



# Memorandum

To: Mayor Hagerty and Members of the City Council  
From: Wally Bobkiewicz, City Manager  
Subject: City Manager's Weekly Update  
Date: September 7, 2018

## **STAFF REPORTS BY DEPARTMENT**



Weekly Report for August 30, 2018 – September 5, 2018

### **City Manager's Office**

City Council Agenda Schedule

### **Community Development**

Weekly Zoning Report  
Weekly Inspection Report  
Monthly Community Development Department Report

### **Health Department**

Weekly Food Establishment Application Report

### **Law Department**

Weekly Liquor License Applications Report

### **Public Works Agency**

Snow Plan Modifications

### **Legislative Reading**

NWMC Weekly Briefing

**PUBLIC NOTICES, AGENDAS & MINUTES**

**Monday, September 10, 2018**

City Council - CANCELLED

[www.cityofevanston.org/citycouncil](http://www.cityofevanston.org/citycouncil)

**Tuesday, September 11, 2018**

Board of Local Improvements

[www.cityofevanston.org/boardofimprovements](http://www.cityofevanston.org/boardofimprovements)

Arts Council

[www.cityofevanston.org/artscouncil](http://www.cityofevanston.org/artscouncil)

Preservation Commission

[www.cityofevanston.org/preservationcommission](http://www.cityofevanston.org/preservationcommission)

Citizens Police Complaint Assessment Committee

[www.cityofevanston.org/citizenspoliceadvisorycommittee](http://www.cityofevanston.org/citizenspoliceadvisorycommittee)

**Wednesday, September 12, 2018**

Lighthouse Landing Committee

[www.cityofevanston.org/lighthousecommittee](http://www.cityofevanston.org/lighthousecommittee)

Design and Project Review Committee

[www.cityofevanston.org/dapr](http://www.cityofevanston.org/dapr)

Library Board (Facilities Committee)

[www.cityofevanston.org/libraryboard](http://www.cityofevanston.org/libraryboard)

Inclusionary Housing Ordinance Subcommittee

[www.cityofevanston.org/inclusionaryhousing](http://www.cityofevanston.org/inclusionaryhousing)

M/W/EBE Development Committee

[www.cityofevanston.org/mwebecommittee](http://www.cityofevanston.org/mwebecommittee)

Library Board (Special Budget Meeting)

[www.cityofevanston.org/libraryboard](http://www.cityofevanston.org/libraryboard)

Plan Commission

[www.cityofevanston.org/plancommission](http://www.cityofevanston.org/plancommission)

Citizens Police Advisory Committee

[www.cityofevanston.org/citizenspoliceadvisorycommittee](http://www.cityofevanston.org/citizenspoliceadvisorycommittee)

**Thursday, September 13, 2018**

Mental Health Board - RESCHEDULED

[www.cityofevanston.org/mentalhealthboard](http://www.cityofevanston.org/mentalhealthboard)

Environment Board

[www.cityofevanston.org/environmentboard](http://www.cityofevanston.org/environmentboard)

**Friday, September 14, 2018**

Utilities Commission

[www.cityofevanston.org/utilitiescommission](http://www.cityofevanston.org/utilitiescommission)



# Weekly Report

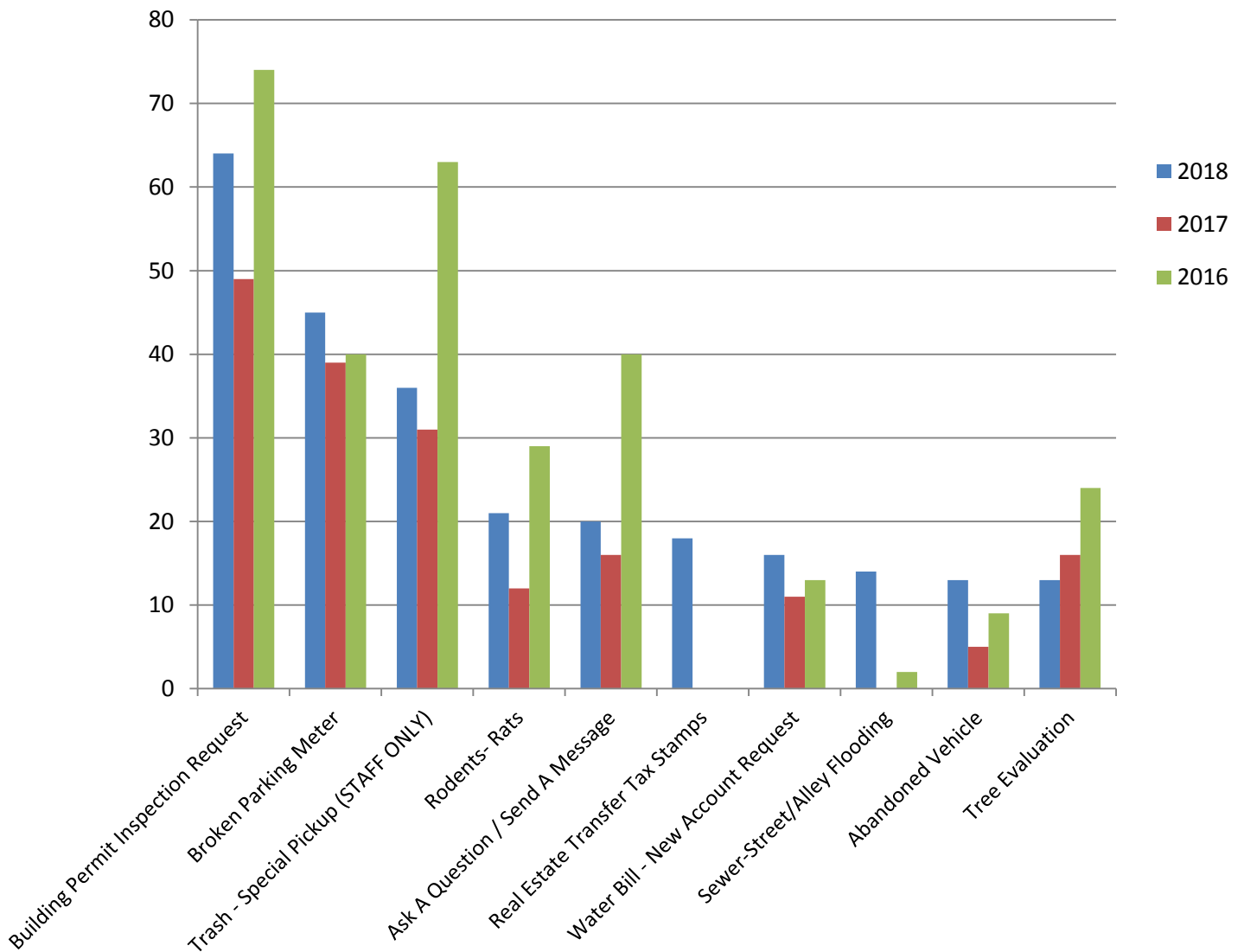
**August 30-September 5, 2018**

	Current Week	Previous Week
<b>Calls Handled</b>	2001*	2522
<b>Service Requests</b>	666	765
<b>Total Chats</b>	26	34
<b>Total Text</b>	34	51

<b>Trending Requests</b>	<ul style="list-style-type: none"> <li>• None</li> </ul>
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\*This report includes Labor Day.

**2016-2018 Comparison Chart**  
For August 30-Sept 5



**August 30-September 5, 2018**

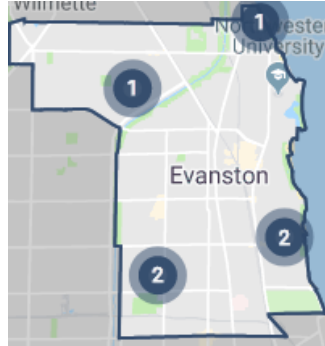
**Missed Garbage Pickup**

This week 8; Last week 6  
Below 3 year avg. of 14.2



**Missed Recycling Pickup**

This week 6; Last week 8  
Below 3 year avg. of 13.1



**Missed Yard Waste**

This week 7; Last week 6  
Below 3 year avg. of 11.1



**Rodents/Rats**

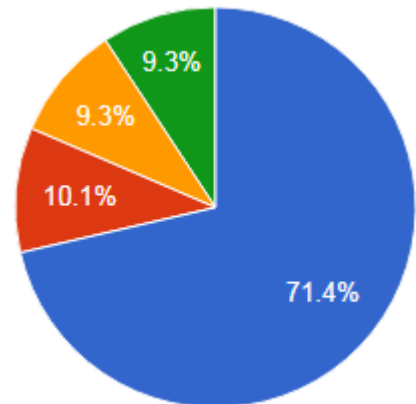
This week 21; Last week 18  
Above 3 year avg. of 20.3



**SLA Analysis**

Issue	# Late	% Late	% Complete within SLA
Ask a Question/Send a Message	6	30%	70%
Birds	1	100%	0%
Broken Fence or Bench	1	100%	0%
Broken Park/Playground Equipment	1	33%	67%
Broken Pay Station	1	17%	83%
Building Permit Inspection Request	2	3%	97%
Building Permit for Contractors	1	100%	0%
Dead Animal on Public Property	1	33%	67%
Graffiti	1	33%	67%
Pot Hole	1	50%	50%
Private Utility Service Issue	1	33%	67%
Sewer - Poor Drainage	1	13%	88%
Sidewalk - Maintenance	3	75%	25%
Street Lights	1	100%	0%
Structure - Damage Danger	1	100%	0%
Taxi Complaints	1	100%	0%
Traffic Signal/Back Plate	2	40%	60%
Trash Cart - Missing	2	50%	50%
Trash - Garbage in Parks or ROW	2	22%	78%
Trash - Missed Garbage Pickup	1	13%	88%
Trash - Overflowing Dumpster	2	100%	0%
Yard Waste - Missed Pickup	5	71%	29%

- Completed
- Received
- Submitted
- In progress



## Evanston City Council Agenda Schedule - 2018 Dates

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

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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	CONSENT CALENDAR	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
Fire	9/17/2018	National Preparedness Month	A		CC	Scott	
Fire	9/17/2018	Fire Dept - Class 1 ISO	A		CC	Scott	
Admn Svcs	9/17/2018	Parking Presentation	P		CC	Storlie	
CMO	9/17/2018	Social Services Update	SPB		CC	Richardson	
CMO	9/17/2018	Minutes	B	X	CC	Reid	
CMO	9/17/2018	Bills/Payroll	B	X	CC	Desai	
PWA	9/17/2018	Leaf Hauling Disposal	B	X	APW	Stoneback	
PWA	9/17/2018	Change Order 3 to CDM for Design of Clearwell	B	X	APW	Stoneback	
PWA	9/17/2018	Changer Order 2- 50/50 Sidewalk Program for Bus Pads on Dodge	B	X	APW	Stoneback	
CD	9/17/2018	Safebuilt Amendment	B	X	APW	Leonard	
CD	9/17/2018	Divvy Update	B	X	APW	Leonard	
CD	9/17/2018	Tag's Café - Sidewalk Café	B	X	APW	Leonard	
Admn Svcs	9/17/2018	Cisco SmartNet Software	B	X	APW	Storlie	
Admn Svcs	9/17/2018	Online Employee Training Vendor	B	X	APW	Storlie	
Admn Svcs	9/17/2018	Emergency Fire Panel Replacement at Civic Center	B	X	APW	Storlie	
Admn Svcs	9/17/2018	Lease Renewal - Impact Behavioral	R		APW	Storlie	
PRCS	9/17/2018	Hoffman House Catering Renewal	R		APW	Hemingway	
Fire	9/17/2018	IGA with Winnetka for Fire Training Tower	R		APW	Scott	
CMO	9/17/2018	ERUV Right of Way	R		APW	Bobkiewicz	
Legal	9/17/2018	Easement Agmt with NU - Clearwell	R		APW	Masoncup	
Legal	9/17/2018	Sidewalk Café - Beer on Central	O		APW	Masoncup	For Intro and Action - Revelle
Legal	9/17/2018	Liquor License (2) - Ownership Change	O		APW	Masoncup	For Intro and Action - Fiske
Legal	9/17/2018	Liquor License (2) - Ownership Change - NU Norris	O		APW	Masoncup	For Intro
Legal	9/17/2018	Liquor License Decrease - Sodexo	O		APW	Masoncup	For Intro and Action
Legal	9/17/2018	Liquor License Increase - Chartwells	O		APW	Masoncup	For Intro
Legal	9/17/2018	Liquor License Increase - Levy Premium Food Service	O		APW	Masoncup	For Intro
Legal	9/17/2018	Liquor Licenses (2) - Change in Class Type - Union Squared	O		APW	Masoncup	For Intro and Action
Legal	9/17/2018	Liquor License Increase - Next of Kin	O		APW	Masoncup	For Intro
Legal	9/17/2018	Amend Liquor License Class Z1 and Z2 (one day license)	O		APW	Masoncup	For Intro and Action - Ald. Revelle
Legal	9/17/2018	Increase Hours of Liquor Sale - Levy Premium Food Service	B		APW	Masoncup	
Legal	9/17/2018	Amend Liquor License Class K (Onsite and offsite tasting sizes)	O		APW	Masoncup	For Intro and Action - Ald. Revelle
Legal	9/17/2018	Amend Liquor License Class U (Liquor-Theatre)	O		APW	Masoncup	For Intro
PWA	9/17/2018	Snow Route Amendments	O		APW	Stoneback	For Intro

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PWA	9/17/2018	Lead Abatement Program, 40-O-17	O		APW	Stoneback	For Action
CD	9/17/2018	Appeal from DAPR re. Citgo at 1925 Green Bay Rd	B		PD	Leonard	P&D Only
CD	9/17/2018	Landlord-Tenant Funding	B		PD	Leonard	
CD	9/17/2018	Zoning Text - College/University Parking Requirements	O		PD	Leonard	For Intro
CD	9/17/2018	Code Amendment - Brewpubs in MXE District	O		PD	Leonard	For Intro
CD	9/17/2018	Special use - 2119 Ashland - Brewpub & Banquet Hall	O		PD	Leonard	For Intro
CD	9/17/2018	Special Use - 2004 Central- Backlot Coffee Expansion	O		PD	Leonard	For Intro
CD	9/17/2018	Special Use - Daycare Center	O		PD	Leonard	For Intro
CD	9/17/2018	Special Use - 1724 Sherman - Kilwins	O		PD	Leonard	For Intro
CD	9/17/2018	Special Use - ComEd - Fence Variation at 514 Custer	O		PD	Leonard	For Intro
CD	9/17/2018	1571 Maple Development - Amend. - one 50% AMI aff. unit	O		PD	Leonard	For Intro and Action
CD	9/17/2018	Special use - Domestic Animal Daycare - 2118 Ashland	O		PD	Leonard	For Action
CMO	9/17/2018	Updated Station Adjustment Forms	B		HS	Storlie	
Mayor	9/17/2018	Appointment/Reappointment	B		CC	Francellno	
	9/17/2018	Exec Session			CC		
	9/24/2018	National Public Lands Day, Sept 29	PR		CC		
CMO	9/24/2018	Arts Council Presentation	P		CC	Bobkiewicz	
CD	9/24/2018	Sidewalk Café Permit Approval	SPB		CC	Leonard	(from Rules 6/4)
CMO	9/24/2018	Credit Card/Bills/Payroll	B	X	CC	Desai	
PRCS	9/24/2018	Congregate Meal Grant Acceptance	R		APW	Hemingway	
Mayor	10/8/2018	Meals on Wheels 50th	PR		CC	Francellno	
Admn Svcs	10/8/2018	Comcast Franchise Renewal	B	X	APW	Storlie	
PWA	10/8/2018	Engineering Svcs - Main St - Maple to Hinman	B	X	APW	Stoneback	
PWA	10/8/2018	Garden Park Consulting Svcs	B	X	APW	Stoneback	
PRCS	10/8/2018	Athletics RFP	B	X	APW	Heminway	
PRCS	10/8/2018	Tae Kwon Do Instruction RFP	B	X	APW	Hemingway	
PRCS	10/8/2018	Fencing Instruction RFP	B	X	APW	Hemingway	
PRCS	10/8/2018	YJC Career Pathways Agreement	R		APW	Hemingway	
PRCS	10/8/2018	Moran Center Rehab Agreement	R		APW	Hemingway	
CMO	10/8/2018	MOU with FRCC/ Library / COE	R	X	APW	Storlie	
PWA	10/8/2018	Easement Agmt - 324 Dempster	O		APW	Stoneback	For Intro
CD	10/8/2018	1918 Jackson Ave - Vacation Rental	B		PD	Leonard	

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CD	10/8/2018	1614 Main St - Unit A - Vacation Rental	B		PD	Leonard	
CD	10/8/2018	1033 Cleveland #1 - Vacation Rental	B		PD	Leonard	
CD	10/8/2018	Variations to Add 3rd Unit/Parking - 348 Custer Ave	O		PD	Leonard	For Intro
CD	10/8/2018	2415 Wade St - Elimination of Parking/Front-Side Setbacks	O		PD	Leonard	For Intro
CMO	10/15/2018	2019 Budget Discussion			CC	Bobkiewicz	
CMO	10/22/2018	2019 Budget Discussion			CC	Bobkiewicz	
CD	10/22/2018	1571 Maple Adjustment to Planned Development	O		PD	Leonard	For Intro
CMO	10/27/2018	Special City Council Meeting (Truth in Taxation, FY19 Proposed Budget, Tax Levy Estimate)			CC	Bobkiewicz	Saturday, 9:00 a.m.
	10/29/2018	Special City Council - Affordable Housing, Public Benefits from Planned Developments, Downtown Zoning			CC		
CMO	11/19/2018	2019 Budget & 2018 Tax Levy Adoption			CC	Bobkiewicz	
PRCS	11/26/2018	Tennis Contract	B	X	APW	Hemingway	
PRCS	11/26/2018	Ombudsman Grant Acceptance	R		APW	Hemingway	
PRCS	12/10/2018	Noyes leases	R		APW	Hemingway	
<b>Council &amp; Committee Meetings</b>							
9/10/2018		Administration & Public Works and Planning & Development - RESCHEDULED to Sept 17, City Council - CANCELED					
9/12/2018	6:30 PM	M/W/EBE Development Committee					
9/17/2018	6:00 PM	Administration & Public Works, Planning & Development, City Council					
9/24/2018	6:00 PM	Administration & Public Works, Planning & Development, City Council					
9/25/2018	7:00 PM	Housing & Community Development Act Committee					
9/26/2018	6:00 PM	Transportation & Parking Committee					

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9/26/2018	7:30 PM	Economic Development Committee					
9/27/2018	5:30 PM	Emergency Telephone System Board					
9/27/2018	6:30 PM	Equity & Empowerment Commission					
9/27/2018	7:00 PM	Housing & Community Development Act Committee					
9/28/2018	8:00 AM	Alternatives to Arrest					
<b>DEFERRED</b>	<b>Date</b>	<b>Item</b>	<b>Action</b>		<b>Committee</b>	<b>Staff</b>	
CD		Fines for bikes on sidewalks	O		APW	Bobkiewicz	
CMO		Amendment to PEHP Resolution	R		APW	Lyons	
Admin Serv		Title 9 City Code Amendments	O		CC	Farrar	(Introduced 1.27.14)
Law		Pedicabs	O		APW	Farrar	Tabled 3.9.15 (revisit 2016)
Law		Animal Welfare Board	O		R	Bobkiewicz	(for 2017)





# Memorandum

To: Honorable Mayor and Members of the City Council  
From: Scott Mangum, Planning and Zoning Administrator  
Subject: Weekly Zoning Report  
Date: September 5, 2018

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

Please contact me at (847) 448-8675 or [smangum@cityofevanston.org](mailto:smangum@cityofevanston.org) if you have any questions or need additional information.

## Zoning Weekly Update

Cases Received and Pending, August 30, 2018 - September 5, 2018

Backlog (business days received until reviewed): 28

Volume (number of cases pending staff review): 17

### Zoning Reviews

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	1943 Sherman Avenue	R5	Building Permit	Convert SFR to 3-flat	07/26/17	<b>pending ZBA 09/25/18</b>
1	1621-1631 Chicago Avenue	D4	Zoning Analysis	New 13-story, 156 dwellings, 4,000 sf of retail, sub-grade parking (The Legacy Planned Development)	05/08/18	non-compliant, pending revisions from the applicant and/or planned development application
1	2014 Orrington Avenue	R1	Building Permit	Interior and exterior remodel (Lubavitch Chabad Evanston)	06/21/18	pending revision from the applicant
1	1714 Hinman Avenue	R4	Building Permit	Parking lot	07/16/18	pending revisions from the applicant
2	2125 Dempster Street	I2	Building Permit	1-story addition to connect two buildings (U-Haul)	10/30/17	non-compliant, pending plat of subdivision and major variation applications
2	1126 Pitner Avenue	R3	Zoning Analysis	Subdivide property into 6 lots, construct 2-flat and detached 4-car garage on each lot	03/06/18	non-compliant, pending revisions from the applicant
2	1815 Ridge/Oak Avenue	D4	Building Permit	Foundation permit for new 10-story senior living residential building with 163 dwelling units, 67 parking spaces (1815 Ridge/Oak Avenue Planned Development)	04/03/18	<b>pending minor adjustment to the PD, DAPR</b>
2	1130 Fowler Avenue	R2	Building Permit	Construct patio at SFR	04/16/18	pending additional information from the applicant
2	2312 Greenleaf Street	R2	Building Permit	Second story addition	06/11/18	non-compliant, pending revisions from the applicant
2	1508 Fowler Avenue	R2	Zoning Analysis	Construct 24x24 detached garage in front yard	07/24/18	non-compliant, pending minor variation application
2	1727 Oak Ave	D3	Building Permit	Foundation permit (caissons only) for new 17-story, 169 unit active senior living residence (1727 Oak Ave Planned Development)	07/26/18	pending staff review
2	1110-1112 Pitner Avenue	R3	Building Permit	New 2-family; (2) new detached garages	08/03/18	non-compliant, pending revisions from applicant
2	1133 Pitner Avenue	R3	Building Permit	Pave gravel driveway	08/31/18	pending staff review
2	1505 Lake Street	R3	Building Permit	New detached garage	09/04/18	pending staff review
3	935 Chicago Avenue	C1a	Building Permit	Repave parking lot, add landscaping (Chicago & Main Planned Development)	05/17/17	pending revisions from the applicant
3	925 Edgemere Court	R1	Building Permit	Revetment maintenance	03/12/18	additional information submitted, pending staff review
3	925 Edgemere Court	R1	Building Permit	Replace driveway, add columns, gates, fence and extra parking	06/11/18	non-compliant, pending revisions from the applicant
3	935 Chicago Avenue	C1a	Building Permit	Asphalt repair	08/03/18	pending revisions from the applicant
3	1041 Michigan Avenue	R1	Building Permit	Replace front walk with brick pavers	08/31/18	pending staff review
3	90-92 Kedzie	R1	Zoning Analysis	Remove and replace front porch/stoop, addition of 3rd garage bay, dormers above garage, new garden wall and fence, remove and replace rear deck	08/31/18	pending staff review

4	1459-1463 Elmwood Avenue	D1	Building Permit	Addition of 1 apartment on 2nd floor, new covered entry (revisions)	09/22/17	pending revisions from the applicant
4	1555 Oak Avenue	R6	Building Permit	Remodel of 52-units (King Home)	01/30/18	pending additional information and revisions from the applicant
4	1555 Oak Avenue	R6	Building Permit	Addition of 19 parking spaces, curbing (King Home)	05/03/18	pending additional information and revisions from the applicant
4	1569 Maple Avenue	D3	Building Permit	Interior build out of existing 1st floor space	05/09/18	pending revisions from the applicant
4	1121 Main Street	R1	Building Permit	Expand driveway	05/15/18	non-compliant, pending revisions from the applicant
4	910 Custer Avenue	MUE	Zoning Analysis	New 7 buildings, 40 attached multi-family/townhomes (Planned Development)	05/17/18	non-compliant, pending revisions from the applicant
4	727 Main Street	B2/oDM	Zoning Analysis	New 6-story, mixed-use building with 40 dwelling units, ground floor retail (Planned Development)	05/17/18	non-compliant, pending revisions from the applicant
4	1315 Elmwood Avenue	R5	Building Permit	Paver patio and walk	07/17/18	non-compliant, pending revisions from the applicant
4	1500 Sherman Avenue	D4	Building Permit	New 15-story, mixed-use building with 3 floors of parking, ground floor retail and residential above (The Albion Planned Development)	07/19/18	<b>pending revisions, DAPR</b>
5	1829 Simpson Street	B1	Building Permit	Construct new commercial building for restaurant (Lenny & Lambs)	03/15/18	<b>pending DAPR</b>
5	2102 Darrow Avenue	R3	Zoning Analysis	Subdivide property, keep existing SFR, demolish detached garage, construct new garage, construct new duplex and SFR with garages	07/09/18	non-compliant, pending revisions or minor variation application
5	1932 Jackson Avenue	R5	Building Permit	Rehab existing home, construct 2-car garage	08/30/18	pending staff review
5	2102 Darrow Avenue	R3	Building Permit	New garage	08/30/18	pending staff review
5	2415 Wade Street	R2	Building Permit	Solar panels	08/31/18	pending staff review
6	2500 Gross Point Road	C2	Building Permit	New parking lot	01/25/18	<b>pending DAPR</b>
6	2929 Central Street	B1a	Building Permit	Interior retail buildout (Normandy Remodel)	03/27/18	<b>pending DAPR</b>
6	2501 Ridgeway Avenue	R1	Building Permit	Patio renovation	05/14/18	pending additional information from the applicant
6	2626 Reese Avenue	R1	Zoning Analysis	Construct 2 story gambrel roof SFR and 1 car detached garage	06/21/18	pending revisions from the applicant
6	2305 Lincolnwood Drive	R1	Building Permit	Replace and enlarge driveway, replace steps	06/22/18	pending additional information from the applicant
6	3121 Hartzell Street	R1	Building Permit	Addition, new garage and new deck	06/28/18	non-compliant, pending minor variation application
6	3233 Central Street	R4/oCSC-1	Building Permit	New 2-story, 12-unit multi-family residential building with 1-story 16 car garage	07/09/18	pending additional information
6	3026 Normandy Place	R1	Building Permit	Replace patio and front steps	07/11/18	pending additional information from the applicant
6	2437 Propsect Avenue	R1	Zoning Analysis	2-story addition to SFR	07/12/18	non-compliant, pending minor variation application
6	2735 Colfax Street	R1	Building Permit	Replace deck with covered porch, construct new fireplace	08/01/18	non-compliant, pending revisions from applicant
6	2658 Ewing	R1	Building Permit	Add new walk and patio	8/23/2018	pending additional information from the applicant

6	2613 Lincolnwood Drive	R1	Building Permit	Solar panels	08/30/18	pending staff review
6	2600 Thayer Street	R1	Building Permit	Replace sidewalk, gravel mulch, new plantings, lighting	08/30/18	pending staff review
6	2901 Central Street	B1a	Building Permit	Interior tenant build out (Gotta B Crepes)	08/31/18	pending staff review
6	2736 Payne Street	R1	Building Permit	Renovation of SFR	09/05/18	pending staff review
6	3033 Central Street	R4	Building Permit	New paver patio	09/05/18	pending staff review
7	1501 Central Street	U2	Building Permit	Renovate existing parking lot (NU - Ryan Field east parking lot)	06/30/17	non-compliant, pending revisions or major variation application
7	1932 Central Street	B1a	Building Permit	Remodel windows (Bluestone Restaurant)	12/06/17	<b>pending additional information from the applicant and DAPR</b>
7	2342 Ridge Avenue	R1	Building Permit	Extend driveway	03/16/18	non-compliant, pending revisions or variation application
7	2021 McDaniel Avenue	R1	Building Permit	New paver walk and patio	05/09/18	pending additional information from the applicant
7	1802 Colfax Street	R3	Building Permit	Construct patio and steps in street side yard at SFR	05/22/18	non-compliant; pending revisions from the applicant
7	2041 Hawthorne Lane	R1	Zoning Analysis	New SFR and attached garage	06/05/18	non-compliant, pending revisions from the applicant
7	2145 Pioneer Road	R1	Zoning Analysis	Demo existing garage, construct new 20x24 det-garage	07/12/18	non-compliant, pending revisions or variation application
7	2814 Garrison Avenue	R1	Building Permit	Concrete parking pad	07/18/18	pending additional information from the applicant
7	2200 Dodge Avenue	R1	Building Permit	Concrete sidewalk	07/20/18	pending additional information from the applicant
7	2864 Sheridan Place	R1	Building Permit	New patio	08/09/18	pending revisions from the applicant
7	1314 Rosalie Street	R1	Building Permit	Paver patio, wood deck, roof overhang	8/27/2018	pending staff review
7	2145 Sheridan Road	U3	Building Permit	Interior remodel (NU - Technology Building)	8/30/2018	pending staff review
7	2201 Pioneer Road	R1	Zoning Analysis	Demo existing garage, construct new 22x22 det-garage	8/31/2018	pending staff review
8	348 Custer Avenue	R5	Building Permit	Remodel basement for new 1-bedroom apartment	02/16/18	pending major variation determination by CC
8	525 Howard Street	B3	Building Permit	Parking lot improvement	05/01/18	<b>pending DAPR</b>
8	1009 Harvard Terrace	R3	Zoning Analysis	Demo existing garage, construct new tandem garage	09/05/18	pending staff review
9	620 Custer Avenue	R3	Building Permit	Patio redesign and new brick walk	09/29/17	non-compliant, pending revisions from the applicant
9	1718 Cleveland Street	R2	Building Permit	Shed	10/06/17	non-compliant, pending revisions from the applicant
9	611 Ridge Avenue	R1	Building Permit	Rebuild detached garage	06/18/18	non-compliant, pending revisions from the applicant

#### Miscellaneous Zoning Cases

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	1943 Sherman Avenue	R5	Major Variation	Rear setback for deck stairs, and number of parking spaces to convert a SFR to a 3-flat.	04/18/18	<b>pending ZBA 09/25/18</b>

1	1714 Chicago Avenue	R6	Planned Development	Map Amendment to D3 for new 13-story office building with 120 parking spaces	06/01/18	<b>pending DAPR &amp; PC</b>
1	1724 Sherman Avenue	D2	Special Use	Type 2 Restaurant (Kilwins Chocolate)	07/06/18	<b>pending P&amp;D 09/17/18</b>
2	1108 Dodge Avenue	C1	Text Amendments & Special Use	Text amendment for auto sales, auto body repair, auto storage, salvage, and towing. Special use application for all 5 uses	03/30/18	<b>pending DAPR, PC &amp; ZBA</b>
2	1508 Fowler Avenue	R2	Major Variation	Construct detached garage in front yard	07/24/18	determination after 08/29/18
2	1561 Florence Avenue	R3	Minor Variation	Side yard setback for 2nd floor addition	07/31/18	determination after 08/27/18
2	2200 Main Street	R2	Special Use and Major Variation	Expand a Day Care Center	07/18/18	<b>pending P&amp;D 09/17/18</b>
2	1919 Dempster Street	C2	Special Use	Type 2 Restaurant expansion, double drive-thru (McDonalds)	08/31/18	<b>pending DAPR, ZBA 09/25/18</b>
3	1210 Michigan Avenue	R1	Minor Variation	Construct detached garage in interior side yard	07/25/18	determination after 08/28/18
4	1555 Oak Avenue	R6	Substitution of Special Use	Substitution of special use for a retirement home (The King Home)	07/13/18	pending additional information from the applicant
5	1625 Payne, 2147-2149 Dewey & 2118-2120 Ashland	MXE	Special Use	Daycare - domestic animal plus a kennel	05/24/18	<b>pending CC 09/17/18</b>
5	2119 Ashland Avenue	MXE	Text Amendment, Special Uses and Major Variation	Text amendment for brew pub, special use for banquet hall and brew pub and variations to reduce required setbacks and to eliminate required loading dock	06/28/18	<b>pending P&amp;D 09/17/18</b>
5	2415 Wade Street	R2	Major Variation	Building lot coverage, front and interior side yard setbacks and reduce parking requirement for additions to SFR	08/01/18	<b>pending P&amp;D 10/08/18</b>
6	2628 Gross Point Road	B1a	Special Use & Variations	Special Use for type-2 restaurant and drive-through, oCSC Overlay sidewalk variations (Nic's Organics)	07/18/18	<b>pending additional information from the applicant</b>
6	2437 Prospect Avenue	R1	Minor Variation	Building lot coverage for addition	08/01/18	determination after 08/27/18
6	2626 Reese Street	R1	Major Variation	Building lot coverage, setbacks open parking for new SFR	08/10/18	<b>pending ZBA 09/25/18</b>
7	2004 Central Street	B1a	Special Use	Special Use for expansion of an existing type-2 restaurant into adjacent space (Backlot Coffee)	07/09/18	<b>pending P&amp;D 09/17/18</b>
8	348 Custer Avenue	R5	Major Variation	Major variation to reduce lot size and lot width to increase number of dwelling units from 2 to 3	06/25/18	<b>pending P&amp;D 10/08/18</b>
8	721 Case St	R5	Zoning - Minor Variance	Building Lot Coverage Variation for a 1-Car Detached Garage	8/22/2018	pending public notice
9	514 Custer Avenue	R3	Special Use & Fence Variation	Replace public utility equipment with DC-in-a-box and 14' and 20' fire walls (fencing) for ComEd	06/14/18	<b>pending P&amp;D 09/17/18</b>



# Memorandum

To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: September 7, 2018

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.

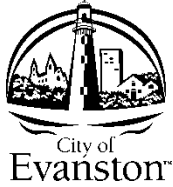
Please contact me at 847-448-8030 or [ggerdes@cityofevanston.org](mailto:ggerdes@cityofevanston.org) if you have any questions or need additional information.

# Inspector Weekly Update

Cases Received, September 7, 2018

## Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
1	811 Emerson (Focus Development)	Mixed Use Building	Streets, sidewalks and alleys are in good condition. Construction fencing is in place. Crosswalk locations have been corrected to prepare for next stage of construction. Contractor has been notified to adhere to permitted construction hours.	9/5/2018
2	1711 Church Street (Advanced Disposal)	Demolition/ Site Improvement	All construction materials stored on site have been removed. Landscaping has been completed.	9/5/2018
2	2215 Dempster Street (HOW)	Multi-Unit Building	Construction fence and screening have been installed. The site is secure and contact signage has been posted. Support columns and exterior walls are being erected.	9/5/2018
4	1500 Sherman (Albion at Evanston)	Mixed Use Building	Caisson installation is in progress. Weekly vibration reports continue to be provided to the Building Department and are being reviewed. Construction fencing is in place.	9/5/2018
5	2525 Church Street (Pumping Station)	Pumping Station	Construction fence and screening have been installed. Contact signage has been posted.	9/5/2018
7	2705 Ashland (Welsh-Ryan Arena)	New Athletic Arena	The project is continuing on schedule for October 2018. Final inspections are in progress. The site is well-kept and all materials are neatly stored. Gate attendants are on duty to direct traffic for trucks entering and leaving the site. Site management has been instructed to resume tire washing on all trucks leaving the site. City Manager has approved a Sunday work request for interior work through September 30th. Northwestern Univ. has received sound engineering reports and is evaluating next steps to address mechanical unit noise concerns.	9/6/2018
7	2145 Sheridan Rd (Tech A/B Infill)	Academic Facility	Installation of decking, roofing and HVAC system continue to move forward. Construction fencing is plumb and screening material is in good condition.	9/5/2018



# Memorandum

To: Honorable Mayor and Members of the City Council

From: Johanna Leonard, Community Development Director

Subject: Monthly Community Development Department Report

Date: September 7, 2018

Enclosed is the monthly summary report of project activity by committee meeting dates. Building applications are organized by ward, property address, business name, date received, and current status. The Economic Development Division report includes recent events or immediate future events involving projects under formal consideration, public meetings or significant recent permitting or enforcement actions.

Please contact me at 847-448-8014 or [jleonard@cityofevanston.org](mailto:jleonard@cityofevanston.org) if you have any questions or need additional information.



## Community Development Department August 2018 Update

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
<b>August 2018 Meetings/Activities</b>	<b>August 8, 2018 (Joint meeting with Plan Commission)</b>
	<p><b>1108 Dodge Ave.:</b> Special Use for Auto Sales, Eden Auto Group, with accessory auto repair and towing in the C1 Commercial District. Case not heard (held at DAPR); will be re-noticed to a later date.</p> <p><b>2119 Ashland Ave.:</b> Special Use for a Brewpub and a Banquet hall, and Major Variations for a 0' front yard setback where 10' is required, 0' north interior side yard setback where 5' is required, and 0 loading berths where 1 short loading berth is required. Unanimously recommended for approval with conditions. Scheduled for P&amp;D Meeting on September 17, 2018.</p> <p><b>514 Custer Ave.:</b> Special Use and a Fence Variation for a ComEd substation DC-in-a-box and concrete fire wall, in the R3 Two-Family Residential District. Case not heard (held to allow for discussion at the August 23, 2018 9th Ward meeting prior to the public hearing) and rescheduled to the September 4, 2018 ZBA Meeting.</p> <p><b>2004 Central St.:</b> Special Use for the expansion of an existing Type 2 Restaurant, Backlot Coffee, in the B1a Business District and oCSC Central Street Overlay District. Case not heard (applicant not present) and continued to August 28, 2018.</p>
	<b>August 28, 2018</b>
	<p><b>3318 Grant St.:</b> Major Variation to enlarge a one-car attached garage into a two-car attached garage in the R1 Single Family Residential District with 32.1% building lot coverage where 30% is allowed, a 0.82' west interior side yard setback where 5' is required, and a 26.5' rear yard setback where 30' is required. ZBA voted 3-3 to tie. Final vote in favor occurred at ZBA on August 28, 2018, therefore the variation was approved.</p> <p><b>2004 Central St.:</b> Special Use for the expansion of an existing Type 2 Restaurant, Backlot Coffee, in the B1a Business District and oCSC Central Street Overlay District. Unanimously recommended for approval with conditions. Scheduled for P&amp;D Meeting on September 17, 2018.</p> <p><b>1724 Sherman Ave.:</b> Special Use for a Type 2 Restaurant, Kilwins Chocolates, in the D2 Downtown Retail Core District. Unanimously recommended for approval with conditions. Scheduled for P&amp;D September 17, 2018.</p> <p><b>348 Custer Ave.:</b> Major Variation to convert a 2-flat to a 3-flat in the R5 General Residential District with a lot area of 3,993 sq. ft. where 4,500 sq. ft. is required, a lot width of 33' where 50' is required, and to provide 3 off-street parking spaces (existing) where 4 parking spaces are required. Recommended for approval 5-1 with the condition the basement unit be an affordable housing unit at 80% AMI for 10 years. Scheduled for P&amp;D Meeting on October 8, 2018.</p> <p><b>1943 Sherman Ave.:</b> Major Variation to convert a single family residence to a 3-flat in the R5 General Residential District with a 22' rear yard setback for a roofed porch where 22.5' is required, and 1 off-street parking space (existing) where 5 parking spaces are required. Case continued to the September 25, 2018 ZBA hearing with testimony open so that the property owner can attend and provide economic information and property rehab details relating to the stated hardship.</p>

**Community Development Department August 2018 Update**

	<p><b>2200 Main St.:</b> Special Use and Major Variation to expand a Daycare Center - Child, Infant Welfare Society of Evanston, and a Major Variation for a 6.1' west interior side yard setback where 15' is required, in the R2 Single Family Residential District. Unanimously recommended for approval with conditions. Scheduled for P&amp;D Meeting on September 17, 2018.</p>
<p align="center"><b>September 2018 Meetings/Activities</b></p>	<p align="center"><b>September 4, 2018</b></p>
	<p><b>413 Grove St.:</b> Appeal of the Zoning Administrator's partial denial of a minor variation for building lot coverage for a one-story addition to a SFR in the R1 District.  <b>2415 Wade St.:</b> Major Variations for a front yard setback, east and west interior side yard setbacks, building lot coverage, and to eliminate one parking space for an addition to a SFR in the R2 District.  <b>2626 Reese Ave.:</b> Major Variations for building lot coverage, interior side yard setback, street side yard setback, and open parking for a new SFR and detached garage in the R1 District. Case rescheduled to September 25, 2018 ZBA for re-noticing of public notice.  <b>514 Custer Ave.:</b> Special Use and Major Variation for a Public Utility, ComEd, and 20' concrete fire walls (fencing) in the R3 District.</p>
	<p align="center"><b>September 25, 2018</b></p>
	<p><b>1919 Dempster St.:</b> Special Uses for the expansion of a Type 2 Restaurant, McDonalds, and a dual lane Drive-Thru in the C2 District.  <b>2626 Reese Ave.:</b> Major Variations for building lot coverage, interior side yard setback, street side yard setback, and open parking for a new SFR and detached garage in the R1 District.</p>
<p align="center"><b>PLANNING AND ZONING</b></p>	<p align="center"><b>Plan Commission</b></p>
<p align="center"><b>August 2018 Meeting/Activities</b></p>	<p align="center"><b>August 8, 2018 (Joint meeting with Zoning Board of Appeals)</b></p>
	<p><b>1108 Dodge Ave.:</b> Text amendment to permit auto and recreational vehicle sales as a Permitted Use and auto storage lots, auto body repair, auto towing, and auto salvage as Special Uses in the C1 Commercial District (Zoning Code Section 6-10-2, Title 6 of the City Code). Special Use for Auto Sales, Eden Auto Group, with accessory auto repair and towing in the C1 Commercial District. <i>This item was withdrawn from the agenda and will be rescheduled at a date TBD.</i>  <b>2119 Ashland Ave.:</b> Text amendment to permit brewpubs as a Permitted or Special Use in the MXE Mixed-Use Employment District (Zoning Code Sections 6-13-4 &amp; 6-18-3, Title 6 of the City Code). The City may propose additional modifications to alcohol producing uses within the Business, Commercial, Downtown, Transitional Manufacturing, and Industrial Zoning Districts (various Zoning Code Sections 6-9 through 6-15) and within Definitions (Section 6-18-3). Special Use for a Brewpub and a Banquet hall, and Major Variations for a 0' front yard setback where 10' is required, 0' north interior side yard setback where 5' is required, and 0 loading berths where 1 short loading berth is required. The Plan Commission voted 5-0 to recommend approval of the text amendment as amended by the Commission to include language regarding sealing containers in the brewpub definition and making brewpubs and type-1 restaurants special uses in the M Districts. The ZBA voted 6-0 to recommend approval of the special use with conditions</p>
<p align="center"><b>September 2018</b></p>	<p align="center"><b>September 12, 2018</b></p>

**Community Development Department August 2018 Update**

<b>Meetings/Activities</b>	Meeting Canceled due to lack of agenda items.
<b>PLANNING AND ZONING</b>	<b>Zoning Committee of the Plan Commission</b>
	<b>August 2018</b>
<b>August 2018 Meetings/Activities</b>	No meeting scheduled.
	<b>September 2018</b>
<b>September 2018 Meetings/Activities</b>	No meeting scheduled.
<b>PLANNING AND ZONING</b>	<b>Preservation Commission</b>
	<b>August 2018</b>
<b>August 2018 Meetings/Activities</b>	No meeting scheduled
	<b>September 5, 2018 Special Meeting</b>
<b>September 2018 Meetings/Activities</b>	<p><b>NEW BUSINESS</b>  <b>917 Edgemere Ct. (LSHD)</b> – Construction on a vacant lot of a new two-story, stucco and stone single-family residence with a 2-car attached garage. The application is Zoning compliant.  <b>743 Michigan Av. (LSHD)</b> –Install 12 solar photo-voltaic (PV) panels on the south roof of the home. Modules are flush to the roof surface.  <b>2338 Bryant Av. (L)</b> – Rear west elevation: remove existing 1-story covered porch and construct 1-story sun room; remove 2nd story west wall at office and add a 23'-2 1/4" x 6'-6" area for new 2 bedrooms.  <b>2610 Lincoln St. (L)</b> - Demolish 1990's south rear addition. Construct new 1-story south rear addition for kitchen and family room and a small mudroom entry to be added on the east side. Remove the 1990's terrace and stucco walls and replace with new stone landing and new stuccoed walls.</p>
	<b>September 11, 2018</b>

**Community Development Department August 2018 Update**

<p><b>September 2018 Meetings/Activities</b></p>	<p><b>OLD BUSINESS</b>  <b>1505 Ashland Av. (L)</b> – Increase height of existing rear addition, new rear deck, and construction of detached 2-car garage. The Commission asked the applicant to submit more complete and accurate drawings for the proposed work. A motion to continue the item to September 11, 2018 passed 9-0. Continued from July 10, 2018 meeting.  <b>PUBLIC HEARING</b>  <b>2010 Dewey Av.</b> - Continuation from March 13, 2018 public hearing for the landmark nomination of 2010 Dewey Avenue. The Preservation Commission passed 9–0 a motion recommending landmark designation for 2010 Dewey Ave. and directed City staff to prepare its report for the September 11, 2018 meeting. The report will be transmitted to City Council for its consideration. Continued from July 10, 2018 meeting.  <b>1225 Asbury Av.</b> - Public hearing for application for landmark nomination. Continued from July 10, 2018 meeting.  <b>2305 Brown Av.</b> - Public hearing for application for rescission of landmark designation. Continued from July 10, 2018 meeting.  <b>NEW BUSINESS</b>  <b>834 Madison St. (L)</b> – Replace selected first and second floor double hung wood windows with double hung Fibrex windows. Applicable standards: [Alteration 1-3, 5, 6, 9 and 10]  <b>424 Greenleaf St. (LSHD)</b> - Replace 9 (nine) front porch wood casement windows with vinyl casement windows</p>
<p><b>PLANNING AND ZONING</b></p>	<p align="center"><b>APPROVED &amp; ACTIVE PLANNED DEVELOPMENTS</b></p>
<p><b>128-130 Chicago Ave.</b></p>	<p>New 5-story, 26 unit mixed-use residential building with 4,500 sq. ft. of commercial space on the ground floor. There will be 30 on-site parking spaces. The 26 units will consist of 12 1-bd units and 14 2-bd units. Five on-site affordable units will be provided at 80% AMI. City Council approved the development on May 29, 2018.</p>
<p><b>1727 Oak Ave.</b></p>	<p>The new 17-story, 169 unit active senior living residence with 139 parking spaces provided as well as 17 on-site affordable units at 50%, 60% and 80% of AMI was approved by City Council on May 29, 2018. A foundation permit application is currently under review.</p>
<p><a href="#"><u>1450-1508 Sherman Ave.</u></a></p>	<p>The 15-story, 273-unit residential building with 6,800 square feet of ground floor commercial space and 200 parking spaces on-site were approved by City Council on November 13, 2017. Foundation permit has been applied for and is under review. A minor adjustment to the planned development to reduce the number of units from 273 to 268 was administratively approved on May 30, 2018 by the DAPR Committee. Foundation permit has been issued and building permit application is under staff review. Foundation work has begun.</p>
<p><a href="#"><u>811 Emerson St. (fka 831 Emerson St.)</u></a></p>	<p>The 9-story, 242-unit residential building with 3,300 square feet of ground floor commercial space and 174 parking spaces on-site were approved by City Council on June 12, 2017. Building permit was approved by DAPR Committee on April 25, 2018 and has been issued. Construction is underway.</p>
<p><b>1815 Ridge/1815 Oak</b></p>	<p>City Council approved rezoning of the property from C2, Commercial to D4, Downtown Transition District and a Planned Development for the construction of a 10-story, 163 unit senior independent and assisted living facility on July 25, 2016. A minor adjustment to the planned development to reduce the FAR, increase upper level building setbacks, add a terrace and relocate mechanical equipment was administratively approved on March 15, 2017 by the DAPR Committee. A one-year extension for the PD ordinance and building permit</p>

**Community Development Department August 2018 Update**

	application deadline was approved at the January 8, 2018 City Council meeting. Foundation permit has been applied for and is under review. Staff is expecting an application for a minor adjustment to the PD.
<a href="#"><u>824-828 Noyes Street</u></a>	City Council approved the construction of a 4-story mixed use building with retail space on the ground floor and 44 dwelling units on the floors above with 35 parking spaces on September 26, 2016. Building permit has been issued, as have water and sewer permits and r.o.w. permits for new gas lines. Construction is near completion and inspections are underway.
<b>HOUSING &amp; GRANTS</b>	<b>Housing &amp; Community Development Act Committee</b>
<b>August 2018 Meetings/Activities</b>	<b>August 21, 2018</b>
	The August HCDA meeting was canceled due to a lack of agenda items requiring action by the committee.
<b>September 2018 Meetings/Activities</b>	<b>September 6, September 25, and September 27, 2018</b>
	HCDA will hold a joint meeting with the Mental Health Board on Thursday, September 6, to hear agencies requesting CDBG/MHB funding for the 2019 program year. HCDA will meet again on Tuesday, September 25, to hear additional CDBG fund requests from external applicants and on September 27 to review City applications requesting CDBG funds; meeting may be canceled at the discretion of the committee.
<b>HOUSING &amp; GRANTS</b>	<b>Housing and Homelessness Commission</b>
<b>August 2018 Meetings/Activities</b>	<b>August 2, 2018</b>
	This meeting was canceled due to a lack of actionable agenda items.
<b>September 2018 Meetings/Activities</b>	<b>September 6, 2018</b>
	The Commission will review and provide a funding recommendation on a 12-month contract for landlord-tenant services with Metropolitan Tenants Organization and Lawyers' Committee for Better Housing. Commissioners will also hear and discuss updates on the City's affordable housing work.
<b>HOUSING &amp; GRANTS</b>	<b>Mental Health Board</b>
<b>August 2018 Meetings/Activities</b>	<b>August 9, 2018</b>

**Community Development Department August 2018 Update**

	Mental Health Board met to approve a disqualified applicant's request to proceed with the application process for 2019 CDBG/MHB funding and approve score questions for the 2019 ZoomGrants application.
<b>September 2018 Meetings/Activities</b>	<b>September 6, 2018 and September 22, 2018</b>
	Mental Health Board will hold a joint meeting with the Housing & Community Development Act Committee on Thursday, September 6, to hear agencies requesting CDBG/MHB fund requests for the 2019 program year. The Mental Health Board will meet again on Saturday, September 22, to hear additional MHB fund requests.
<b>TRANSPORTATION AND MOBILITY</b>	<b>Transportation &amp; Parking Committee</b>
<b>August 2018 Meetings/Activities</b>	<b>August 29, 2018</b>
	The T/P Committee met on August 29, 2018. The Committee approved a recommendation to City Council to approve the purchase of three Divvy stations, authorize the City Manager to enter into an agreement with the City of Chicago for joint advertisement sponsorship on Divvy bikes, and enter into a three year contract extension with the program operator of Motivate. The Committee also approved a recommendation to City Council to amend a loading zone at 1524 Simpson St. Staff provided an update on the development of a dockless bike and scooter share ordinance and noted the City should continue to work with the City of Chicago and Northwestern University to ensure a unified transportation system. The Economic Development Manager presented on the potential to develop affordable housing on City-owned parking lots. The Committee continued discussions on the Parking System Pilot Programs. Alderman Fleming requested reconsideration of a Comprehensive Parking Study be reconsidered at the next committee meeting.
<b>September 2018 Meetings/Activities</b>	<b>September 26, 2018</b>
	The T/P Committee's next meeting is scheduled for September 26, 2018. Current proposed topics for the September agenda include the Chicago Transit Authority Intergovernmental Agreement, Hurd Parking, Comprehensive Parking Study, and Parking System Pilot Programs.
<b>TRANSPORTATION AND MOBILITY</b>	<b>Project Meetings &amp; Events</b>
<b>August 2018 Meetings/Activities</b>	<b>August 1, 2018</b>
	Motivate provided the first of two trainings on the Divvy for Every Evanstonian program to General Assistance and Parks, Recreation, and Community Services Department staff.
	<b>August 6, 2018</b>

**Community Development Department August 2018 Update**

Chicago Department of Transportation staff met with City staff to discuss the future of Divvy and dockless bike share.

**August 6, 2018**

Northwestern University and City staff met to discuss the future of Divvy and dockless bike share.

**August 7, 2018**

Lyft and City staff met to discuss the Ditch with Lyft program to incentivize other modes of transportation.

**August 8, 2018**

Staff attended National Night Out to provide free Divvy rides and pre-register residents for the Divvy for Every Evanstonian program.

**August 8, 2018**

Alderman Wynne met with staff to review and approve the Dodge Avenue bus stops at Keeney Ave prior to City Council approval.

**August 15, 2018**

Parks, Recreation and Community Services staff and Community Development staff met with American Taxi to discuss the new senior transportation program address any questions American Taxi had about the changes to the taxi vouchers.

**August 16, 2018**

Motivate provided the first of two trainings on the Divvy for Every Evanstonian program to General Assistance and Parks, Recreation, and Community Services Department staff.

**August 23, 2018**

**Community Development Department August 2018 Update**

	<p>The City and Motivate launched the Divvy for Every Evanstonian program to provide yearly Divvy memberships for \$5 to income qualifying residents.</p>
	<p><b>August 28, 2018</b></p>
<p><b>September 2018 Meetings/Activities</b></p>	<p>CTA and City staff met to formalize the Memorandum of Understanding for the modernization of the CTA Purple Line in Evanston and discuss the next steps of the Red/Purple Modernization Study in Evanston.</p>
	<p><b>September 7, 2018</b></p>
	<p>Staff will meet with Oonee to discuss the potential to locate a bicycle valet services in downtown Evanston.</p>
	<p><b>September 9, 2018</b></p>
	<p>Motivate and City staff will attend Streets Alive to register residents for the Divvy for Every Evanstonian program, provide helmet vouchers to D4EE sign ups, and allow all residents to test out a Divvy bike and receive free ride passes for the stations.</p>
	<p><b>September 11, 2018</b></p>
	<p>Alderman Rue Simmons has invited staff to attend the Fifth Ward meeting to provide information about the changes to CTA and Pace bus schedules.</p>
	<p><b>September 18, 2018</b></p>
	<p>Staff will represent the City at the NWMC Bicycle and Pedestrian Committee meeting.</p>

<b>ECONOMIC DEVELOPMENT</b>	<b>Economic Development Committee</b>
<p><b>July 2018 Meetings/Activities</b></p>	<p><b>July 25, 2018</b></p>
	<p>-Two storefront modernization grants were awarded to 1901 Church Street, and 1623 Simpson Street.          -Direction was provided to staff to pursue a feasibility study for a potential Special Service Area on Central Street/Green Bay Road.</p>



**Community Development Department August 2018 Update**

	-Annual contribution to Chicago North Shore Convention and Visitors' Bureau was approved.
<b>September 2018 Meetings/Activities</b>	<b>September 26, 2018</b>
	The September meeting of the Economic Development Committee is expected to include Entrepreneurship Grants, Entrepreneurship Grant Program Review, West Evanston TIF Follow Up, Business License Process / Changes, Howard Street Holiday Lights

<b>BUILDING &amp; INSPECTION SERVICES</b>		<b>2018 - Housing Rehabilitation</b>		
<b>Ward</b>	<b>Number of Active Projects</b>	<b>Completed Projects</b>	<b>Projects YTD</b>	
2	2	0	2	
5	3	0	3	
8	1	0	1	
9	1	0	1	

<b>BUILDING &amp; INSPECTION SERVICES</b>	<b>Building Permits</b>
<b>Building Permit Status</b>	
	Real-time permit review access is available online 24/7 at <a href="https://permits.cityofevanston.org">https://permits.cityofevanston.org</a>

**Community Development Department August 2018 Update**

BUILDING & INSPECTION SERVICES		New Business Application Status		
Ward	Property Address	Business Name	Received	Status
2	1951 Dempster	Jose's Auto Detailing	07/26/2018	Issued 8/3/2018
4	909 Davis	Districon Solutions	08/06/2018	Issued 8/14/2018
2	1225 Hartrey	Sammic Corp	8/14/2018	Issued 8/17/2018
4	743 Main	Squeezebox Books & Music	07/03/2018	Issued 8/3/2018
4	1310 Sherman Ave	Four Finches (ownership change)	8/24/2018	Issued 9/4/2018
1	1603 Orrington	Brick House Services, LLC	03/15/2018	Pending Fire, Life and Safety Inspection
8	327 Howard Street	Vape 847	02/09/2018	Pending Certificate of Occupancy
2	1235 Dodge Avenue	Jet Blue Print	02/28/2018	Pending payment
6	2950 Central Street	The Great Frame Up	03/07/2018	Pending Fire, Life and Safety Inspection
1	1724 Sherman Avenue	Undertonez Meditation Studio	03/21/2018	Pending Payment
3	928 Chicago Avenue	Greater Chicago Kitchen and Bath	04/20/2018	Pending Fire, Life and Safety Inspection
6	2966 Central Street	Skokie Auto Service	06/04/2018	Pending payment
4	604 Davis Street	Barre Code (new ownership)	07/20/2018	Pending payment
4	828 Davis Street	Dawn Skin Studio	07/11/2018	Pending Fire, Life and Safety Inspection
9	940 Pitner	The Rivera's Auto Body	07/25/2018	Pending Fire, Life and Safety Inspection
3	507 Main Street	Booked	08/10/2018	Pending Fire, Life and Safety Inspection
7	1307 Central St	Electronic Processing of North America	8/31/2018	Pending Zoning approval.

**Community Development Department August 2018 Update**

<b>COMMUNITY DEVELOPMENT ZONING AND LICENSING FEES</b>	
Total Zoning Fees Collected for the Month of August 2018	\$ 3,410
Total Zoning Fees Collected Fiscal Year 2018	\$ 56,220
Total Preservation Fees Collected for the Month of August 2018	\$ 3,134
Total Preservation Fees Collected Fiscal Year 2018	\$ 23,372
Total Contractor License Fees Collected for the Month of August 2018	\$ 16,400
Total Contractor License Fees Collected Fiscal Year 2018	\$ 139,800

Permit by Ward – August 2018 Update

Ward 1

Permit Type	Permit Count
Electrical Only	1
Fence	1
Hood Fire Suppression	1
Plumbing Only	3
Remodel	5
Roofing	1
Window Replacement	4
<b>TOTAL</b>	<b>16</b>

Ward 2

Permit Type	Permit Count
Demolition	2
Electrical Only	1
Fire Alarm	1
HVAC Work Only	
Only	1
Minor Repair	1
Plumbing Only	4
Remodel	5
<b>TOTAL</b>	<b>15</b>

Ward 3

Permit Type	Permit Count
Air Conditioner	1
CCCD	1
Demolition	2
Electrical Only	3
Fence	2
Fire Alarm	2
HVAC Work Only	2
Low Voltage Alarm	1
Minor Repair	2
Plumbing Only	2
Remodel	2
Roofing	4
Sign-Awning	4
Solar	1
Water and Sewer	1
Window Replacement	2
<b>TOTAL</b>	<b>32</b>

Ward 4

Permit Type	Permit Count
Addition	1
Air Conditioner	1
CCCD	2
Deck or Porch	1
Demolition	6
Electrical Only	2
Fence	1
Fire Suppression	1
HVAC Work Only	1
Lawn Sprinkler	1
Minor Repair	3
Miscellaneous Site Work	2
Plumbing Only	3
Remodel	5
Roofing	6
Sign-Awning	1
Temporary	1
Water and Sewer	2
Window Replacement	1
<b>TOTAL</b>	<b>41</b>

Permit by Ward – August 2018 Update

Ward 5

Permit Type	Permit Count
Accessory Structure	1
Demolition	4
Electrical Only	1
Fence	3
Fire Alarm	1
Low Voltage Alarm	1
Minor Repair	2
Plumbing Only	2
Remodel	6
Roofing	6
Solar	2
Temporary	4
Water and Sewer	2
Window Replacement	1
<b>TOTAL</b>	<b>36</b>

Ward 6

Permit Type	Permit Count
Addition	1
CCCD	1
Deck or Porch	1
Demolition	2
Fence	6
Fire Alarm	2
HVAC Work Only	2
Lawn Sprinkler	1
Low Voltage Alarm	2
Minor Repair	2
Miscellaneous Site Work	4
Plumbing Only	9
Remodel	2
Roofing	13
Solar	3
Temporary	1
Water and Sewer	1
Window Replacement	2
<b>TOTAL</b>	<b>55</b>

Ward 7

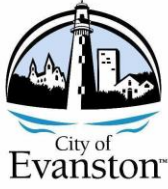
Permit Type	Permit Count
Addition	2
Air Conditioner	1
CCCD	9
Electrical Only	10
Fence	8
Fire Alarm	2
Hood Fire Suppression	1
HVAC Work Only	5
Lawn Sprinkler	4
Low Voltage Alarm	2
Minor Repair	4
Miscellaneous Site Work	5
Plumbing Only	2
Remodel	7
Roofing	5
Sign-Awning	2
Solar	1
Temporary	2
Window Replacement	1
<b>TOTAL</b>	<b>73</b>

**Ward 8**

Permit Type	Permit Count2
Accessory Structure	1
Air Conditioner	1
Deck or Porch	1
Demolition	1
Electrical Only	3
Fence	2
Minor Repair	1
Miscellaneous Site Work	1
Plumbing Only	2
Remodel	3
Roofing	3
Sign-Awning	1
Window Replacement	2
<b>TOTAL</b>	<b>22</b>

**Ward 9**

Permit Type	Permit Count2
Accessory Structure	1
Addition	1
Air Conditioner	1
Electrical Only	1
Minor Repair	4
Miscellaneous Site Work	1
Plumbing Only	5
Remodel	2
Roofing	5
Solar	1
Window Replacement	3
<b>TOTAL</b>	<b>25</b>



DATE: September 4, 2018  
 TO: Wally Bobkiewicz, City Manager  
 FROM: Gary Gerdes, Building and Inspection Services Manager  
 SUBJECT: Building Permit & Construction Value Financial Report for August, 2018

**BUILDING PERMIT FEES**

Total Permit Fees Collected for the Month of August 2018	\$ 538,127
Total Permit Fees Collected Fiscal Year 2018	\$ 4,383,358
Total Permit fees Collected for the Month of August 2017	\$ 2,599,780
Total Permit Fees Collected Fiscal Year 2017	\$ 5,367,782

**CONSTRUCTION VALUES**

<b>TOTAL CONSTRUCTION VALUE FOR AUGUST 2018</b>	\$ 52,779,564
<b>TOTAL CONSTRUCTION VALUE FISCAL YEAR 2018</b>	\$ 201,064,343
<b>TOTAL CONSTRUCTION VALUE FOR AUGUST 2017</b>	\$ 84,650,656
<b>TOTAL CONSTRUCTION VALUE FISCAL YEAR 2017</b>	\$ 213,031,525

**Economic Development Division August 2018 Update**

Economic Development	Business District Activities		
WEST SIDE (CEBA/Church & Dodge)			
Project	Address	Ward	Latest Update
Central Evanston Business Association (CEBA)	N/A	5	Staff is working with group to fulfill Great Merchant Grant requests. Banners were installed.
Dr. Hill Arts Business Association	N/A	5	Staff is working with organizations to fulfill Great Merchants Grant Requests.
West Evanston Plan	N/A	5	Staff will present an update at the Economic Development Committee meeting on 9/26/2018
Masonic Temple	Emerson	5	Architect owner determining plans for space
2113 Dewey	2113 Dewey	5	City owned parcels adjacent to 1801 Church (former Chevron). Pursuing potential uses.
1623 Simpson	1623 Simpson	5	Storefront Modernization program application was approved by City Council on 7/20/2018
Church and Dodge	1901 Church	5	Storefront Modernization program application was approved by City Council on 7/20/2018. Landlords are working with general contractors to begin work.
Former Fresh Foods	1723 Simpson	5	For lease or sale.
1801 Church	1801 Church	5	Vacant lot at NWC Church / Darrow. Former Chevron. Property Reportedly under contract
1829 Simpson Street	1829 Simpson	5	Owner is in process of building design.
5th Ward Bank	TBD	5	Staff to identify potential locations for a bank in the 5th ward
1806 Church	1806 Church	2	Landlord is seeking tenants - small offices (SWC Church/Darrow)
1601 Simpson	1601 Simpson	5	Rama Express is now open.
Double Clutch Brewery	2119 Ashland	5	Converting space to a brewpub and special events space.
Soban Korea (Former Mandarin House)	819 Noyes	1	Change of ownership. Korean food concept.



**Economic Development Division August 2018 Update**

Foster School / Family Focus	2010 Dewey	5	Property for sale. Pursuing reuse options.
<b>CENTRAL STREET</b>			
<b>Project</b>	<b>Address</b>	<b>Ward</b>	<b>Latest Update</b>
Central Street Business Association	N/A	6,7	Staff is working on an RFP to complete a feasibility study for a Central/Green Bay SSA.
1801 Central Street	1801 Central	7	Owner has until September 13, 2018 for completion of the roof infill work.
Great Frame Up		6	Great Frame Up Moving to 2950 Central. Current Location is 2904 Central. Waiting for remodeling to be completed.
Vacant Former 7-Eleven	Ewing & Central	6	Owner seeking tenant
Former Rose's Bakery	2901 Central	6	Special use was granted on 7/9/2018
Central Rug and Carpet	3006 Central	6	Landlord seeking tenants.
2929 Central Street	2929 Central	6	Building was bought by Normandy Remodeling for their Evanston showroom.
Lush Wine & Spirits	2022 Central	7	Monitoring
Central Street Metra Station Café		7	UP to hire broker to market retail space / former cafe
Backlot Coffee Expansion	2004 Central	7	Backlot Coffee expanding into 2004 Central. Special use scheduled for ZBA on 8/28, P&D September 17.
Tag's expansion	2012 Central	7	Now open
Electronic Processing of North America	1703 Central	7	New business
Great Harvest	2126 Central	7	Business is for sale
Nick's Organic	2628 Gross Point	6	Monitoring
<b>DOWNTOWN</b>			
<b>Project</b>	<b>Address</b>	<b>Ward</b>	<b>Latest Update</b>
Colectivo Coffee	716 Church Street	1	Buildout ongoing

**Economic Development Division August 2018 Update**

AAA (American Automobile Association)	1724 Sherman	1	Kilwins ice cream has applied for Special Use. Scheduled for ZBA 8/28/18, P&D September 17. Hoping to open by the end of 2018.
Dan Kelch Project - Retail Space	1028 Davis	4	Looking for tenants
Trammell Crow Senior Housing	1007 Church	2	Plan development approved on 5/29/18
1611 Chicago Avenue	1611 Chicago	1	The Merion property management is seeking retail user for 3,200 sq ft new retail space in expanded Merion Building (formerly the North Shore Retirement Hotel)
1880 Oak	1880 Oak	2	New Ownership - Northwestern Medical
Burger King (Downtown)	1740 Orrington	1	Interested developers have contacted property owner. Staff to contact BK corporate to request improvements to existing property
Sherman Plaza Retail	1620 Sherman	1	Uncle Dan's now open in former North Face Space. 800 Degrees Pizza, Evereve spaces remain vacant.
Vacant Davis Fish Market Space	501 Davis	1	Space for lease. Owner dividing into several smaller storefronts
717 Church	717 Church	1	2nd floor above Andy's/Sprint Store/Chipotle. Owner reports ongoing interest from a variety of users
The Merion Retail	1611 Chicago	1	Joy Yee is to relocate to the corner space at Chicago/Davis.
Church Street Plaza	1705 Maple	1	Buffalo Wild Wings, American Apparel, Second Time Around, former Arthur Hill Office & former Uncle Dan's space available
National Towel Building Site	815 Ridge	2	Senior housing project construction awaiting building permit
Albion Residential	1454-1508 Sherman	1	Groundbreaking scheduled on 8/23/2018. Demo underway. Nevins demo complete.
1571 Maple	1571 Maple	1	Aligned Modern Health has leased space. 1,500 sq. ft. remains
605 Davis & Chase Bank Drive Thru	605 Davis	4	Developer considering options for redevelopment
1020 Church	1020 Church	4	Owner seeking buyer for building
Soujourner Church	1708 Oak	2	Church building for sale at nwc of Church and Oak
Studio Media Space	1030 Davis	4	Lease negotiations underway. Storefront program request for masonry restoration and storefront glass approved on 7/9/18.

**Economic Development Division August 2018 Update**

Las Palmas	817 University	1	Business is permanently closed. Food Establishment License application has been submitted for a new Latin food concept.
Copy Cat	1830 Sherman	1	Property owner seeking tenants for garden level
King Homes	1555 Oak	4	Cameel Halim purchased property. Plans TBD.
Whole Foods Downtown		4	Staff will monitor in light of Amazon purchase of Whole Foods
E2 Retail	1890 Maple	2	Exhale fitness closed. Space available.
Office above Giordano's	1527 Chicago	1	Owner reports marketing company has submitted an LOI
10Q Chicken (former 5 Guys)	816 Church	1	Now open.
818 Co-working Space	1429 Elmwood	4	New co-working space under construction
Chicago Hot Dog and Co. (Former Yeerd Revolution)	1009 Davis	4	Now open.
<b>HOWARD STREET</b>			
<b>Project</b>	<b>Address</b>	<b>Ward</b>	<b>Latest Update</b>
Howard Street Business Association	N/A	8	Staff is working with organization to fulfill Great Merchants Grants requests. Meetings scheduled for 3rd Wednesday morning of the month.
128-130 Chicago Avenue	128-130 Chicago	8	Peterson Garden Project and Harrington Brown mixed use development. City Council approved \$1.9 million TIF. PD approved 5/29/2018.
999 Howard	999 Howard	8	Vacant Dairy Queen Site. Listed with Ed Schwartz/FARA. Suggests it is a redevelopment site. Building in poor condition
Theo Ubique Howard Street Theater	721-723 Howard	8	Construction is ongoing. Staff meeting with contractor weekly on site.
727-729 Howard Street	727-729 Howard	8	Hip Circle Studio build out is complete; business opening September 4 with ribbon cutting scheduled for October. Staff continues to market 729 Howard.
Xsculpt	815 Howard	8	Certificate of Occupancy was approved on March 27, 2018.
Vain	747 Howard	8	Clothing boutique open.
Former Sherwin Williams Howard Street	611-21 Howard	8	Store relocated to Green Bay Road.

**Economic Development Division August 2018 Update**

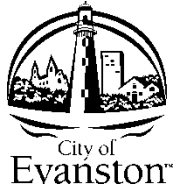
311 Howard Street	311 Howard	8	Terra Cotta residential conversion
633 Howard - Former Police Outpost	633 Howard	8	Cafe Coralie now open; monitoring.
Good To Go Jamaican	711 Howard	8	Now open.
Vape847	327 Howard	8	Pending Fire, Life and Safety Inspection
20/20 Vision	525 Howard	8	Now open.
519 Howard	519 Howard	8	Neon Design relocating from Wrigleyville.
741 Howard (former Kaleburger)	741 Howard	8	Taste of Jamaica now open
<b>MAIN DEMPSTER MILE</b>			
<b>Project</b>	<b>Address</b>	<b>Ward</b>	<b>Latest Update</b>
Main/Chicago	847 Chicago	3	Stone Realty retail broker actively pursuing tenants. Apartments reportedly 85% leased. Swantiques pop-up returning in spring 2018.
Binny's (vacant Whole Foods south)	1111 Chicago	3	Permitting process is ongoing.
Main Street Metra Station	600 Main	3	Union Pacific hiring broker to market vacant space.
Vacant Paramour Bungalow Space	812 Dempster	3	Seeking tenants. Space 900 taking over half of the remaining space.
710 Main Street	710 Main	4	Reprise Coffee Leased Space. Two other locations. Space under construction
Kombucha	717 Custer	9	Kombucha / tasting room now open.
1306 Chicago	1306 Chicago	3	Botanica Apothecary - CBD & plant-based health and beauty products - now open
Hewn	810 Dempster	4	Coordinate with Hewn for potential production expansion.
Squeezebox	743 Main	4	Now open. Storefront modernization grant approved on 5/14/18. Project complete
Dard Property	912 Custer	4	Property for sale

**Economic Development Division August 2018 Update**

Main Street Parking Lot	727 Main	4	Developer of Dard Property proposing 40 unit apartment building with 16 affordable units in an unsolicited bid to purchase from city.
Connoisseur Rugs property	1000 Chicago	4	Property for sale, possible development site
French Kiss Café			Change of ownership
Main Street Streetscape	Main Street, Hinman to Maple	3 & 4	RFP issued for engineering services for streetscape updates. Contract award expected in September. Construction expected in 2020.
<b>WEST END / WEST VILLAGE</b>			
<b>Project</b>	<b>Address</b>	<b>Ward</b>	<b>Latest Update</b>
West End Business Association	N/A	2	Group is starting to plan Manufacturing day as well as their annual block party.
West Village Business Association	N/A	2	New banners have been installed.
1108 Dodge (Former Evanston Auto Glass)	1108 Dodge	2	Negative recommendation from DAPR to do text amendment to allow auto repair or auto sale uses. Applicant to return to DAPR at a later date.
Reed Biedler Building	1275 Hartrey	2	Pursuing tenants for limited vacancies
2222 Oakton Street	2222 Oakton	8	Two RFPs were received. Submissions will be discussed at Economic Development Committee on 9/26/2018.
Little Beans	430 Asbury	9	TBD.
Oakton Car Wash		9	Applicants continues to work on finalization of paperwork
Evanston Plaza	1924-26 Dempster	2	Staff working with ownership to identify tenants to fill remaining spaces.
1335 Dodge Ave. (CNE)	1335 Dodge	2	Commercial property for sale
E-Town CrossFit	Main Street	2	E-Town CrossFit relocation to 2400 block of Main from Ashland/Simpson location.
Sugar & Spice	2000 Dempster	2	Sugar & Spice is relocating and expanding in adjacent space

**Economic Development Division August 2018 Update**

Edgewater Candles	2113 Greenleaf	2	Now open.
Spoonfoolery	2113 Greenleaf	2	Now open.
1042 Wesley	1042 Wesley	2	Backlot Coffee applied for food establishment license - plans to use the space for roasting.



# Memorandum

To: Honorable Mayor and Members of the City Council

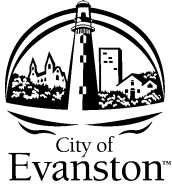
From: Ike Ogbo, Public Health Manager

Subject: Food Establishment License Application Weekly Report

Date: September 7, 2018

The table below is the weekly report of food establishment license applications received and pending. The report includes the ward, property address, business name, date received, and current status.

Ward	Property Address	Business Name	Date Received	Current Status
1	1709 Benson Ave	Bat 17	8/24/2018	Change of Ownership - Pending Inspections
3	517 Dempster St	French Kiss Café	8/14/2018	License Issued
4	1633 Orrington Ave	Lao Sze Chuan	8/8/2018	Change of Ownership Pending Pre-Operation Health Inspection
1	817 University Pl	Mexican Restaurant (Name TBD)	7/12/2018	Pending Building Permit Submittal
4	1042 Wesley Ave	Backlot Hospitality	6/27/2018	Pending Inspections
1	1724 Sherman Ave	Kilwins Chocolates, Fudge & Ice Cream	6/13/2018	Pending Inspections
1	716 Church St	Colectivo Coffee Roasters	5/14/2018	Pending Inspections
2	2000 Dempster St	I Love Sweets	5/14/2018	Pending Inspections
3	1111 Chicago Ave	Binny's Beverage Depot	3/20/2018	Pending Inspections
5	1829 Simpson St	Lenny & Lambs	1/11/2018	Pending Building Permit Approval
8	721 Howard St	Theo Ubique Cabaret Theatre	12/19/2017	Pending Inspections
7	2022 Central St	Lush Wine & Spirits	10/24/2016	Pending Inspections



# Memorandum

To: Honorable Mayor and Members of the City Council

From: Theresa Whittington, Liquor Licensing Manager

Subject: Weekly Liquor License Application Report

Date: September 7, 2018

Enclosed is the weekly report of liquor applications received and pending. The report, organized by ward, includes the business address, the type and description of license requested, date received and current status.

Please contact me at (847) 448-8160 or [twhittington@cityofevanston.org](mailto:twhittington@cityofevanston.org) if you have any questions or need additional information.

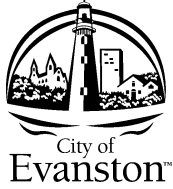


## Liquor Licensing Weekly Report

WARD	BUSINESS NAME	BUSINESS ADDRESS	LIQUOR CLASS	CLASS DESCRIPTION	PROPOSED HOURS for LIQUOR SALES	DATE REC'D	STATUS <sup>1</sup>
1	Terneo 3634 LLC (Bat 17 - New Owner)	1707-1709 Benson	C	Restaurant (Liquor)	Sun: 10am-1am; M-TH: 11am-1am; F-Sa: 11am-2am	6/29/18	Pending City Council Approval
4	Next of Kinship	1603 Orrington Ave	T	Caterer (Liquor)	Vary – private/catered events	8/21/18	Pending City Council Approval
7	Compass Group USA dba Chartwell's (NU Norris Center)	1999 Campus Drive	R	University (liquor)	M-Th: 10am – 1am; Fri-Sun 10am-2am.	6/26/18	Pending City Council Approval
7	Compass Group USA dba Chartwell's (NU Catering)	1999 Campus Drive	T	Caterer (Liquor)	M-Th: 11am-1am; Fri-Sat: 11am-2am; Sun: 12am-1am	6/26/18	Pending City Council Approval
7	Levy Premium Foodservice	2255 Campus Drive	T	Caterer (Liquor)	Vary – private/catered events	7/20/18	Pending City Council Approval

Liquor Applications Received and Pending

<sup>1</sup> Applicants are first noticed to the Liquor Licensing Review Board before proceeding to City Council



# Memorandum

To: Wally Bobkiewicz, City Manager

From: David D, Stoneback, Public Works Agency Director  
Edgar Cano, Public Services Bureau Chief

Subject: Proposed Snow Route Modifications

Date: August 31, 2018

## **Recommendation:**

Public Works Agency staff recommends revising the City's Snow Route Schedule (10-11-6), to assist snow removal operations and reduce confusion of designated snow routes. The majority of the proposed recommendations will modify the City Code to be consistent with the current snow route map, existing snow route sign postings and staff's current operations during snow events.

## **Background:**

Within the past five years, snow route signs were posted on Greenleaf Street between Pitner Avenue and Sherman Avenue. Designating Greenleaf Street as a snow route was not reflected on the snow route map or incorporated into the City Code. This resulted in complaints from residents on Greenleaf Street because of the conflict between the snow route posted signage and the snow route map. Additionally, violation tickets issued on Greenleaf Street were waived because the street was not listed as a snow route in the City Code.

As a result, Public Works Agency staff completed a thorough review of the City Code, the snow route map and where snow route signs were posted.

## **Analysis:**

The proposed revisions to the Snow Route Schedule are shown in Exhibit A attached. These revisions fall into several categories:

- Clarifying starting and ending points
- Modifying the snow route schedule to match what is currently posted
- Adding new snow route locations
- Removing streets that are currently posted as residential for sweeping and snow removal and / or no longer exist.

## **Clarifying starting and ending points**

An example for the need to clarify starting and ending points on a street is Sheridan Road. The current code lists Sheridan Road as a snow route without any starting or

ending point. Sheridan Road is not continuous through the City; it is located from the north city limit to Greenwood Street, and from Burnham Place to Howard Street. Sheridan Road from Forest Place to Greenwood Street is not a snow route and should not be listed as such in the City Code. By adding starting and ending points for all streets, this confusion is resolved.

Modifying the snow route to match what is currently posted

An example of this type of modification is on Dempster Street where the City Code currently indicates a snow route from the west city limit to Forest Avenue. The proposed revision would indicate Dempster Street as a snow route from the west city limit to the alley east of Chicago Avenue. This proposed modification conforms to what is currently shown on the snow route map and with how snow route signs are posted on the street.

Adding new snow route locations

The table below indicates the streets where staff recommends adding snow routes. As indicated in the table, Harrison and Lincoln are already on the snow route map and have appropriate signs posted. Greenleaf and Pitner are already posted as snow routes, but will be added to the snow route map and City Code.

<b>Street/Location</b>	<b>Streets Recommended for Addition</b>
Greenleaf Street	West from its intersection with Dodge Avenue to its intersection with Pitner Avenue (update map, no need to update postings)
Harrison Street	West from its intersection with Crawford Avenue to its intersection with Greeley Avenue (no need to update map or postings, used to be state route)
Lincoln Street	West from its intersection with Green Bay Road to its intersection with Hartrey Avenue (no need to update map or postings)
Pitner Avenue	South from its intersection with Greenleaf Street to its intersection with Main Street (update map, no need to update postings)

Remove streets that are currently posted as residential for sweeping and snow removal and / or no longer exist.

<b>Street/Location</b>	<b>Streets Recommended for Removal</b>
Foster Street	East from its intersection with Ridge Avenue to its intersection with Sherman Avenue (no need to update map or postings)
Keeney Street	West from its intersection with Sheridan Road to its intersection with Michigan Avenue (no need to update map or postings)
South Boulevard	East from its intersection with Chicago to its intersection with Sheridan Road (no need to update map or postings)
Railroad Avenue	North from its intersection with Davis Street to its intersection with Church Street (street no longer exists at this location)

Foster, Keeney and South Boulevard are already posted as residential but are currently shown in the City Code as a snow route. Railroad Avenue between Davis and Church was eliminated when the development at 909 Davis Street occurred. Staff is therefore recommending that these streets be removed from the snow route schedule listed in the Code.

Snow Route Sign Posting Modifications

Currently the majority of the posted signs along the snow routes reflect the information in the proposed revisions. Any areas which require updates in the form of sign additions, corrections, or removal, are minimal and should not require additional funding. Required sign posting addition and removal changes are as follows:

Street/Location	Description of Posting Updates
Benson Avenue	Add snow route signs from Emerson Street south to Elgin Road
Green Bay Road	Add snow route signs north of McCormick Avenue, west side of street next to Kingsley school (already in ordinance, sign is just missing)
Elmwood Avenue	Add snow route signs from Davis Street south to Grove Street (already in ordinance, sign is just missing)
Greenleaf Street	Remove postings from Dodge Avenue east to Sherman Avenue
Maple Avenue	Add snow route signs from Emerson Street south to University Place (already in ordinance sign is just missing)
Ridge Avenue	Change current snow emergency signs from Central Street south to Colfax Street to snow route signs, only on west side of street (already in ordinance, sign is just missing)
Orrington Avenue	Add one sign on east side of street south of Church Street (already in ordinance, sign is just missing)

Snow Route Map Modifications

Attached is a proposed snow route map that indicates the modifications recommended by staff in blue. No other modifications are recommended as areas shown in red on the map are already posted and treated as a snow route.

**Summary:**

Staff presented these modifications to the Administration and Public Works (APW) Committee on August 13, 2018. Staff plans to introduce an ordinance to modify the snow route schedule at the September 17, 2018 APW committee meeting, but wanted to share this information with the Aldermen in advance so that they could contact staff with any questions or concerns prior to the meeting.

## EXHIBIT A

### Proposed modifications to 10-11-6. - SCHEDULE VI; SNOW ROUTES.

In accordance with provisions of Section 10-4-13 of this Title, the following streets are designated snow routes subject to the provisions of Section 10-4-13 of this Title:

(A) Thoses streets and public thoroughfares running in a general easterly and westerly direction:

SCHEDULE VI (A): SNOW ROUTES		Changes in Red
Bridge Street	<del>Southeast from its intersection with Payne Street to its intersection with Simpson Street</del>	Clarifying starting and ending points
Burnham Place	East from its intersection with Forest Avenue to its intersection with Sheridan Road	No Changes
Central Street	East from its intersection with Gross Point Road <del>to its intersection with Sheridan Road</del>	Clarifying starting and ending points
Church Street	East from the west City limits to its intersection with Chicago Avenue	No Changes
Clark Street	Southeast from its intersection with Orrington Avenue to its intersection with Chicago Avenue	No Changes
Clark Street	East from its intersection with <del>Benson Avenue</del> Maple Avenue to its intersection with Orrington Avenue	Change east end from Benson Avenue to Maple Avenue
Clark Street	East from its intersection with Ridge Avenue to its intersection with <del>Forest Avenue</del> Oak Avenue	Change east end from Forest Avenue to Oak Avenue
Davis Street	East from its intersection with Asbury Avenue to its intersection with <del>Chicago Avenue</del> Hinman Avenue	Change east end from Chicago Ave to Hinman Avenue
Dempster Street	East from the west City limits to its intersection with <del>Forest Avenue</del> the first alley East of Chicago Ave.	Change east end from Forest Avenue to first alley East of Chicago Avenue
Elgin Road	<del>East from its intersection with Simpson Street to its intersection with McCormick Boulevard; Southeast from its intersection with Emerson Street to its intersection with Orrington Avenue</del>	Clarifying starting and ending points
Emerson Street	East from its intersection with McCormick Boulevard to its intersection with Sherman Avenue	No Changes
Foster Street	East from its intersection with Ridge Avenue to its intersection with Sherman Avenue. <del>Remove from Ordinance, street has been signed as Residential for sweeping and snow removal</del>	Remove from Ordinance, add as residential

Grant Street	East from its intersection with Crawford Avenue to its intersection with <del>McCormick-Boulevard</del> Prairie Avenue	Change from McCormick Boulevard to Praire Avenue
Greenleaf Street	East from its intersection with Pitner Avenue to its intersection with Dodge Avenue	Add to ordinance
Greenwood Street	West from its intersection with Chicago Avenue to its intersection with Sherman Avenue	No Changes
Grove Street	East from its intersection with Maple Avenue to its intersection with Chicago Avenue	Moved from North / South Streets to East / West Streets
Harrison Street	East from its intersection with Greeley Avenue to its intersection with Crawford Avenue	Add to ordinance
Howard Street	East from the west City limits to east City limits	Clarifying starting and ending points
Keeney Street	West from its intersection with Sheridan Road to its intersection with Michigan Avenue Remove from Ordinance, Street has been signed as Residential for sweeping and snow removal	Remove from Ordinance, add as residential
Keeney Street	East from its intersection with Michigan Avenue to its intersection with Sheridan Road Remove from Ordinance, Street has been signed as Residential for sweeping and snow removal	Remove from Ordinance, add as residential
Lake Street	East from its intersection with Asbury Avenue to its intersection with Chicago Avenue	No Changes
Lincoln Street	East from its intersection with Hartrey Avenue to its intersection with Green Bay Road	Add to ordinance
Main Street	East from the west City limits to its intersection to Sheridan Road	Clarifying starting and ending points
Oakton Street	East from the west City limits to its intersection with <del>Chicago Avenue-</del> Callan Avenue	Change east end from Chicago Avenue to Callan Avenue
Simpson Street	East from its intersection with Crawford Avenue to its intersection with Elgin Road; and east of its intersection with <del>McCormick-Boulevard</del> Bridge Street to its intersection with Green Bay Road	Clarifying starting and ending points
South Boulevard	East from its intersection with Chicago Avenue to its intersection with Sheridan Road Remove from Ordinance, Street has been signed as Residential for sweeping and snow removal	Remove from Ordinance, add as residential
South Boulevard	East from its intersection with Callan Avenue to its intersection with Chicago Avenue	Add to ordinance

## EXHIBIT A

### Proposed modifications to 10-11-6. - SCHEDULE VI; SNOW ROUTES.

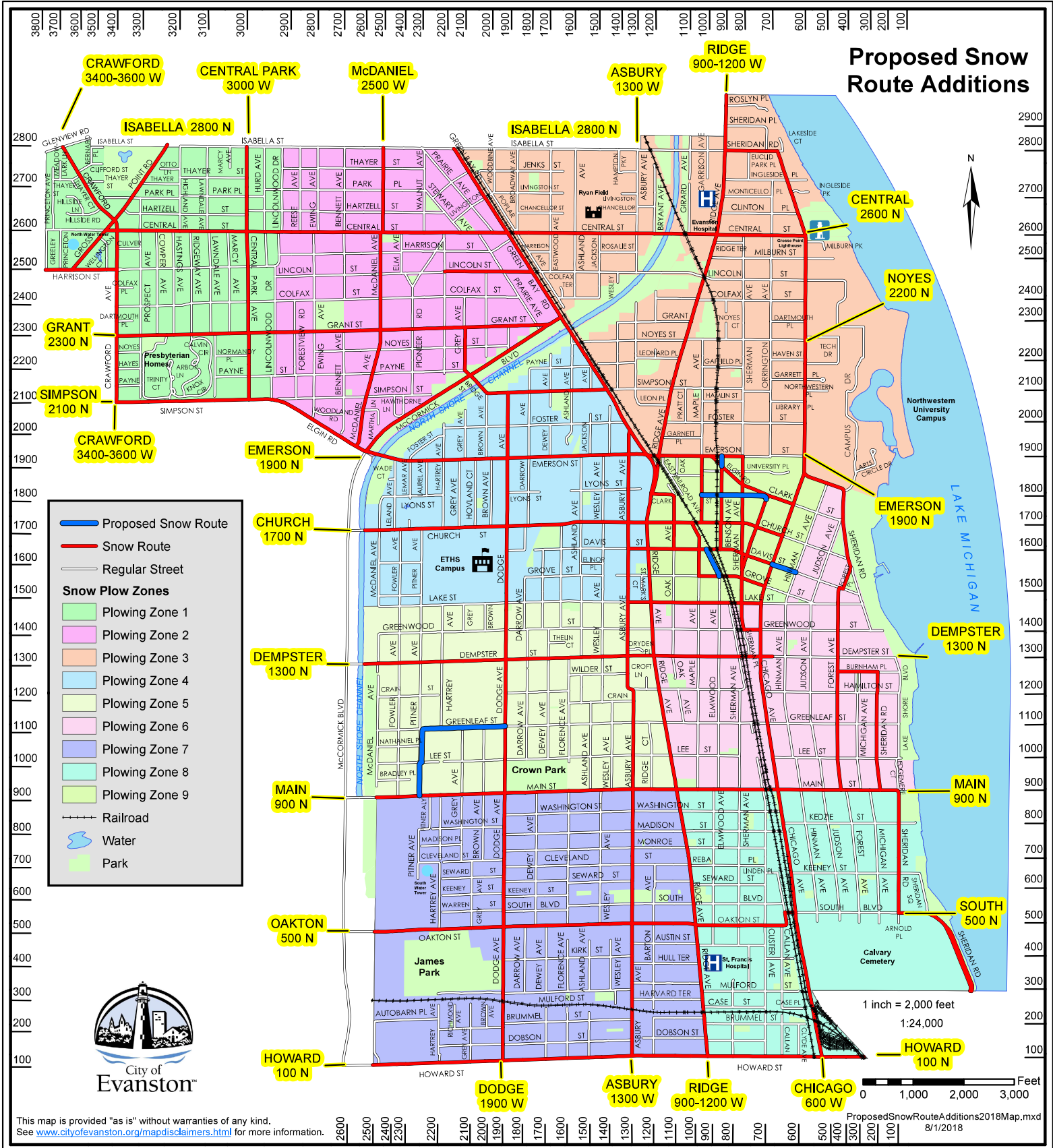
(B) Those streets and public thoroughfares running in a general northerly and southerly direction:

SCHEDULE VI (B): SNOW ROUTES		Changes in Red
Asbury Avenue	South from its intersection with Green Bay Road to Howard Street.	No Changes
Benson Avenue	North from its intersection with Davis Street to its intersection with <del>Elgin Road</del> Emerson Street	Change North end from Elgin Road to Emerson Street
<del>Callan Avenue</del>	North from its intersection with Oakton Avenue to its intersection with South Boulevard	Add to ordinance
Central Park Avenue	North from its intersection with Simpson Avenue to its intersection with Isabella Street	Clarifying starting and ending points
Chicago Avenue	North from its intersection with Howard Street to its intersection with Sheridan Road	Clarifying starting and ending points
Crawford Avenue	North from its intersection with Simpson Street to its intersection with Glenview Road	Clarifying starting and ending points
Dodge Avenue	South from its intersection with Simpson Street to Howard Street	No Changes
Elmwood Avenue	<del>South</del> North from its intersection with Grove Street to its intersection with Davis Street	Change South to North
Forest Avenue	South from its intersection with <del>Church Street-Davis Street</del> to Main Street	Change North end from Church Street to Davis Street
<del>Forest Place</del>	North from its intersection with Davis Street to its intersection with Church Street	Add to ordinance
Green Bay Road	North from its intersection with Ridge Avenue to its intersection with Isabella Street	Clarifying starting and ending points
Grey Avenue	North from its intersection with <del>McCormick Boulevard</del> Bridge Street to its intersection with Grant Street	Change North end from McCormick Boulevard to Bridge Street
Gross Point Road	North from its intersection with Harrison Street to the north City limits	Clarifying starting and ending points
McCormick Boulevard	Northeast from its intersection with Emerson Street to its intersection with Green bay Road	Clarifying starting and ending points

McDaniel Avenue	North from its intersection with <del>Simpson Street</del> Elgin Road to its intersection with Isabella Street	Change South end from Simpson Street to Elgin Road
Maple Avenue	North from its intersection with Grove Street to its intersection with <del>Emerson Street- Church Street</del> ; and north from its intersection with Church Street to its intersection with Emerson Street	Change North end from Emerson Street to Church Street, and add north from Church Street to Emerson Street
Oak Avenue	North from its intersection with Davis Street to its intersection with Clark Street	No Changes
Orrington Avenue	North from its intersection with Davis Street to its intersection with Clark Street	No Changes
<del>Pitner Avenue</del>	<del>North from its intersection with Main Street to its intersection Greenleaf Street</del>	<del>Add to Ordinance</del>
Railroad Avenue	North from its intersection with Davis Street to its intersection with Church Street <del>Street no longer exists</del>	<del>Remove from Ordinance, Street no longer exists</del>
Ridge Avenue	<del>North from its intersection with Howard Street to its intersection with Sheridan Road</del>	<del>Clarifying starting and ending points</del>
Sheridan Road	<del>North from its intersection with Forest Place to north City limits</del>	<del>Clarifying starting and ending points</del>
Sheridan Road	<del>North from south City limits to its intersection with Burnham Place</del>	<del>Clarifying starting and ending points</del>
Sherman Avenue	North from its intersection with Clark Street to its intersection with Emerson Street	No Changes
Sherman Avenue	North from its intersection with Greenwood Street to its intersection with Clark Street	No Changes



# Proposed Snow Route Additions



This map is provided "as is" without warranties of any kind. See [www.cityofevanston.org/mapdisclaimers.html](http://www.cityofevanston.org/mapdisclaimers.html) for more information.



# DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



## ***WEEK ENDING SEPTEMBER 7, 2018***

### ***NWMC Board of Directors to Meet Next Week***

The first meeting of the NWMC Board of Directors for this fiscal year will be held on Wednesday, September 12, 7:00 p.m. in Room 1604 on the campus of Oakton Community College in *Des Plaines*. Highlighting the agenda will be presentations from Nicor and North Shore Gas on their energy rebate and smart energy programs for residents and businesses. The board will also receive the 2017-2018 NWMC Annual Report, which can be viewed by visiting <http://www.nwmc-cog.org/Home/NWMC-Annual-Report-FY2017-2018.aspx>. The annual report is a compilation of the past year's accomplishments as well as organizational information including the NWMC leadership, committees, membership and staff.

In other board action, the membership will consider its annual appointments to the Metropolitan Mayors Caucus Executive Committee and discuss upcoming events, including the October 23 NWMC Surplus Vehicle and Equipment Auction and Illinois Municipal League annual conference, at which the Suburban Purchasing Cooperative will staff a vendor booth (see related articles below). Finally, staff will provide updates on the regional Surface Transportation Program Project Selection Committee and public safety pension fund consolidation. We look forward to seeing you all next week! *Staff contacts: Mark Fowler, Larry Bury*

### ***One Week Left to Submit 2019 Legislative Proposals***

Has your community identified an issue that requires a legislative solution? Is your community working on a local initiative that may be introduced as legislation in 2019? Please let us know by responding to the call for legislative initiatives and issues that staff recently sent to membership. Proposals that have regional and statewide implications will be considered by the Legislative Committee for inclusion in the 2019 NWMC Legislative Program. Sharing the background on local initiatives provides the context necessary for staff and the Legislative Committee to review each proposal.

The call for initiatives includes an interactive form that allows members to identify local issues, highlight those that require a legislative approach and describe any actions taken to address them to date. Federal issues should also be submitted at this time. The form also includes a sample response to assist in completing the request. Please return the completed form to Chris Staron via email, [cstaron@nwmc-cog.org](mailto:cstaron@nwmc-cog.org), or fax, 847-296-9207 by Friday, September 14. *Staff contacts: Mark Fowler, Larry Bury, Chris Staron*

### ***Register Today for the October 23 Surplus Vehicle & Equipment Auction***

It's time to line up your municipality's surplus vehicles and equipment for sale at the October 23 NWMC Surplus Vehicle and Equipment Auction at America's Auto Auction in Crestwood. America's AA offers a variety of additional services to maximize resale value along with reasonable rates to transport your vehicles and equipment to the auction site. This is the final live auction of 2018.

If you can't make the October event, the NWMC agreement with America's Auto Auction also provides for year round Internet sales, so participants do not have to wait for one of the live sales in order to dispose of surplus vehicles and equipment. For questions or additional information, please contact America's Auto Auction Commercial Account Manager Bruce Uhter, [Bruce.Uhter@americasautoauction.com](mailto:Bruce.Uhter@americasautoauction.com), 708-389-4488 (office) or 219-713-0327 (cell). *Staff contact: Ellen Dayan*

### ***Bo Jackson to Kick Off the 2018 IML Conference – Register Today!***

The Illinois Municipal League (IML) annual conference will be held on September 20-22 at the Hilton Chicago. The conference offers educational sessions germane to the operations of local government as well as the opportunity to network with elected officials and staff from every region of the state. Highlighting the conference is the opening general session featuring former professional football and baseball star Bo Jackson. For more information and to register, please visit [www.iml.org/conference](http://www.iml.org/conference). *Staff contacts: Mark Fowler, Larry Bury*

### ***Stop by the SPC Booth at the IML Conference Vendor Fair***

While attending the IML conference, please visit the Suburban Purchasing Cooperative (SPC) at the vendor fair (Booth #302). The SPC booth will feature six vendors: Call One; Currie Motors; Foster Coach; Fire Service, Inc.; Laport; and, Standard Equipment. The exhibit hall will be open on Thursday, September 20 from 2:00 p.m. to 5:00 p.m. and on Friday, September 21 from 10:00 a.m. to 5:00 p.m. *Staff contact: Ellen Dayan*

### ***CMAP Holding LTA and Community Planning Program Open House Next Week***

On Tuesday, September 11, from 9:00 a.m. to 11:00 a.m. the Chicago Metropolitan Agency for Planning (CMAP) is holding an informational open house on the 2018 [Call for Projects](#) for the CMAP [Local Technical Assistance](#) (LTA) and RTA [Community Planning](#) programs. Applications opened on Thursday, September 6 and are due by October 26. Additional information is available by visiting [www.rtachicago.org/cp](http://www.rtachicago.org/cp).

The open house will be held at CMAP's offices at the Willis Tower, 233 S. Wacker Drive, Suite #800 in Chicago. To attend, please RSVP to Tony Manno, [tmanno@cmap.illinois.gov](mailto:tmanno@cmap.illinois.gov) by Monday, September 10. *Staff contacts: Joshua Klingenstein, Cole Jackson*

### ***Learn How to "Prevent Tragedy on the Tracks"***

The DuPage Railroad Safety Council will hold its annual symposium on Thursday, September 27 from 8:00 a.m. to 3:30 p.m. at the Drake Hotel in Oak Brook. The event, titled "Prevent Tragedy on the Tracks 2018: The Trespasser/Suicide Reduction Goal – We're Just Getting Started" will feature Federal Railroad Administrator Ronald Batory. Participants will discuss how to achieve the Council's goal of reducing railroad related deaths by 50% by 2025. Speakers from the rail industry, law enforcement and the mental health community will also share their latest efforts.

The event is co-sponsored by the Illinois Commerce Commission, Illinois Operation Lifesaver, Metra, the Illinois Association of Chiefs of Police – Traffic Safety Committee, and the Brotherhood of Locomotive Engineers and Trainmen – Illinois State Legislative Board. To register, please visit [www.dupagerailsafety.org](http://www.dupagerailsafety.org). *Staff contacts: Joshua Klingenstein, Cole Jackson*

### ***CMAP Opens Household Travel Survey***

The Chicago Metropolitan Agency for Planning (CMAP) is conducting the My Daily Travel survey, asking households in northeastern Illinois to provide information on how they get from place to place in our region. Households can participate in the survey by visiting <http://www.mydailytravel.com/cmap>. By providing accurate information about daily travel, participants can identify "how roads, public transportation, bike lanes, and sidewalks are used today, and how they can be improved to make travel better in the future." Households that complete the survey will earn \$50. *Staff contacts: Joshua Klingenstein, Cole Jackson*

### ***Meetings and Events***

*NWMC Finance Committee* will meet on Wednesday, September 12 at 12:00 p.m. at the NWMC offices.

*NWMC Board of Directors* will meet on Wednesday, September 12 at 7:00 p.m. in Room 1604 at Oakton Community College in *Des Plaines*.

*NWMC Managers Committee* will meet on Friday, September 14 at 8:00 a.m. at the *Wheeling Village Hall*, 2 Community Boulevard.

*NWMC Bicycle & Pedestrian Committee* will meet on Tuesday, September 18 at 10:30 a.m. at the NWMC offices.

*NWMC Legislative Committee* meeting originally scheduled for Wednesday, September 19 at 8:30 a.m. at the NWMC offices has been CANCELLED.

*NWMC Transportation Committee* will meet on Thursday, September 27 at 8:30 a.m. at the NWMC offices.