sign with Lexan faces, double-sided and internally illuminated.
  - The sign is attached to the building with four 8-inch steel bolts, top and bottom through an angle. The top bolts are in the brick and the bottom bolts are in the mortar joint.
  - Sign is approximately 4" away from the building.
- **Install exterior lights**
  - Install a tube-shaped light to the right of the door one step above grade on McDougall. (The McDougall side also has a recessed entrance at the top of a flight of steps, but those entry doors are not proposed for new lights.)
  - Install lights above exterior doors on the Preston side (architect-labeled east side), the rear (architect-labeled south), and the architect-labeled west side.
  - The tube-shaped light to the right of the McDougall door is 34” tall and 3.75” wide at its widest point, with bronze end caps, and it delivers 1946 lumens.
  - The above-door lights are 8.5” tall, 17” wide, 10 3/16” deep, in the 6000-lumen package in the 4000K color temperature.
  - The lights are proposed to be mounted with backing plates and recessed junction boxes.

**MISSING INFORMATION, CLARIFICATION, OR OTHER ITEMS RELATING TO A COMPLETE SCOPE OF WORK:**

- How were the repairs made to the building where the former projecting sign had been? In a 3/25/25 email, architect Jennifer Elmore stated that the owner’s rep for the Prince Hall Lodge confirmed that “a high performance sealant was used at the new installation. He can get me the product cut sheet from the installer if needed,” and that “The old installation holes/anchor points were grouted with a matching color (gray at the mortar joints).”
- The applicant’s second-round materials describe a conduit from the sign to the junction box, painted. The current condition looks like a cord from the sign to the junction box, without a conduit. Is a conduit being proposed?
- On the above-door lights, what finish is proposed?

**EXISTING CONDITIONS:**

- The Prince Hall Grand Lodge is a single-resource historic district. It is located at the southeast corner of Gratiot and McDougall Avenues.
- The original portion of the building was built in 1924 and is a Neoclassical-style brick building that faces McDougall and Preston.
- According to the HDAB designation report, the portion of the building along Gratiot is a 1931 addition after Gratiot was widened.
- The projecting, illuminated sign was added to the building near the intersection of McDougall and Gratiot without a Certificate of Appropriateness between March 2025 and March 2026.
  - In March 2025, the HDC reviewed and approved an application for two flat signs at this building, but it was noted during the commissioner discussion that the staff report noted that “a non-historic age blade sign which existed at the building’s northwest corner...was removed sometime between 2015 and 2017, prior to the building’s designation.”
  - The Commissioners noted that a projecting sign may be appropriate at this unique intersection, but they issued the Certificate of Appropriateness for the proposed flat signs and the architect planned to discuss the possibility with the building owners of a blade sign on the building instead.
  - The building owners went ahead and installed the blade sign without getting amended approval. As a result, the CoA for the already-installed blade sign is being requested with this application.



- Staff photo, McDougall side with the Gratiot side in the background, with the new sign installed, March 24, 2026.



- Base Unit Tools image of 3500 McDougall outlined. Base Unit Tools notes that one building and two addresses are linked to this parcel. The other linked address is 3100 Gratiot, but 3500 McDougall is the legal address.

### **BACKGROUND INFORMATION:**

- There was a 2025 Application for replacement windows and two unlit panel signs. The application also included an LED sign to be installed below one of the panel signs, but it was not approved. The COA describes installation of windows and the two panel signs as approved.
- Accela: There are permits listed in Accela for this property back to 2001. Most of the permits are mechanical or electrical. There was a Special Land Use permit application in 2001, several mechanical and electrical permits over the years, several commercial inspections, a sign permit application in 2004 (MRC2004-01997), a Point-of-Sale record in September 2007, a deed uploaded in July 2021, a new roof permit issued in 2025, and several recent permits associated with a renovation (2025 and 2026—“limited interior renovations,” electrical, plumbing, and mechanical permits, and some commercial inspections).
- BSEED Building Permits: a permit for a brick hall was issued in 1924 and under “Remarks,” it says “Wayne Assembly Bldg Assn.” In 1953, a permit was approved for interior alterations, construct new check rooms as per plan.

### **DISTRICT INFORMATION/SIGNIFICANCE:**

- Period of Significance: 1924-1994, as per the HDAB district designation report.
- Link to [District Elements of Design](#)
- Date/period of construction, if known: 1924 and 1931.
- Contributing.

**REPORT PREPARED BY:** et