



SESSION 2A:

Ownership & Opportunity: Working with the Landbank and City on Land Based Projects

4:55 - 5:55

SPEAKERS

Sara Elbohy: PDD

Chris Henderson: DLBA

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Christopher Rodriguez: BSEED

Eric Johnson: BSEED

CASE STUDY

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FACILITATOR

Joseph Kemp: PDD

Sara Elbohy

**Planning and Development
Department**



What is a Land Based Project?

Land based projects (LBP) use land for urban agriculture, gardening, beautification, and other productive uses, whether for profit or as a community-based activity.

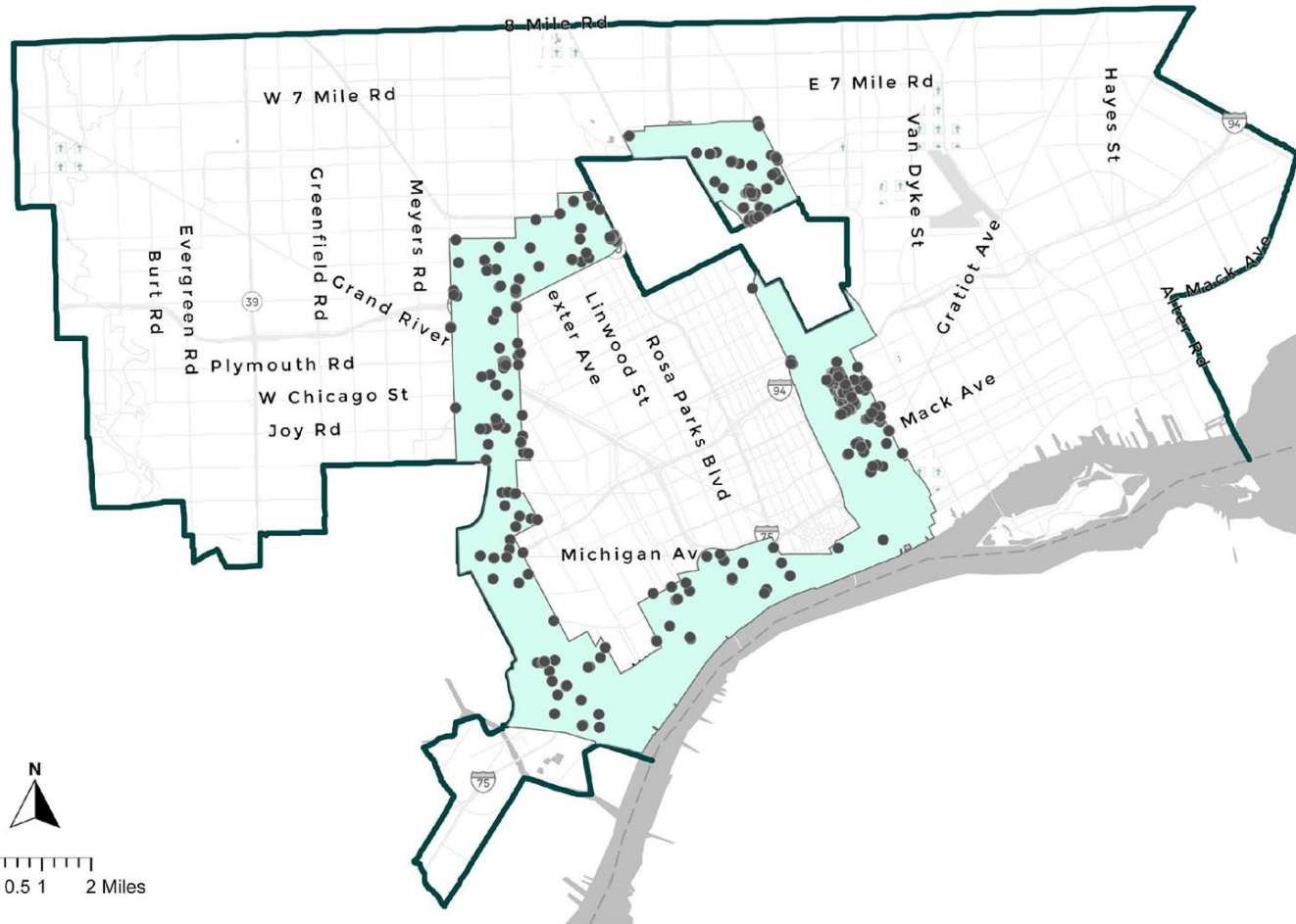


Why are Land Based Projects Important?

Land based projects enhance the quality of life in Detroit. The City recognizes the role neighborhood stewards have played in preserving community through their investment into these projects over time. The City commits to enacting transparent standards that will allow these projects to thrive, and creating process that are clear, fair, and understandable.



Joe Louis Greenway Land Based Projects

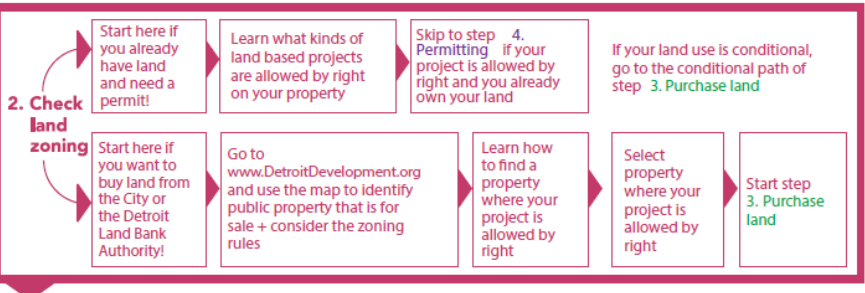


**+700
vacant parcels
sold for land
based projects
in JLG
neighborhoods!**

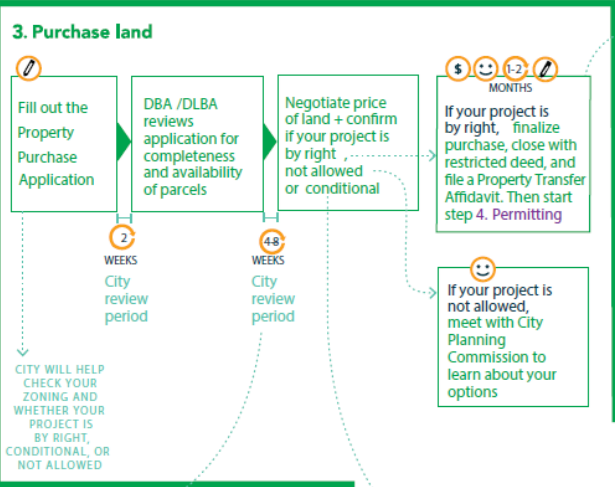


1. Getting started

Start by visiting detroitmi.gov/land to review project resources



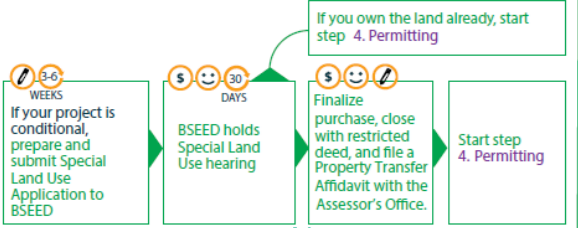
START IN NOVEMBER (OR EVEN EARLIER!) SO YOU CAN BUILD YOUR PROJECT IN THE SPRING!



YOU MAY WANT TITLE INSURANCE, SOIL TESTS, ETC.



City review period details



BSEED approves your project with conditions that may exceed standard zoning ordinance requirements

YOU MAY NEED INSPECTIONS FOR TITLE INSURANCE, SOIL TESTS, ETC.

Land Based Projects: A Path to Purchase, Permit and Design Process map

- KEY**
- BSEED = Buildings, Safety Engineering and Environmental Department
 - DLBA = Detroit Land Bank Authority
 - DBA = Detroit Building Authority
 - 💰 = Purchaser pays fee
 - ✍️ = Purchaser fills out a form
 - 😊 = In-person visit required
 - 🕒 = Estimated time for this step
 - WEEKS
 - MONTHS
 - DAY
 - DAYS

5 Success Guides Available at Detroitmi.gov/land

Land Based Projects: A Path to Purchase, Permit and Design

Plot Plan, Site Design, and Maintenance Guide

This guide is one of five packets on how to buy publicly owned land and create land based projects in Detroit. Download these resources at www.DetroitMi.gov/Land or pick up at 2 Woodward Ave.

1. Getting started → 2. Check land zoning → 3. Purchase land → 4. Permitting

Plot Plan, Site Design, and Maintenance Guide

Read on if you...

- Need to create a plot plan to purchase land or apply for a permit
- Want to understand current city requirements for site design and maintenance

Inside you will find...

How to draw a Plot Plan	2
Site Design Guide with details on zoning requirements and best practices	8
Instructions on ongoing and seasonal Site Maintenance	15
City contact information	20

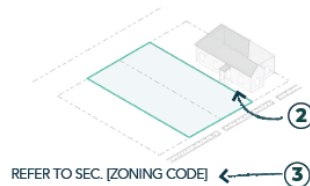
What is a land based project?

A land based project uses land for activities such as urban agriculture, gardening, or beautification, whether for profit or community activation.

Using the Site Design Guide to draw the Plot Plan

The Site Design Guide on **pages 8-14** will help you understand important design considerations for your project, and will help you draw your Plot Plan to meet City requirements. As you read through, watch out for ① the title of a requirement or best practice, ② a graphic that illustrates site design requirements or best practices, and ③ a reference to the city ordinance for more information.

Sample Requirement ← ①



www.DetroitMI.gov/Land | 313-224-2372 | land@detroitmi.gov

REVISED: MAY 2023

1

Christopher Rodriguez

Buildings, Safety Engineering, and
Environmental Department



Zoning

Detroit Zoning Ordinance, Chapter 50

- ❖ Land Uses
- ❖ Zoning Districts
- ❖ Regulations & Standards
- ❖ Procedures

Land Based Projects: A Path to Purchase, Permit and Design

Check land zoning

2.

This guide is one of five packets on how to buy publicly owned land and create land based projects in Detroit. Download these resources at www.DetroitMi.gov/Land or pick up at 2 Woodward Ave.

1. Getting started 2. Check land zoning 3. Purchase land 4. Permitting

Plot Plan, Site Design, and Maintenance Guide

Read on if you...

- Need to understand how to select a property and a land based project that will be allowed by the City's zoning code
- Want to look up which properties are owned by the City of Detroit or the Detroit Land Bank Authority so you can identify a property to buy

Inside you will find...

Choosing a property and a project	2
Understanding zoning.....	4
How to look up a property online	6
City contact information	8

Need internet or computer access?

Visit or call the Detroit Land Bank Authority, the Detroit Building Authority, or the Public Library. Your District Manager can provide additional information about locations where you can access the internet for free in your City Council District. Turn to **page 8**.

What is a land based project?

A land based project uses land for activities such as urban agriculture, gardening, or beautification, whether for profit or community activation.

Why do you need to know about zoning?

Zoning defines what land uses are allowed on every parcel of property in Detroit.

- If you are purchasing land, this packet can help you find a property where your project is allowed "by right." This is the cheapest and fastest way to complete your project.
- If you already have land and need a permit, this packet can help you understand what types of projects are allowed "by right" on your property.

www.DetroitMi.gov/Land | 313-224-2372 | land@detroitmi.gov



Zoning

Resources

- ❖ Zoning Portal – zoning.detroitmi.gov
- ❖ BSEED Development Resource Center
- ❖ BSEED Special Land Use Zoning
- ❖ Zoning Verification Letter



Roland Amarteifio

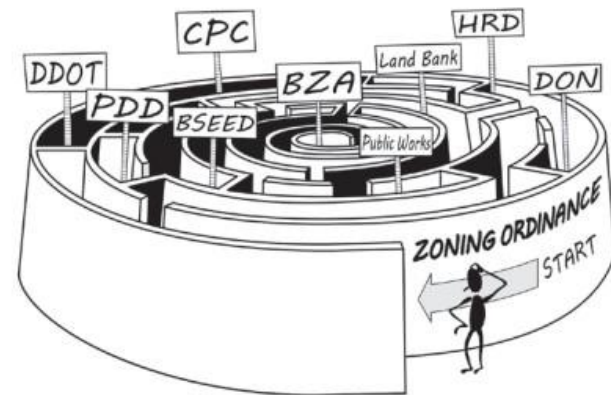
City Planning Commission



Zone Detroit (Make Zoning Easier)

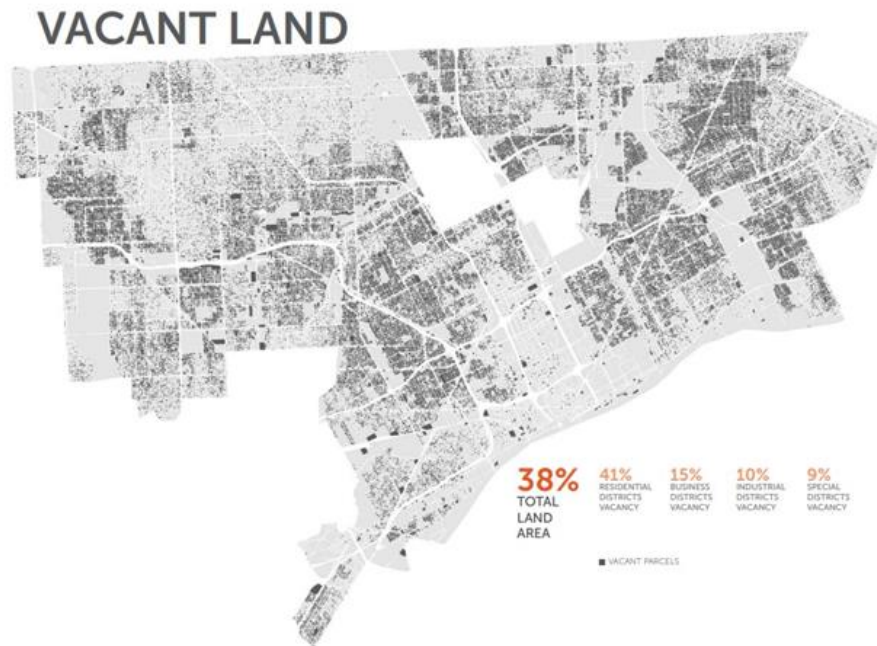
The comprehensive re-write of Detroit's Zoning Ordinance aims to make zoning easier for everyone.

- ❑ *Provide a more accessible and user-friendly code*
- ❑ *Reduce the complexity and provide more predictable outcomes*
- ❑ *Improve the review and approval process*
- ❑ *Make the Zoning Ordinance easier to enforce*
- ❑ *Create a complete toolkit to implement neighborhood plans*



Zone Detroit's Impact on LBPs

- ❑ *Promote access to parks and open space*
- ❑ *Utilize Vacant Land for More Productive Land Uses*
- ❑ *Allow for commercial uses such as temporary (pop-up) retail or food trucks in more zones*



Chris Henderson

Detroit Land Bank Authority



Side Lot Program

DLBA Program that allows residential homeowners to purchase eligible residential lots adjacent to their home

Side Lots Cost \$100



Side Lot Eligibility

Lot Eligibility

*Zoned Residential
No delinquent taxes
Under 7,500 Sq Ft
No Structure
Demolition completed
No Demo liens
May be limited in Land
Review Areas*



Neighbor Eligibility

- Residential Structure
- Adjacent to Lot
- Occupied
- 4 or Less Units

FAQ's

*Side Lots are available
for 180 days
Neighbors are notified
via Postcard*



Neighborhood Lot Program

DLBA Program that allows eligible, owner-occupied homeowners to purchase eligible lots within 500ft of their home

Neighborhood Lots cost \$250



Neighborhood Lot Eligibility

Lot Eligibility

*Zoned Residential
No delinquent taxes
Under 7,500 Sq Ft
No Structure
Demolition completed
No Demo liens
Not in a Land Review
Area*

Neighbor Eligibility

*Residential Structure
Within 500 ft of Lot
Owner Occupied
2 or Less Units
Provide brief
description of lot plan
**Must be endorsed by
a registered NLE***

FAQ

*Before graduating to
the Neighborhood Lot
Program, lots must be
made available as
Side Lots for 180 Days
Not Available in most
Land Review Areas
Purchase limit of 2 per
year*



Create-A-Project (CAP)

DLBA Program that allows block clubs and community groups to purchase eligible residential lots for beautification purposes

CAP lots cost \$250 each



Create-A-Project Eligibility

CAP Lot Eligibility

Listed Neighborhood Lots are eligible for purchase through the Create-a-Project Program

The lots must be contiguous and free of encumbrances

Purchaser Eligibility

Block Clubs and Community Groups that are registered as LLCs or 501(c)(3) Non-Profits.

Have a drafted plot plan

Project Eligibility

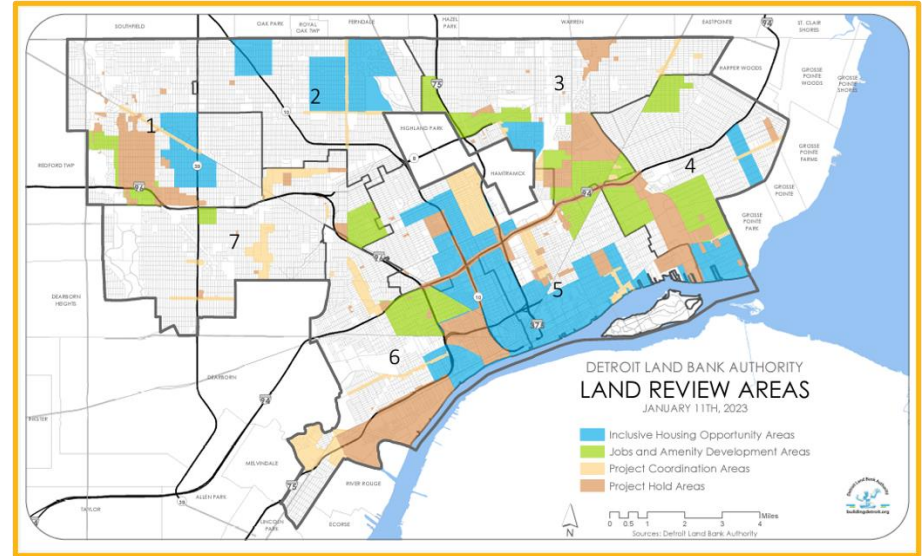
Community gardens
Play spaces
Other community benefit projects

Projects must be approved by the City of Detroit's Department of Neighborhoods.



What is a Land Review Area?

To support inclusive and sustainable housing, recreational, agricultural, infrastructure and job-creating economic development in the City (collectively “Revitalization”) that provides a broad range of opportunities for its citizens, the DLBA recognizes four types of geographic areas where greater coordination and/or more intentional sales strategies are necessary, collectively referred to as “Land Review Areas”.



Elena Luedy

Detroit Land Bank Authority



Other Ways to Purchase

- *Don't live within 500ft of a property?*
- *Want to purchase the property under an LLC, Non-profit, or other business?*

The Property Purchase Application is for you!

- *Properties sold via direct sale are sold at market rate at a price per square foot*
- *The purchase price does not include the mandatory \$200 per parcel title service fee*
- *There must be some level of development on the parcels of interest!*

Community Partnership Program

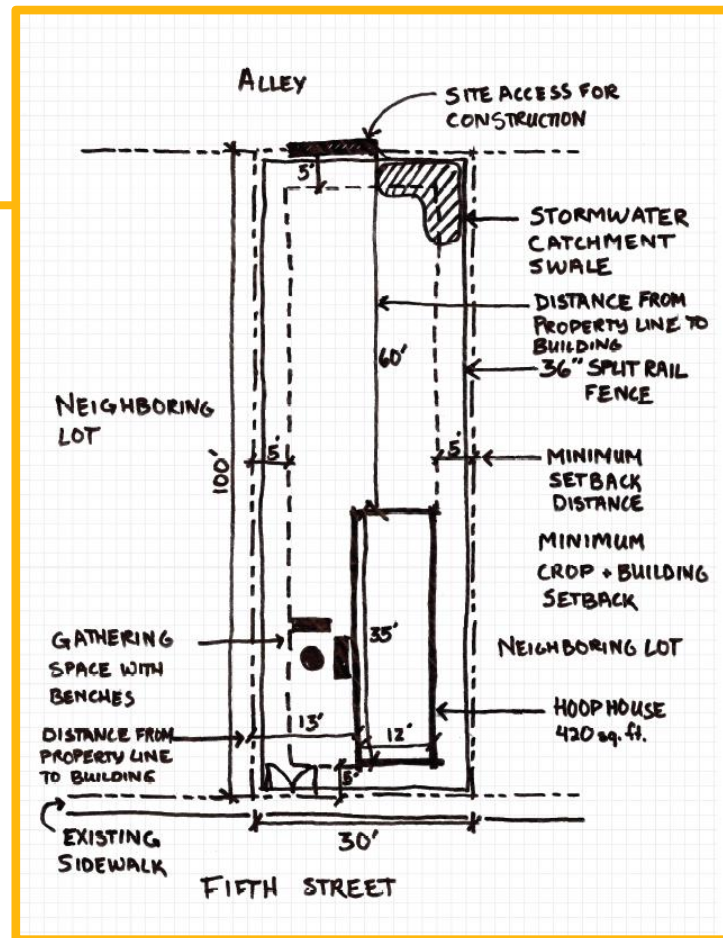
- Discounts of up to 50% for Non-Profit Organizations
 - Up to 50% for land-based projects (agriculture, beautification, etc.)
 - 20% for the purchase of homes or projects with higher levels of development
- Must have a Detroit physical address (no PO Boxes)
- Must be a verified non-profit with LARA and the IRS
- No outstanding blight tickets or taxes



Purchasing Land

Submit the following with your Property Purchase Application:

- 1) Plot Plan –see [Plot Plan, Site Design, and Maintenance Guide](#)
 - 2) Budget
 - 3) Proof of funds
- Your application will be processed by the Detroit Land Bank Authority (for DLBA owned property) or the Detroit Building Authority (for City owned property).
 - Your application will be reviewed by city departments (HRD, PDD, BSEED, DoN, and others as applicable).
 - Purchases will also require final approval by the DLBA board (DLBA property) and/or City Council (city-owned property and DLBA-owned property if purchasing more than 9 parcels).



Eric Johnson

Buildings, Safety Engineering, and Environmental Department



Permitting Success Guide

- Identify what permits are needed for your project
- How to obtain permits
- Guidance on the Special Land Uses process

Permitting

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1. Getting started

2. Check land zoning

3. Purchase land

4. Permitting

Plot Plan, Site Design, and Maintenance Guide

Read on if you...

- Need to obtain your permit(s)
- Want to understand current city requirements for site design and maintenance

Inside you will find...

List of the different types of permits and projects that require permits.....	2
Land Permit Form instructions	4
Special land use process	7
Getting a permit for multiple parcels	9
City contact information	11

Need internet or computer access?

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What is a land based project?

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Why do you need a permit?

A permit is required to register and record your project with the City. **A permit protects your rights as a property owner.**

There are several kinds of permits that may be relevant for your land based project. You might need more than one type of permit, depending on your project. **See pages 2 and 3** for a list of permits and projects that will require them.

Note, you do not need a Land Permit form if you are doing a project on a side lot next to your house and you have combined the parcels. However, you may still be required to obtain other permits.



Combining Parcels

- Reduce the number of permits required by combining parcels where possible
- See the [Parcel Revision Packet](#) for more information on combining parcels



OFFICE OF THE CHIEF FINANCIAL OFFICER
Office of the Assessor

COLEMAN A. YOUNG MUNICIPAL CENTER

2 Woodward Avenue, Suite 828 * Detroit, Michigan 48226

Phone: 313•224•3024 Website: www.detroitmi.gov
Email: AssessorsLandRecordsMaintenance@detroitmi.gov

Parcel Revision Checklist

* Requirements are subject to change without notice. Additional documentation may be requested before acceptance. *

Requirements for ALL parcel modification requests:

Application Form:

- Parcel Revision Form must be completely filled out and have original signatures. Copies, scans, faxes, photos, or otherwise reproduced versions will not be accepted.

Proof of ownership:

- Provide **recorded** deed(s) for all involved properties. Must be original or a copy or scan; photos will not be accepted.

For properties under Land Contract:

- Provide a copy of the **recorded** land contract. Must be a copy or scan; photos will not be accepted.
- Land contract vendor must be the requestor for the parcel revision (see Signatory Authorization below).
- All involved parcels must be under contract. Parcels under contract cannot be combined with parcels that are not.
- Ownership/taxpayer information must be up to date for all parcels. Provide a copy of all Property Transfer Affidavit(s) that have been filed **only within the last 60 days**.



Permitting Process

- Step-by-step guidelines for each type permit
- For example, how to your Change of Use building permit with the City of Detroit's Building Safety, Engineering, and Environmental Department
- Project Area permits, tap permits, and plumbing permits follow a separate process

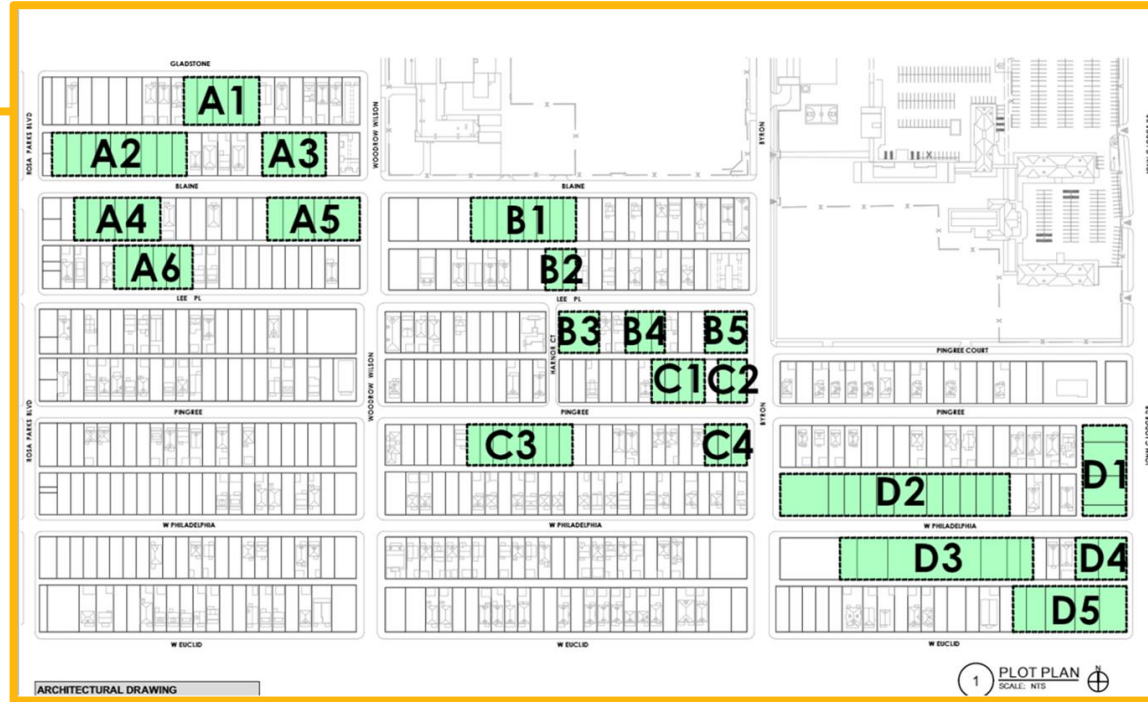


- Submit your permit form
- Answer any questions
- Schedule an inspection when your project is complete
- Receive your Certificate of Compliance
- Update BSEED as necessary



Project Area Permit

- A Project Area Permit is an option for land based projects with properties that are not all next to each other but are located within a two-block area.
- The Project Area option will reduce permitting costs by allowing project leaders to pay a single plan review fee and a single change of use fee.



LBP Support

DEVELOPMENT RESOURCE CENTER

The Detroit Development Resource Center is a division of the Buildings, Safety, Engineering and Environment Department designed to help you get your project to the finish line. Customer service representatives are available to walk you through the correct process for permitting your project.

BSEED/DRC, 4th Fl. CAYMC Rm. 434
(313) 224-2733

Eric Johnson, Supervising Building Inspector/Plan Reviewer
Office: (313) 628-2219
Mobile: (313) 268-8778
ericj@detroitmi.gov





THE CITY OF DETROIT INVITES YOU TO ATTEND THE
LAND BASED PROJECTS
VIRTUAL OFFICE HOURS

Every Other Thursday
from 12-1PM via Teams

This meeting is open to the public to provide information, answer questions, and assist with processes related to land based projects, including land acquisition, building permits, and more!



City of Detroit
for more information please visit
<https://detroitmi.gov/land>

2023 Meeting Dates:
7/13, 7/27, 8/10, 8/24, 9/7, 9/21,
10/5, 10/19, 11/2, 11/16, 11/30, 12/14

Teams Meeting Link
<http://bit.ly/3GfwQIQ>

Join by Phone: 1 469 998 6602.,
12751462#
Meeting ID: 231 074 059 000
Passcode: fQrKwn

With advance notice of seven calendar days, the City of Detroit will provide interpreter services at public meetings, including language translation and signage for the hearing impaired. Please contact the Planning and Development Department at (313) 224-1339 to schedule these services.

Contact us!

[Detroitmi.gov/land](https://detroitmi.gov/land) | land@detroitmi.gov



CASESTUDY: Pinelawn LLC – Joy Rd Properties



CASESTUDY: Pinelawn LLC – Joy Rd Properties

