



Planning, Design & Construction Management Division
CITY OF DETROIT – RECREATION DEPARTMENT

18100 Meyers Road, Upper Level
Detroit, MI 48235

Park Improvement Authorization Form

Today's Date: _____

Requesting Group: _____

Contact Name: _____ DRD Property Name: _____

Phone #: _____ Fax #: _____ Property #: _____ Cluster #: _____

Address: _____ Property Address: _____

Email: _____

Information Included with Request Submission:

Letter of Request Site Plan

AutoCAD File Sketch

Other: _____

SCOPE OF SERVICE (Improvement Description)

MAINTENANCE REQUIRED

General Services Dept. Maintenance Required

Requesting Group Maintenance Required

* Approved By GSD Rep: _____

* Approved By Requesting Group: _____

Date: _____

Date: _____

* By signing above the party warrants that it will maintain the proposed improvements as outlined below and on the attached documentation.

CHANGES REQUIRED FOR APPROVAL

Approved as Submitted Approved w/ Changes (See Above)

Reviewed By DRD Project Manager: _____

Date: _____

Approved By DRD GM: _____

Date: _____