

Memorandum

To: Mayor Tisdahl and Members of the City Council
From: Wally Bobkiewicz, City Manager
Subject: City Manager's Weekly Update
Date: Friday, December 5, 2014

STAFF REPORTS BY DEPARTMENT



Weekly Report for November 21, 2014 – November 27, 2014
Weekly Report for November 28, 2014 – December 4, 2014

Administrative Services

Monthly Financial Report for October
No Bids Advertised

City Manager's Office

Master Council Meeting Agenda Schedule

Community Development

Monthly Community Development Report for November
Zoning Report
Weekly Building Inspection Report
Evanston Housing Corporation Update

Law Department

No Liquor License Applications to report

Legislative Reading

NWMC Weekly Briefing

PUBLIC NOTICES, AGENDAS & MINUTES

December 8, 2014

Board of Local Improvements
www.cityofevanston.org/boardofimprovements

Admin/Public Works Committee

www.cityofevanston.org/apw

Planning & Development Committee

www.cityofevanston.org/pd

City Council

www.cityofevanston.org/citycouncil

December 10, 2014

Design and Project Review Committee

www.cityofevanston.org/designprojectreview

Library Board – rescheduled

www.cityofevanston.org/libraryboard

Plan Commission

www.cityofevanston.org/plancommission

Northwestern University/City Committee

www.cityofevanston.org/universitycitycommittee

December 11, 2014

Liquor Control Review Board

www.cityofevanston.org/liquorboard

Environment Board

www.cityofevanston.org/environmentboard

Mental Health Board

www.cityofevanston.org/mentalhealthboard

Sign Review and Appeals Board

www.cityofevanston.org/signreviewboard

December 12, 2014

Utilities Commission

www.cityofevanston.org/utilities



Weekly Update

Below is a brief summary of activities in the 311 Center for the period of November 21, 2014 through November 27, 2014.

	CURRENT WEEK'S TOTALS	PREVIOUS WEEK'S TOTALS
CALLS HANDLED	1912	2375
SERVICE REQUESTS	514	502
TOTAL CHATS	64	43
	7	12

Top 5 Service Requests

Total

Most requested service requests (Source: PublicStuff - Open/Closed)

- | | |
|---------------------------------------|----|
| 1. Building Permit Inspection Request | 77 |
| 2. Trash – Special Pick up | 71 |
| 3. Broken Parking Meter | 45 |
| 4. Trash – Tire Pick up | 12 |
| 5. Animal Issue/Concern - General | 10 |

NOTE: Thanksgiving Day, Thursday, November 27th, is included in this week's report.

Please see the following page for the Weekly Telephone Wrap up Data

Telephone Wrap-up Data At the end of each call the 311 staff selects the appropriate Category/Department for the call. The table reflects the activity for the past week.

Weekly Telephone Wrap Up Data	
Category/Department	Total
Administrative Services -Parking	211
Administrative Services -Finance	47
Administrative Services -HR	46
Administrative Services - Other	93
Call Transfer	92
City Manager's Office	31
ComDev / Economic Development	14
ComDev/ Bldg Inspections	131
ComDev / Housing Rehab	2
ComDev / Planning/Zoning	7
Directions	6
Evanston Township	6
Fire Life Safety	22
PublicStuff Request	165
Health	54
Information	525
Law	3
Library	1
Mayor's Office	0
Other	159
Other – Social Services	0
Parks – Maintenance	0
Parks – Programs/Picnics/Permits	1
Parks – Other	1
Parks/Recreation	21
Parks – Forestry	7
Parks- Recreation Programs	25
Police	83
Public Works / Fleet	0
Public Works / Street Sanitation	81
Public Works / Engineering	23
Utilities – Power	5
Utilities – Sewer	1
Utilities – Water	49
TOTAL	1912



Weekly Update

Below is a brief summary of activities in the 311 Center for the period of November 28, 2014 through December 4, 2014.

	CURRENT WEEK'S TOTALS	PREVIOUS WEEK'S TOTALS
CALLS HANDLED	2728	1912
SERVICE REQUESTS	698	514
TOTAL CHATS	45	64
	14	7

Top 5 Service Requests

Total

Most requested service requests (Source: PublicStuff - Open/Closed)

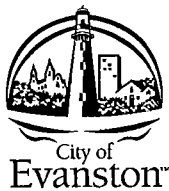
1. Holiday Basket 2014	187
2. Building Permit Inspection Request	99
3. Broken Parking Meter	51
4. Trash – Special Pick-up	42
5. Yard Waste – Missed Pick-up	24

NOTE: The day after Thanksgiving, Friday, November 28th, is included in this week's report.

Please see the following page for the Weekly Telephone Wrap up Data

Telephone Wrap-up Data At the end of each call the 311 staff selects the appropriate Category/Department for the call. The table reflects the activity for the past week.

Weekly Telephone Wrap Up Data	
Category/Department	Total
Administrative Services -Parking	307
Administrative Services -Finance	52
Administrative Services -HR	59
Administrative Services - Other	177
Call Transfer	110
City Manager's Office	35
ComDev / Economic Development	12
ComDev/ Bldg Inspections	214
ComDev / Housing Rehab	1
ComDev / Planning/Zoning	6
Directions	7
Evanston Township	7
Fire Life Safety	22
PublicStuff Request	205
Health	71
Information	775
Law	3
Library	1
Mayor's Office	5
Other	140
Other – Social Services	8
Parks – Maintenance	1
Parks – Programs/Picnics/Permits	35
Parks – Other	3
Parks/Recreation	34
Parks – Forestry	11
Parks- Recreation Programs	46
Police	116
Public Works / Fleet	3
Public Works / Street Sanitation	145
Public Works / Engineering	23
Utilities – Power	8
Utilities – Sewer	1
Utilities – Water	85
TOTAL	2728



Memorandum

To: Wally Bobkiewicz, City Manager
 Martin Lyons, Assistant City Manager/Chief Financial Officer

From: Ashley Porta, Budget Manager
 Andrew Villamin, Interim Accounting Manager

Subject: October 2014 Monthly Financial Report

Date: December 5, 2014

Please find attached the unaudited financial statements as of October 31, 2014. A summary by fund for total revenues, expenditures/expenses, fund balances, and cash balances is as follows:

Fund Name	Fund #	YTD	YTD	YTD	10/31/2014	10/31/2014
		10/31/2014	10/31/2014	10/31/2014	Unreserved	Cash
		Revenue	Expenses	Net	Fund Balance	Balance*
General	100	\$ 76,021,164	\$ 73,321,989	\$ 2,699,175	\$ 19,062,126	\$ 9,083,878
General Assistance Fund	175	889,279	581,468	307,811	307,811	307,811
Neighborhood Stabilization	195	1,383,762	916,300	467,462	467,462	435,657
Motor Fuel	200	1,691,447	1,554,285	137,162	1,449,730	2,084,581
Emergency 911	205	740,797	1,044,814	(304,017)	916,862	651,417
SSA#4	210	311,163	240,000	71,163	(78,172)	(109,039)
CDBG	215	1,089,130	1,005,610	83,520	96,319	(78,403)
CDBG Loan	220	203,953	197,903	6,050	2,360,321	120,880
Economic Development	225	1,907,802	1,609,394	298,409	3,805,610	3,242,947
Neighborhood Improvement	235	-	-	-	149,915	149,915
Home	240	676,300	678,623	(2,323)	3,940,205	7,850
Affordable Housing	250	156,405	67,051	89,354	2,540,432	827,739
Washington National TIF	300	4,965,665	2,826,070	2,139,595	7,177,036	6,803,067
SSA#5	305	429,166	31,025	398,141	873,026	811,719
SW II TIF (Howard Hartrey)	310	1,153,241	1,124,043	29,199	3,386,247	3,351,070
Southwest TIF	315	607,668	26,807	580,862	925,579	913,935
Debt Service	320	12,671,707	2,624,206	10,047,500	13,423,191	11,903,595
Howard Ridge TIF	330	492,450	819,250	(326,799)	61,818	50,165
West Evanston TIF	335	100,904	57,029	43,876	581,514	581,515
Dempster-Dodge TIF	340	-	-	-	-	-
Capital Improvement	415	10,366,452	2,716,408	7,650,044	13,950,043	12,077,279
Special Assessment	420	617,157	146,379	470,777	2,543,192	2,539,196
Parking	505	7,833,529	5,482,167	2,351,362	15,954,181	15,292,326
Water	510-513	16,119,851	13,901,842	2,218,009	10,808,100	10,431,419
Sewer	515	12,266,987	11,398,888	868,100	5,443,096	3,553,730
Solid Waste	520	4,076,356	3,809,917	266,439	(1,017,121)	(1,433,855)
Fleet	600	2,655,752	2,654,492	1,260	111,826	(477,249)
Equipment Replacement	601	2,329,246	1,621,655	707,591	1,296,574	1,296,573
Insurance	605	14,972,971	14,918,300	54,670	(3,672,992)	1,115,274
Library	185	5,714,441	4,676,275	1,038,166	2,020,930	1,339,809
Library Debt Fund	186	741,129	53,724	687,405	687,405	687,405
Total**		\$ 182,444,745	\$ 150,052,189	\$ 32,392,556	\$ 108,884,861	\$ 87,562,205

*This is net of any interfund receivables/payables

**This summary does not include the Police or Fire Pension Funds even though detailed reports are included.

Included above are the ending balances as of October 31, 2014 for both unreserved fund and cash balances. Of these two amounts, cash balance is the more meaningful metric since this represents liquid cash and/or invested assets which may be used (or easily sold) to support and fund current operations. While ending fund balance is also an important measurement of the City's financial health, it usually includes illiquid assets or future cash receipts or disbursements such as receivables (including property tax) due to the City and accounts payable/accrued expenses.

As of October 31, 2014, the General Fund is reporting a surplus of \$2,699,175 due to several factors:

- Timing of payroll; the City will have 3 pay periods in December 2014 (December 4, 18 and 31)
- Receipt of the Kellog building permit
- Receipt of second installment property taxes

Through October 31, 2014, the Special Service Area (SSA) #4 Fund is showing a negative cash balance of \$109,039.

Through October 31, 2014, the Community Development Block Grant (CDBG) Fund is showing a negative fund balance of \$78,403. This amount will be reimbursed from draw downs from HUD during November, 2014.

Through October 31, 2014, the Economic Development Fund is showing a fund balance of \$3,805,610 and a cash balance of \$3,242,947. These balances include approximately \$1 million of revenue associated with the Gigabit Challenge.

Through October 31, 2014, the Solid Waste Fund is showing a negative fund balance of \$1,017,121 and a negative cash balance of \$1,433,855.

Though operating at a surplus for the year, through October 31, 2014 the Fleet Fund is showing a negative cash balance of \$477,249.

Through October 31, 2014, the Insurance Fund is showing a negative fund balance of \$3,672,992. This negative balance is primarily for claims/cases being expensed. These claims/cases have not been settled, and therefore there is no guarantee the City will actually experience this negative fund balance as estimated. Please note, the City's annual liability and property insurance payments, totaling \$601,314, were paid in January, which further reduced the fund balance of the Insurance Fund. These payments will gradually be reimbursed through FY 2014 from interfund transfers to the Insurance Fund. Staff will continue to monitor the Insurance Fund and provide regular updates to the City Council in the future. The Insurance Fund's cash balance of \$1,115,274 includes a transfer from the IPBC Health Insurance Pool of \$500,000.


The detailed fund balance reports now include a monthly activity column per the request of an Evanston resident at a recent City Council meeting.

If there are any questions on the attached report, please contact me by phone at (847) 859-7884 or by email: aporta@cityofevanston.org. Detailed fund summary reports can

be found at the following link: <http://www.cityofevanston.org/city-budget/financial-reports/>.

CERTIFICATION OF ATTACHED FINANCIAL REPORTS

As required per Illinois Statute 65 ILCS 5/3.1-35-45 I, Martin Lyons, Treasurer of the City of Evanston, hereby affirm that I have reviewed the October 31, 2014 year-to-date financial information and reports which to the best of my knowledge appear accurate and complete.



Martin Lyons, Treasurer

Report of Budget-to-Actual Revenues and Expenditures As of October 31, 2014 (Target is 83.3% of FY 2014 Budget)

Revenues	General Fund			Parking Fund			Water Fund			Sewer Fund			Solid Waste Fund		
	Budget	Actual	% of Budget	Budget	Actual	% of Budget	Budget	Actual	% of Budget	Budget	Actual	% of Budget	Budget	Actual	% of Budget
Property Tax	\$ 12,271,366	\$ 12,120,562	98.8%	-	-	-	\$ -	\$ -	-	-	-	-	-	-	-
Sales Tax	15,790,000	12,629,766	80.0%	-	-	-	-	-	-	-	-	-	-	-	-
State Income Tax	7,076,170	6,083,837	86.0%	-	-	-	-	-	-	-	-	-	-	-	-
Utility Tax	8,220,000	6,761,449	82.3%	-	-	-	-	-	-	-	-	-	-	-	-
Real Estate Transfer Tax	2,875,000	2,215,596	77.1%	-	-	-	-	-	-	-	-	-	-	-	-
Liquor Tax	2,375,000	2,271,239	95.6%	-	-	-	-	-	-	-	-	-	-	-	-
Other Taxes	5,940,053	4,828,759	81.3%	-	-	-	-	-	-	-	-	-	-	-	-
Licenses, Permits, Fees	12,622,280	11,096,548	87.9%	-	-	-	-	-	-	-	-	-	-	-	-
Charges for Services	7,936,754	6,247,194	78.7%	6,434,293	7,589,755	118.0%	13,913,400	12,668,659	91.1%	12,922,700	11,159,988	86.4%	3,889,033	3,176,227	81.7%
Intergovernmental Revenues	721,272	954,593	132.3%	-	-	-	-	14,181	-	-	-	-	25,000	20,852	83.4%
Interfund Transfers	7,742,893	6,555,807	84.7%	2,925,296	243,775	8.3%	6,413,816	3,435,413	53.6%	2,191,000	1,107,000	50.5%	1,055,967	879,278	83.3%
Other Non-Tax Revenue	5,614,490	4,255,853	75.8%	2,034,004	-	0.0%	-	-	-	-	-	-	-	-	-
Total Revenues	\$ 89,185,298	\$ 76,021,164	85.2%	\$ 11,393,593	\$ 7,853,529	68.8%	\$ 20,327,216	\$ 16,118,252	79.3%	\$ 15,113,700	\$ 12,266,987	81.2%	\$ 4,970,000	\$ 4,076,356	82.0%
Expenditures															
Legislative	\$ 677,621	\$ 575,369	84.9%	-	-	-	\$ -	\$ -	-	-	-	-	-	-	-
City Administration	1,941,115	1,435,178	73.9%	-	-	-	-	-	-	-	-	-	-	-	-
Law Department	1,045,232	839,816	80.3%	-	-	-	-	-	-	-	-	-	-	-	-
Administrative Services Department	8,626,606	6,600,959	74.8%	-	-	-	-	-	-	-	-	-	-	-	-
Community Development	2,652,887	2,079,168	78.4%	-	-	-	-	-	-	-	-	-	-	-	-
Police Department	26,876,444	22,634,016	84.2%	-	-	-	-	-	-	-	-	-	-	-	-
Fire & Life Safety Services	14,072,488	11,867,737	84.3%	-	-	-	-	-	-	-	-	-	-	-	-
Health Department	3,009,286	2,494,532	82.9%	-	-	-	-	-	-	-	-	-	-	-	-
Public Works - Operating	17,984,613	14,717,708	82.3%	10,714,333	5,482,167	51.2%	-	-	-	-	-	-	5,309,082	3,809,917	71.8%
Public Works - Capital Outlay	-	-	0.0%	5,180,000	-	-	-	-	-	-	-	-	-	-	-
Parks, Recreation & Comm. Services	10,483,281	8,790,045	83.8%	-	-	-	-	-	-	-	-	-	-	-	-
Capital Improvement Transfer	936,500	780,105	83.3%	-	-	-	-	-	-	-	-	-	-	-	-
Transfer to Debt Service Fund	609,000	507,297	83.3%	-	-	-	-	-	-	-	-	-	-	-	-
Utilities - Operating	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Utilities - Capital Outlay	-	-	-	-	-	-	13,451,635	6,889,824	51.2%	13,006,620	9,571,805	73.6%	-	-	-
Total Expenditures	\$ 89,015,073	\$ 73,321,989	82.4%	\$ 15,894,333	\$ 5,482,167	34.5%	\$ 23,998,735	\$ 12,901,841	53.8%	\$ 16,279,120	\$ 11,398,888	70.0%	\$ 5,309,082	\$ 3,809,917	71.8%

Evanston City Council Agenda Schedule - 2015

(PLEASE NOTE: Dates for agenda items are tentative and subject to change.)

DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
2015 Meeting Dates: TBA						
B=Business of the City by Motion R=Resolution O=Ordinance						
D=Discussion C=Communication P=Presentation A=Announcement PR=Proclamation SPB=Special Order Business						
APW=Administration & Public Works PD=Planning & Development HS=Human Services					EDC=Economic Development	
BUD=Budget OC=Other EXS=Executive Session SPC=Special City Council Meeting CC=Council Only						
Admin Services	1/12/2015	GO Bond Reimbursement	R	APW	Lyons	
		Signage Presentation?	P	APW	Lyons	
Utilities	1/12/2014	CIPP Sewer Reahb Contract A	B	APW	Stoneback	
Public Works	1/12/2015	Emerson/Ridge/GreenBay	B	APW	Robinson	
Admin Services/PRCS	1/12/2014	Robert Crown	R	APW	Lyons/McRae	
Admin Services	1/12/2015	Southwest TIF Distribution	O	APW	Lyons	Introduction
Admin Services	1/12/2015	Prohibition of Motorhome & Trailer Parking	O	APW	Lyons	Introduction
CD	1/12/2014	Plumbing Code	O	APW	Muenzer	
Law	1/12/2015	Transportation Network Providers (Uber et al)	O	APW	Farrar	Introduction (Held in Committee 9.22.14)
Law	1/12/2015	Liquor code text amendment	O	APW	Farrar	Introduction
Law	1/12/2015	Carmen's Liquor Lic	O	APW	Farrar	Introduction
Law	1/12/2014	Noise Ordinance	D	APW	Farrar	
Public Works	1/12/2014	News rack consolidation	D	APW	Robinson	
CD	1/12/2015	Zoning Amendment: Parking Requirements for Increased Residential Density	O	PD	Muenzer	Introduction
CD	1/12/2015	Building Permit Fees	O	PD	Muenzer	Introduction
CD	1/12/2015	1571 Maple Ave Mixed Use Planned Dev	O	PD	Muenzer	Introduction
CD	1/12/2015	2308 Main, Wholesale Establishment, Few Spirits	O	PD	Muenzer	Introduction
PRCS	1/12/2015	Noyes Cultural Arts Center 2015 tenant lease agreements	B	HS	McRae	
CMO	1/12/2014	Human Services Funding Summit Recommendations	B	HS	Bobkiewicz	
Utilities	1/26/2014	Amending water supply contract with Northwest Water Commission.	R/O	APW	Stoneback	
Utilities	1/26/2014	Results of treated water storage study	D	APW	Stoneback	
Public Works	1/26/2015	UP Viaducts	D	APW	Robinson	
Utilities	1/26/2014	Update on wholesale water sales and Utilities Department CIP projects	D	CC	Stoneback	
Utilities	1/26/2014	Building Energy Efficiency Ordinance	D	APW	Stoneback	
CD	1/26/2014	Open Communities Funding	B	PD	Muenzer	
CD	1/26/2015	Ordinance Text Amendment: B-Districts/Office & Financial Institutions	O	PD	Muenzer	Introduction
CMO	1/26/2014	Resolution for RFQ/P for 2222 Oakton Street	R	EDC	Bobkiewicz	
Admin Serv	2/9/2014	Investment Strategies: Institutions	B	APW	Lyons	

Evanston City Council Agenda Schedule - 2015

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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
Public Works	2015	Uniform Purchase Contract	B	APW	Robinson	
CMO/Law	2015	Authorize Sale/Lease Harley Clarke	O	APW	Bobkiewicz/Farrar	Introduction
Law	2015	Ord 113-O-14: 22 ounce containers for P-1 Lic	O	APW	Farrar	Introduction (Held in Committee 10.13.14)
Law	2015	Pedal Cab Regulations	O	APW	Farrar	Introduction
CD	2015	Reallocation of unspent CDBG funds	R	HCDC	Muenzer	
CD	2015	2015-2019 Consolidated Plan	R	HCDC	Muenzer	
CD	2015	2015 Action Plan	R	HCDC	Muenzer	
CD	tba	Revised Building Permit Fees	O	PD	Muenzer	
Utilities	tba	Computerized Maintenance Management System	B	APW	Stoneback	
Law	tba	Ord 126-O--14 CVS Liquor Lic	O	APW	Farrar	Held at APW 10.27.14
Council & Committee Meetings						
Mon, Dec 8	6:00 PM	A&PW, P&D, City Council meetings				
Wed, Dec 10	7:00 PM	Northwestern University/City Committee				
Tues, Dec 16	7:30 PM	Housing & Community Dev Act Cttee				
Wed, Dec 17	6:00 PM	Transportation/Parking Committee				
Wed, Dec 17	6:30 PM	M/W/EBE Advisory Committee				
Wed, Dec 17	7:30 PM	Economic Development Committee				
Fri, Dec 19	7:00 AM	Housing & Homelessness Commission				
Dept	Date	Item	Action	Committee	Staff	
CD	TBA	Inclusionary Housing	O	PD	Muenzer	Action (Intro on 7/28/14; referred to subcomtte)
Utilities	TBA	South Standpipe Painting	B	APW	Stoneback	
CMO	TBA	Pivot Point	R	EDC	Bobkiewicz	
Public Works	TBA	BAS Contract - 8 City buildings	B	APW	Robinson	
CMO	TBA	D202 IGA: Safe School Zone	R	HS	Bobkiewicz	
Admin Serv	TBA	Increase Parking Garage Monthly Permit Fee	B	APW	Voss	
Admin Serv	TBA	Amendment to PEHP Resolution	R	APW	Lyons	
Law	TBA	Ord 27-O-12 Cell Phone Ban	O	HS	Grover/Farrar	
PRCS	TBA	Animal Shelter Contract	B	HS		

Evanston City Council Agenda Schedule - 2015

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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
CD	TBA	Rental Licensing	O	PD		
Public Works	TBA	Ecology Center Greenhouse	B	APW	Robinson	
Law	TBA	Title 9 City Code Amendments	O		Farrar	(Introduced 1.27.14)
CD	TBA	CVS Liquor	O	APW	Farrar	Held at APW 10.27



Memorandum

To: Honorable Mayor, Members of the City Council and City Manager

From: Mark Muenzer, Director of Community Development

Subject: November, 2014 Community Development Department Report

Date: December 3, 2014

Please find attached the Community Development Department report for the month of November. It is organized to include both divisions of the department and reports those activities, meetings and actions that have occurred in November, 2014 as well as activities and meetings that are scheduled at this date for December, 2014. The order of the report is as follows:

1. Planning and Zoning Division
2. Building and Inspection Services Division

Should you have any questions about any item on this report please do not hesitate to contact me.

This update includes recent events or immediate future events involving projects under formal consideration, public meetings or significant recent permitting or enforcement actions.

PLANNING AND ZONING	Zoning Board of Appeals
November 2014 Meetings/Activities	November 4, 2014
	<p>1513 Greenleaf Street: Special Use for a Single Family Residence in the B1 District. Unanimous recommendation for approval with conditions. Approved by City Council 11/24/14.</p>
	<p>911 Foster Street: Special Use for a Type 2 Restaurant in the B1 District, <i>Domino's Pizza</i>. Unanimous recommendation for approval with conditions. Approved by City Council 12/01/14.</p>
	<p>156 Asbury Avenue: Appeal of a fence variance. Request for a 6' solid wood fence in the front yard and street side yard. Fence variance was approved for a 4' wrought-iron fence in the front yard and street side yard. Appeal to request a 6' wrought-iron fence. The ZBA upheld the 4' height and denied the appeal.</p>
	<p>604 Davis Street: Special Use for Commercial Indoor Recreation in the D2 District, <i>The Barre Code</i>. Unanimous recommendation for approval with conditions. Introduced at City Council 11/24/14.</p>
	November 18, 2014
	<p>2045 Brown Avenue: Variance for a dome at a religious institution – 47.1' peak height where 35' maximum is allowed. Approved 5-1.</p>
	<p>3146 Harrison Street: Variances for a 2-story addition and deck: 2.5' east interior side yard setback for the addition where 5' is required, 1.6' west interior side yard setback for the addition where 5' is required, 2.5' interior side yard setback for a deck where 3' is required. Unanimous approval.</p>
	<p>2308 Main Street: Special Use for a Wholesale Goods Establishment in the C1 District, <i>Few Spirits</i>. Case continued to 12/02/14 since the applicant has not yet attended DAPR (and is now continued to a later date tbd).</p>
December 2014 Meetings/Activities	December 2, 2014
	<p>Meeting cancelled due to a lack of items</p>
	December 16, 2014
	<p>1241 Chicago Avenue: Special Use for a Type 2 Restaurant in the B1 District, <i>Jimmy John's Gourmet Sandwiches</i>.</p>
	<p>633 Howard Street: Special Use for a Type 2 Restaurant in the B3 District for a café and coffee roasting establishment.</p>

PLANNING AND ZONING	Plan Commission
November 2014 Meetings/Activities	November 5, 2014
	<p>Planned Development – 1571 Maple Avenue (Continued from 10/08/14) 12-story (133.3-foot high) multiple-family building with 101 residential units, 3,696-square feet of commercial space, 13 open on-site parking spaces and 101 off-site parking spaces. The applicant seeks site development allowances for the number of dwelling units, building height, floor area ratio (FAR), number of on-site parking spaces provided, and building setbacks from the east, north, and northwest property lines. Per the request by the attorney representing the HOA of the adjacent building to the south, the Plan Commission continued the case to 12/17/2014.</p>
	November 12, 2014
	<p>Zoning Ordinance Text Amendment – Various Modifications to oCSC-Central Street Overlay District (Continued from 08/13/2014 and 09/10/2014) Staff requested approval of an amendment for various modifications to the Central Street Overlay District. The Plan Commission unanimously recommended approval. Introduced at City Council 11/24/14.</p>
December 2014 Meetings/Activities	<p>Zoning Ordinance Text Amendment – Office and Financial Institution Uses in B1-Business and B2-Business Districts Staff requested approval of an amendment allowing office and financial institution uses based on their location on ground floors of properties in B1 and B2 districts with frontage along Dempster St. or Main St. as Special Use. The Zoning Committee unanimously recommended approval. The Plan Commission recommended (4-2) the proposed changes be part of a new Overlay District for Dempster St. and Main St. Business Districts. A text amendment for establishment of a new Overlay District will be presented to the Plan Commission in January.</p>
	December 10, 2014
	<p>Zoning Ordinance Text Amendment – Parking Requirements for Increase in Residential Use Density Staff is requesting approval of an amendment to the Zoning Ordinance that would require parking spaces be provided when a number of dwelling units is increased on a property (outside of the Downtown D and RP districts).</p>
	<p>Administrative Rules and Procedures of the Plan Commission The Commission will consider modification to the existing Administrative Rules and Procedures of the Plan Commission.</p>
PLANNING AND ZONING	Comp Plan Committee of the Plan Commission
November 2014 Meetings/Activities	November, 2014
	There was no Comprehensive Plan Committee meeting scheduled in November.
December 2014 Meetings/Activities	December, 2014
	There is no Comprehensive Plan Committee meeting scheduled in December.

PLANNING AND ZONING	Zoning Committee of the Plan Commission
November 2014 Meetings/Activities	November 19, 2014
	Meeting cancelled.
December 2014 Meetings/Activities	December 17, 2014
	Meeting cancelled.
PLANNING AND ZONING	Preservation Commission
October 2014 Meetings/Activities	November 18, 2014
	323 Hamilton Street (LSHD) – Bill McDowell, applicant. Install two 4'x'8' solar thermal panels on south facing roof. [Alteration]. <i>Approved.</i>
	1421 Oak Avenue (L/RHD) - Dominic Hilaire, applicant. Install new identification free standing sign for Saint Mary's Parish and Church, providing visibility of the church services (mass times) and acknowledge their affiliation with local elementary school, Pope John XXIII. The new sign is "architectural" in that it uses materials and design elements that either coincide or complement the architectural details of their building's) [Construction]. <i>Tabled</i>
	1012 Lake Street (L/RHD) - Dominic Hilaire, applicant. Remove clay tile roofing material and replace with asphalt singles. Restore front and side dormers; remove rear dormers [Alteration]. <i>Tabled</i>
	1140 Hinman Avenue (NEHD) – Cinda Berry, applicant. Demolish existing garage, construct new 2-car detached garage. [Construction/ Demolition]. <i>Authorized for administrative approval</i>
December 2014 Meetings/Activities	December 16, 2014
	699 Sheridan Road (LSHD) – Exterior alterations including window wells and stairs below grade. Replacing windows on the second story east elevation.
	901 Edgemere Court (LSHD) – Exterior alterations including new windows on the first story and second story. New dormers on the second story.
	1228 Forest Avenue (L/LSHD) - The proposed renovation includes replacing the exterior siding and trim, installing new attic dormers (on the second floor), an interior renovation, replacing the existing overhead garage door, replacing the non-original second floor windows and installing new windows in new locations on the second floor.
901-905 Forest Avenue (L) – Construct stair enclosure, replace existing rear stair.	

Staff Review – November 2014	
Preservation Projects Approved by Staff	120 Dempster Street (LSHD) – DonnaLee Floeter, applicant. A permit has already been obtained to construct an attic addition, 2-story addition at rear and a new front porch. This application is submitted to show modifications to the front (north) elevation and rear (south) elevations which will be added to the existing permit. <i>Approved administratively.</i>
	1610 Ashland Avenue (RHD) – Simon Goldbroch, owner. Replace 11 windows like for like throughout the house. Enlarge one window opening. [Alteration] <i>Approved for administrative review.</i>
	1040 Michigan Avenue (NEHD) – Catherine Hales, applicant. Demolish existing frame garage and build a wood frame 2-car detached garage on the existing concrete slab. <i>Approved administratively.</i>
	320 Greenwood Street (L/LSHD) - Tear off and replace roof shingles on garage.
	1570 Ashland Avenue (L/RHD) - Tear off old roof and replace with IB PVC roofing system (front porch) and repair rear porch flat roof. Will try to match roof color as close as possible in work area.
	522 Forest Avenue (LSHD) - Replace basement double hung wood window on the north elevation with new double hung wood window (shorter in height to be above grade).
	409 Greenwood Street (LSHD) - Tear off existing shingles from main roof and replace with new 30-year asphalt shingles.
	1242 Asbury Avenue (RHD) - Replace existing wood picket fence in kind (4' H x 110' L) along the south side property line (from the southwest corner of the house to the south property line, and ending at the line of the garage east elevation).
	1456 Ridge Avenue (L/RHD) - Replace asphalt shingles with standing seam copper roof between dormers facing north towards the rear of the main roof.
	2726 Park Place (L) - Replace fence in kind - 4' wood red cedar spaced picket with cap.
	2115 Lincoln Street (L) - Replace below grade basement wood windows with glass block and vinyl vent (not visible from public way). Repoint exterior brick as needed with lime base mortar to match original mortar in composition and texture.
	2036 Orrington Avenue (NEHD) - Remove and replace 6' high cedar fence and gates with 5' high black aluminum ornamental fence - 3 rail flat top fence on north and south side property lines.
	1240 Hinman Avenue (LSHD) - Replacing posts on fence to alley, use existing fence. Estimated 7-9 posts along the south and west property lines.
423 Greenleaf Street (LSHD) - Remove existing concrete in front of detached garage (southeast area of lot) and replace with permeable pavers.	

Preservation Projects Approved by Staff (continued)	727 Forest Avenue (LSHD) - Install 2 solar panels water heating system facing south on flat roof.
	542 Forest Avenue (LSHD) - Install 2 solar thermal panels on south facing roof.
	618 Sheridan Square (L) - Install 2 solar panels water heating system facing south on flat roof.
	1026 Forest Avenue (LSHD) - Install 2 solar water heating system on south facing roof.
	1202 Crain Street (RHD) - Replace existing wood fence with wood of same kind (4' high along Ridge and 6' high along the north and south sides and west rear property lines.
	1627 Wesley Avenue (L/RHD) - Install 2 solar hot water collectors on south facing roof.
	2306 Orrington Avenue (NEHD) - Coach house: Exterior rehabilitation including window restoration and replacement of some wood windows (permit plans).
	1735 Asbury Avenue (RHD) - Strip main house roof down to wood. Install ice shield, felt paper and re-roof with asphalt shingles.
	1013 Judson Avenue (LSHD) - Replacement of 13 windows on coach house.
	1000 Hinman Avenue (LSHD) - Install new modified bitumen roof system with new galvanized iron gutters, downspouts and counter flashing.
	423 Greenleaf Street (LSHD) - Rehabilitate existing side porch and extend to cover entryway at front of building. COA approved on 6/17/2014 and zoning variations recommended: Building lot Coverage – maximum is 30%; proposed = 42.9%.The maximum impervious surface is 45%; proposal = 69.6%. The maximum yard requirement for front yard is 27'; proposal = 7' (permit plans).
	1228 Oak Avenue (RHD) - Tearing off shingles and replacing in kind.
	1300 Church (RHD) Two-story addition to the east side and south rear elevations. Screened in porch, outdoor deck and permeable pavers for a car turn around (permit plans).
	1880 Campus Drive (Landmark lot of record) - Demolition and expanded reconstruction (5 stories) of the east wing, repair of existing exterior walls, removal of existing windows, installation of new windows, new building entry and lobby on west elevation (permit plans).
935 Sheridan Road (LSHD) - Tear of existing 3 tab shingles from house and detached garage roof. Replace with Architectural asphalt shingles.	
703 Sheridan Road (LSHD) - Replace patio door on east rear elevation (under review – incomplete application).	

PLANNING AND ZONING	APPROVED & ACTIVE PLANNED DEVELOPMENTS
1890 Maple/1881 Oak	The development of 356 residential rental units is under construction with a full building permit.
North Shore Residence/ The Merion 1611 Chicago Ave.	Renovations in the existing structure are ongoing. The full building permit for the 8-story addition has been issued; construction is ongoing.
1515 Chicago Ave. Hyatt House Extended Stay Hotel	The 8-story 114-room hotel with 33 on-site parking spaces was approved by the City Council on April 28, 2014. The permit for foundation work only was issued in late September 2014. Staff is reviewing the application and plans for a full building permit for the construction of the building.
Church St. Village 1629-1691 Church	On 08/11/2014, the applicant received an extension to complete the 13 unfinished units in Buildings 2 and 3 and to obtain a building permit for the construction of the last eight-unit Building 1 no later than 08/11/2015. The applicant must complete construction by 08/11/17. The applicant has reactivated the building permits and is working on completing the 13 unfinished units in Buildings 2 and 3.
2454 Oakton St. Sports Dome	The indoor recreation facility (multi-sports dome) was approved by City Council on August 11, 2014.

HOUSING & GRANTS	Housing & Community Development Act Committee
November 2014 Meetings/Activities	November 18, 2014
	The November 18 meeting of the Housing & Community Development Act Committee was canceled, as there were no items that required action by the committee. Several members of the committee attended the joint meeting of Human Services, Mental Health Board and Housing & Community Development Act Committees to discuss development of a joint process to manage City funding of social services. A follow up meeting will be scheduled, likely in first quarter 2015.
December 2014 Meetings/Activities	December 16, 2014
	The agenda for the December 16 meeting of the Housing & Community Development Act Committee has not been finalized; there are currently no items that require action by the committee so the meeting may be canceled. Congress has not passed the federal FY2015 budget or an appropriations bill that funds HUD for FY2015. The government is operating under a continuing resolution that expires December 11. If the budget is not approved or the continuing resolution extended, the federal government will have a shutdown similar to that in 2013.
HOUSING & GRANTS	Housing and Homelessness Commission
November 2014 Meetings/Activities	November 21, 2014
	The group approved the \$35,000 grant request from the Affordable Housing Fund for Open Communities. The group decided to cancel the December meeting for 2014.
December 2014 Meetings/Activities	December 19, 2014
	This meeting has been canceled due to a lack of agenda items.

HOUSING & GRANTS	NSP 2
NSP2 Properties	<p>619 Case Place #1 went under contract in September and is expected to close in early December. All individuals on the interested parties list who qualify for the program based on self-reported income were contacted about the opportunity to purchase 713 Mulford or submit a back up offer in on 619 Case. There is an offer pending for 713 Mulford. Homebuyer counseling will be provided on a one-on-one basis for buyers as needed.</p> <p>The wait lists for Emerson Square and LiveEvanston scattered site rentals are currently closed. Wait lists for scattered site units may be opened in the months ahead for some unit sizes, depending on lease renewals.</p>
Rehabilitation/ Clearance Work	<p>Site remediation work to clean up contamination at 2113 Dewey following the demolition of the blighted residential structure on that site has been completed; information will be submitted to the IEPA in order to get a No Final Remediation letter. Disposition of the cleared site will be determined before program closeout. Rehab of 241 Callan, a five unit rental property, is complete.</p>
Emerson Square	<p>City Council approved a resolution on November 24 dedicating the extension of Ashland Avenue in Emerson Square to the City and taking possession of Emerson Square Park through a purchase agreement; sale price is \$10.</p>
Land Banked Properties	<p>Five residential properties that were acquired as foreclosures have been demolished due to their deteriorated condition; because there are insufficient funds to redevelop them at this time, four properties may be land banked for up to 10 years. One property, 1941 Jackson Ave, is being redeveloped through a Development & Affordable Housing Agreement with ETHS & Community Partners for Affordable Housing. The general contractor expects to complete all remaining work and obtain a certificate of occupancy by yearend 2014. The completed house will be sold to an income eligible household by CPAH. Priority is being given to ETHS and City of Evanston employees who meet the income restrictions to purchase the home.</p>

BUILDING & INSPECTION SERVICES		Permit Application Status		
Ward	Property Address	Project Description	Received	Status
1	1619 Chicago	North Shore Residences -- eight story addition	3/4/14	Approved
1	1737 Sherman	Blaze Pizza – Interior remodel	8/27/14	Approved
1	1710 Orrington	Orrington Hotel – Interior renovation 1 st floor, lobby and restaurant	9/29/14	Approved
1	1613 Sherman	Doc Popcorn- Interior remodel	8/25/14	Approved
1	1800 Sherman	NU office – Storefront revisions	10/15/14	Approved
1	1715 Chicago	Evanston Place Apartments	10/27/14	Under Review
1	1515 Chicago	Evanston Hyatt Hotel	10/21/14	Under Review
1	1729 Sherman	Jimmy John's	11/16/14	Under Review
2	2008 Dempster	Goldfish Swim School – Interior remodel, structural changes	10/17/14	Roof/Demo
2	1968 Dempster	Panino's – Pizza oven, remodeling	9/29/14	Approved
2	912 Pitner	Interior remodeling	10/21/14	Approved
2	1801 Maple	5 th Floor Interior remodel	9/19/14	Approved
3	910 Hinman	7 Unit residential building – Foundation Only Approved.	8/4/14	Under Review
3	717-719 Chicago	Interior Remodel	10/20/14	Approved
4	604 Davis – Unit #1	Interior Remodel – interior remodel	10/1/14	Approved
4	1501 Sherman	Remodel 1st and 2nd floors of existing hotel	12/27/13	Under Review
4	1029 Davis	New Building – 5 Retail spaces	9/30/14	Under Review
4	1026 Davis	New Building – Restaurants	10/13/14	Under review
5	2045 Brown	Bangladesh Islamic Mosque – Exterior and interior revisions	8/7/14	Under Review
5	2114 Jackson	Interior remodel – Indoor recreation	9/18/14	Approved
5	911 Foster	Interior remodel – Domino's	10/27/14	Under Review
7	2751 Ashland	Rocky Miller Stadium – New press box, bleacher and support structures.	8/5/14	Under Review
7	2311 Campus	Interior build out – “The Garage”	10/2/14	Approved
7	2650 Ridge	Evanston Hospital – Emergency room and office suite remodeling	10/7/14	Under Review
7	1860 Campus	Kresge Hall – Interior/exterior demolition	8/12/14	Approved
7	2240 Campus – 3 rd floor	Interior remodel	11/18/14	Approved
7	2240 Campus 2 nd floor	Interior remodel	11/18/14	Approved
7	2240 Campus – Room L482	Interior remodel	11/18/14	Approved
8	128-132 Chicago	U-Haul Truck Rental – Interior and exterior remodeling	6/23/14	Under Review
8	2485 Howard	Jewel/Osco – Interior remodeling – revision to approved plans	10/13/14	Under Review

BUILDING & INSPECTION SERVICES		Housing Rehabilitation
Ward	Address	Status
2	1710 Lake	Single-Family Rehab Application sent on 10/24/2014
2	2216 Greenwood	Multi-Family Rehab Application sent on 9/29/2014
2	1709 Lake	Tree Removal Application sent on 9/29/2014
2	1802 Greenleaf	Completed – 1 Unit
5	1911 Hartrey	Payoff Letter Requested
5	1738 Hovland	Single-Family Rehab Application sent on 10/01/2014
5	1720 Grey	Application – 1 Unit – Denied
8	1227 Mulford	Subordination Approved – Awaiting closing documents from Lender
8	1428 Dobson	Work in progress – 1 Unit
8	132 – 136 Ridge	Multi-Family Rehab - 6 Units – Completed
8	957 – 959 Dobson	Multi-Family Rehab – 6 Units – Completed
8	961 – 963 Dobson	Multi-Family Rehab – 6 Units – Completed
8	1823 – 1831 Brummel	Patricia Lloyd Townhomes – 5 Units – In Progress
9	1626 Main	Single Family Rehab – Underwriting Complete – Client not approved for Rehab loan
9	1633 Monroe	Multi-Family Rehab Application emailed on 10/20/2014
9	1502 ½ South Blvd	Payoff Letter Requested
	2315 Bradley	Application – 1 Unit - Denied
BUILDING & INSPECTION SERVICES		Sign Review and Appeals Board
November 2014 Meetings/Activities		November 13, 2014
		Meeting cancelled: No items for consideration.
December 2014 Meetings/Activities		December 11, 2014
		1 Item for consideration – 1325-35 Howard Street.
BUILDING & INSPECTION SERVICES		Housing Rehabilitation
Ward	Address	Status
2	2315 Bradley	Application – 1 Unit - Denied
2	1802 Greenleaf	Completed – 1 Unit
5	1720 Grey	Application – 1 Unit – Denied
8	1428 Dobson	Work in progress – 1 Unit
8	132 – 136 Ridge	Multi-Family Rehab - 6 Units – Completed
8	957 – 959 Dobson	Multi-Family Rehab – 6 Units – Completed
8	961 – 963 Dobson	Multi-Family Rehab – 6 Units – Completed
8	1823 – 1831 Brummel	Patricia Lloyd Townhomes – 5 Units – In Progress



DATE: December 5, 2014

TO: Wally Bobkiewicz, City Manager

FROM: Mark Muenzer, Director of Community Development
Maleka Sumar, Management Analyst

SUBJECT: Building Permit & Construction Value Financial Report for November 2014

BUILDING PERMIT FEES

Total Permit Fees Collected for the Month of November 2014	\$ 129,029
Total Permit Fees Collected Fiscal Year to Date November 2014	\$ 8,223,991
Total Permit fees Collected for the Month of November 2013	\$ 480,178
Total Permit Fees Collected Fiscal Year to Date November 2013	\$ 4,886,555

CONSTRUCTION VALUES

TOTAL CONSTRUCTION VALUE FOR NOVEMBER 2014	\$ 60,893,370*
TOTAL CONSTRUCTION VALUE FISCAL YTD DATE NOVEMBER 2014	\$ 521,724,454
TOTAL CONSTRUCTION VALUE FOR NOVEMBER 2013	\$ 28,955,338
TOTAL CONSTRUCTION VALUE FISCAL YTD NOVEMBER 2013	\$ 255,748,805

*Three large building permit applications with a total valuation of \$54,251,000 were submitted for review. Building permit revenue will be reflected upon permit issuance in the subsequent months.



Memorandum

To: Honorable Mayor and Members of the City Council
From: Lorrie Pearson, Planning and Zoning Administrator
Subject: Weekly Zoning Report
Date: December 5, 2014

Enclosed is the weekly report of zoning applications received and pending. The report, organized by ward, includes the property address, the type of application submitted, a description of the project, date received and current status.

Please contact me at 847/448-8674 or lpearson@cityofevanston.org if you have any questions or need additional information.

Zoning Weekly Update

Cases Received and Pending, November 26 - December 5, 2014

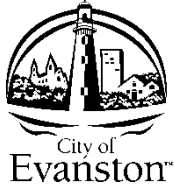
Zoning Reviews

Ward	Property Address	Type	Project Description	Received	Status
1	1515 Chicago Avenue	Building Permit	Construction of extended stay hotel	11/05/14	pending DAPR
1	707 Colfax Street	Building Permit	Construct single family residence with coach house on vacant lot (Kendall)	11/11/14	pending staff review
1	715 Colfax Street	Zoning Analysis	Construct single family residence with coach house on vacant lot (Kendall)	11/11/14	pending staff review
2	1158 Dodge Avenue	Building Permit	Commercial tenant build-out (Evanston Nails)	12/04/14	pending staff review
2	1808 Maple Avenue	Building Permit	Install blue light emergency phone structure (Northwestern)	11/06/14	pending staff review
2	1815 Ridge Avenue	Zoning Analysis	Construct 9-story, 155 DU/mixed use building (Planned Development)	08/19/14	pending staff review
2	2008 Dempster Street	Building Permit	Int./Ext. remodel for new swim school (Gold Fish Swim School)	10/23/14	pending DAPR
3	1118 Sheridan Road	Building Permit	Construct patio and fence at SFR	11/11/14	pending staff review
3	707 Chicago Avenue	Zoning Analysis	Determination of use - artist studio without a dwelling in a live/work space	10/03/14	pending Law review
3	739 Chicago Avenue	Building Permit	Interior remodeling for tutoring center	11/12/14	pending staff review
3	901 Edgemere Court	Zoning Analysis	Construct 2nd story addition at SFR	11/19/14	pending staff review
3	910-916 Judson Avenue	Building Permit	Replace 2 existing, open, wood porches in kind at MFR	11/25/14	pending staff review
4	1029-35 Davis Street	Building Permit	Construct 1-story (24'h) building over existing foundation and partial basement	11/03/14	pending DAPR
4	711 Main Street	Building Permit	Rear porch combine space at retail store	11/25/14	pending staff review
5	1511 Emerson Street	Zoning Analysis	Major Home Occupation license to operate as Trade Contractor at SFR	11/19/14	pending staff review
5	1911-1917 Church Street	Zoning Analysis	Determination of use - office with retail service & cultural facility (Y.O.U)	11/26/14	pending staff review
5	2204 Ashland Avenue	Building Permit	Façade alterations and interior remodeling at commercial space	11/12/14	pending staff review
5	911 Foster Street	Building Permit	Interior remodeling for a Type 2 Restaurant (Domino's Pizza)	11/11/14	pending staff review
6	2411 Noyes Street	Zoning Analysis	Construct 2nd story addition at SFR	11/19/14	pending staff review
6	2440 Central Park Avenue	Building Permit	1-story addition to front entry at SFR	11/25/14	pending staff review
6	2602 Isabella Street	Building Permit	Construct new deck @ SFR	12/04/14	pending staff review
6	3301 Noyes Street	Zoning Analysis	Remodel attached garage into livable space and add parking pad in rear yard	10/22/14	pending staff review
7	1501 Central Street	Building Permit	Replace and add antennas with RRUs, surge suppressors, and equipment cables at stadium	12/04/14	pending DAPR
7	1729 Sherman Avenue	Building Permit	Expansion of existing restaurant and int. remodel (Jimmy John's)	12/04/14	pending staff review
7	1804-1816 Central Street	Building Permit	Install underground drains	11/12/14	pending staff review

7	1880 Campus Drive	Building Permit	Int. renovation of Kresge Hall (Northwestern)	11/04/14	DAPR 12/17
7	2145 Sheridan Road	Building Permit	Int. renovation of existing faculty club and kitchen (Northwestern)	12/04/14	pending staff review
7	2329 Brown Avenue	Building Permit	post permit revisions - addition & deck at single family residence	12/04/14	pending staff review
7	2514 Sheridan Road	Building Permit	Replace existing garage at SFR	11/11/14	pending staff review
7	2627 Poplar Avenue	Building Permit	Replace deck at SFR	11/12/14	pending staff review
7	2727 Eastwood Avenue	Zoning Analysis	Demolish existing 1-car garage and construct 2-car garage	11/11/14	pending staff review
7	2751 Ashland Avenue (formerly 1600 Isabella)	Building Permit	Int./ext. additions to NU Baseball Field	08/19/14	pending DAPR
7	568 Ingleside Place	Zoning Analysis	Subdivision of single family lot to create 2 lots of record	12/01/14	pending staff review
8	128-130 Chicago Avenue	Building Permit	Interior/exterior remodeling for change of use (retail service use: U-Haul)	06/26/14	pending DAPR
8	1413-1415 Howard Street	Building Permit	Convert commercial building to 6 unit (MFR)	11/05/14	DAPR 12/10
9	1212 Monroe Street	Building Permit	Construct 2nd floor add'n and replace 1-car garage with 2-car garage at SFR	11/25/14	pending staff review
9	1433 South Boulevard	Building Permit	Remove patio and construct detached garage at SFR	11/25/14	pending staff review
9	624 Asbury Avenue	Building Permit	Convert 2-unit residence to a SFR	11/25/14	pending staff review

Miscellaneous Zoning Cases

Ward	Property Address	Type	Project Description	Received	Status
1	1603 Orrington Avenue	Zoning Complaint	Illegal parking lot use (Chase Bank lot)	09/12/14	Violation letter mailed 10/30/14
2	1804 Washington Street	Zoning Complaint	Automobile Repair establishment in residential district	09/16/14	Drive-by insp. on-going
2	2308 Main Street	Special Use	Wholesale Goods Establishment - Few Spirits	10/21/14	pending additional info from applicant
3	1241 Chicago Avenue	Special Use	Type 2 Restaurant - Jimmy John's	11/20/14	ZBA 12/16/14
3	414 South Blvd.	Zoning Complaint	Illegal auto repair establishment in residential district	11/06/14	Violation letter mailed 11/06/14
5	1814 Hartrey Avenue	Zoning Complaint	Illegal dwelling unit	09/18/14	Violation letter mailed 10/30/14
5	1936 Maple Avenue	Special Use	Type 2 Restaurant: Clucker's Charcoal Chicken	12/02/14	ZBA 1/06/15 & DAPR 12/17/14
6	2524 Cowper Avenue	Major Variance	Front & side yard setbacks, BLC, ISC for addition to single family residence	11/26/14	ZBA 1/6/15 & DAPR 12/10/14
7	2213 Asbury Avenue	Minor Variance	Install fencing in front/street side yard of corner lot	10/30/14	determination after 11/15
8	108 Florence Avenue	Zoning Complaint	Outdoor storage, trade contractor business in residential district	11/06/14	Violation letter mailed 11/06/14
8	633 Howard Street	Special Use	Type 2 Restaurant - Café & Coffee Roasting	11/20/14	ZBA 12/16/14



Memorandum

To: Honorable Mayor and Members of the City Council

From: Mark Muenzer, Director of Community Development
Maleka Sumar, Management Analyst

Subject: Weekly Inspection Report

Date: December 5, 2014

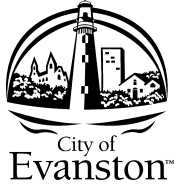
Enclosed is the weekly summary report of field inspections under special monitoring. The report, organized by ward, includes the property address, the type of inspection, inspector notes, date received and current status.

Please contact me at 847-448-8022 or mmuenzer@cityofevanston.org if you have any questions or need additional information.

Inspector Weekly Update
Cases Received, December 01-05, 2014

Field Reports

Ward	Property Address	Construction Type	Inspector notes	Received
1	1515 Chicago Avenue (Hyatt House)	Foundation	Construction site is in good condition. Fences are standing plumb. Concrete is currently being poured over caisson footings. All catch baskets were clear of debris at the time of inspection.	12/5/2014
1	1619 Chicago Avenue (The Merion)	Residential Addition	Construction site is secure. Fences are standing plumb. Caisson installation is continuing. Temporary services have not been connected as of yet.	12/3/2014
1	728 Lincoln Street (Kendall Place)	New Residential Building (SFRs)	Construction site is in good condition. No mud or dust was present at the time of inspection. Sidewalks and weeds are being maintained. All soil erosion reports are current.	12/4/2014
2	1890 Maple Avenue (E2 Apartments)	New Residential Building (MFR)	Construction site is in good condition. The structure is fully enclosed and landscaping has been completed. The over head sidewalk protection is scheduled to be removed and all exterior work will be completed within the next two weeks.	12/4/2014
2	2008 Dempster Street (Goldfish Swim School)	Roof Work	Construction site is active. The material stock pile mentioned in the previous report has been moved inside building walls. Due to complaints, masons have been informed that dust is to be controlled with a vacuum or with water.	12/3/2014
3	414-424 South Boulevard	Monitoring	No construction or auto repair activity has been observed.	12/3/2014
4	1031 Davis Street (Former <i>Pineyard</i> site)	New Commercial Building	All required fence repairs have been completed. The top fence rail has been installed along the perimeter. Angle braces and windscreens have also been installed.	12/3/2014
4	1560 Oak Avenue (Museum of Time and Glass)	Exterior Remodel	Exterior landscaping and façade have been completed. Work on the interior finish has begun. A complaint regarding interior lights has been addressed with project management.	12/4/2014
7	2221 Grant Street	Residential Addition	Construction site is in good condition. Exterior landscaping has been completed in the front yard. Interior work is ongoing and compliant.	12/3/2014
8	1216-1226 Harvard Terrace	Monitoring	No construction activity has been observed.	12/4/2014



Memorandum

To: Honorable Mayor and Members of the City Council

From: Mark Muenzer, Director of Community Development
Sarah Flax, Housing and Grants Administrator
Mary Ellen Poole, Housing Planner

Subject: Evanston Housing Corporation Update

Date: December 4, 2014

In 1989, the City of Evanston and local banks formed the Evanston Housing Corporation (EHC), a non-profit mortgage corporation, to provide below market rate financing to income-eligible first-time home buyers. The City invested \$639,000 from the now the Affordable Housing Fund and the member banks (Chase, Northern Trust, Charter One, Citibank, BMO Harris and Bank of America) have a combined investment of \$2,425,000 in the corporation. The board of directors comprises members from each bank, Mayor Tisdahl and Marty Lyons and Kevin Kane, Chair of the Housing & Homelessness Commission.

EHC provided financing for home purchases through 2008, periodically bundling and selling the loan portfolio and making additional loans with the proceeds. The City has managed the remaining portfolio of 13 homebuyer loans made between 2005 and 2008 that could not be sold due to market conditions in 2008. EHC ceased making loans in 2008 because of its inability to sell the last portfolio and because high interest rates were no longer a barrier to home purchase for first-time households.

The EHC board has agreed to dissolve as it is no longer serving its original purpose. Self-Help Credit Union, a non-profit whose mission is to provide financial services to low-income individuals and families, will be purchasing the loans for eleven of the properties in the portfolio. The sale will be completed on December 19, 2014. EHC agreed to donate the two remaining mortgaged properties, whose owners are renting them because they were unable to sell, to Community Partners for Affordable Housing (CPAH). Self-Help was not interested in purchasing the mortgages on rental properties and by donating the properties to CPAH, they will remain affordable in perpetuity.

The dissolution of EHC will be completed in 2015, following the sale to Self-Help and donation to CPAH. Proceeds from the sale and remaining assets of the corporation will be divided among the City and member banks on a pro rata basis. Funds returned to the City will be deposited in the Affordable Housing Fund.



DIRECTOR'S WEEKLY BRIEFING



By NWMC Executive Director Mark L. Fowler

WEEK ENDING DECEMBER 5, 2014

Executive Board Sets December 10 NWMC Board Agenda

We look forward to seeing you all at the next NWMC Board meeting, scheduled for Wednesday, December 10, 7:00 p.m. at Oakton Community College, Room 1604, in *Des Plaines*. Highlighting the agenda will be a discussion of the recent action in Springfield, including the minimum manning bill and an update on public safety pension reform. The board will also discuss input to assist *Barrington Village President Karen Darch* in her new role as co-chair of Governor-elect Bruce Rauner's "Intergovernmental Efficiencies and Local Government" transition policy committee (see related article below). Finally, the Board will also consider the framework of the 2015 NWMC Legislative Program and the results of the request for proposals for the NWMC Financial Consultant. *Staff contacts: Mark Fowler, Larry Bury*

Last Call to RSVP for Cook County Department Meet and Greet

On Monday, December 15, the Conference is hosting an afternoon of presentations by various departments relevant to our thirty Cook County members. Participants can learn about/receive updates regarding a number of Cook County departments and programs including: Department of Homeland Security and Emergency Management; Housing and Urban Development; Job Order Contracting/Capital Planning; Cook County Land Bank; Clerk of the Circuit Court; and, Forest Preserve District.

The event will be held from 1:30 p.m. to 4:00 p.m. in Room 1604 on the campus of Oakton Community College in *Des Plaines*. Presentations will occur in twenty minute increments with time for questions and answers. To RSVP your attendance, please email Marina Durso, mdurso@nwmc-cog.org, by Thursday, December 11. *Staff contact: Mark Fowler*

Barrington President Darch Co-chairs Governor-elect Rauner Transition Committee

Governor-elect Rauner, as part of his "Illinois is Back" effort to transform state government, has created ten transition policy committees. *Barrington Village President Karen Darch* has been appointed as co-chair of the "Intergovernmental Efficiencies and Local Government" committee, which is charged with crafting a white paper outlining strategies and initiatives that would benefit local governments and taxpayers. The committee is expected to report their findings by January 6.

As local government leaders, this transition committee presents a unique opportunity to provide direct, constructive input to the incoming administration. President Darch is encouraging individual members to submit recommendations on how the new administration can support efforts to improve local government operations and relieve the burden on taxpayers. These recommendations can be submitted directly to the committee via the transition team website, <http://makeillinoisgreat.com>. Please forward a copy of your recommendations to NWMC Deputy Director Larry Bury, lbury@nwmc-cog.org. *Staff contacts: Mark Fowler, Larry Bury*

General Assembly Overrides Veto on FOIA Reform Bill, Second FOIA Bill Stalls

On Wednesday, the Illinois Senate voted to override the Governor's veto of a Freedom of Information Act (FOIA) reform bill (House Bill 3796). The House previously voted to override the veto in November; therefore, the legislation will now become law. HB3796 contains procedures for responding to voluminous FOIA requests and allows local governments to charge a fee for such requests. Additionally, the legislation allows local governments to direct FOIA requesters to the public body's website when the requested public record is available online.

Meanwhile, another FOIA bill (SB 2799 – House Floor Amendment 3) stalled after encountering fierce opposition for the Attorney General's office and government transparency groups. The legislation would have

expanded the definition of the “preliminary draft” and made changes to when attorneys’ fees will be awarded to a FOIA requester that prevails in a lawsuit. *Staff contacts: Larry Bury, Chris Staron*

General Assembly Adjourns, 2015 General Assembly Calendar Announced

The Illinois House of Representatives adjourned sine die this week, which means it cannot come back into session except for a special sessions called by the governor. The Senate adjourned until January 13, but the Senate President could call them back before then. At this point a lame duck session appears unlikely.

Additionally, both the House and Senate released their schedules for 2015. Key dates are as follows:

January 12	Governor-Elect Rauner Inauguration
January 14	99th General Assembly Inauguration
February 4	Governor’s State of the State Address
February 18	Governor’s Budget Address
February 20	Deadline for Introduction of Senate Bills
February 27	Deadline for Introduction of House Bills
March 27	Deadline for Bills Out of Originating Chamber Committees
April 24	Deadline for Third Readings in House and Senate
May 8	Deadline for Senate Bills Out of House Committee
May 15	Deadline for House Bills Out of Senate Committees
May 22	Deadline for Third Reading of Senate Bills in House/House Bills in Senate
May 31	Adjournment

Staff contacts: Larry Bury, Chris Staron

RSVP Today for the 2015 NWMC Legislative Brunch

Now that the General Assembly’s calendar has been set for the coming year, please plan to join us at the 2015 NWMC Legislative Brunch, scheduled for Saturday, January 24, from 10:00 a.m. to noon at the Hilton Chicago/Northbrook, 2855 N. Milwaukee Avenue in *Northbrook/Prospect Heights*. This annual event provides a unique opportunity to meet with our state and federal legislators in an informal setting and discuss solutions to the challenges facing our communities and taxpayers.

Today, staff sent an invitation to the NWMC membership with the request to send a personal invitation to your legislators encouraging them to attend. Please RSVP to Marina Durso, mdurso@nwmc-cog.org or 847-296-9200, ext. 122 by Wednesday, January 14. *Staff contacts: Mark Fowler, Larry Bury, Marina Durso*

Meetings and Events

NWMC Full Board Meeting will be held on Wednesday, December 10, 7:00 p.m. at Oakton Community College, Room 1604, in *Des Plaines*.

NWMC Bicycle and Pedestrian Committee will meet on Tuesday, December 16 at 10:30 a.m. at the NWMC offices in *Des Plaines*.

NWMC Legislative Committee will meet Wednesday, December 17, 8:30 a.m. at the NWMC offices in *Des Plaines*.

North Shore Council of Mayors Technical Committee will meet on Wednesday, December 17 at 8:30 a.m. at the *Skokie Village Hall*.

NWMC Environmental Best Practices Committee will meet Wednesday December 17 at 2:00 p.m. at the NWMC offices in *Des Plaines*.

Northwest Council of Mayors Technical Committee will meet on Thursday, December 18 at 8:30 a.m. at the *Barrington Village Hall*