



**AGENDA**  
**Planning & Development Committee**  
**Monday, March 22, 2021**  
**Lorraine H. Morton Civic Center, Virtual**  
**5:00 PM**

Due to public health concerns, residents will not be able to provide public comment in-person at the meeting. Those wishing to make public comments at the Administrative & Public Works Committee, Planning & Development Committee or City Council meetings may submit written comments in advance or sign up to provide public comment by phone or video during the meeting by completing the City Clerk's Office's online form at [www.cityofevanston.org/government/city-clerk/public-comment-sign-up](http://www.cityofevanston.org/government/city-clerk/public-comment-sign-up) or by calling/texting 847-448-4311.

Community members may watch the City Council meeting online at [www.cityofevanston.org/channel16](http://www.cityofevanston.org/channel16) or on Cable Channel 16.

Page

**(I) CALL TO ORDER/DECLARATION OF A QUORUM**

Q1. Suspension of the Rules Allowing for Remote Participation

Due to an executive order issued by Governor J.B. Pritzker, and the ongoing COVID-19 pandemic, staff recommends a suspension of the rules regarding in-person attendance requirements for public meetings, allowing for City Council members and City staff to participate in this meeting remotely.

For Action

**(II) APPROVAL OF MINUTES**

PM1. Approval of the Minutes of the Regular Planning & Development 4 - 8

**Committee meeting of February 22, 2021**

Staff recommends approval of the Minutes of the Regular Planning & Development Committee meeting of February 22, 2021.

**For Action**

[Planning & Development Committee - Feb 22 2021 - Minutes - Pdf](#)

**(III) PUBLIC COMMENT**

**(IV) ITEMS FOR CONSIDERATION**

P1. **Vacation Rental License for 1538 Fowler Avenue** 9 - 40

Staff recommends City Council approval of a Vacation Rental License for the property located at 1538 Fowler Avenue. Staff believes the Vacation Rental meets all of the Standards and Procedures for license approval. **For Action**

[Vacation Rental License for 1538 Fowler Avenue - Attachment - Pdf](#)

P2. **Ordinance 28-O-21, granting a Special Use Permit for a Type 2 Restaurant, Ali's Halal Eatery, at 955 Howard St. in the B2 Business District** 41 - 48

The Zoning Board of Appeals and staff recommend City Council adoption of Ordinance 28-O-21 granting a Special Use Permit for a Type 2 Restaurant, Ali's Halal Eatery, at 955 Howard St. in the B2 Business District. The applicant has complied with all zoning requirements and meets all of the Standards for Special Use for this district.

**For Introduction**

[Ordinance 28-O-21, granting a Special Use Permit for a Type 2 Restaurant, Ali's Halal Eatery, at 955 Howard St. in the B2 Business District. - Attachm - Pdf](#)

P3. **Ordinance 29-O-21, Granting a Special Use Permit for a Type 2 Restaurant, Deep Purpl Acia Bowl, at 630 Davis St. in the D2 Downtown Retail Core District** 49 - 55

The Zoning Board of Appeals and staff recommend City Council adoption of Ordinance 29-O-21 granting a Special Use Permit for a Type 2 Restaurant, Deep Purpl Acia Bowl, at 630 Davis St. in the D2 Downtown Retail Core District. The applicant has complied with all zoning requirements and meets all of the Standards for Special Use for this district.

**For Introduction**

[Ordinance 29-O-21, Granting a Special Use Permit for a Type 2 Restaurant, Deep Purpl Acia Bowl, at 630 Davis St. in the D2 Downtown Retail Core Distri - Pdf](#)

P4. **Ordinance 30-O-21 Granting a Special Use Permit for a Commercial Indoor Recreation Facility Located at 1801-1803 Central Street in the B1a Business District and oCSC Central Street Corridor Overlay District** 56 - 72

The Zoning Board of Appeals (ZBA), and staff recommend City Council approval for a special use permit for Indoor Commercial Recreation, in the B1a Business District and oCSC Central Street Corridor Overlay District, with conditions.

**For Introduction**

[Ordinance 30-O-21 Granting a Special Use Permit for a Commercial Indoor Recreation Facility Located at 1801-1803 Central Street in the B1a Business Di - Pdf](#)

**(V) ITEMS FOR DISCUSSION**

**(VI) ITEMS FOR COMMUNICATION**

**(VII) ADJOURNMENT**



## Planning & Development Committee

Monday, February 22, 2021 @ 5:00 PM

Lorraine H. Morton Civic Center, Virtual

**COMMITTEE MEMBER  
PRESENT:**

Ann Rainey, 8th Ward Alderman, Donald Wilson, 4th Ward Alderman, Eleanor Revelle, 7th Ward Alderman, Judy Fiske, 1st Ward Alderman, Robin Rue Simmons, 5th Ward Alderman, Thomas Suffredin, 6th Ward Alderman, and Melissa Wynne, 3rd Ward Alderman

**COMMITTEE MEMBER  
ABSENT:**

**STAFF PRESENT:**

Johanna Nyden, Director of Community Development and Sarah Flax, Housing & Grants Administrator

**(I) CALL TO ORDER/DECLARATION OF A QUORUM**

A quorum being present Ald. Wynne called the meeting to order at 5:11 p.m. Suspension of the Rules Allowing for Remote Participation

P1. Suspension of the Rules Allowing for Remote Participation

Due to an executive order issued by Governor J.B. Pritzker and the ongoing COVID-19 pandemic, staff recommends a suspension of the rules regarding in-person attendance requirements for public meetings, allowing for City Council members and City staff to participate in this meeting remotely.

For Action

Moved by 4th Ward Alderman Donald Wilson

Seconded by 7th Ward Alderman Eleanor Revelle

**Ayes:** 8th Ward Alderman Ann Rainey, 4th Ward Alderman Donald Wilson, 7th Ward Alderman Eleanor Revelle, 6th Ward Alderman Thomas Suffredin, and 3rd Ward Alderman Melissa Wynne

**Carried 5-0 on a recorded vote**

**(II) APPROVAL OF MINUTES**



PM1. **Approval of the Minutes of the Regular Planning & Development Committee meeting of January 25, 2021**

Staff recommends approval of the Minutes of the Regular Planning & Development Committee meeting of January 25, 2021.

**For Action**

Moved by 8th Ward Alderman Ann Rainey  
Seconded by 7th Ward Alderman Eleanor Revelle

**Ayes:** 8th Ward Alderman Ann Rainey, 4th Ward Alderman Donald Wilson, 7th Ward Alderman Eleanor Revelle, 6th Ward Alderman Thomas Suffredin, and 3rd Ward Alderman Melissa Wynne

**Carried 5-0 on a recorded vote**

**(III) PUBLIC COMMENT**

Tina Paden spoke to item P1, asking how one applies for the grant money and stated that she would be interested. She has applied for other funding for low-income housing and is hoping this \$175,000 will be available to small landlords like herself since there has been no help during the pandemic.

Sue Loellbach, who works for Connections for the Homeless and leads a coalition called Joining Forces for Affordable Housing, stated that Joining Forces supports the ordinance in item P4. They believe that in order to increase the equity in which housing decisions are made and housing resources are allocated, Evanston's zoning needs to be changed to allow flexible uses.

Carlis Sutton reinforced comments made by Ms. Paden and asked for some kind of program that is available to landlords that does not require them to receive assistance if only the tenants apply for assistance. There has been an increase in property taxes and they are not allowed to evict due to the pandemic. He stated that they need help and need it now for small landlords.

**(IV) ITEMS FOR CONSIDERATION**

P1. **Resolution 24-R-21, Accepting a Grant from the Illinois Housing Development Authority's Strong Communities Program**

Staff recommends City Council adoption of Resolution 24-R-21, Accepting a Grant from the Illinois Housing Development Authority's Strong Communities Program for \$175,000 to address affordable housing needs and community revitalization efforts.

**For Action**

Alderman Fiske joined during the discussion of this item.

Alderman Wilson's impression that this grant was for restoring vacant properties as opposed

to landlords that have existing properties that they are renting out.

Sarah Flax, Housing and Grants Manager, indicated that this grant is very much like the Abandon Properties Grant to take care of properties that are vacant and dragging down the neighborhoods they are in. There are a number of requirements for the property to meet before money can be allocated to it. It is not money to help landlords to maintain their properties.

Alderman Revelle asked if we already have properties in mind to receive this money.

Ms. Flax responded that we provided IHDA a list of properties that qualify and are on the vacant property registry.

Moved by 3rd Ward Alderman Melissa Wynne  
Seconded by 8th Ward Alderman Ann Rainey

**Ayes:** 8th Ward Alderman Ann Rainey, 4th Ward Alderman Donald Wilson, 7th Ward Alderman Eleanor Revelle, 1st Ward Alderman Judy Fiske, and 3rd Ward Alderman Melissa Wynne

**Carried 5-0 on a recorded vote**

P2. **Ordinance 12-O-21, Granting a Major Adjustment to a Planned Development Located at 811 Emerson Street**

Staff and the Plan Commission recommend City Council adoption of Ordinance 12-O-21 for approval of a Major Adjustment to a Planned Development at 811 Emerson Street, which was originally approved by Ordinance No. 37-O-17. The applicant seeks to reduce the required off-street parking from 174 to 170 due to necessary construction modifications, then make 50% of those parking spaces (85 parking spaces) available for public use. Should the adjustment be approved, the following conditions are recommended: 1) that the building residents not be eligible for on-street parking permits and 2) that the applicant provide the City with building vehicle ownership data on an annual basis to ensure that building resident demand for parking is met and reserve the right of the City to require an increase in the number of parking spaces available for residents.

**For Introduction**

Alderman Revelle asked to see the parking lease to ensure that the parking spaces are not being reduced too significantly.

Vick Howel stated the parking study was October 1 which was the largest capacity for move-in day. The busiest day was at 85 spots and it trailed off well below that number at capacity on the weekend. If it was public parking, any outside vehicle would have to pay.

Alderman Fiske pointed the committee's attention to the fact that it is a very unusual intersection and when students move in there are usually issues with double parking but it appears now that people are using this building. It is helpful and will provide off-street

parking for residents in the area that don't have parking at all. She supports this.

Moved by 3rd Ward Alderman Melissa Wynne  
Seconded by 8th Ward Alderman Ann Rainey

**Ayes:** 8th Ward Alderman Ann Rainey, 4th Ward Alderman Donald Wilson, 7th Ward Alderman Eleanor Revelle, 1st Ward Alderman Judy Fiske, 6th Ward Alderman Thomas Suffredin, and 3rd Ward Alderman Melissa Wynne

**Carried 6-0 on a recorded vote**

P3. **Ordinance 11-O-21, Extending the Time for the Applicant to Obtain a Building Permit for 910-938 Custer Ave**

Staff recommends City Council adoption of Ordinance 11-O-21 to extend the time frame for the commencement of construction of the Planned Development at 910-938 Custer Ave., originally approved on April 8, 2019, and previously granted a one-year extension to April 13, 2021. The Ordinance would grant an extension of 18 months for a building permit to be issued and construction to begin. No other changes to the existing Planned Development are proposed.

**For Introduction**

Alderman Wilson reminded the committee that the principal of the development team had passed away and there have been some delays in conjunction with that.

Moved by 3rd Ward Alderman Melissa Wynne  
Seconded by 8th Ward Alderman Ann Rainey

**Ayes:** 8th Ward Alderman Ann Rainey, 4th Ward Alderman Donald Wilson, 7th Ward Alderman Eleanor Revelle, 1st Ward Alderman Judy Fiske, 6th Ward Alderman Thomas Suffredin, and 3rd Ward Alderman Melissa Wynne

**Carried 6-0 on a recorded vote**

P4. **Ordinance 13-O-21, A Zoning Text Amendment to Permit the Establishment and Regulation of Efficiency Homes**

Plan Commission and staff recommend City Council adoption of Ordinance 13-O-21, A Zoning Text Amendment to Permit the Establishment and Regulation of Efficiency Homes. This establishes a definition for Efficiency Homes (Section 6-18-3) and establish regulations for their construction and use within residential districts (Section 6-8; Section 6-16).

**Alderman Fiske requests suspension of the rules for Introduction and Action of this item at the February 22, 2021 meeting.**

**For Introduction and Action**

Alderman Fiske rescinded her motion to suspend the rules.

Alderman Wilson stated support.

Alderman Fiske also stated support but the concerns are with the side-yard setbacks and

how a 3-foot side-yard setback may affect an adjacent owner who might view it as intrusive.

Alderman Wynne referred members to look in their emails for a message from Johanna Nyden, Director of Community Development, that speaks to the setback concerns. This concern was also brought up to her by a resident as well.

Ms. Nyden spoke to the issue and indicated that it did come up in the Zoning Committee and Plan Commission meetings and there are a couple things to consider. First, there are quite a number of homes that already have a 3-foot side-yard setback that is naturally occurring. Second, these homes are intended to be smaller so although there might be the 3-foot side-yard setback the home may not be a long or not as much bulk. The current side-yard setback for accessory dwellings is 3-foot.

Alderman Wilson felt the height allowance seemed a bit tall for a "tiny home". The other thing to consider is the price point as \$300,000 is not all that inexpensive.

Alderman Revelle said in regards to the price point that it is the missing middle as the target audience rather than lower-income residence. She does support this being a permitted use and wants to see it throughout the entire community. She asked if the height requirement was the same as the ADUs and Ms. Nyden confirmed that it is.

Alderman Wynne pointed out that when looking at the map, the properties for these are odd-shaped and having a larger setback may make it harder to have a tiny home on the property. She is reluctant to have it as special uses because the process becomes cumbersome. She would like to see more information from staff but she is on board with this.

Alderman Fiske asked if it is possible to craft something for each lot for the setback and Ms. Nyden said that the lots are so irregular that they aren't conducive for regular builds. Alderman Fiske wants to be sensitive to the issues that may arise with a 3-foot setback for neighbors.

Moved by 3rd Ward Alderman Melissa Wynne  
Seconded by 7th Ward Alderman Eleanor Revelle

**Ayes:** 7th Ward Alderman Eleanor Revelle, 3rd Ward Alderman Melissa Wynne,  
8th Ward Alderman Ann Rainey, 4th Ward Alderman Donald Wilson, 1st  
Ward Alderman Judy Fiske, and 6th Ward Alderman Thomas Suffredin

**Carried 6-0 on a recorded vote**

**(V) ITEMS FOR DISCUSSION**

**(VI) ITEMS FOR COMMUNICATION**

**(VII) ADJOURNMENT**

Alderman Rainey moved adjournment of the meeting, seconded by Alderman Wynne. The meeting was adjourned at 5:47 p.m.



## Memorandum

To: Honorable Mayor and Members of the City Council  
CC: Members of the Planning and Development Committee  
From: Cade Sterling, Planner I  
CC: Johanna Nyden, Community Development Director; Ellyn Golden,  
Licensing Coordinator  
Subject: Vacation Rental License for 1538 Fowler Avenue  
Date: March 22, 2021

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Recommended Action:

Staff recommends approval of a Vacation Rental License for the property located at 1538 Fowler Avenue. The Vacation Rental meets all of the Standards and Procedures for license approval.

Council Action:

For Action

Summary:

1538 Fowler Avenue is located on the west side of Fowler Avenue south of Davis Street in the R2 Single-Family Residential District (small lot). The property is improved with a vintage masonry two-flat walkup (both units will be offered as rentals). The property is owned by an LLC - HSW Properties, located in Georgia and is proposed to be managed remotely by an office in Colorado. In addition to local housekeeping, lawn and snow removal, pest control, and routine maintenance contracted locally, the housekeeper lives in the neighborhood and a local resident in the neighborhood will be the point of contact for any neighborly concerns or nuisances which arise. The owner, although listed as an LLC, grew-up in the home, and has significant ties to the neighborhood and had let all neighbors know they can contact her directly with any concerns. As such, staff believes the proposal meets all the Standards and Procedures as required by Ordinance 137-O-18 (attached).

Standards include:

- ***The proposed Vacation Rental will not cause a negative cumulative effect when its effect is considered in conjunction with the effect of other Vacation Rentals in the immediate neighborhood.***

There is one other licensed Vacation Rental within the immediate area – two blocks south at 1314 Fowler. However, staff believes there is adequate separation between these properties and therefore no negative cumulative effect results.

- ***The Vacation Rental will not have a substantial adverse impact on the use, enjoyment, or property values of adjoining properties.***

The property in question, although of higher density than the block as a whole, is adjacent to similarly sized single family residences and a handful of duplex and double houses. According to the applicant, all property owners within 250' of the subject property have been notified of the proposed Vacation Rental. Staff is not currently aware of opposition to the proposal.

- ***The proposed Vacation Rental will comply with all the rules and regulations contained herein.***

The applicant has complied with all applicable rules and regulations, including notification to all property owners within 250' of the subject property.

- ***The proposed Vacation Rental is not likely to have an adverse effect upon the public health, welfare, or safety.***

The subject property does not feature any open zoning or property standards violations that staff is aware of. Additionally, City staff believes the proposal has the ability to adequately manage or resolve and potential nuisance issues specific to the site that could become concerns if the property operates as a Vacation Rental. As such, the potential for adverse effects on neighboring property owners is unlikely and can be addressed expeditiously.

The property provides sufficient parking for the Vacation Rental, with a detached two-car garage. The Health and Human Services Department requires an inspection of life safety issues prior to issuing a license.

Attachments:

[Vacation Rental License Application](#)

[Operations Plan](#)

[Context Map](#)

[Aerial Map](#)

[Letter to Residents](#)

[Mailing List 250'](#)

[137-O-18](#)

## VACATION RENTAL LICENSE APPLICATION

#33

Health Department, 2100 Ridge Ave., Evanston, IL 60201  
 Email: [Health Department](#) Phone: 847-866-2947

A property owner who seeks a Vacation Rental License shall submit a written application that contains all of the information requested below (City Code 5-9-4-(A), as amended.

APPLICATION FEE: \$250.00 ANNUAL LICENSE FEE: \$150.00

(Applicant will be invoiced for application fee upon receipt of application. Annual fee will be invoiced upon approval of license issuance.)

PLEASE FILL IN ALL SECTIONS, IF APPROPRIATE, MARK "NOT APPLICATION" OR "N/A"

### Procedure for New Vacation Rental License Applications

- Applications submitted will be reviewed by city staff. Only complete applications, including all required documents will be accepted.
- Upon receipt of application a pre-approval licensing inspection for life and safety matters of the dwelling will be scheduled. The rooms being rented and common elements where the tenant would be permitted to go/utilize including exterior areas will be inspected. All issues found during the inspection must be corrected before further consideration and the issuance of a license. Please note – All observed violations must be corrected regardless if a vacation rental license is issued.
- Please include with your application the following documents.
  - An evacuation diagram identifying all means of egress from the vacation rental and the building in which the vacation rental is located.
  - A copy of the proposed rental listing, to include cancellation and check-in policies, whether the vacation rental is wheelchair or ADA accessible, parking availability or restrictions, restrictions or use of recreational facilities or guest amenities, description of vacation rental including number of sleeping rooms and bathrooms. Once issued the Evanston license number is to be included the rental listing
  - Parking restrictions, to include the schedule of street cleaning and street snow removal.
  - If applicable, an attestation that the homeowners association or board of directors has not adopted by-laws prohibiting the use of the dwelling unit as a vacation rental or shared housing unit that restricts rentals for a period of time less than 30 day, in combination.
  - Drawing of the entire residence, showing all rooms and common areas, indicating which rooms and areas the renters will have access to.

These documents will need to be displayed on the premise when licensed.

- If a property owner seeks a Vacation Rental license for the owner's primary residence the license will be issued following application review and inspection approval. If the owner of the unit is on active military duty, the affidavit shall include a statement attesting to the fact and to whether the owner has appointed a designated agent or employee to manage, control and reside in the unit during such owner's absence while on military duty.

· Applicants seeking a license for a property that is not the owner’s primary residence will be required to appear before the Planning and Development Committee for license approval. A date will be assigned once the inspections have been completed. Definition of primary residence is occupancy more than 50% of the year. Each applicant must submit, prior to the Planning and Development Committee, proof of mailed notices to all owners whose addresses appear on the current tax assessment list of real estate property located within radius of 250 feet of the subject property, inclusive of public streets, alleys and other public ways. The notice must include applicant’s name, the address of the subject property, the matter under consideration, and the date, time and location of the meeting of the Planning and Development Committee. Each application must be reviewed by P & D Committee and City Council before approval is granted.

Dwelling Unit Address \*

1538 Fowler

PIN:

10-13-304-015-0000

Dwelling Type (select) \*

Single Family  Multi-Unit Building

If multi-unit, number of dwelling units

2

Please provide a short summary explaining how the rental will operate (include how often, how many rooms, location of rooms, etc.)

1538 Fowler is a residential building with 2 completely renovated apartments and an unfinished basement. Each apartment is furnished with 2 bedrooms and 2 bathrooms including 1 on suite on each floor. Both have large kitchens, open dining rooms and living rooms, plus a large private backyard. Units will be offered for short term vacation rental on a 1st come 1st serve basis.

UNIT OWNERS (If partnership, corporation, or other entity, include its name and the name of the responsible party) \*

April W Nelson - HSW Properties LLC

Address

6121 Forest Hills Place

Street Address

Address Line 2

Peachtree Corners

City

GA

State / Province / Region

30092

Postal / Zip Code

United States

Country



Phone Number #1 \*

844 - 996 - 3265

### ### ####

Phone Number #2

404 - 290 - 6684

### ### ####

Is this the owner's primary resident? (Occupancy more than 50% of the year) \*

Yes

No

Email #1 \*

aprilnelson@hswmanagementllc.com

Email #2

NAME OF NATURAL PERSON TWENTY-ONE (21) YEARS OF AGE OR OLDER, DESIGNATED BY THE OWNER AS THE AUTHORIZED AGENT FOR RECEIVING NOTICES OF CITY CODE VIOLATIONS AND FOR RECEIVING PROCESS, IN ANY COURT PROCEEDING or administrative enforcement proceeding, on behalf of such owner in connection with the enforcement of this code. The foregoing notwithstanding, this person may be between eighteen (18) and twenty-one (21) years of age provided that the applicant attaches, to this form, proof that said person has a valid realtor's license issued pursuant to the Illinois Real Estate Licenst Act, 225ILCS 454/1-1 et seq, as amended. This person much maintain an office in Cook County, Illinos, or must actually reside within Cook County, Illinos. An owner who is a natural person and who meets the requirements of this subsection as to location of residence or office may designate himself/herself as agent:

NAME OF DESIGNATED AGENT FOR ABOVE PURPOSES:

April Nelson HSW Management LLC

Address

6121 Forest Hills Pl

Street Address

Address Line 2

Peachtree

City

GA

State / Province / Region

30092

Postal / Zip Code

United States

Country

Phone Number #1

404 - 290 - 6684

### ### ####

Phone Number #2

844 - 996 - 3265

### ### ####

Email #1

aprilnelson@hswmanagementllc.com

Email #2

NAME OF OWNER'S AGENT FOR THE PURPOSE OF MANAGING, CONTROLLING OR COLLECTING RENTS, and any other person who is not an owner but controls such dwelling unit, if any:

Evolve Vacation Rental

Address

717 17th St, Suite 2100

Street Address

Address Line 2

Denver

City

CO

State / Province / Region

80202

Postal / Zip Code

United States

Country

Phone Number #1

720 - 305 - 9749

### ### #####

Phone Number #2

- -

### ### #####

Email #1

info@evolvevacationrentals.com

Email #2

NAME OF COMPANY THAT PROVIDES AN INSURANCE POLICY FOR THE DWELLING UNIT; \*

Met Life (Entire Building)

Address

Street Address

Address Line 2

New York

City

NY

State / Province / Region

10166

Postal / Zip Code

United States

Country

Phone Number #1

800 - 438 - 6381

### ### #####

Phone Number #2

- -

### ### #####

Email #1

Email #2

Attach a File - drawing of the entire residence, showing all rooms and common areas. Indicate which rooms and common areas renters have access to.

Choose File No file chosen

Attach a File – Proposed rental listing

No file chosen

Attach a File –Emergency Evacuation Plan

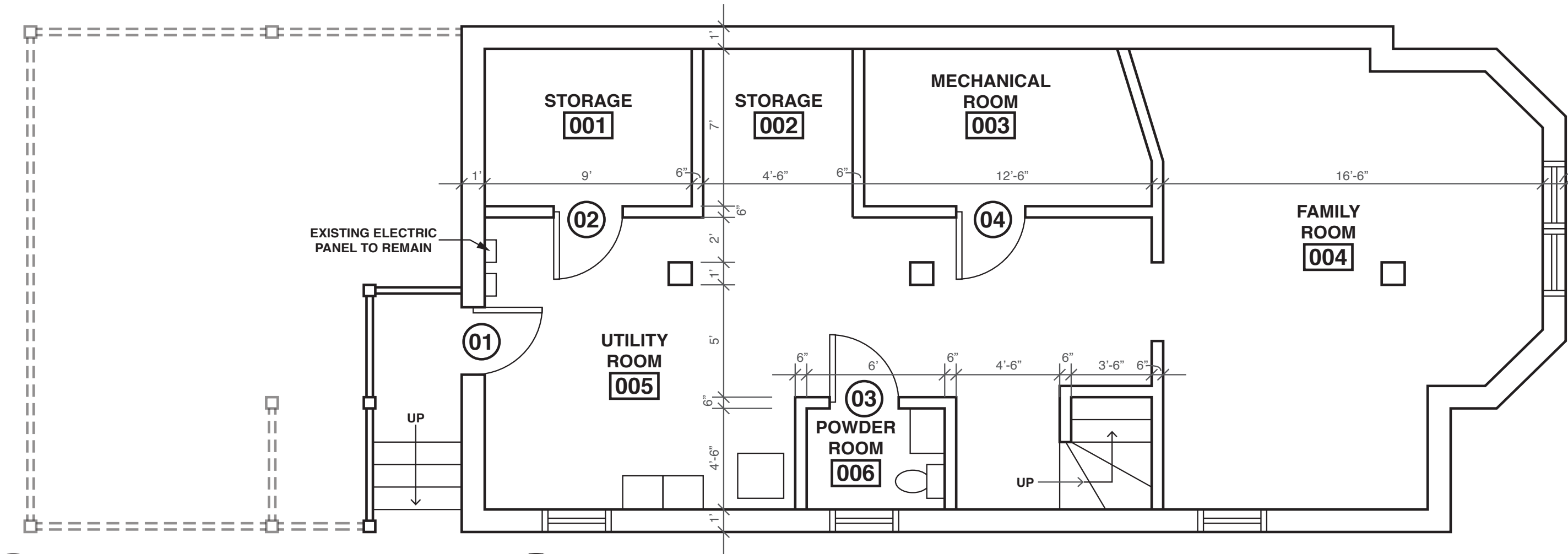
No file chosen

Attach a File – Parking Restrictions

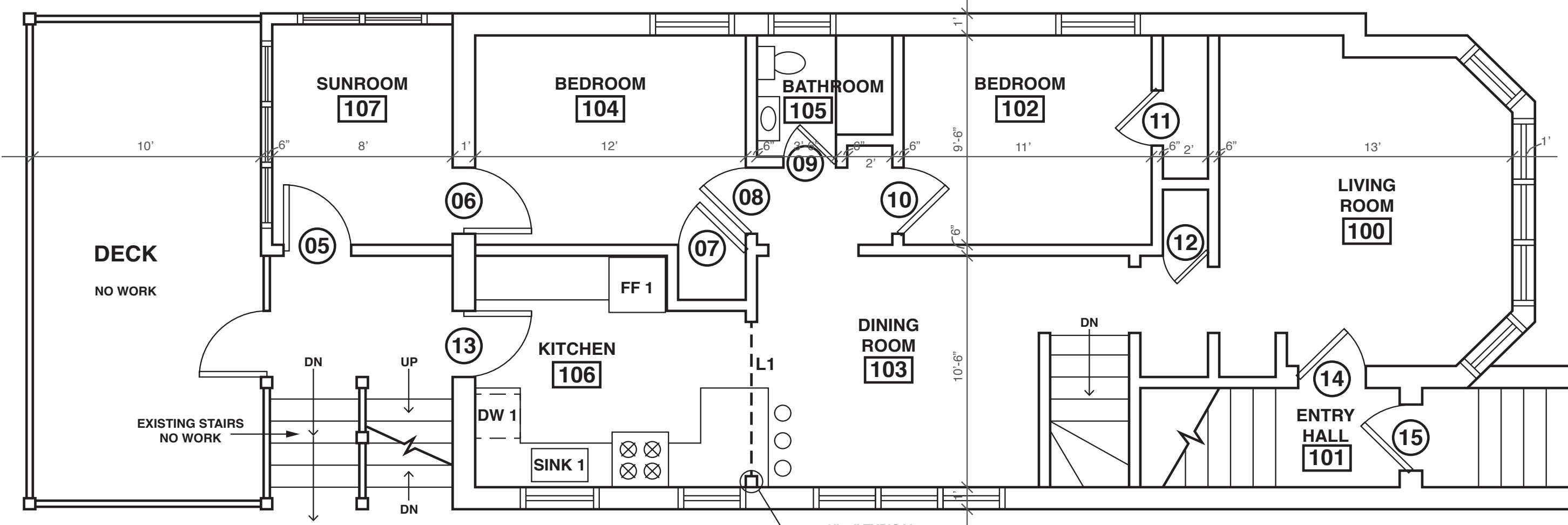
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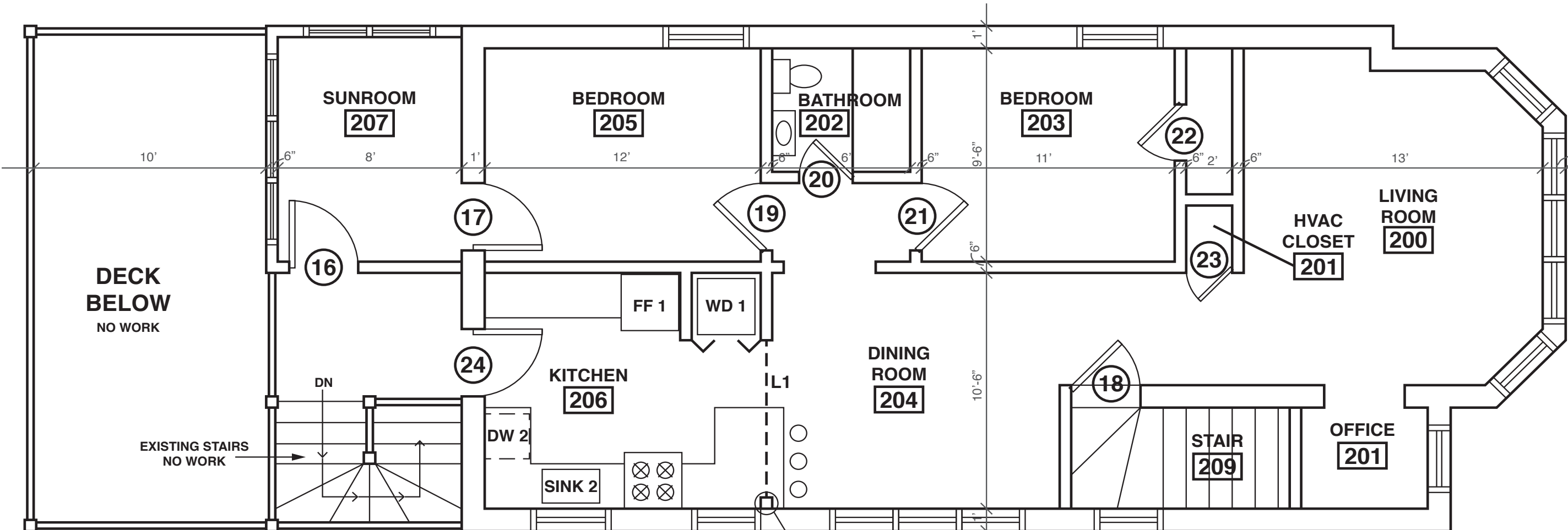
If you are unable to upload documents are require assistance, email: [Health Department](#).



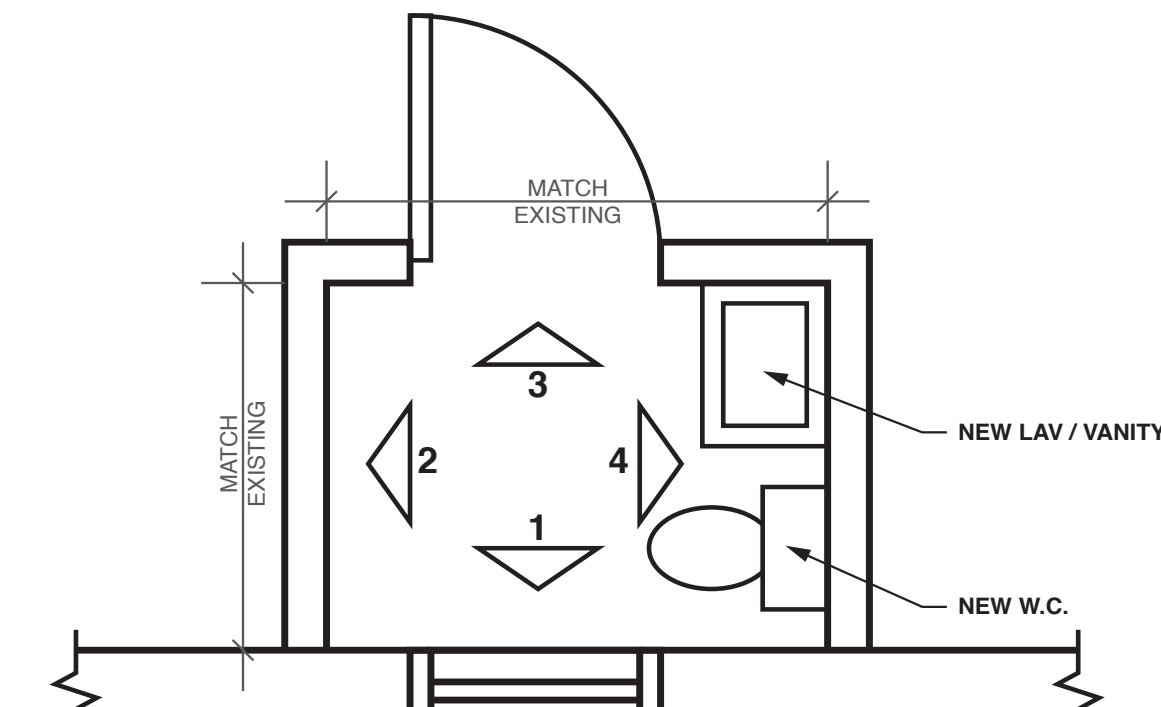
**1**  
**A1** **Basement Floor Plan**  
Scale: 1/4" = 1'-0"



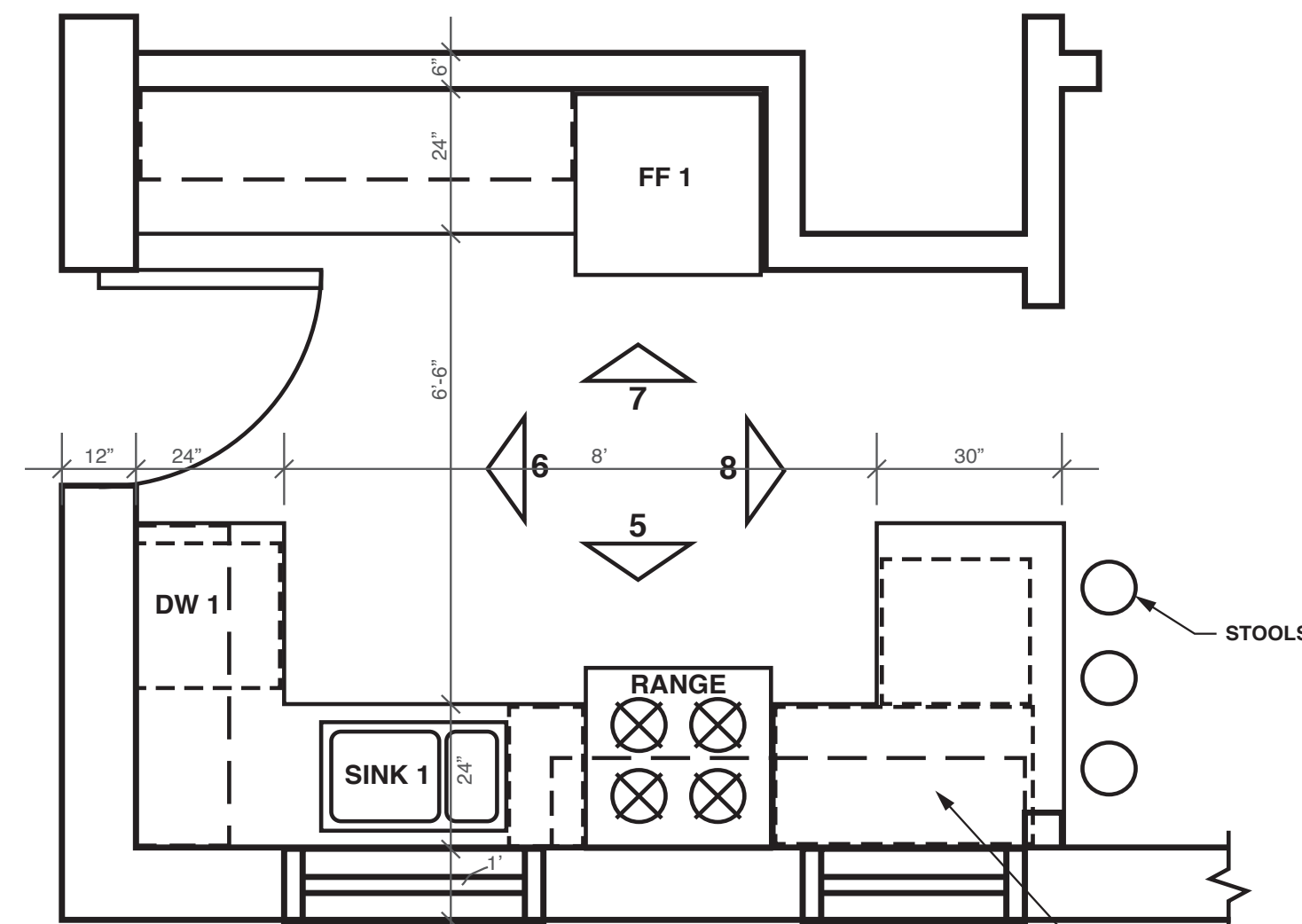
**2**  
**A1** **Ground Floor Plan**  
Scale: 1/4" = 1'-0"



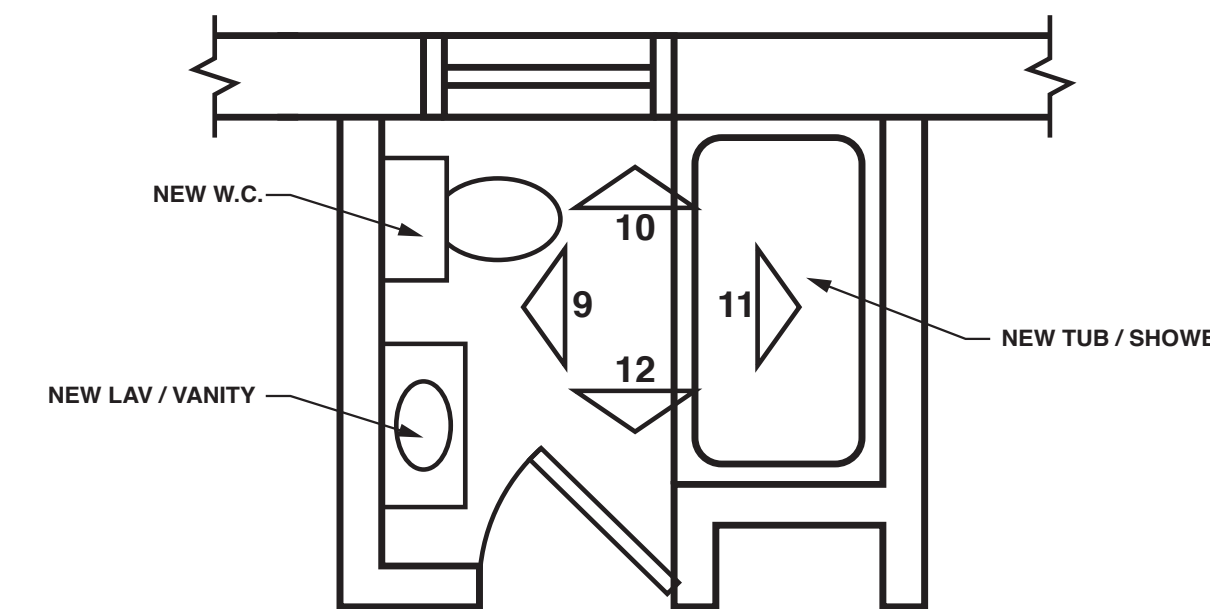
**3**  
**A1** **Second Floor Plan**  
Scale: 1/4" = 1'-0"



**4**  
**A1** **Enlarged Powder Room**  
Scale: 1/2" = 1'-0"



**5**  
**A1** **Enlarged Kitchen**  
Scale: 1/2" = 1'-0"



**6**  
**A1** **Enlarged Bathroom**  
Scale: 1/2" = 1'-0"



**VIRGIL JAMES, INC.**

+ architecture  
+ interiors  
+ construction management

321 south jefferson street  
chicago, il 60661

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**INTERIOR RENOVATION**  
**1538 FOWLER AVENUE**  
**EVANSTON, IL 60202**

ISSUED FOR: DATE:  
CLIENT REVIEW 03.18.2019

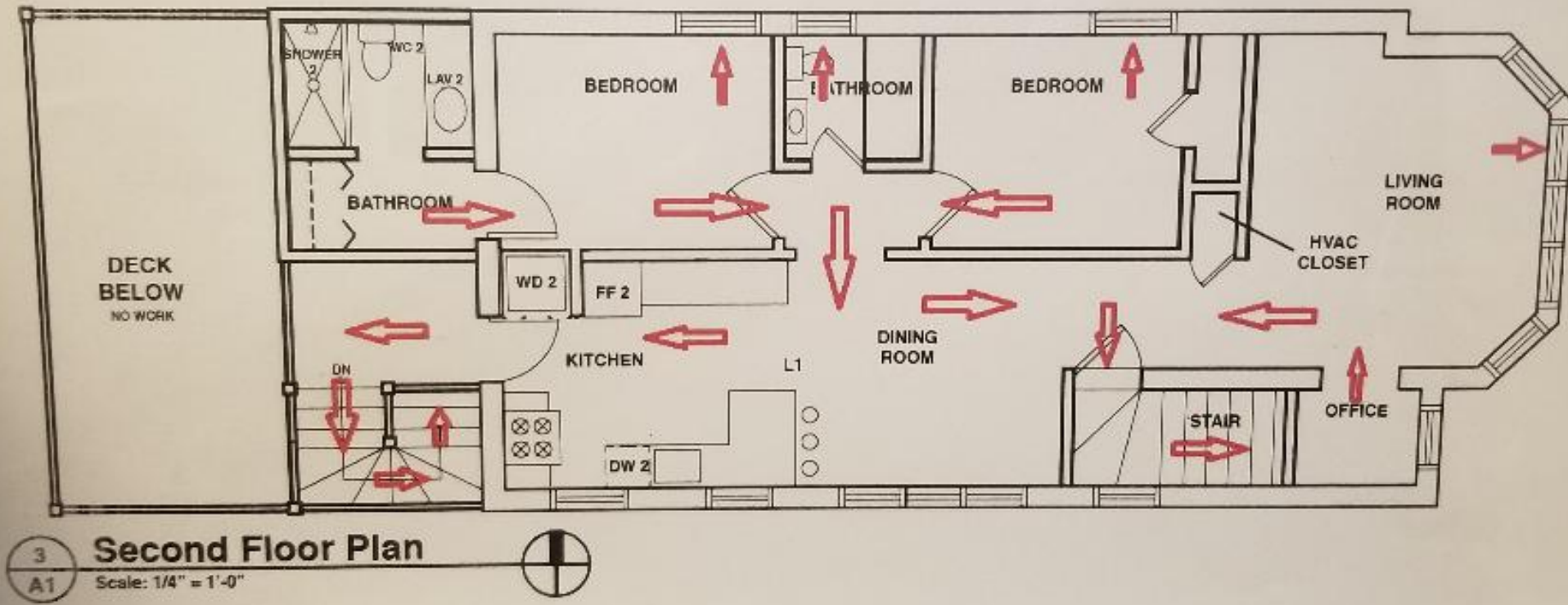
JOB NUMBER:

DRAWN BY:  
**TE/SE/MB**

SHEET NUMBER:

**A1**  
**Floor Plans + Notes**

# 1538 Fowler Avenue - Second Floor Fire and Emergency Evacuation Plan





## Parking Restriction Notice:

Dear Guests,

The City of Evanston takes great pride in the cleanliness of our streets and neighborhoods. Therefore, street sweepings occur according to the following schedule for 1538 Fowler Avenue, located in Zone 3A.

Residential Streets (4–7am, 9am–1pm or Noon–4pm) See map 1 2020					
<b>Zone 1</b>	<b>1ST THURSDAY</b> South & West Sides of Street March 5** April 2 May 7 June 4 July 2 Aug 6 Sept 3 Oct 1 Nov 5 Dec 3** <b>3RD THURSDAY*</b> Nov 19	<b>1ST FRIDAY</b> North & East Sides of Street March 6** April 3 May 1 June 5 July-HOLIDAY*** Aug 7 Sept 4 Oct 2 Nov 6 Dec 4** <b>3RD FRIDAY*</b> Nov 20	<b>Zone 2</b>	<b>2ND TUESDAY</b> South & West Sides of Street March 10** April 14 May 12 June 9 July 14 Aug 11 Sept 8 Oct 13 Nov 10 Dec 8** <b>4TH THURSDAY*</b> HOLIDAY***	<b>2ND WEDNESDAY</b> North & East Sides of Street March 11** April 8 May 13 June 10 July 8 Aug 12 Sept 9 Oct 14 Nov 11 Dec 9** <b>4TH FRIDAY*</b> HOLIDAY***
			<b>Zone 3</b>	<b>3RD TUESDAY</b> South & West Sides of Street March 17** April 21 May 19 June 16 July 21 Aug 18 Sept 15 Oct 20 Nov 17 Dec 15** <b>1ST TUESDAY*</b> Nov 3 Dec 1**	<b>3RD WEDNESDAY</b> North & East Sides of Street March 18** April 15 May 20 June 17 July 15 Aug 19 Sept 16 Oct 21 Nov 18 <b>1ST WEDNESDAY*</b> Nov 4 Dec 2**

If you are our guest on the street sweeping days, please observe signs that look like this one below, posted at the corners of Fowler Avenue. Here is where you can find the **most up to date information** which require you to park on the opposite side of the street – during cleanings. If you are still unsure please call Evanston 311 for more information.



Residential and Primary Route Street Sign Examples

Thank you,

HarveyHouse Staff



[BOOKINGS\(/S/BOOKING/BOOKING\\_C/RECENT\)](#)

[LISTINGS\(/S/LISTING/LISTING\\_C/REC](#)

**WE'VE COMPLETED YOUR LISTING!**

Scroll through to the bottom of this page and review the contents of your listing for accuracy. If you have no corrections and are ready to start receiving bookings, click the Approve Listing button below.



**Ready for us to activate your listing?**

CLICK THE 'APPROVE LISTING' BUTTON TO THE RIGHT.

[APPROVE LISTING](#)

[REPORT AN ERROR](#)

[DETAILS \(?tabset-b742...](#)

PROPERTY NUMBER

9/16/2020

Listing: 440738



440738

BOOKINGS(/S/BOOKING/BOOKING\_C/RECENT)

LISTINGS(/S/LISTING/LISTING\_C/REC

PROPERTY NAME

Harvey House

BEDROOMS

2

BATHROOMS

2

MAXIMUM OCCUPANCY

6

COMPLEX NAME

PROPERTY TYPE

Apartment

UNIT SIZE

1200 Sq Ft

STORIES

YEAR BUILT

PROPERTY ADDRESS

1538 Fowler Avenue Unit #A, Evanston, Illinois, 60201, United States

LATITUDE

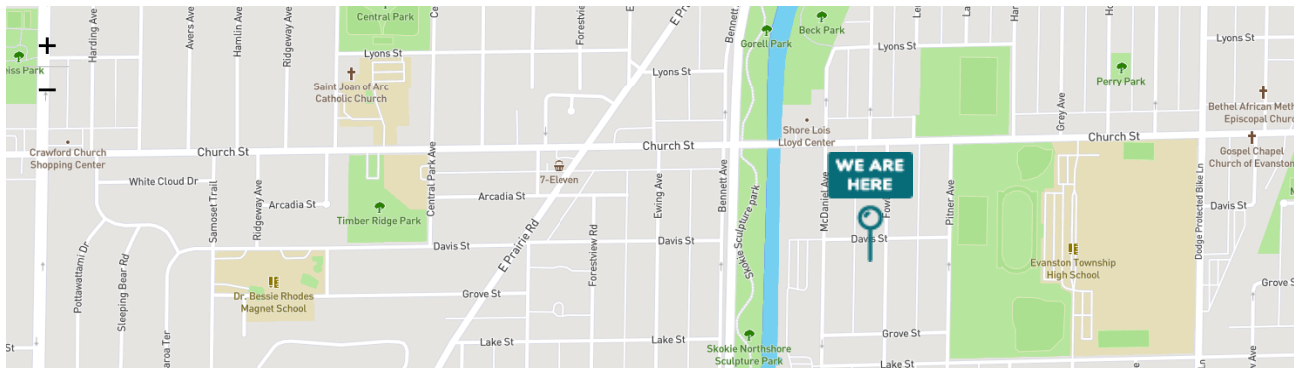
42.04602

LONGITUDE

-87.70715

METRO AREA

Chicago Area



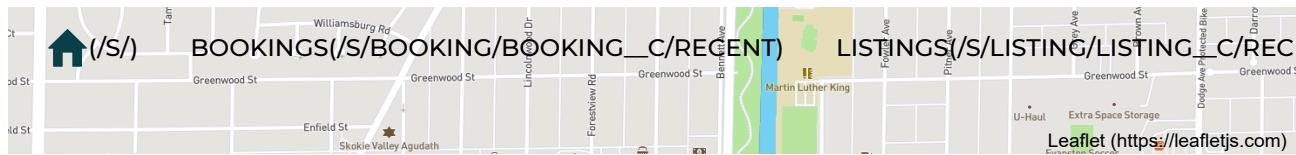
<https://owner.evolvevacationrental.com/s/listing/a0G4P00003dEYaPUAW/440738>

2/10



9/16/2020

Listing: 440738



## DESCRIPTION (?tabset-...

### HEADLINE

NEW! Updated Escape w/ Deck+Yard Near Northwestern

### SUMMARY

Experience the joys of Evanston from this completely redone 2-bed, 2-bath vacation rental located just over 2 miles from Northwestern University. This spacious, family-oriented unit offers a stunning interior filled with old-world charm as well as a litany of new updates including brand new flooring, appliances, countertops, bathrooms, and more! Whether you're here to watch graduation at Northwestern, explore downtown Evanston, or take a trip to Chicago, this apartment is the perfect home base!

### THE PROPERTY

1,200 Sq Ft | Shared Deck & Yard | Brand New Updates | Free WiFi

Designed with Midwest family trips and friendly Illinois getaways in mind, the 'Harvey House' offers a polished, updated interior with ample amenities, prime outdoor space, and a fantastic location to explore the area attractions!

Master Bedroom: Queen Bed | Bedroom 2: Full Bed | Living Room: Queen Sleeper Sofa

INTERIOR LIVING: Completely updated, old-world charm, dining table, new paint, fully renovated bathrooms, new tile, sinks & light fixtures throughout, flat-screen Smart TV w/ cable, ample natural sunlight, desk

KITCHEN: Fully equipped, stainless steel Samsung appliances, natural stone countertops, cooking basics, Keurig coffee maker, spices, dishwasher, breakfast bar

SHARED OUTDOOR SPACE: Deck w/ outdoor dining table & seating, 2-person dinette, spacious fenced-in yard w/ reading bench

GENERAL: Central A/C & heating, linens & towels provided, complimentary toiletries, access only by stairs, washer/dryer, suitable for children

PARKING: Street (first-come, first-served), garage (for an additional fee, 2 vehicles)

### THE LOCATION

GOLF THE DAY AWAY: Evanston Golf Club (2.1 miles), Canal Shores Golf Course (3.0 miles), Weber Park Golf Course (3.3 miles), Chick Evans Golf Course (4.8 miles), Billy Caldwell Golf Course (6.1 miles), Winnetka Golf Club (8.7 miles), Sydney R. Marovitz Golf Course (9.0 miles)

LOCAL ATTRACTIONS: Skokie Northshore Sculpture Park (1.3 miles), Davis Street/Evanston Train Stop (1.5 miles), Downtown Evanston (1.6 miles), Arrington Lagoon at Dawes Park (1.9 miles), Northwestern University (2.2 miles), Ryan Field (2.7 miles), Leaning Tower of Niles (5.6 miles)

CHICAGO ENTERTAINMENT: Wrigley Field (8.3 miles), Lincoln Park Zoo (10.8 miles), Navy Pier (14.0 miles), Field Museum (15.3 miles), Shedd Aquarium (16.3 miles), Adler Planetarium (16.6 miles),

<https://owner.evolvevacationrental.com/s/listing/a0G4P00003dEYaPUAW/440738>

3/10

United Center (17.8 miles), Chicago Riverwalk (18.8 miles), Millennium Park (18.8 miles)  
 BEACHES: Clark Street Beach (2.1 miles), Lee Street Beach (2.6 miles), Loyola Beach (4.6 miles),  
 Kathy Osterman Beach (8.5 miles), Montrose Beach (8.9 miles), North Avenue Beach (11.5 miles),  
 Oak Street Beach (18.8 miles)  
 AIRPORTS: O'Hare International Airport (15.4 miles), Chicago Midway International Airport (27.7  
 miles)

#### THE EVOLVE DIFFERENCE

Evolve Vacation Rental wants your vacation experience to be everything you hoped for and exactly what you needed. To make it easy, we help you find a property you love, offer world-class support seven days a week, and make sure our properties are safe, clean, and ready for your stay. Even better, each home has a Guest Contact available 24/7 for any issues that arise. It's a fresh new approach to vacation rental. Try Evolve today!

#### ADDITIONAL DETAILS

##### HOUSE RULES

- No smoking
- No pets allowed
- No events, parties, or large gatherings
- Must be at least 25 years old to book
- Additional fees and taxes may apply
- Photo ID may be required upon check-in
- NOTE: The property requires stairs and may be difficult for guests with limited mobility
- NOTE: Your safety matters. This property features exterior security cameras, around the perimeter, facing out. They do not look into any interior spaces

#### PRE-STAY & CONTACTS...

---

##### CHECK-IN INSTRUCTIONS

###### PROPERTY ADDRESS:

- 1538 Fowler Avenue, A, Evanston, IL 60201
- The name of the apartment is the 'Harvey House'

###### GUEST CONTACT:

- Sylvia Nowak, (847) 630-3465 , sylviaknowak@gmail.com
- Please contact Sylvia with any questions or concerns you may have before or during your stay

##### CHECK-IN INSTRUCTIONS:

- Check in after 4:00 PM
- The home is accessible via keyless entry. At least 48 hours before your scheduled arrival date, please reach out to the Guest Contact to obtain the code to the keyless entry
- Please inform the Guest Contact of any problems or concerns upon arrival, so we can work to address these immediately

##### CHECK-OUT INSTRUCTIONS:

[Home](#) / [/S/](#) [BOOKINGS](#) / [/S/BOOKING/BOOKING\\_\\_C/RECENT](#) : [LISTINGS](#) / [/S/LISTING/LISTING\\_\\_C/REC](#)  
 Prior to your departure, please tidy up the apartment by doing the following.

- Check out before 11:00 AM
- Remove all perishable items
- Take out the trash
- Wash and put away all used dishes
- Strip linens from all used beds
- Place all used linens and towels in a pile
- Turn off all lights, electronics, and appliances
- Close and lock all windows and doors
- Additional fees will be imposed if the apartment is found in an unsatisfactory condition, so please return it to the condition in which you found it

HOUSE RULES:

- No smoking
- No pets allowed
- No events, parties, or large gatherings
- Must be at least 25 years old to book
- Please report any damages that occur to both the Guest Contact and Evolve

INTERNET INSTRUCTIONS:

- Network: HarveyHouse1
- Password: Evanston1

ADDITIONAL INFORMATION:

- The property requires stairs and may be difficult for guests with limited mobility

SECURITY CAMERA INFORMATION:

- Your safety matters. This property features exterior security cameras, around the perimeter, facing out. They do not look into any interior spaces

PARKING:

- 2 vehicles can be parked in the garage
- Parking for the garage is done by reservation only. There is a surcharge of \$10 per day for 1 week or fewer stays. The price for over 7-day stays is \$50 per week
- Additional street parking is also available on a first-come, first-served basis

NEARBY:

- Grocery: Valli Produce - 1910 Dempster St, Evanston, IL 60202, (847) 866-6100
- Medical Clinic: Northwestern Medicine Immediate Care Evanston - 1704 Maple Ave Suite 100, Evanston, IL 60201, (312) 694-2273
- Airports: O'Hare International Airport (15.4 miles), Chicago Midway International Airport (27.7 miles)

NAME	EMAIL	PHONE	ROLE	TIME TO CONTACT	AU
------	-------	-------	------	-----------------	----

9/16/2020

Listing: 440738

NAME 🏠 (/S/)	EMAIL BOOKINGS(/S/BOOKING/BOOKING_C/RECENT)	PHONE LISTINGS(/S/LISTING/LISTING_C/REC)	ROLE	TIME TO CONTACT	AU
April Nelson	hswproperties@yahoo.com	(404) 290-6684	Property Owner	Booked,	Ea
Sylvia Nowak	sylviaknowak@gmail.com	(847) 630-3465	Full Service	Booked,	Ea

2 RESULT(S)

1/1

### CALENDAR & RATES (?...

Your nightly rate for any given date is listed in real time on your calendar below. To see your nightly rate for any booking date, simply navigate to that date on the calendar in either weekly or monthly view.

MINIMUM NIGHTLY RATE  
\$75.00

To incentivize travelers to book at times when bookings are harder to procure, Evolve may discount your rates. Your nightly rate will never go below the minimum listed above.

TODAY < > **September 2020**

Select Listing... ▼

CREATE OWNER BOOKING

SUN	MON	TUE	WED	THU	FRI	SAT
-----	-----	-----	-----	-----	-----	-----

SUN BOOKINGS(/S/BOOKING/_C/RECENT)	MON	TUE	WED	THU	FRI	SAT
30 \$88	31 \$87	1 \$88	2 \$88	3 \$88	4 \$88	5 \$110
6 \$106	7 \$103	8 \$86	9 \$86	10 \$87	11 \$92	12 \$91
13 \$88	14 \$78	15 \$75	16 \$75	17 \$80	18 \$92	19 \$94
20 \$81	21 \$80	22 \$75	23 \$75	24 \$82	25 \$97	26 \$96
27 \$82	28 \$81	29 \$75	30 \$75	1 \$83	2 \$99	3 \$100
4 \$84	5 \$75	6 \$75	7 \$75	8 \$85	9 \$99	10 \$99

OWNER BOOKING

EVOLVE BOOKING

START DATE ^	END DATE	PRICE PER NIGHT
08-26-2020	08-26-2020	\$86.00
08-27-2020	08-27-2020	\$100.00
08-28-2020	08-28-2020	\$105.00
08-29-2020	08-29-2020	\$105.00
08-30-2020	08-30-2020	\$88.00
08-31-2020	08-31-2020	\$87.00
09-01-2020	09-01-2020	\$88.00
09-02-2020	09-02-2020	\$88.00

[START DATE ^](#) [BOOKINGS\(/S/BOOKING/BOOKING\\_C/RECENT\)](#) [END DATE](#) [PRICE PER NIGHT](#)  
[\(S/\)](#) [LISTINGS\(/S/LISTING/LISTING\\_C/REC](#)

09-03-2020	09-03-2020	\$88.00
09-04-2020	09-04-2020	\$110.00

416 RESULT(S)

≤ 1/42 ≥

FEES & RULES (?tabset...

DEFAULT MINIMUM NIGHTLY STAY

2

NAME	AMOUNT	TYPE	START DATE	END DATE
Guest Service Fee		Fees	01-01-2020	12-31-2030
Cleaning Fee	\$150.00	Fees	01-01-2019	12-31-2050
8.5% Tax		Taxes	01-01-2017	12-31-2050

3 RESULT(S)

1/1

ROOMS & AMENITIES (...)

Floor	Room	Amenity
> Floor 1		
>	Master Bedroom (1 Queen beds)	
	Hall Bath	
	Kitchen	



(/S/)

BOOKINGS(/S/BOOKING/BOOKING\_C/RECENT)

LISTINGS(/S/LISTING/LISTING\_C/REC

Main Floor Living

Open Concept Dinin

> Floor 2

> Master Bathroom

> Kitchen

> Bedroom 2 (1 Full beds)

Additional Sleeping (Living Room)

Open Concept Dinin

Hall Bath

PROPERTY AMENITIES & POLICIES ▼

Access Only By Stairs

Air-Conditioning

Alarm Clock

Antiquing

Balcony

Balcony/Patio

PROPERTY AMENITIES & POLICIES ▾



(/S/)

BOOKINGS(/S/BOOKING/BOOKING\_C/RECENT)

LISTINGS(/S/LISTING/LISTING\_C/REC

Bathtub or Shower On First

---

Bedroom Closet

---

Bedroom TV

---

Blender

119 RESULT(S)

≤ 1/12 ≥

**Ready for us to activate your listing?**

CLICK THE 'APPROVE LISTING' BUTTON TO THE RIGHT.

APPROVE LISTING

REPORT AN ERROR

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[Terms of Service \(https://evolvevacationrental.com/terms\)](https://evolvevacationrental.com/terms) | [Privacy Policy \(https://evolvevacationrental.com/privacy\)](https://evolvevacationrental.com/privacy) | [Don't Sell My Information \(https://evolvevacationrental.com/do-not-sell\)](https://evolvevacationrental.com/do-not-sell)





Cade Sterling <csterling@cityofevanston.org>

**Fwd: Letter to Residents of 1538 Fowler Avenue**

Ellyn Golden <egolden@cityofevanston.org>  
To: Cade Sterling <csterling@cityofevanston.org>

Tue, Mar 9, 2021 at 9:21 AM

Cade  
One more thing to add to packet.  
Ellyn

----- Forwarded message -----  
From: **April Nelson** <hswmanagementllc@yahoo.com>  
Date: Tue, Mar 9, 2021 at 9:03 AM  
Subject: Re: Letter to Residents of Fowler Avenue  
To: Ellyn Golden <egolden@cityofevanston.org>

Ellyn,

1. We have hired Evolve Vacation Rentals to manage our bookings and marketing of the property. [www.evolvevacationrentals.com](http://www.evolvevacationrentals.com)
2. Evolve has referred us to MylodgeTax to collect and pay State and City Taxes of 8.5%.
3. Evolve has also coordinated our local house keeping team.
4. All other grounds keeping (lawn and snow removal, pest control, routine maintenance) is being contracted locally by HSW Management LLC.
5. Alarm System with electronic door locks and camera system provided by ADT. Is connected to Evanston Emergency Services (fire,police etc.)

Please let me know if you need anything else.

Thank you!  
April Nelson

Sent from Yahoo Mail on Android

On Tue, Mar 9, 2021 at 8:32 AM, Ellyn Golden <egolden@cityofevanston.org> wrote:

April  
Since you are out of state, please also send me some info about your local on site management and maintenance plan to add to the packet I give to P & D prior to the meeting.  
Thanks

On Tue, Mar 9, 2021 at 8:27 AM April Nelson <hswmanagementllc@yahoo.com> wrote:

Ellyn,  
Do you have any recommended changes? If not I will go ahead and mail these out today.

BTW...we have named the property Harvey House, in remembrance of our aunt and uncle, which will be included in the rental listing once we are granted the license.

Thank you,  
April Nelson

Sent from Yahoo Mail on Android

On Tue, Mar 9, 2021 at 8:12 AM, Ellyn Golden <egolden@cityofevanston.org> wrote:

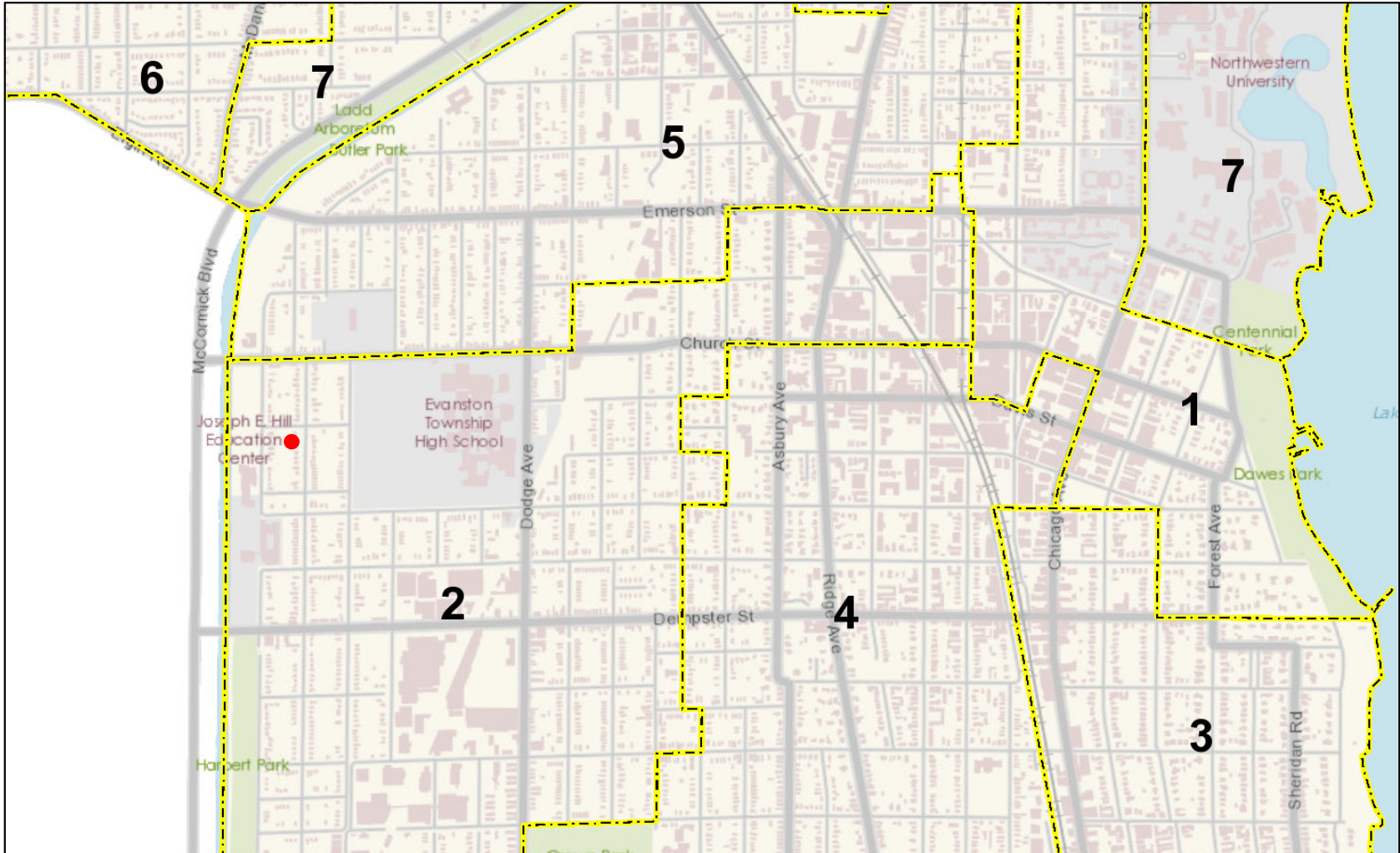
3/9/2021

CITY OF EVANSTON Mail - Fwd: Letter to Residents of 1538 Fowler Avenue

Good Day April  
Thanks.  
Ellyn  
[Quoted text hidden]

[Quoted text hidden]  
[Quoted text hidden]

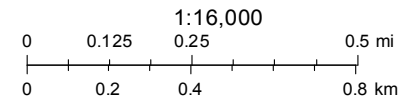
# Context Map



March 9, 2021

● User drawn points

□ Wards

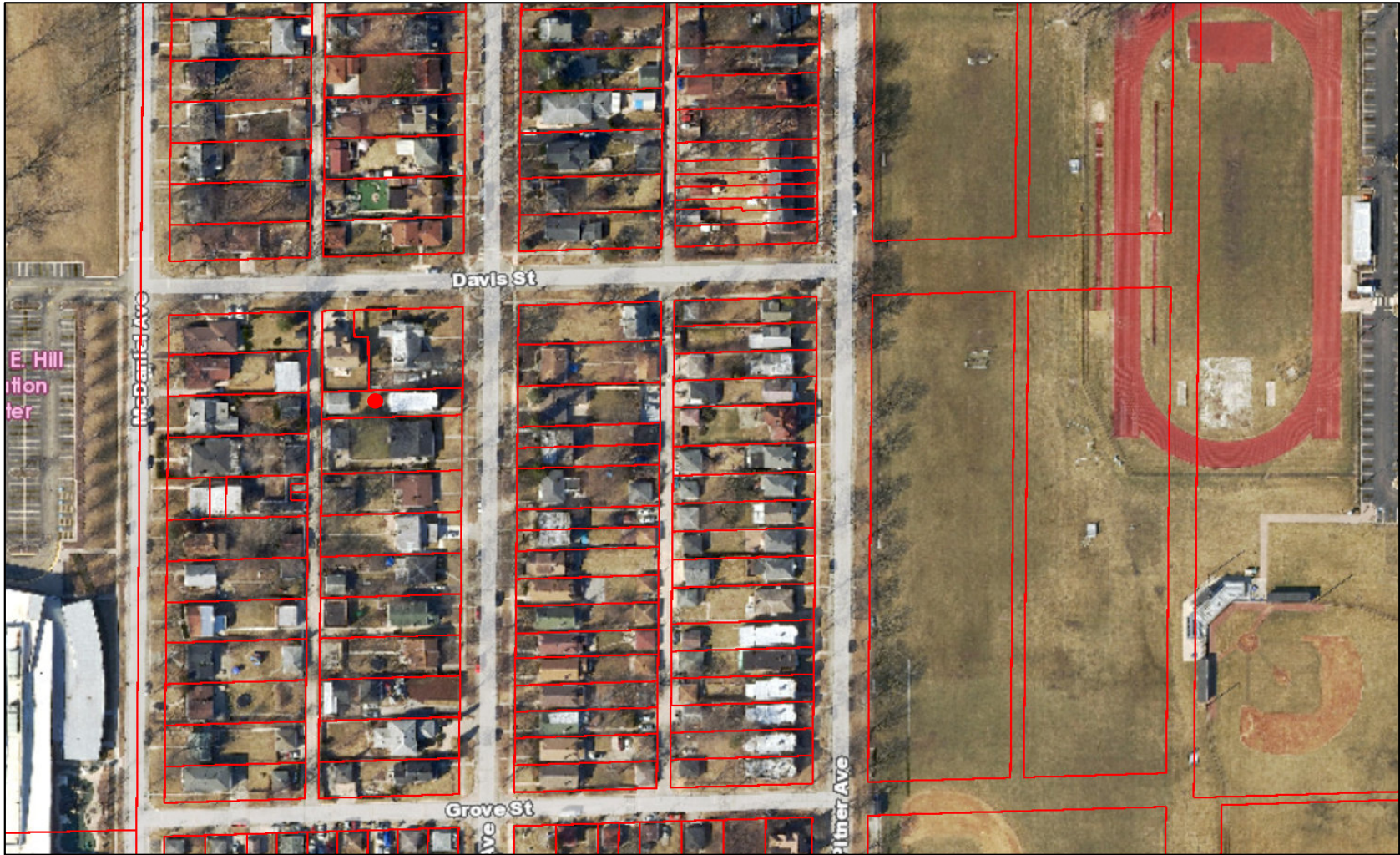


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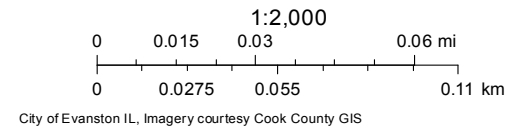


# Aerial Map



March 9, 2021

- User drawn points
- Tax Parcels



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**To:** Fowler Avenue and Nearby Residents

**From:**

April Nelson

Owner of 1538 Fowler Avenue

[Hswproperties@yahoo.com](mailto:Hswproperties@yahoo.com)



Dear Resident:

I am the niece of the late Mary and Bishop Harvey who resided at 1538 Fowler Avenue, Evanston. They purchased the property, in 1954 and for generations our family enjoyed visits to their home and this wonderful neighborhood!

In April of 2020, Uncle Bishop died at the age of 106. I purchased his home to keep it in our family so we can continue to enjoy it for years to come.

To help offset the cost of things like taxes, insurance, and maintenance we plan to list it as a vacation rental when not in use by family members.

This letter is to inform you that we have applied for a Vacation Rental License (City Code § 5-9-4), which is scheduled for review during the public meetings of the Planning & Development Committee and Evanston City Council on **DATE:** March 22, 2021 **TIME:** 5:00 pm.

Due to public health concerns, residents will not be able to provide public comment in-person at this meeting. Those wishing to make public comments can join the zoom meeting using the link and meeting information provided on the City's website and meeting agenda prior to the meeting. Residents will be put in a waiting room and will be brought into the meeting by the moderator for comments.

For inquiries about this application, please contact the Evanston Health Department [egolden@cityofevanston.org](mailto:egolden@cityofevanston.org)

Thank you!

April Nelson, Owner

1538 Fowler Avenue



10133040150000	BISHOP HARVEY JR	1538 FOWLER AV	EVANSTON IL	60201
10133040200000	AYOADE AKERE	1516 FOWLER AVE	EVANSTON IL	60201
10133050090000	SWIFT 025891391	1517 FOWLER AV	EVANSTON IL	60201
10133050400000	PEGGY ANN PRIMUS BROWN	1525 FOWLER AVE	EVANSTON IL	60201
10133050410000	Z BHIMJI	1535 FOWLER AVE	EVANSTON IL	60201
10133040040000	ROBERT JONES	1533 MC DANIEL AV	EVANSTON IL	60201
10133040160000	WILLIE F BROWN	1532 FOWLER	EVANSTON IL	60201
10133040310000	DERRICK QUIRE	2410 DAVIS ST	EVANSTON IL	60201
10133000110000	FIDELIS OGUIKE	1605 MCDANIEL AV	EVANSTON IL	60201
10133010120000	KATHY THOMAS	1601 FOWLER	EVANSTON IL	60201
10133010330000	MARC FISHER	1605 FOWLER	EVANSTON IL	60201
10133040030000	SHIRLEY A BRYANT	1539 MCDANIEL	EVANSTON IL	60201
10133040060000	THOMAS & MARY WEAVER	2122 ASBURY AVE	EVANSTON IL	60201
10133040080000	WALTER L PERRIN	1517 MC DANIEL	EVANSTON IL	60201
10133040180000	ANGELA R HALL	1524 FOWLER AV	EVANSTON IL	60201
10133040270000	SYBIL YOUNG	1531 C MCDANIEL	EVANSTON IL	60201
10133040300000	Beverly Wright	1540 Fowler Avenue	Evanston IL	60201
10133050010000	VINCENT A RANSOM	1545 FOWLER	EVANSTON IL	60201
10133050070000	MIRIAM MYERS	1523 FOWLER AV	EVANSTON IL	60201
10144250040000	EXEMPT - SCHOOL DIST # 65	null	null null	0
10133050390000	D & J RICHARDS	1527 FOWLER	EVANSTON IL	60201
10133000230000	HEATHER COLE JONES	1606 FOWLER AV	EVANSTON IL	60201
10133040020000	ROY H KING	1541 MCDANIEL AV	EVANSTON IL	60201
10133040260000	RENA G TRIPP	1531 MCDANIEL AV #B	EVANSTON IL	60201
10133050030000	RIMLAND SERVICES NFP	1265 HARTREY AVE	EVANSTON IL	60202
10133050080000	LILIANA E ORELLANA	1519 N FOWLER AVE	EVANSTON IL	60201
10133040070000	MARJORIE R POINTER	1523 MCDANIEL	EVANSTON IL	60201
10133040170000	ARTHUR FERNANDEZ	1530 FOWLER AVE	EVANSTON IL	60201
10133050020000	KIRKLAND M FOREMAN	1541 FOWLER AV	EVANSTON IL	60201
10133050050000	LOUISE WADE	1529 FOWLER AV	EVANSTON IL	60201
10133000120000	LIONEL A PITTS	2425 DAVIS ST	EVANSTON IL	60201
10133000240000	FREDERICK MURRAY	1600 FOWLER	EVANSTON IL	60201
10133040010000	SLOAN CURTIS	2424 DAVIS ST	EVANSTON IL	60201
10133040190000	MILDRED CHEEKS	1518 FOWLER	EVANSTON IL	60201
10133040250000	NOEL MBUEMBUE	1531 MCDANIEL	EVANSTON IL	60201
10133050420000	FIDEL GAMERO	1533 FOWLER AVE	EVANSTON IL	60201

**137-O-18**

**AN ORDINANCE**

**Amending Portions of Title 5, Chapter 9, "Vacation Rentals"**

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EVANSTON, COOK COUNTY, ILLINOIS, THAT:

**SECTION 1:** The definition for "Vacation Rental" in City Code Section 5-9-2, "Definitions," of the Evanston City Code of 2012, as amended, is hereby further amended to read as follows:

<p><i>VACATION RENTAL:</i></p>	<p>A dwelling unit or portion thereof offered for rent for a period shorter than thirty (30) consecutive days to any person other than a member of the owner's family, as those terms are defined in Section 6-18-3 of this Code. The term "vacation rental" shall not include hotels or motels, licensed pursuant to Title 3, Chapter 2 of this Code, lodging establishments, licensed pursuant to Title 5, Chapter 2 of this Code, bed and breakfast establishments, licensed pursuant to Title 8, Chapter 19 of this Code, and/or home sharing in accord with Subsection 6-4-1-14-(B) of this Code, or housing subsidized by the City or other affordable housing providers.</p>
--------------------------------	---

**SECTION 2:** City Code Section 5-9-4, "Application; Notice; Standards & Procedures; Renewal; Fees," of the Evanston City Code of 2012, as amended, is hereby further amended to read as follows:

**5-9-4: APPLICATION; NOTICE; STANDARDS & PROCEDURES; RENEWAL; FEES:**

- (A) **Applications:** A property owner who seeks a Vacation Rental license pursuant to this Chapter shall submit a written application that contains all information required for a registration statement pursuant to Chapter 8 of this Title.
- (B) **Notice:** Each application shall be accompanied by proof the applicant mailed notice thereof to all owners, whose addresses appear on the current tax assessment list, of real property located within a radius of two hundred fifty feet (250') of the subject property, inclusive of public streets, alleys and other public ways. The notice shall contain the applicant's name, the address of the subject



property, the matter under consideration, and the date, time, and location of the relevant meeting of the Planning and Development Committee.

- (C) **Property Inspection.** The dwelling unit must be inspected by City staff pursuant to this Chapter prior to administrative or City Council review of application for Vacation Rental .
- (D) **Standards and Procedures for License Approval:** If a Vacation Rental license is not for the owner's primary residence then the Planning and Development Committee will review the application for Vacation Rental and will report to the City Council upon each application with respect to the standards set forth below. The City Council after receiving said report, may refer the application back to that body for additional review, or, by motion, may approve, approve with conditions, or disapprove, an application for a Vacation Rental license, upon findings of fact with respect to each of the standards set forth below:
1. The proposed Vacation Rental will not cause a negative cumulative effect when its effect is considered in conjunction with the effect of other Vacation Rentals in the immediate neighborhood.
  2. The Vacation Rental will not have a substantial adverse impact on the use, enjoyment, or property values of adjoining properties.
  3. The proposed Vacation Rental will comply with all the rules and regulations contained herein.
  4. The proposed Vacation Rental is not likely to have an adverse effect upon the public health, welfare, or safety.

Regardless of its finding on any or all of the foregoing standards, the City Council may deny a Vacation Rental license upon a finding that such denial is in the public interest.

If a property owner seeks a Vacation Rental license for the owner's primary residence then staff will review application for Vacation Rental. If the owner of the unit is on active military duty, the affidavit shall include a statement attesting to such fact and to whether the owner has appointed a designated agent or employee to manage, control and reside in the unit during such owner's absence while on military duty.

- (E) **Renewal:** If a Vacation Rental license was issued for the prior year, the approval for a renewal license shall be obtained from the City Manager or his/her designee, provided the previously-issued license was not revoked or suspended, and the Vacation Rental did not receive citation(s) from any City inspector or Police officer during said prior calendar year. Every renewal application shall satisfy all requirements set forth in Section 4 of this Chapter.

(F) **Fees:** The following fees shall be imposed for application submittal and licensing fees:

1. **Application Fee:** All property owners who seek to submit a Vacation Rental application must submit a nonrefundable application fee of two hundred and fifty dollars (\$250.00).
2. **License Fee:** The annual fee for a license issued pursuant to this Chapter shall be one hundred and fifty dollars (\$150.00).

**SECTION 3:** City Code Section 5-9-5, "Requirements and Standards," of the Evanston City Code of 2012, as amended, is hereby further amended to read as follows:

**5-9-5: REQUIREMENTS AND STANDARDS:**

(A) No vacation rental operator shall:

1. Rent or lease any vacation rental for any period of time shorter than twenty-four (24) consecutive hours;
2. Rent or lease any vacation rental more than once within any consecutive twenty-four-hour period measured from the commencement of one rental to the commencement of the next;
3. Advertise an hourly rate or any other rate for a vacation rental based on a rental period of fewer than twenty-four (24) consecutive hours; and/or
4. Serve or otherwise provide any food or beverage to any guest.
5. Cause or permit, by action or failure to act, the vacation rental or its use to suffer from and/or create any violation of the following portions of the City Code: Title 4, "Building Regulations"; Title 5, "Housing Regulations"; Title 6, "Zoning"; Title 8, "Health and Sanitation"; or Title 9, "Public Safety."

(B) Every vacation rental shall be subject to inspection by staff members of the City's Fire, Health, and Community and Economic Development Departments.

(C) Every vacation rental operation shall include in any listing the following information about the vacation rental: (A) the licensee's cancellation and check-in and check-out policies; (B) a statement on: (i) whether the vacation rental is wheelchair or ADA accessible; (ii) whether the vacation rental has any parking availability or neighborhood parking restrictions; and (iii) the availability of, or restrictions on, the use of any recreational facilities or other amenities applicable to guests; and (C) a description of the vacation rental, including the number of sleeping rooms and bathrooms; and (D) the City of Evanston license number.

- (D) Every vacation rental operator shall keep a register in which shall be entered the name of every guest and his/her arrival and departure dates. The operator shall make said register freely accessible to any officer of the City's Police, Fire, Health, and/or Community and Economic Development Departments.
- (E) Every vacation rental operator shall ensure that the vacation rental is in compliance with current state and local regulations regarding the installation and maintenance of functioning smoke alarms and carbon monoxide detectors.
- (F) Every vacation rental operator shall post, in a conspicuous place within the vacation rental:
  - 1. The name and telephone number of the operator's authorized agent identified pursuant to Code Section 5-8-3(A)2;
  - 2. An evacuation diagram inside entrance door identifying all means of egress from the vacation rental and the building in which the vacation rental is located;
  - 3. A current copy of the listing;
  - 4. A current copy of vacation rental license;
  - 5. The schedule of, or restriction on, street cleaning and street snow removal. If the property is subject to restrictions imposed by a homeowners association or board of director then the owner shall post an attestation that the homeowners association or board of directors has not adopted bylaws prohibiting the use of the dwelling unit identified in the license application as a vacation rental or shared housing unit, or that restricts rentals for a period of time less than 30 days, in any combination.
- (G) Any kitchen in a vacation rental shall be cleaned and sanitized between guests and all food and beverages shall be discarded. All dishes, utensils, pots, pans and other cooking utensils shall be cleaned and sanitized between guests. A recycling container must be accessible to guests.
- (H) The operator of every vacation rental shall change supplied bed linens and towels therein at least once each week, and prior to the letting of any room to any new guest. The operator shall be responsible for the maintenance of all supplied bedding in a clean and sanitary manner.

**SECTION 4:** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 5:** This ordinance shall be in full force and effect after its passage, approval, and publication in the manner provided by law.

**SECTION 6:** The findings and recitals contained herein are declared to be prima facie evidence of the law of the City and shall be received in evidence as provided by the Illinois Compiled Statutes and the courts of the State of Illinois.


Introduced: November 12, 2018

Adopted: November 19, 2018

Approved:

December 7, 2018

  
Stephen H. Hagerty, Mayor

Attest:   
Devon Reid, City Clerk

Approved as to form:

  
Michelle L. Masoncup, Corporation Counsel



## Memorandum

To: Honorable Mayor and Members of the City Council  
CC: Members of the Planning and Development Committee  
From: Melissa Klotz, Zoning Administrator  
CC: Johanna Nyden, Community Development Director  
Subject: Ordinance 28-O-21, granting a Special Use Permit for a Type 2 Restaurant, Ali's Halal Eatery, at 955 Howard St. in the B2 Business District.  
Date: March 22, 2021

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Recommended Action:

The Zoning Board of Appeals and staff recommend adoption of Ordinance 28-O-21 granting a Special Use Permit for a Type 2 Restaurant, Ali's Halal Eatery, at 955 Howard St. in the B2 Business District. The applicant has complied with all zoning requirements and meets all of the Standards for Special Use for this district.

Council Action:

For Introduction

Summary:

The applicant, Zubair Khawaja, operator, requests a special use permit for a quick-serve Type 2 Restaurant, Ali's Halal Eatery.

Food Type: general fast food including gyros

Hours of Operation: 10am – 3am requested; ZBA RECOMMENDS operation until 1am

Number of Employees: 2 per shift

Deliveries to Restaurant: via the front door and parking lot

Deliveries from Restaurant: via the front door and parking lot

Parking: private lot with +15 spaces for strip mall; 4 spaces dedicated to restaurant

Sustainability Measures: litter collection/pickup, recycling, tap water, recyclable carryout packaging

Additional Comments: This business is complementary to the Howard Street commercial corridor with appropriate hours of operation similar to other Type 2 Restaurants throughout Evanston. Staff recommends hours of operation shall not exceed midnight on any night to be

consistent with the Pizza Hut next door, and especially due to the adjacency to existing and new residential developments.

Legislative History:

February 16, 2021 - The Zoning Board of Appeals unanimously recommended approval of the Special Use with the following conditions:

1. Hours of operation shall not extend beyond 1am on any night, and may be reconsidered by the DAPR Committee after one year of operation.
2. Trash pickup shall not be located near the alley.

[February 16, 2021 ZBA Packet](#)

Attachments:

[28-O-21 Special Use Type 2 Restaurant Ali's Halal Eatery 955 Howard St](#)  
[ZBA-minutes-20210216 draft excerpt 955 Howard](#)

**28-O-21**

**AN ORDINANCE**

**Granting a Special Use Permit for a Type 2 Restaurant Located at 955  
Howard Street in the B2 Business District  
("Ali's Halal Eatery")**

**WHEREAS**, the Zoning Board of Appeals ("ZBA") met on February 16, 2021, pursuant to proper notice, to consider case no. 21ZMJV-0004, an application filed by Zubair Khawaja (the "Applicant"), operator of the property legally described in Exhibit A, attached hereto and incorporated herein by reference, commonly known as 955 Howard Street (the "Subject Property") and located in the B2 Business District, for a Special Use Permit to establish, pursuant to Subsection 6-9-3-3 of the Evanston City Code, 2012, as amended ("the Zoning Ordinance"), a Type 2 Restaurant on the Subject Property; and

**WHEREAS**, the ZBA, after hearing testimony and receiving other evidence, made a written record and written findings that the application for a Special Use Permit for a Type 2 Restaurant met the standards for Special Uses in Section 6-3-5 of the Zoning Ordinance and recommended City Council approval thereof; and

**WHEREAS**, at its meeting of March 22, 2021, the Planning and Development Committee of the City Council ("P&D Committee") considered the ZBA's record and findings and recommended the City Council accept the ZBA's recommendation and approved the application in case no. 21ZMJV-0004; and

**WHEREAS**, at its meeting of April 12, 2021, the City Council considered and adopted the respective records, findings, and recommendations of the ZBA and P&D Committee, as amended,

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EVANSTON, COOK COUNTY, ILLINOIS, THAT:**

**SECTION 1:** The foregoing recitals are found as fact and incorporated herein by reference.

**SECTION 2:** The City Council hereby approves the Special Use Permit for a Type 2 Restaurant on the Subject Property as applied for in case no. 21ZMJV-0004.

**SECTION 3:** Pursuant to Subsection 6-3-5 of the Zoning Ordinance, the City Council hereby imposes the following conditions on the Applicant's Special Use Permit, violation of any of which shall constitute grounds for penalties or revocation of said Permit pursuant to Subsections 6-3-5 of the Zoning Ordinance:

- A. The Applicant shall develop and use the Subject Property in substantial compliance with: all applicable legislation; the Applicant's testimony and representations to the ZBA, the P&D Committee, and the City Council; and the approved plans and documents on file in this case.
- B. Trash containers shall not be located near the alley by the Subject Property.
- C. The restaurant shall not operate beyond 1 a.m. on any day, and the hours of operation may be reviewed by the Design and Project Review Committee after one year to determine if the hours shall be adjusted.
- D. Before it may operate the Special Use authorized by the terms of this ordinance, the Applicant shall record, at its cost, a certified copy of this ordinance with the Cook County Recorder of Deeds.



**SECTION 4:** When necessary to effectuate the terms, conditions, and purposes of this ordinance, “Applicant” shall be read as “Applicant’s agents, assigns, and successors in interest.”

**SECTION 5:** This ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

**SECTION 6:** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 7:** If any provision of this ordinance or application thereof to any person or circumstance is ruled unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this ordinance that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this ordinance is severable.

**SECTION 8:** The findings and recitals contained herein are declared to be prima facie evidence of the law of the City and shall be received in evidence as provided by the Illinois Compiled Statutes and the courts of the State of Illinois.

Introduced: \_\_\_\_\_, 2021  
Adopted: \_\_\_\_\_, 2021

Approved:  
\_\_\_\_\_, 2021

\_\_\_\_\_  
Stephen H. Hagerty, Mayor

Attest:

Approved as to form:

\_\_\_\_\_  
Devon Reid, City Clerk

\_\_\_\_\_  
Kelley A. Gandurski, Corporation Counsel

**EXHIBIT A**

**LEGAL DESCRIPTION**

Lots 1 and 2 in Grant's Howard Ridge Addition to South Evanston, a subdivision of (except the south 42 feet) in Lot 1 in a subdivision of part of Lot 9 in County Clerk's Division in Section 30, Township 41 North, Range 14 East of the Third Principal Meridian, in Cook County, Illinois.

COMMONLY KNOWN AS 955 HOWARD STREET

PIN # 11-30-122-058-0000



**MEETING MINUTES EXCERPT**

**ZONING BOARD OF APPEALS**

Tuesday, February 16, 2021

7:00 PM

Via Virtual Meeting

**NOT APPROVED**

Members Present: Violetta Cullen, Kiril Mirintchev, Max Puchtel, Myrna Arevalo, Lisa Dziekan

Members Absent: Mary McAuley, Jill Zordan

Staff Present: C.W. Sterling, M. Klotz

Presiding Member: Violetta Cullen

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**955 Howard Street**

**ZBA 21ZMJV-0004**

Zubair Khawaja, operator, submits for a Special Use for a Type 2 Restaurant, Ali's Halal Eatery, in the B2 Business District (Zoning Code Section 6-9-3-3). The Zoning Board of Appeals makes a recommendation to City Council, the determining body for this case.

Mr. Sterling read the case into the record.

The applicant described the business:

- Small carry out restaurant
- Owner has over 20 years of experience operating similar facilities on the south side of Chicago
- Ali's Halal Eatery
- Hours of operation hope to be 10am - 3am if possible but understand staff would like to limit hours to midnight daily
- Carry out packaging items will be recyclable
- Deliveries in will occur via the parking lot around 11am once per week
- There is adequate parking in the parking lot. The pawn shop and nail salon close around 7pm just as the restaurant will be busiest
- Garbage pickup is off of the alley
- Late night hours are needed since that is when most business is done.

Ms. Klotz stated she is not aware of other Type 2 Restaurants on Howard St. that operate beyond midnight, and recommends the midnight condition with the option to request later hours after a year or more of operation without security issues.

Deliberation:

Member Puchtel stated his support of the project but is unsure of what hours to list. Member Dziekan agreed, and noted 3am is likely later than appropriate for the business district but 1am may be fine. Chair Cullen noted Pizza Hut next door closes at midnight.

Member Mirintchev noted garbage pickup should not be via the alley.

Member Arevalo agreed hours of operation until 1am seem appropriate.

Member Puchtel motioned to approve the Standards, seconded by Member Mirintchev, and unanimously approved.

Member Dziekan motioned to recommend approval of the special use with hours of operation allowed until 1am with a re-review by DAPR in one year, and that garbage cans not be placed by the alley. The motion was seconded by Member Mirintchev, and unanimously recommended for approval.



## Memorandum

To: Honorable Mayor and Members of the City Council  
CC: Members of the Planning and Development Committee  
From: Melissa Klotz, Zoning Administrator  
CC: Johanna Nyden, Community Development Director  
Subject: Ordinance 29-O-21, Granting a Special Use Permit for a Type 2 Restaurant, Deep Purpl Acia Bowl, at 630 Davis St. in the D2 Downtown Retail Core District.  
Date: March 22, 2021

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Recommended Action:

The Zoning Board of Appeals and staff recommend adoption of Ordinance 29-O-21 granting a Special Use Permit for a Type 2 Restaurant, Deep Purpl Acia Bowl, at 630 Davis St. in the D2 Downtown Retail Core District. The applicant has complied with all zoning requirements and meets all of the Standards for Special Use for this district.

Council Action:

For Introduction

Summary:

The applicant, Gabriel Fleury, lessee, requests a special use permit for a quick-serve Type 2 Restaurant, Deep Purpl Acia Bowl.

Food Type: healthy superfoods in a bowl, smoothies

Hours of Operation: 7am – 10pm weekdays and 8am – 10pm weekends

Number of Employees: 1-3 employees per shift

Deliveries to Restaurant: small, fresh, frequent deliveries that will not require trucks

Deliveries from Restaurant: environmentally friendly delivery methods (ie. bicycle)

Parking: employees will be encouraged not to drive and/or not to park on the street

Sustainability Measures: litter collection/pickup, recycling, tap water, reusable flatware and dishware, environmentally friendly delivery methods

Additional Comments: This business is complementary to the downtown area. The business will occupy a currently vacant commercial space.

Legislative History:

February 16, 2021 - The Zoning Board of Appeals unanimously recommended approval of the Special Use with the condition that hours of operation not exceed 6am-midnight on weekdays and 6am - 1am on weekends.

[February 16, 2021 ZBA Packet](#)

Attachments:

[29-O-21 Special Use Type 2 restaurant 630 Davis Deep Purpl](#)  
[ZBA-minutes-20210216 draft excerpt 630 Davis St](#)

**29-O-21**

**AN ORDINANCE**

**Granting a Special Use Permit for a Type 2 Restaurant Located at 630 Davis Street in the D2 Downtown Retail Core District (“Deep Purple”)**

**WHEREAS**, the Zoning Board of Appeals (“ZBA”) met on February 16, 2021, pursuant to proper notice, to consider case no. 21ZMJV-0007, an application filed by Gabriel Fleury (the “Applicant”), lessee of the property legally described in Exhibit A, attached hereto and incorporated herein by reference, commonly known as 630 Davis Street (the “Subject Property”) and located in the D2 Downtown Retail Core District, for a Special Use Permit to establish, pursuant to Subsection 6-11-3-4 of the Evanston City Code, 2012, as amended (“the Zoning Ordinance”), a Type 2 Restaurant on the Subject Property; and

**WHEREAS**, the ZBA, after hearing testimony and receiving other evidence, made a written record and written findings that the application for a Special Use Permit for a Type 2 Restaurant met the standards for Special Uses in Section 6-3-5 of the Zoning Ordinance and recommended City Council approval thereof; and

**WHEREAS**, at its meeting of March 22, 2021, the Planning and Development Committee of the City Council (“P&D Committee”) considered the ZBA’s record and findings and recommended the City Council accept the ZBA’s recommendation and approved the application in case no. 21ZMJV-0007; and

**WHEREAS**, at its meeting of April 12, 2021, the City Council considered and adopted the respective records, findings, and recommendations of the ZBA and P&D Committee, as amended,

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EVANSTON, COOK COUNTY, ILLINOIS, THAT:**

**SECTION 1:** The foregoing recitals are found as fact and incorporated herein by reference.

**SECTION 2:** The City Council hereby approves the Special Use Permit for a Type 2 Restaurant on the Subject Property as applied for in case no. 21ZMJV-0007.

**SECTION 3:** Pursuant to Subsection 6-3-5 of the Zoning Ordinance, the City Council hereby imposes the following conditions on the Applicant's Special Use Permit, violation of any of which shall constitute grounds for penalties or revocation of said Permit pursuant to Subsections 6-3-5 of the Zoning Ordinance:

- A. The Applicant shall develop and use the Subject Property in substantial compliance with: all applicable legislation; the Applicant's testimony and representations to the ZBA, the P&D Committee, and the City Council; and the approved plans and documents on file in this case.
- B. Hours of operation shall not exceed 6 a.m. - midnight on weekdays and 6 a.m. – 1 a.m. on weekends.
- C. Before it may operate the Special Use authorized by the terms of this ordinance, the Applicant shall record, at its cost, a certified copy of this ordinance with the Cook County Recorder of Deeds.

**SECTION 4:** When necessary to effectuate the terms, conditions, and purposes of this ordinance, "Applicant" shall be read as "Applicant's agents, assigns, and successors in interest."



**SECTION 5:** This ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

**SECTION 6:** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 7:** If any provision of this ordinance or application thereof to any person or circumstance is ruled unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this ordinance that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this ordinance is severable.

**SECTION 8:** The findings and recitals contained herein are declared to be prima facie evidence of the law of the City and shall be received in evidence as provided by the Illinois Compiled Statutes and the courts of the State of Illinois.

Introduced: \_\_\_\_\_, 2021  
Adopted: \_\_\_\_\_, 2021

Approved:  
\_\_\_\_\_, 2021

\_\_\_\_\_  
Stephen H. Hagerty, Mayor

Attest:

Approved as to form:

\_\_\_\_\_  
Devon Reid, City Clerk

\_\_\_\_\_  
Kelley A. Gandurski, Corporation Counsel

**EXHIBIT A**

**LEGAL DESCRIPTION**

Sub-Lot 4 in the Northwestern University Resubdivision of Lots 11 and 12 in Block 27, according to the Plat Recorded January 29, 1919 as Document Number 6456751, except the South 16 feet of said Sub-Lot 4, which is used and has been Dedicated for the Purpose of a Public Alley, in the East 1/2 of the Southwest 1/4 of Section 18, Township 41 North, Range 14 East of the Third Principal Meridian, in Cook County, Illinois.

COMMONLY KNOWN AS 630 DAVIS STREET

PIN # 11-18-312-019-0000



**MEETING MINUTES EXCERPT**

**ZONING BOARD OF APPEALS**

Tuesday, February 16, 2021

7:00 PM

Via Virtual Meeting

**NOT APPROVED**

Members Present: Violetta Cullen, Kiril Mirintchev, Max Puchtel, Myrna Arevalo, Lisa Dziekan

Members Absent: Mary McAuley, Jill Zordan

Staff Present: C.W. Sterling, M. Klotz

Presiding Member: Violetta Cullen

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**630 Davis St.**

**21 ZBA ZMJV-0007**

Gabriel Fleury, lessee, submits for a Special Use for a Type 2 Restaurant, Deep Purple Acia Bowl, in the D2 Downtown Retail Core District (Zoning Code Section 6-11-3-4). The Zoning Board of Appeals makes a recommendation to City Council, the determining body for this case.

Mr. Sterling read the case into the record.

The applicant explained the proposal:

- Hours of operation will be 8am-8pm
- 1-2 employees per shift
- Deliveries in once a week at 9-10am
- Will serve Acia bowls - nothing cooked; no hood
- Organic waste is composted, other waste is recycled
- Operate one store in the West Loop and one in Wicker Park

Deliberation:

Member Dziekan stated her support for the case and asked if hours of operation align with the downtown area. Mr. Sterling and Ms. Klotz noted the downtown typically allows Type 2 Restaurants to operate from 6am - midnight and until 1am on weekends.

Member Puchtel motioned and Member Dziekan seconded the Standards for approval, which were unanimously approved.

Member Puchtel motioned to recommend approval of the special use with conditions for hours of operation not to exceed 6am - midnight weekdays and 6am-1am weekends, seconded by Member Dziekan, and unanimously approved.



## Memorandum

To: Honorable Mayor and Members of the City Council  
CC: Members of the Planning and Development Committee  
From: Cade Sterling, Planner I  
CC: Johanna Nyden, Community Development Director; Melissa Klotz, Zoning Administrator  
Subject: Ordinance 30-O-21 Granting a Special Use Permit for a Commercial Indoor Recreation Facility Located at 1801-1803 Central Street in the B1a Business District and oCSC Central Street Corridor Overlay District  
Date: March 22, 2021

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Recommended Action:

The Zoning Board of Appeals (ZBA), and staff recommend approval for a special use permit for Indoor Commercial Recreation, in the B1a Business District and oCSC Central Street Corridor Overlay District, with conditions.

Council Action:

For Introduction

Summary:

Site Background

1801-1803 Central Street is a one-part vernacular commercial building in the B1a Business District and oCSC Overlay District. The property was previously used for auto repair with one central garage bay accessed from Central Street. The building has been slightly altered with clay tile storefront awnings. The original structure retains minimal art-deco ornamentation above the central stepped parapet wall. The subject property is located on the north side of Central Street. The closest major cross street is Green Bay Road one-half block to the west. The space is served by a public alley to the north.

It is immediately surrounded by the following zoning districts:

North:	R1	Single-Family Residential
South:	B1a	Business District
East:	B1a	Business District
West:	B1a	Business District

### Proposal

Commercial Indoor Recreation is a listed special use in the B1a Business District and Central Street Corridor Zoning Overlay. The Zoning Ordinance defines Commercial Indoor Recreation as:

Public or private recreation facilities, tennis ball, racquet or other courts, swimming pools, bowling alleys, skating rinks, or similar uses that are enclosed in buildings and primarily for the use of persons who do not reside on the same lot as that on which the recreational use is located. "Commercial indoor recreation" shall include, but not be limited to, health and fitness establishments or any accessory use, such as snack bars that sell prepackaged food items, pro shops, and locker rooms that are designed and intended primarily for the use of patrons of the principal recreational use. "Commercial indoor recreation" shall not include cultural facilities, community centers and recreation centers, or any use that is otherwise listed specifically in a zoning district as a permitted or a special use. For purposes of this definition, the term "commercial purpose," as defined in this Section, shall not apply.

The applicant proposed a fitness studio with an emphasis on martial arts training and classes. In addition, the proposed principle use, the proposal has two accessory uses within the building, a small Type 2 restaurant, and a retail use. These two accessory uses do not require special use approval and their location at the structure's primary elevation and volume fronting Central Street fulfill the overlay codes requirement for active ground floor uses.

- **Hours of Operation:**
  - 6am - 12pm (peak at 7:30am)
  - closed midday
  - 4pm – 9pm (peak at 6pm)
- **Employees**
  - 2 - 3 salaried (one morning shift, one evening shift)
- **Class times**
  - 6am - 12pm
  - 4pm – 9pm
- **Classes per day**
  - Approximately 8 classes
- **Class capacity**
  - 10-15 people per class
- **Hours of amplified music or microphones:**
  - N/A – use does not involve amplified music or microphones.
- **Deliveries**
  - No anticipated deliveries for the fitness concept. Deliveries for accessory uses to utilize the alley.
- **Parking**
  - Anticipates employees and 70% of users to use public transportation, walk, or bike to the site. The additional 30% who choose to drive will utilize on-street parking, or the adjacent University parking lot when open to the public. Hours of public use align well with the anticipated peak hours of operation.

- Accessory uses are seen as having a negligible parking demand.

Comprehensive Plan:

The Evanston Comprehensive General Plan encourages the utilization of vacant storefronts along existing commercial corridors to provide needed services to the community and encourage economic vitality. The Comprehensive Plan specifically includes:

Objective: Promote the growth and redevelopment of business, commercial, and industrial areas.

Objective: Retain and attract businesses in order to strengthen Evanston's economic base.

A special use for Commercial Indoor Recreation, and its associated accessory uses at 1801-1803 Central Street will allow three new businesses in Evanston to fully utilize a long vacant and currently deteriorated commercial space in a prime location proximate to transit. Staff believes the proposed use, as presented, will be complimentary to proximate businesses on Central Street and activate a portion of East Central Street which has been blighted but seen steady improvement and investment in recent years. The decision to rehabilitate and adapt the existing building should be applauded as it retains contextual built fabric while adequately activating the street frontage.

Legislative History:

Zoning Board of Appeals (ZBA) Discussion and Recommendation:

On February 16, 2021, ZBA members heard testimony and reviewed documentation (attached) regarding the proposed special use for Commercial Indoor Recreation at 1801-1803 Central Street. Members of the ZBA found the proposed use to be appropriate and the potential for negative impacts on adjacent properties to be minimal. The hours of operation proposed activation of the street facing facade, and the proposed parking plan were deemed appropriate. Members applauded the adaptive use of a long vacant retail space as well as a proposed use which is complimentary to proximate uses with non-overlapping peak hours of operation. Members of the ZBA determined the recommended conditions provided by the Design and Project Review Committee (DAPR) were unnecessary and voted unanimously to recommend approval for the special use without conditions.

[February 16 ZBA Packet](#)

Design and Project Review (DAPR) Discussion and Recommendation:

On February 3, 2021, DAPR members heard testimony from the applicant and reviewed plans. Members applauded efforts to adapt and rehabilitate the building, noting it had been out of use for many years and in its current condition degraded the integrity of the East Central Street merchant district.

Some members had concerns with the proposed plan to utilize Northwestern University parking without a formal use agreement, relying on times when the University permits the public to utilize the adjacent lot. The Alderman and an adjacent resident (north of the alley) had similar concerns noting that parking could be difficult during University sporting events.

Other members noted the proximity to public transportation and the addition of bike racks as a viable alternative as well as less strained parking demand during the use's peak hours.

DAPR voted unanimously to provide a positive recommendation but asked that the applicant provide some additional information on the parking arrangement prior to determination by Council and commit to installation of bike racks in coordination with the City's Traffic Engineer and Transportation & Mobility Coordinator.

Attachments:

[30-O-21 Special Use Indoor Commercial Recreation Facility 1801-03 Central](#)

[Findings For Special Use for 1801 Central Street](#)

[ZBA-minutes-20210216 draft excerpt 1801 Central St](#)

[Proposed Site Plan](#)

[Rendering](#)

[Aerial Image](#)

[Street View](#)

**30-O-21**

**AN ORDINANCE**

**Granting a Special Use Permit for a Commercial Indoor Recreational Facility Located at 1801-1803 Central Street in the B1a Business District and oCSC Central Street Overlay**

**WHEREAS**, the Zoning Board of Appeals (“ZBA”) met on February 16, 2021, pursuant to proper notice, to consider case no. 21ZMJV-0005, an application filed by James Hennessey (the “Applicant”), contract purchaser at the property legally described in Exhibit A, attached hereto and incorporated herein by reference, commonly known as 1801-1803 Central Street (the “Subject Property”) and located in the B1a Business District and oCSC Central Street Overlay, for a Special Use Permit to establish, pursuant to Subsections 6-9-5-3 and 6-15-14-7 of the Evanston City Code, 2012, as amended (“the Zoning Ordinance”), a Commercial Indoor Recreation Facility on the Subject Property; and

**WHEREAS**, the ZBA, after hearing testimony and receiving other evidence, made a written record and written findings that the application for a Special Use Permit for a Commercial Indoor Recreation Facility met the standards for Special Uses in Section 6-3-5 of the Zoning Ordinance and recommended City Council approval thereof; and

**WHEREAS**, at its meeting of March 22, 2021, the Planning and Development Committee of the City Council (“P&D Committee”) considered the ZBA’s record and findings and recommended the City Council accept the ZBA’s recommendation and approved the application in case no. 21ZMJV-0005; and



**WHEREAS**, at its meeting of April 12, 2021, the City Council considered and adopted the respective records, findings, and recommendations of the ZBA and P&D Committee, as amended,

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EVANSTON, COOK COUNTY, ILLINOIS, THAT:**

**SECTION 1:** The foregoing recitals are found as fact and incorporated herein by reference.

**SECTION 2:** The City Council hereby approves the Special Use Permit for a Commercial Indoor Recreation Facility on the Subject Property as applied for in case no. 21ZMJV-0005.

**SECTION 3:** Pursuant to Subsection 6-3-5 of the Zoning Ordinance, the City Council hereby imposes the following conditions on the Applicant's Special Use Permit, violation of any of which shall constitute grounds for penalties or revocation of said Permit pursuant to Subsections 6-3-5 of the Zoning Ordinance:

- A. The Applicant shall develop and use the Subject Property in substantial compliance with: all applicable legislation; the Applicant's testimony and representations to the ZBA, the P&D Committee, and the City Council; and the approved plans and documents on file in this case.
- B. Before it may operate the Special Use authorized by the terms of this ordinance, the Applicant shall record, at its cost, a certified copy of this ordinance with the Cook County Recorder of Deeds.

**SECTION 4:** When necessary to effectuate the terms, conditions, and purposes of this ordinance, "Applicant" shall be read as "Applicant's agents, assigns, and successors in interest."

**SECTION 5:** This ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

**SECTION 6:** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 7:** If any provision of this ordinance or application thereof to any person or circumstance is ruled unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this ordinance that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this ordinance is severable.

**SECTION 8:** The findings and recitals contained herein are declared to be prima facie evidence of the law of the City and shall be received in evidence as provided by the Illinois Compiled Statutes and the courts of the State of Illinois.

Introduced: \_\_\_\_\_, 2021  
Adopted: \_\_\_\_\_, 2021

Approved:  
\_\_\_\_\_, 2021

\_\_\_\_\_  
Stephen H. Hagerty, Mayor

Attest:  
  
\_\_\_\_\_  
Devon Reid, City Clerk

Approved as to form:  
  
\_\_\_\_\_  
Kelley A. Gandurski, Corporation Counsel

**EXHIBIT A**

**LEGAL DESCRIPTION**

Lot 20 and the East 5.00 feet of Lot 21 in Jenks' Resubdivision of Block 37 in North Evanston, being a Subdivision of Lots 11 to 16 and the West 4-3/10 Acres of Lot 17 in George Smith's Subdivision of South Part of Quilmette Reserve and also of Lots 1, 3 and that Part of Lot 2, lying between the Chicago and Milwaukee Railroad and West line of Lot 3 produced to the North Line of Section 12, Township 41 North, Range 13, East of the Third Principal Meridian, in Cook County, Illinois.

COMMONLY KNOWN AS 1801-1803 CENTRAL STREET

PIN # 05-34-427-016-0000



# FINDINGS

FOR STANDARDS OF

## SPECIAL USE PERMITS

*In the case of*

**Case Number:** 21ZMJV-0005  
**Address or Location:** 1801-1803 Central Street  
**Applicant:** James Hennessey, contract purchaser  
**Proposed Special Use:** Commercial Indoor Recreation Facility

*After conducting a public hearing on February 16, 2021, the Zoning Board of Appeals makes the following findings of fact, reflected in the audio-visual recording of the hearings, based upon the standards for special uses specified in Section 6-3-5-10 of the Zoning Ordinance:*

<u>Standard</u>	<u>Finding</u>
(A) It is one of the special uses specifically listed in the zoning ordinance;	<input checked="" type="checkbox"/> <b>Met</b> <input type="checkbox"/> <b>Not Met</b> Vote 5-0
(B) It is in keeping with purposes and policies of the adopted comprehensive general plan and the zoning ordinance as amended from time to time;	<input checked="" type="checkbox"/> <b>Met</b> <input type="checkbox"/> <b>Not Met</b> Vote 5-0
(C) It will not cause a negative cumulative effect, when its effect is considered in conjunction with the cumulative effect of various special uses of all types on the immediate neighborhood and the effect of the proposed type of special use upon the city as a whole;	<input checked="" type="checkbox"/> <b>Met</b> <input type="checkbox"/> <b>Not Met</b> Vote 5-0
(D) It does not interfere with or diminish the value of property in the neighborhood;	<input checked="" type="checkbox"/> <b>Met</b> <input type="checkbox"/> <b>Not Met</b> Vote 5-0

PLANNING AND ZONING DIVISION      ☎ 847-448-8230  
 Community Development Department  
 2100 Ridge Ave., Rm. 3202 Evanston, IL 60201

✉ zoning@cityofevanston.org  
 🌐 www.cityofevanston.org/zoning

(E) It can be adequately served by public facilities and services	<input checked="" type="checkbox"/> <b>Met</b> <input type="checkbox"/> <b>Not Met</b> Vote 5-0
(F) It does not cause undue traffic congestion;	<input checked="" type="checkbox"/> <b>Met</b> <input type="checkbox"/> <b>Not Met</b> Vote 5-0
(G) It preserves significant historical and architectural resources;	<input checked="" type="checkbox"/> <b>Met</b> <input type="checkbox"/> <b>Not Met</b> Vote 5-0
(H) It preserves significant natural and environmental features; and	<input checked="" type="checkbox"/> <b>Met</b> <input type="checkbox"/> <b>Not Met</b> Vote 5-0
(I) It complies with all other applicable regulations of the district in which it is located and other applicable ordinances, except to the extent such regulations have been modified through the planned development process or the grant of a variation.	<input checked="" type="checkbox"/> <b>Met</b> <input type="checkbox"/> <b>Not Met</b> Vote 5-0

and, based upon these findings, and upon a vote

  5   in favor &   0   against

**Recommends to the City Council**

**approval without conditions**  
 **denial of the proposed special use**  
 **approval with conditions *specifically*:**

*Attending:*

Max Puchtel  
 Myrna Arevalo  
 Jill Zordan  
 Violetta Cullen  
 Lisa Dziekan

*Vote:*

<i>Aye</i>	<i>No</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>

\_\_\_\_ Mary McAuley


X  Kiril Mirintchev



\_\_\_\_\_

X

---

**PLANNING AND ZONING DIVISION**  
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 [zoning@cityofevanston.org](mailto:zoning@cityofevanston.org)  
 [www.cityofevanston.org/zoning](http://www.cityofevanston.org/zoning)



**MEETING MINUTES EXCERPT**

**ZONING BOARD OF APPEALS**

Tuesday, February 16, 2021

7:00 PM

Via Virtual Meeting

**NOT APPROVED**

Members Present: Violetta Cullen, Kiril Mirintchev, Max Puchtel, Myrna Arevalo, Lisa Dziekan

Members Absent: Mary McAuley, Jill Zordan

Staff Present: C.W. Sterling, M. Klotz

Presiding Member: Violetta Cullen

---

**1801-1803 Central Street**

**ZBA 21ZMJV-0005**

James Hennessey, contract purchaser, submits for a Special Use for a Commercial Indoor Recreation facility in the B1a Business District (Zoning Code Section 6-9-5-3). The Zoning Board of Appeals makes a recommendation to City Council, the determining body for this case.

Mr. Sterling read the case into the record.

- Formerly an auto repair shop
- Building has been in disrepair for about 10 years and needs to be rehabbed
- 6-9am, noon, 4-9pm classes. Most are in the morning and at 6pm
- Will be a positive thing for the community and for kids.
- Employees will use permit parking at the NU parking lot at Central & Ashland. Anticipate 70% of customers will walk, bike, or take public transit.
- For NU home game days (7 per year) the business will close if parking is an issue
- Hope to have green food concepts or athletic apparel in the storefront spaces
- Facade will be changed - remove vehicular doors, stain brick, likely do something similar to what Hewn did. There will be a lot of glass on the storefront
- Jiu jitsu will be the center space in the building
- There will not be any deliveries in or out for the jiu jitsu business
- Phase 1 Environmental has been completed since the building was for auto repair and there are no environmental concerns

David Staub stated DAPR required bike racks as a condition, and there is not room for any bike racks. There are City bike racks at Poplar and there will be many more with the Green Bay Road improvements. Adding bike racks on the Central St. sidewalk is a bad idea that will further crowd pedestrian traffic, including when Hewn has an outdoor line. Do not require the bike rack. Employees of the retail spaces should also have to park in the NU permit lot.

The applicant responded that they will encourage any retail employees to obtain a permit for the meter lot if they plan to drive to the location.

Julie Matthei, Hewn Bakery, stated she is excited the building has been purchased and will be renovated, and will also allow the party wall parapet to be repaired.

The applicant responded that a new roof and reinforced building envelope are the first steps in renovation and he will work with Hewn.

Deliberation:

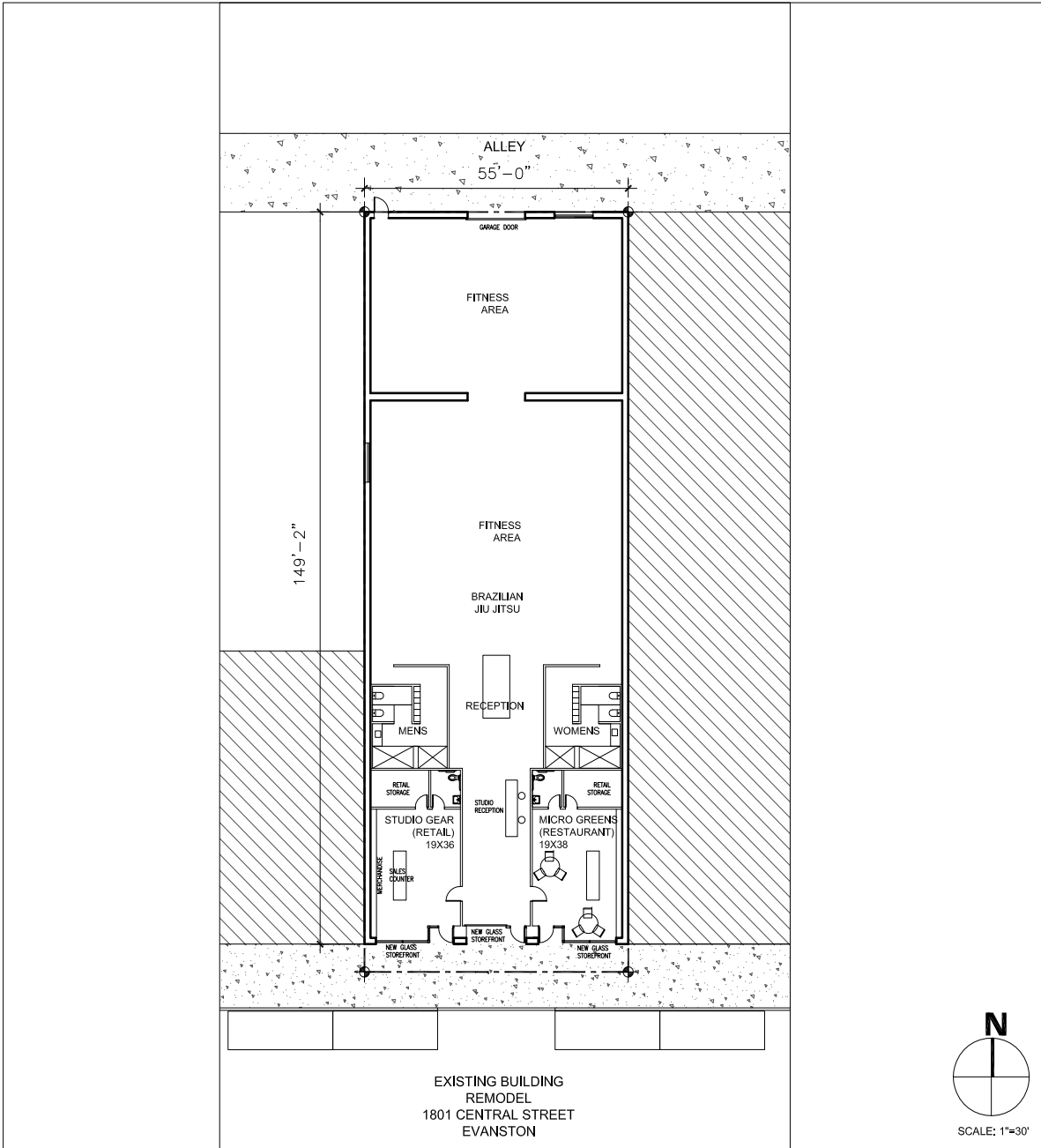
Member Dziekan stated the project is exciting. The market will likely dictate if additional bike parking is needed. It would be good to condition future retail to park in the permit lot. Member Puchtel agreed and noted support without the DAPR conditions.

Member Mirintchev noted the use is not active during all business hours, so care should be taken to ensure the building is well lit and has active uses in the other spaces. Member Arevalo agreed. Chair Cullen agreed and stated the renovations will greatly improve the property.

Motion to accept Standards as written in the staff memo, motioned by Member Puchtel and seconded by Member Mirintchev, and unanimously approved.

Member Puchtel motioned to recommend approval of the special use (without conditions since metered parking is already limited by time so unlikely to be used for employee parking), seconded by Ms. Dziekan and unanimously recommended for approval.





**Mason Miller Architect, LLC**  
 305 Central Park Avenue, Wilmette IL 60091  
 415.260.5515 mason@masonmillerarchitect.com

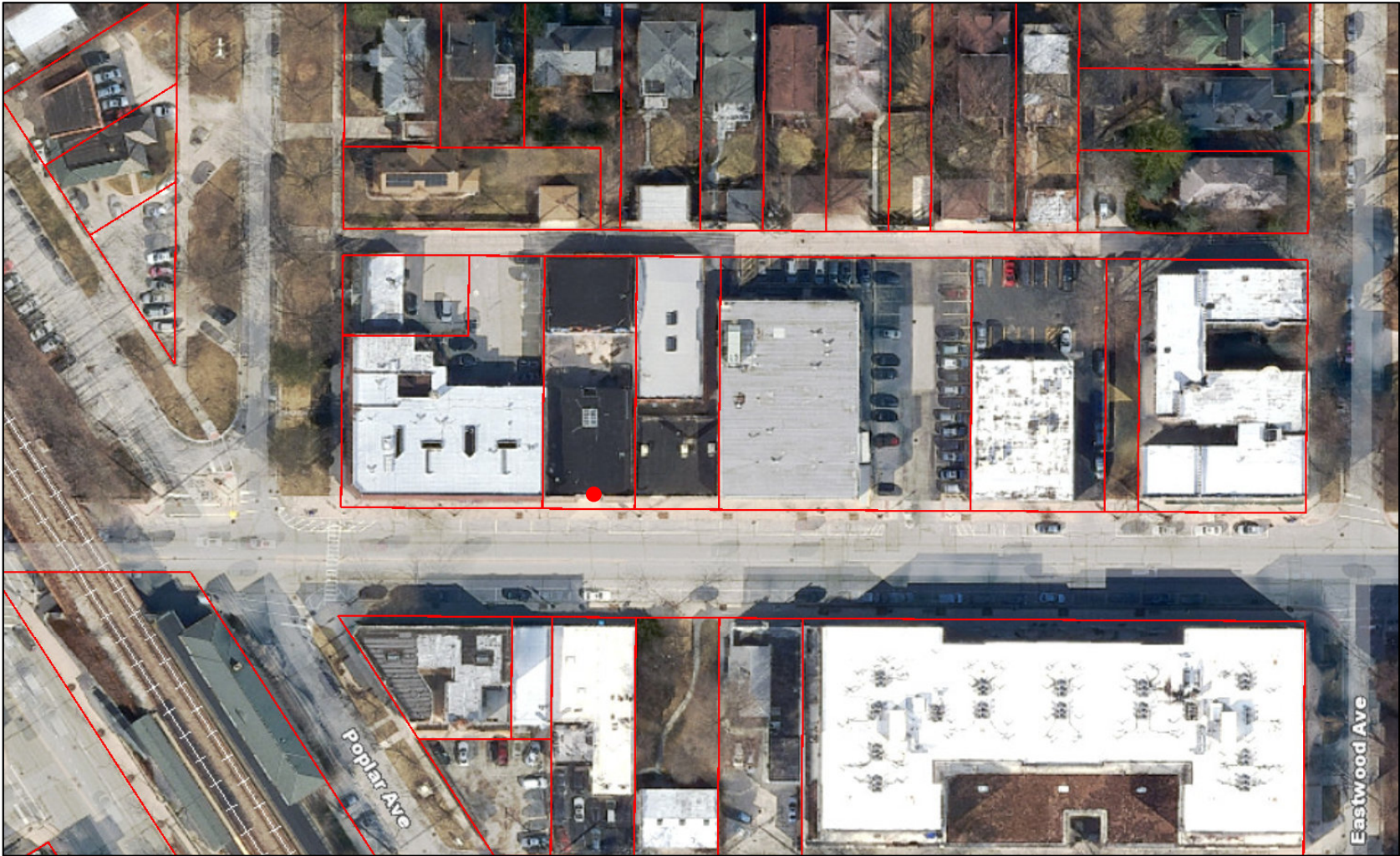
**1801 CENTRAL STREET  
 EVANSTON  
 SITE PLAN EXHIBIT**

SUBMISSION		<b>SP1</b>
REV	DESCRIPTION	
01-14-21	SITE PLAN EXHIBIT FOR SUP	



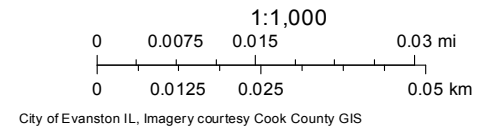


# 1801-03 Central St.



January 29, 2021

- User drawn points
- Tax Parcels



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