

**APPROVED**

**MINUTES  
DOWNTOWN PLAN SUBCOMMITTEE  
EVANSTON PLAN COMMISSION**

Wednesday, November 1, 2006 / 8:00 a.m.  
Evanston Civic Center, Room 2404

MEMBERS PRESENT.....Larry Widmayer (Chair), James Woods,  
.....Diane Williams (Evmark)

STAFF PRESENT .....James Wolinski, Dennis Marino, Tracy Norfleet  
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**I. CALL TO ORDER / DECLARATION OF QUORUM**

Chair Widmayer called the meeting to order at 8a.m.

**II. APPROVAL OF MINUTES**

Action on the draft minutes from the October 18, 2006 meeting was deferred to the next meeting.

**III. DECEMBER PUBLIC MEETING**

Due to meeting conflicts, the Downtown Plan committee has rescheduled the November 15 public meeting on downtown planning to December 12 in the evening at the Rotary Building.

Ms. Norfleet distributed a draft of the powerpoint presentation for the meeting, and members discussed the draft slides. The presentation will consist of an overview of downtown planning (1989-present), the Downtown Plan committee's work, and next steps. Time will be provided at the end for public comment.

**IV. DRAFT RFP FOR DOWNTOWN FORM BASED CODE PILOT**

Members received the latest draft of the RFP prior to today's meeting. Discussion followed on the geographic area to be included in the pilot. The area will include:

- The three traditional areas;
- The transitional area along Emerson and Ridge because of its proximity to the West Davis traditional area;
- Two blocks in the downtown core: the Fountain Square block and both sides of Chicago south of Davis to Grove in the downtown core area.

Discussion followed on whether the RFP should also include a real estate market analysis for retail, residential, and/or office. With regard to office space, it was noted that Evanston's office market is changing just like the retail market has. Evanston currently has an emerging financial sector (e.g., hedge funds) and a growing demand for office space for creative industries.

**V. DOWNTOWN NEW RESIDENTS SURVEY**

Ms. Norfleet stated that the mailing list is being compiled, and surveys will be sent as soon as it is ready.

**VI. SCHEDULE NEXT MEETING / ADJOURNMENT**

There being no further discussion, the committee adjourned. The next meeting is scheduled for Wednesday, November 17, 2006 at 8am in the Civic Center.

Respectfully submitted,

Tracy Norfleet  
Planning Division