

# Memorandum

To: Mayor Hagerty and Members of the City Council  
From: Erika Storlie, Interim City Manager  
Subject: Weekly City Manager's Update  
Date: August 7, 2020

## **STAFF REPORTS BY DEPARTMENT**



Weekly Report for July 30, 2020 – August 5, 2020  
*\*There will be no 311 report this week*

**City Manager's Office**  
City Council Agenda Schedule

**Community Development**  
Weekly Zoning Report  
Weekly Inspection Report  
Monthly CV and Permit Fee Report – July 2020

**Health Department**  
Weekly Food Establishment Application Report

**Law Department**  
Weekly Liquor License Application Report

**PUBLIC NOTICES, AGENDAS & MINUTES**

**Monday, August 10, 2020**

Administration and Public Works Committee

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

Planning & Development Committee - CANCELLED

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

City Council

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

**Tuesday, August 11, 2020**

Arts Council

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

Preservation Commission

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

**Wednesday, August 12, 2020**

Design and Project Review Committee

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

Plan Commission

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

**Thursday, August 13, 2020**

Environment Board

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

Mental Health Board

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

**Friday, August 14, 2020**

Utilities Commission

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

# City Council Agenda Schedule

Printed from Asana

## September 14

- Luke Stowe:** Parking amendment - Greenwood
  - Department: Admin Serv
  - Council Action: Ord
  - Council or Committee: APW
  - Action: For Action
  
- David Stoneback:** Cook County Grant for Animal Shelter discussion
  - Department: Public Works
  - Council Action: Disc
  - Council or Committee: APW
  
- Kimberly Richardson:** ComEd Infrastructure Maintenance Fee
  - Department: CMO
  - Council Action: Ord
  - Council or Committee: APW
  - Action: For Action
  
- David Stoneback:** Award of Engineering services for Chicago Ave Corridor Improvements
  - Department: Public Works
  - Council Action: Bus
  - Council or Committee: APW
  
- Lawrence C. Hemingway:** Honorary Street Name
  - Department: Parks & Rec
  - Council Action: Bus
  - Council or Committee: APW
  
- Hitesh Desai:** Amusement Tax Discussion
  - Department: CMO
  - Council Action: Disc
  - Council or Committee: CC
  
- Luke Stowe:** Ordinance for Adding Fees for EV Parking Spaces (in 2021)
  - Department: Admin Serv
  - Council Action: Ord
  - Council or Committee: APW
  - Action: For Introduction
  
- Johanna Nyden:** Public transportation in time of COVID
  - Department: Community Dev
  - Council Action: Disc
  - Council or Committee: PD
  
- Erika Storlie:** Streaming tax code update
  - Department: CMO
  - Council Action: Comm
  - Council or Committee: APW
  
- David Stoneback:** Renaming of Harbert Park
  - Department: Public Works
  - Council Action: Bus
  - Council or Committee: APW

**September 28**

**October 12**

**October 26**

**November 9**

**Johanna Nyden:** Ordinance 35-O-20 Ground Floor uses in the D2 District

Department: Community Dev

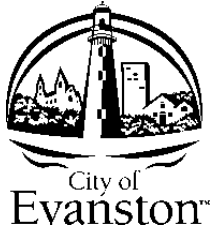
Council Action: Ord

Council or Committee: PD

Action: For Action

**November 23**

**December 14**



## Memorandum

To: Honorable Mayor and Members of the City Council  
From: Scott Mangum, Planning and Zoning Manager  
Subject: Weekly Zoning Report  
Date: August 5, 2020

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.

**Cases Received and Pending, July 30, 2020 - August 5, 2020**

**Backlog (business days received until reviewed): 23**

**Volume (number of cases pending staff review): 9**

**Zoning Reviews**

<b>Ward</b>	<b>Property Address</b>	<b>Zoning</b>	<b>Type</b>	<b>Project Description</b>	<b>Received</b>	<b>Status</b>
1	516 Church Street	R6	Building Permit	Interior remodel, replace exterior window and door	02/24/20	pending additional information from the applicant (Preservation)
2	1221 Fowler Avenue	R2	Building Permit	1st and 2nd story additions, deck	12/16/19	pending revisions from the applicant
2	1708 Lake Street	R3	Building Permit	Patio and pergola	04/03/20	non-compliant, pending revisions from the applicant
2	1001 Dodge Avenue	R3	Building Permit	Rear porch	06/05/20	non-compliant, pending revisions from the applicant
2	1508 Florence Avenue	R3	Zoning Analysis	Addition to single-family residence, addition to detached garage	07/06/20	pending staff review
3	1212 Judson Avenue	R1	Building Permit	Roof mounted solar panels	04/03/20	pending additional information from the applicant
3	1314 Judson Avenue	R1	Zoning Analysis	Dormer replacement and addition to existing detached garage	07/29/20	pending staff review
3	1127 Forest Avenue	R1	Building Permit	Deck, patio door and windows	07/30/20	pending staff review
3	1127 Forest Avenue	R1	Building Permit	Detached garage	07/30/20	pending staff review
3	732 Michigan Avenue	R1	Zoning Analysis	Addition, interior renovation, detached garage	08/05/20	pending staff review
4	1125 Wesley Avenue	R3	Building Permit	1-story addition and 3-car detached garage	12/05/19	pending revisions from the applicant
4	1633 Asbury Avenue	R1	Building Permit	Replace front steps, fence, misc flat work	07/02/20	pending staff review
4	1333 Maple Avenue	R5	Building Permit	Replace patio and sidewalk (multi-family dwelling)	07/07/20	pending staff review
4	1011 Ridge Court	R1	Building Permit	Dormers and interior remodel	07/17/20	non-compliant, pending revisions and minor variation application from the applicant
4	1330 Lake Street	R1	Zoning Analysis	Rebuild detached garage	07/21/20	pending additional information from the applicant
4	1217 Ridge Avenue	R1	Zoning Analysis	Coach house	08/03/20	pending additional information from the applicant
4	818 Lake Street	C2	Building Permit	Interior renovations to existing 1-story commercial office building	08/03/20	pending staff review
4	1239 Asbury Avenue	R1	Zoning Analysis	Rebuild detached garage, deck over existing sun room, interior renovation	08/05/20	pending staff review
5	2415 Wade Street	R2	Building Permit	Patio	01/09/20	non-compliant, pending revisions from the applicant
5	1735 Hartrey Avenue	R3	Building Permit	2nd story addition	01/16/20	non-compliant, pending revisions or variation application from the applicant
6	3423 Central Street	R2	Building Permit	Brick paver walkway and patio enlargement	10/17/19	pending additional information from the applicant
6	2754 Crawford Avenue	R2	Building Permit	Replace sunroom with 1-story addition and bathroom remodel	10/25/19	non-compliant, pending revisions or major variation application from the applicant

6	2300 Pioneer Road	R4	Zoning Analysis	Planned Development: Demo Landmarked portion of building, construct 3-story, 209,000 sf addition with 83 units/beds, new independent living, adding 125 underground parking spaces (Three Crowns)	11/13/19	non-compliant, pending revisions and preservation submittal
6	2715 Hurd Avenue	R1	Zoning Analysis	Demolish existing structures, construct new 2-story building for a child daycare (Planned Development)	01/22/20	non-compliant, pending planned development application submittal
6	2801 Central Street	B1a/oCS C	Building Permit	Interior and exterior alterations	03/12/20	pending revisions per DAPR
6	2827 Harrison Street	R1	Building Permit	New detached garage	06/11/20	non-compliant, pending revisions from the applicant
6	2426 Hartzell Street	R1	Building Permit	Enlarge deck, cover deck with roof	06/24/20	pending additional information from the applicant
6	3321 Colfax Street	R1	Building Permit	Brick patio and walk	06/30/20	pending revisions from the applicant
6	2312 Prospect	R1	Building Permit	Deck and reduce size of existing driveway and replace concrete with paver bricks	07/14/20	non-compliant, pending revisions and additional information from the applicant
7	1724 Chancellor Street	R1	Building Permit	Installation of 10'x10' stone patio	10/10/19	pending additional information from the applicant
7	2640 Green Bay Road	C2	Building Permit	Demolish enclosed porch, construct new open porch, stairs and new parking pad	01/17/20	pending additional information from the applicant
7	719 Monticello Place	R1	Building Permit	Demolish existing 1-car garage, construct 2-car detached garage	01/30/20	pending revisions per approved minor variation
7	2011 Noyes Street	R1	Building Permit	2-story addition, front porch, deck, and interior renovation	02/10/20	pending revisions per minor variation approval
7	2435 Jackson Avenue	R1	Building Permit	Bay window, interior renovation	02/11/20	variation approved, pending submittal of digital version of permit
7	1013 Colfax Street	R1	Building Permit	Roof mounted solar panels	04/03/20	pending additional information from the applicant
7	1323 Lincoln Street	R1	Building Permit	Addition, new front porch, and interior remodel	05/22/20	non-compliant, pending revisions from the applicant
7	2510 Green Bay Road	B1a/oCS C	Building Permit	Roof mounted solar panels	07/07/20	pending additional information from the applicant
7	2753 Girard Avenue	R1	Building Permit	Paver patio installation	07/28/20	non-compliant, pending additional information and revisions from the applicant
7	2207 Pioneer Road	R1	Building Permit	Detached garage	07/28/20	pending additional information/revisions from the applicant
7	2221 Noyes Street	R1	Building Permit	Replace concrete patio and walk with brick	08/03/20	pending additional information/revisions from the applicant
7	824 Ridge Terrace	R1	Building Permit	Paver patio	08/04/20	pending additional information/revisions from the applicant
9	646 Florence Avenue	R2	Building Permit	Convert 1-car attached garage into home office	11/07/19	non-compliant, pending revisions from the applicant
9	1616 Main Street	R3	Building Permit	Addition to garage	02/24/20	pending additional information from the applicant
9	1613 Washington Street	R3	Building Permit	Paver patio installation	02/28/20	pending additional information from the applicant

9	1120 Cleveland Street	R2	Building Permit	Paver patio installation	07/24/20	non-compliant, pending revisions from the applicant
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**Miscellaneous Zoning Cases**

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	1621-1631 Chicago Avenue	D4	Planned Development	Planned Development for a 19-story mixed-use building with 240 dwelling units, 3,540 sf ground floor retail, and 85 underground parking spaces	12/31/18	<b>pending PC</b>
1	1619 Chicago Avenue	D4	Major Adjustment to a Planned Development	Subdivision of existing parcel and Major Adjustment of the Merion Planned Development (Ordinance 86-O-13)	06/10/19	<b>pending PC</b>
1	818 Colfax Street	R1	Minor Variation	Side and rear setback to detached garage and roof overhang	06/03/20	pending public notice
1	1900 Sherman Avenue	R6	Planned Development	Planned Development for a 16-story, 168-unit residential age restricted building with 37 below-grade parking spaces (Jane Perlman Apartments)	06/16/20	<b>pending DAPR 08/12/20, PC</b>
2	1206 Florence Avenue	R3	Minor Variation	Interior side yard setback at 2nd story addition over existing 1st story	07/13/20	determination after 08/07/20
2	1168 Dodge Avenue	C1	Substitution of Special Use	Rosiat's Pizza taking over former Papa Romeo's Pizza space	07/15/20	determination after 08/11/20
2	900 Clark Street	RP	Special Use	Special use for kennel	08/04/20	<b>pending DAPR, ZBA</b>
3	1327 Chicago Avenue/528 Greenwood Street	R5	Special Use	Special use for an office in a residential district	07/26/19	<b>pending ZBA</b>
6	2909 Colfax Street	R1	Major Variation	New alley accessible garage and use of driveway off Colfax Street for open off-street parking	07/10/20	<b>pending DAPR, ZBA</b>
6	2307 Harrison Street	R1	Minor Variation	Building lot coverage for constructing a roof over an existing deck to create a screened-in porch	07/14/20	determination after 08/07/20
7	2404 Ridge Avenue	R1	Plat of Subdivision	Subdivide zoning lot into 2 lots	06/26/20	pending revisions from the applicant
7	1800 Central Street	B1a/oCS	Major Variation	Rear yard setback, zero setback between 1st and 2nd floors, and no parking spaces for 2nd floor addition for a 2-bedroom dwelling unit	07/10/20	<b>pending ZBA 09/15/20</b>
8	2222 Oakton Street	I2	Special Use	Special use for commercial indoor recreation establishment (First Ascent - wall/rock climbing)	04/03/20	<b>pending DAPR, ZBA</b>
8	1701 Howard Street	C1	Special Use	Special use for cannabis transporter/infuser	05/22/20	<b>pending P&amp;D 09/14/20, CC</b>





To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: August 7, 2020

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, August 7, 2020

## Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
4	1801 Main Street (Robert Crown)	Recreation Facility	Concrete, landscape, athletic field turf and parking lot installations continue. Site is being maintained.	8/5/2020
2	1815 Ridge Avenue	Senior Living Facility	First floor deck pours have been completed. Second floor is being prepared for concrete. Water service installation has been completed. Site and streets are in good order. Site is being maintained	8/5/2020
2	1215 Church Street (YWCA)	Renovation of Existing Center/New Domestic Violence Shelter	Work on the existing building continues. Construction fence and streets around site are in good order. Site is being maintained.	8/5/2020
4	1555 Ridge	Multi-Family Building	Construction fence has been installed. No activity on site.	8/5/2020



To: Honorable Mayor and Members of the City Council

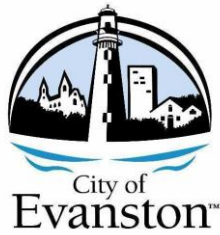
From: Gary Gerdes, Building and Inspection Services Manager

Subject: Monthly Construction Valuation and Permit Fee Report

Date: August 4, 2020

Enclosed is the monthly construction valuation and permit fee report. The report compares current month and year-to-date totals with those from 2019. Month and year-to-date Right of Way permit fee totals are included.

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



DATE: August 4, 2020  
 TO: Erika Storlie, Interim City Manager  
 FROM: Gary Gerdes, Building and Inspection Services Division Manager  
 SUBJECT: Building Permit & Construction Value Financial Report for July, 2020

**BUILDING PERMIT FEES**

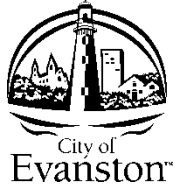
Total Permit Fees Collected for the Month of July 2020	\$ 352,573
Total Permit Fees Collected Fiscal Year 2020	\$ 2,974,723
Total Permit fees Collected for the Month of July 2019	\$ 412,588
Total Permit Fees Collected Fiscal Year 2019	\$ 3,137,816

**CONSTRUCTION VALUES**

<b>TOTAL CONSTRUCTION VALUE FOR JULY 2020</b>	\$ 18,716,989
<b>TOTAL CONSTRUCTION VALUE FISCAL YEAR 2020</b>	\$ 210,051,632
<b>TOTAL CONSTRUCTION VALUE FOR JULY 2019</b>	\$ 20,867,003
<b>TOTAL CONSTRUCTION VALUE FISCAL YEAR 2019</b>	\$ 157,225,325

**OTHER FEES**

Total ROW Permit fees Collected for the Month of July 2020	\$ 29,883
Total ROW Permit Fees Collected Fiscal Year 2020	\$ 254,767



# Memorandum

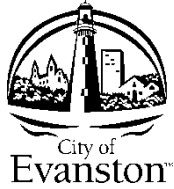
To: Honorable Mayor and Members of the City Council

From: Ike Ogbo, Director, Department of Health & Human Services

Subject: Food Establishment License Application Weekly Report

Date: August 7, 2020

Ward	Property Address	Business Name	Date Received	Current Status
2	1168 Dodge Ave	Rosati's Pizza	8/5/2020	Pending Permit Issuance & Inspections
4	810 Dempster St	The Village Farm	05/29/2020	Pending Permit Issuance & Inspections
2	1765 Maple Ave	Chili's Grill & Bar	5/19/2020	Change of Ownership – Pending Inspections
1	1607 Chicago Ave	Bobba Tea Shop	5/6/2020	Pending Permit Issuance & Inspections
2	1906 Main St	4 Suns Fresh Juice	04/15/2020	Pending Permit Issuance & Inspections
4	1012-14 Davis St	Guidepost Day Care Center	04/08/2020	Pending Permit Issuance & Inspections
7	2311 Campus Dr	The Protein Bar@NU	03/09/2020	Pending Inspections
2	1815 Ridge Ave	Solero Senior Living	03/03/2020	Pending Inspections
8	619 Howard St	Palmlhouse 619	2/21/2020	Pending Inspections
8	633 Howard St	Estacion	2/4/2020	Pending Permit Issuance & Inspections
2	2434 Main St	Wingstop Restaurant	1/21/2020	Change of Ownership – Pending Inspections
2	1924 Dempster St	Kid's Empire	10/17/2019	Building Permit Issued – Pending Inspections
5	2121 Ashland Av	Double Clutch	2/13/2019	Building Permit Issued - Pending Inspections
5	1905 Church St	Spice	12/13/2018	Building Permit Issued - Pending Inspections



# Memorandum

To: Honorable Mayor and Members of the City Council

From: Brian George, Assistant City Attorney

Subject: Weekly Liquor License Application Report

Date: August 7, 2020

There are no pending liquor license applications to report for this week.

Please contact me at (847) 448-8097 or [bgeorge@cityofevanston.org](mailto:bgeorge@cityofevanston.org) if you have any questions or need additional information.



# DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING AUGUST 7, 2020

## #StayHomeSaveLives #AllInIllinois

### ***NWMC Here to Help Update***

On Thursday, staff sent the 19<sup>th</sup> update of NWMC member responses on business/resident assistance and best practices undertaken in response to the COVID-19 pandemic. This week's NWMC Here to Help update features new and updated information from *Glenview* (Business and Resident Assistance), *Hoffman Estates* (Event Cancellations) and NWMC Surveys (COVID-19 Travel Restrictions and Food Inspections).

As always, staff will continue to work with our local government partners as well as monitor federal, state and local COVID-19 news, conference calls/press conferences and share pertinent information as it becomes available. Please do not hesitate to use NWMC staff as a resource and please contact us at any time. Stay well and we stand ready to help in any way we can! *Staff contacts: Mark Fowler, Larry Bury*

### ***Call One to Host Digital Transformation in the Public Sector Webinar***

On Tuesday, August 18 at 11:00 a.m., Suburban Purchasing Cooperative Telecommunications Program vendor Call One is hosting a webinar entitled "Digital Transformation in the Public Sector." Participants will "learn how modernizing your technology solution reduces costs, eliminate security vulnerabilities and easily adapt to today's shifting requirements and expectations." The webinar will be conducted by Call One Association & Government Relations Director Larry Widmer and Senior Product Manager Jason Spulak.

Please visit <http://go.pardot.com/1/564422/2020-07-28/3z7b1vp> for more information and to register for the event. For questions or additional information, please contact staff or Larry Widmer, [lwidmer@callone.com](mailto:lwidmer@callone.com) or 312-252-4955. *Staff contact: Ellen Dayan*

### ***IDOT Releases FY 2021-2026 Proposed Highway Improvement Program***

The Illinois Department of Transportation (IDOT) recently released their latest Multi-Year Improvement Program (MYP), which provides Illinoisans and IDOT stakeholders with a six-year plan to modernize Illinois' transportation system. As part of the planning process, the department looks at a full range of transportation options, evaluates how they affect mobility for users, assesses the current infrastructure, prioritizes needed improvements based on system performance metrics and then, with available revenue sources, strives to integrate them into the overall IDOT transportation strategy. More information, along with the full FY 2021–2026 MYP is available on [IDOT's website](#). *Staff contacts: Kendra Johnson, Matt Pasquini*

### ***Illinois Transportation Enhancement Program Webinar Series Continues***

On Friday, August 21, the Illinois Department of Transportation (IDOT) will begin accepting applications for the Illinois Transportation Enhancement Program (ITEP). As previously reported, the Active Transportation Alliance and the Illinois Public Health Institute are hosting a three-part webinar series to help communities successfully apply for these funds. Part 2 of the series entitled "ITEP Application Walk-Through and Project Scoring", will be held Wednesday, August 26 from 11:30 a.m. to 1:00 p.m. [Click here](#) to register for the event. *Staff contacts: Kendra Johnson, Matt Pasquini*

### ***FEMA Announces Funding Opportunities for Hazard Mitigation Assistance Grants***

This week, the Federal Emergency Management Administration announced two Notices of Funding Opportunities for hazard mitigation totaling over \$660 million. The two grant programs, the Flood Mitigation Assistance (FMA)

grant and the Building Resilient Infrastructure and Communities (BRIC), will allow states, local communities, tribes and territories to secure funding for eligible mitigation activities that will reduce future disaster losses.

FEMA is offering a series of informational webinars to provide an overview of the grant programs and details about the agency's funding priorities and review process. The first webinar is scheduled for Tuesday, August 18 at 1:00 p.m. CST, and registration information will be available soon. The application period for both grants opens on September 30. Eligible applicants must apply for funding using the new FEMA Grants Outcome (FEMA GO), which is now the management system for FMA and BRIC. Applications are due to the FEMA GO Portal by 2:00 p.m. on January 29, 2021. More information is available on [FEMA's website](#). *Staff contact: Kendra Johnson*

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

*NWMC Bicycle & Pedestrian Committee* will meet Tuesday, August 11, 10:30 a.m. via videoconference.

*North Shore Council of Mayors Technical Committee* will meet Thursday, August 20, 8:30 a.m. via videoconference.

*Northwest Council of Mayors Technical Committee* will meet Friday, August 28, 8:30 a.m. via videoconference.

### ***NWMC Staff***

Mark Fowler	Executive Director	<a href="mailto:mfowler@nwmc-cog.org">mfowler@nwmc-cog.org</a>
Larry Bury	Deputy Director	<a href="mailto:lbury@nwmc-cog.org">lbury@nwmc-cog.org</a>
Ellen Dayan, CPPB	Purchasing Director	<a href="mailto:edayan@nwmc-cog.org">edayan@nwmc-cog.org</a>
Marina Durso	Program Associate for Administrative Services	<a href="mailto:mdurso@nwmc-cog.org">mdurso@nwmc-cog.org</a>
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Kendra Johnson	Program Associate for Transportation	<a href="mailto:kjohnson@nwmc-cog.org">kjohnson@nwmc-cog.org</a>
Matt Pasquini	Program Associate for Transportation	<a href="mailto:mpasquini@nwmc-cog.org">mpasquini@nwmc-cog.org</a>
Chris Staron	Policy Analyst	<a href="mailto:cstaron@nwmc-cog.org">cstaron@nwmc-cog.org</a>

Phone: 847-296-9200

[www.nwmc-cog.org](http://www.nwmc-cog.org)