



Memorandum

Date: March 18, 2022
To: Mayor Biss and Members of the City Council
From: Kelley Gandurski, Interim City Manager
Subject: City Manager's Office Weekly Report for
March 14 - March 18, 2022

Staff Reports by Department

City Manager's Office

Weekly Bids Advertised (none this week)

Community Development

Weekly Zoning Report

Weekly Inspection Report

Health Department

Weekly Food Establishment Application Report

Law Department

Weekly Liquor License Application Report

Legislative Reading

NWMC Weekly Briefing



Public Notices, Agendas & Minutes

Monday, March 21, 2022

5:00pm: [Planning and Development Housing Sub-Committee](#)

Tuesday, March 22, 2022

2:00pm: [Design and Project Review Committee \(DAPR\)](#) (Canceled)

Wednesday, March 23, 2022

7:00pm: [Land Use Commission](#) (Rescheduled)

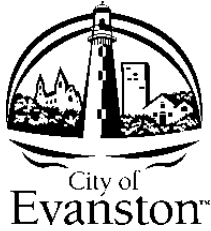
Thursday, March 24, 2022

5:30pm: [Emergency Telephone System Board Meeting](#)

Friday, March 25, 2022

Check the City's Calendar for updates:

[City of Evanston • Calendar](#)



Memorandum

To: Honorable Mayor and Members of the City Council
From: Johanna Nyden, Community Development Director
Subject: Weekly Zoning Report
Date: March 18, 2022

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

Please contact me at (847) 448-8014 or jnyden@cityofevanston.org if you have any questions or need additional information.

Cases Received and Pending, March 10, 2022 - March 16, 2022

Backlog (business days received until reviewed): 17

Volume (number of cases pending staff review): 20

Zoning Reviews

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	1631 Chicago Avenue	D4	Zoning Analysis	Planned Development for new 13-story building with 141 dwelling units, 37 parking spaces, and 6,759 square feet of ground floor retail	05/20/21	pending revisions from the applicant
1	824 Emerson Street	C1	Zoning Analysis	Construct 2 story parking garage with 96 parking spaces exclusively for Sherman Gardens	10/27/21	pending planned development application
1	816 Garnett Place	R5	Zoning Analysis	Planned Development for new 9 story tower connected to Link with 200 dwelling units and 71 parking spaces	11/05/21	pending planned development application
2	1133 Fowler Avenue	R2	Building Permit	Concrete patio	09/28/21	pending additional information from the applicant
2	1611 Church Street	WE1	Zoning Analysis	Convert existing industrial building into 7 DUs, add 2 accessory structures towards the front yard	11/02/21	pending additional information from the applicant
2	1706 Crain Street	R3	Building Permit	Remove 2nd story and side porch, construct 2-story addition	10/06/21	pending revisions from the applicant
2	2321 Bradley Place	R2	Building Permit	Walk and pad	02/09/22	non-compliant, pending revisions from the applicant
2	1127 Dewey Avenue	R3	Building Permit	New 2-story ADU	02/27/22	pending staff review
2	1704 Maple Avenue	RP	Building Permit	Interior build out for sports medicine and imaging center	03/10/22	pending staff review
2	945 Pitner Avenue	I2	Zoning Analysis	Determination of use to use property for a single-family dwelling	03/11/22	pending staff review
2	1417 Darrow Avenue	R3	Building Permit	Roof mounted solar panels	03/14/22	pending staff review
3	822 Hinman Avenue	R6	Building Permit	Remove and replace parking lot, striping	10/26/21	pending additional information from the applicant
3	639 Forest Avenue	R1	Building Permit	Replace decking, handrail, and skirting on existing deck	12/06/21	pending additional information from the applicant
3	999 Michigan Avenue	R5	Zoning Analysis	Rooftop stair and deck to multi-family dwelling	12/16/21	pending additional information from the applicant
4	1138 Elmwood Avenue	R3	Building Permit	New patio	08/15/21	on hold per the applicant
4	1122 Maple Avenue	R5	Building Permit	Paver driveway and paths	11/16/21	pending revisions from the applicant
4	718 Main Street	B2/oDM	Building Permit	New 5-story mixed-use building with ground floor retail and 120 dwellings (Vogue site)	12/28/21	pending revisions from the applicant, DAPR
4	1566 Oak Avenue	R6	Zoning Analysis	Determination of use for a Rooming House - Margarita Inn	02/21/22	pending staff review
4	1214 Maple Avenue	R1	Zoning Analysis	Subdivide zoning lot into 2 lots	02/28/22	pending staff review
4	1125 Elmwood Avenue	R3	Building Permit	Replace front porch deck, handrail, and trim	03/12/22	pending staff review
4	1211 Ridge Avenue	R1	Zoning Analysis	Install patio at rear of single-family dwelling under construction, construct garage attached to existing coach house	03/16/22	pending staff review
5	2046 Dodge Avenue	R3	Building Permit	Addition	09/28/21	non-compliant, pending revisions from the applicant

5	2114 Wesley Avenue	R3	Building Permit	Replace gravel walk and parking pad with pavers	10/16/21	pending additional information from the applicant
5	1717 Simpson Street	B1	Building Permit	Garage	10/28/21	non-compliant, pending revisions from the applicant
5	1717 Simpson Street	B1	Building Permit	Shed	11/01/21	non-compliant, pending revisions from the applicant
5	1701 Simpson Street	B1	Building Permit	First and 2nd story addition to existing commercial building	12/20/21	non-compliant, pending revisions from the applicant, DAPR review
5	1805-1815 Church Street	B2/oWE	Zoning Analysis	Construct 2 story religious institution for Mt. Pisgah and 44 DU multifamily building (primarily affordable)	01/25/22	non-compliant; pending revisions from the applicant
5	2115 Ridge Avenue	R4a	Building Permit	Driveway	02/23/22	pending additional information from the applicant
5	1239 Leon Place	R4	Building Permit	New single-family dwelling	02/24/22	non-compliant, pending revisions from the applicant
6	2504 Central Park Avenue	R1	Building Permit	Addition and patio expansion	07/07/21	pending revisions from the applicant
6	2402 Pioneer Road	R1	Building Permit	Patio, pergola, and walks	08/31/21	pending revisions from the applicant
6	2828 Lincoln Street	R1	Building Permit	Deck and patio	09/02/21	pending additional information from the applicant
6	3031 Thayer Street	R1	Building Permit	Shed	11/15/21	revisions submitted by applicant, pending staff review
6	3321 Colfax Place	R1	Building Permit	Replace steps	11/24/21	pending additional information from the applicant
6	2421 Central Park Avenue	R1	Building Permit	2-story detached ADU	01/30/22	pending revisions from the applicant
6	2303 Park Place	R1	Building Permit	1st and 2nd story additions, interior and exterior renovation, detached garage	01/30/22	pending revisions from the applicant
6	2650 Lincolnwood Drive	R1	Building Permit	Patio	02/05/22	pending additional information from the applicant
6	2516 Ridgeway Avenue	R1	Building Permit	Addition	02/08/22	pending additional information from the applicant
6	2508 Cowper Avenue	R1	Building Permit	2nd story addition	03/06/22	pending staff review
6	3234 Hartzell Street	R1	Building Permit	Replace deck	03/06/22	pending staff review
7	1030 Central Street	OS	Zoning Analysis	Post 42 Patio determination of use for American Legion/Canal Shores Golf Course	06/29/21	on hold per Law
7	1225 Grant Street	R1	Building Permit	Remove and replace deck	07/17/21	pending revisions from the applicant
7	2333 Ridge Avenue	R1	Building Permit	Garage, 14x20	11/17/21	non-compliant, pending additional information and revisions from the applicant
7	1801 Central Street	B1a/oCS	Building Permit	Remodel 1st floor and 2-story addition above (fitness studio on ground floor)	01/13/22	pending revisions from the applicant, DAPR
7	2631 Prairie Avenue	R4	Building Permit	New attached garage, addition, and interior remodel	01/28/22	pending additional information from the applicant
7	2687 Stewart Avenue	R1	Building Permit	Interior remodel and addition	02/21/22	pending revisions from the applicant
7	1114 Grant Street	R1	Building Permit	Addition and interior remodel	03/06/22	pending staff review

7	1219 Noyes Street	R1	Building Permit	Remove existing deck, construct new deck and paver patio	03/07/22	pending staff review
7	2730 Hampton Parkway	R1	Zoning Analysis	Zoning verification letter	03/11/22	pending staff review
7	1906 Grant Street	R1	Building Permit	Install paver patio and paver sidewalk	03/13/22	pending staff review
7	2895 Sheridan Place	R1	Zoning Analysis	Install patio, steps, grill, retaining wall, and fire pit	03/15/22	pending staff review
8	324 Florence Avenue	R1	Building Permit	Garage, 20'x20'	12/01/21	non-compliant, pending revisions/minor variation application from the applicant
8	1321 Brummel Street	R4	Zoning Analysis	New curb cut and shared driveway to open parking in the rear of two multi-family dwellings, 1317-1321 Brummel St	12/21/21	pending additional information from the applicant
8	1506 Mulford Street	R2	Zoning Analysis	Remove patio and construct new stone stoop	03/07/22	pending staff review
8	1506 Mulford Street	R2	Building Permit	Remove concrete, replace with gravel patio, remove wood steps and replace with stone steps	03/13/22	pending staff review
9	822 Wesley Avenue	R3	Zoning Analysis	Install rooftop wireless co-location	02/28/22	pending staff review
9	1613 South Boulevard	R2	Building Permit	Install sliding door, replace existing door with window, egress window, and deck	03/01/22	pending additional information from the applicant
9	1517 Oakton Street	R2	Building Permit	Roof mounted solar panels	03/11/22	pending additional information from the applicant

Pending building permit and zoning analysis reviews older than 6 months where there has not been activity are periodically removed from the zoning report.

Miscellaneous Zoning Cases

Ward	Property Address	Zoning	Type	Project Description	Received	Status
2	1001 Dewey Avenue	R3	Minor Variation	Deck located in interior side yard, interior side yard setback to deck, front yard fence	02/18/22	determination after 03/22/22
2	1804 Maple Avenue	RP	Special Use	Special use for a Cannabis Dispensary	03/04/22	pending DAPR 03/29/22, LUC 04/13/22
3	1217 Michigan Avenue	R1	Minor Variation	Building lot coverage for new garage attached via a covered extension	02/23/22	determination after 03/15/22
4	910-938 Custer Avenue	MXE	Planned Development	Time extension to an approved Planned Development	03/03/22	pending staff review, P&D
5	2044 Wesley Avenue	R4/R5/oWE	Planned Development	New construction of 19 townhomes, a 12-unit multi-family dwelling, new private driveway/alley to access townhomes, new pedestrian path connecting Green Bay Road, Wesley and Jackson Avenues, removal of railroad infrastructure and environmental clean-up of site	02/03/22	pending staff review, DAPR, LUC
6	2650 Lincolnwood Drive	R1	Minor Variation	Building lot and impervious surface coverage for a front porch	11/18/21	pending permit submittals for work done without a permit (deck enclosure, shed, patio)
6	3434 Central Street	R2	Planned Development	New 2-story, 24,916 sf building for a Daycare center - Child (Kensington School)	02/10/22	pending DAPR 04/12/22, LUC 05/11/22
7	2356 Colfax Terrace	R1	Major Variation	Revised Major Variation application with revised variations for construction of a single-family dwelling for substantial additions (previous application denied by the LUC)	03/07/22	pending LUC 03/30/22
8	2424 Oakton Street	C1/oRD	Special Use	Special use for Resale Establishment, Salvation Army	11/08/21	pending P&D 04/11/22



Memorandum

To: Kelley Gandurski, Interim City Manager
From: Angelique Schnur, Building and Inspection Services Manager
Subject: Weekly Inspection Report
Date: March 18, 2022

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

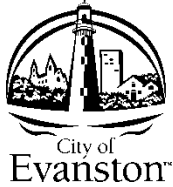
Please contact me at 847-448-8035 or aschnur@cityofevanston.org if you have any questions or need additional information.

Cases Received, March 18, 2022

Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
2	1101 Church Street	Multi-Family Building	Construction fence and site are in good order. Demo work has not started yet.	3/17/2022
2	2030 Greenwood	Multi-Family Building	Construction fence and site are in good order. Foundation work is underway. Excavation contractor was reminded to keep the streets around the site free of mud and debris.	3/17/2022

4	1555 Ridge Avenue	Multi-Family Building	The fence has been removed from the west side of the project, only rear of the building has fencing in place. This project has been completing final inspections and will be requesting TCO for leasing office, and model units.	3/17/2022
8	1011 Howard Street (Evergreen Senior Housing)	Senior Living Facility	The new building is almost completely inspected and approved. Scaffolding is present along the front of the original building to the west and is being used to restore the brick exterior. Interior remodeling of existing offices is close to completion.	3/17/2022
8	100 Chicago Avenue (Gateway)	Mixed-Use Retail/Residential	The construction fence and site are in good order. Framing of 3rd level is underway.	3/17/2022



Memorandum

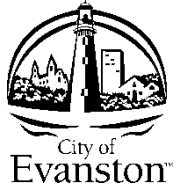
To: Honorable Mayor and Members of the City Council

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

Subject: Food Establishment License Application Weekly Report

Date: March 18, 2022

Ward	Property Address	Business Name	Date Received	Current Status
4	1590 Sherman Ave	Moge Tee Shop	1/21/2022	Pending Building Issued – Pending Inspections
7	2002 Central St	Blended HSB Evanston	1/20/2022	Pending Building Issued – Pending Inspections
1	809 Davis St	5411 Empanadas	12/21/2021	Pending Building Issued – Pending Inspections
1	1743 Sherman Ave	Olive Mediterranean Grill	12/10/2021	Pending Building Permit Issuance
1	724 Clark St	Shinto Ramen	11/19/2021	Pending Building Issued – Pending Inspections
8	329 Howard St	LOADaSPUD	10/12/2021	Pending Building Issued – Pending Inspections
7	1921 Central St	Central Street Diner	10/7/2021	Pending Permit Application
4	1619 Chicago Ave	Picnic	9/14/2021	Pending Building Issued – Pending Inspections
1	1601 Sherman Ave	Sweetgreen	9/13/2021	Pending Building Issued – Pending Inspections
1	1726 Sherman Ave	Tomo Japanese Street Food	7/13/2021	Pending Building Issued – Pending Inspections
4	1508 Sherman Ave	Dollop Coffee	2/11/2021	Building Permit Issued – Pending Inspections
2	1813 Dempster St	Zentli	8/27/2020	Building Permit Issued – Pending Inspections
8	633 Howard St	Estacion	2/4/2020	Building Permit Issued – Pending Inspections



Memorandum

To: Honorable Mayor and Members of the City Council

From: Brian George, Assistant City Attorney

Subject: Weekly Liquor License Application Report

Date: March 18, 2022

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

Please contact me at (847) 866-2937 or bgeorge@cityofevanston.org if you have any questions or need additional information.



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING MARCH 18, 2022

LGDF Push Continues as General Assembly Counts Down to Adjournment

With just three weeks until the General Assembly's scheduled adjournment, lawmakers continue to work at dual purposes, shepherding bills toward final passage and crafting next year's state budget. Next Friday, March 25, is the deadline to advance bills from the opposite chamber out of committee. April 1 is the 3rd reading deadline in both chambers with adjournment scheduled for April 8.

The Conference's top priority during these final weeks of session is to secure the inclusion of a partial restoration of the Local Government Distributive Fund (LGDF) in the state's FY 2023 budget. Restoring LGDF to 8 percent will help take pressure off property taxes, support local economic development, address skyrocketing public safety pension costs and allow municipalities to continue providing essential services. With Illinois enjoying a rare budget surplus, now is the time for lawmakers to act in restoring LGDF.

In addition to the LGDF push, the Conference continues to track a number of bills affecting local governments. In the Senate, [House Bill 5538](#) (Rep. Michael Halpin, Sen. David Koehler) applies the Prevailing Wage Act to construction or demolition of public works performed by an employee of another public body. While concerned about the cost this could add in mutual aid situations, the precedent of expanding Prevailing Wage to local government employees is opposed by the Conference. The bill is currently assigned to the Senate Labor Committee, but has yet to be scheduled for a committee hearing. [House Bill 4489](#) (Rep. Jay Hoffman, Sen. Scott M. Bennett) provides that the requirements of the Grant Accountability and Transparency Act (GATA) do not apply to capital appropriated funds made by the Illinois Department of Transportation (IDOT) to units of local government. The Conference supports this bill, which is scheduled for a Senate Executive Committee hearing on Wednesday, March 23.

In the House, [Senate Bill 3106](#) (Sen. Laura M. Murphy, Rep. Lawrence Walsh, Jr.), which the Conference supports, allows parcels to be categorized as contiguous for the Tax Increment Allocation Redevelopment Act if they meet the criteria for contiguity under municipal annexation criteria. [Senate Bill 2154](#) (Sen. Jil Tracy, Rep. Norine K. Hammond), which the Conference opposes, provides that buildings, structures, and improvements that are not permanently attached to the land are not considered property for the purposes of the Code. This change to longstanding assessment procedures could wreak havoc on the property tax process. Senate Bill 3106 and Senate Bill 2154 are both scheduled for a House Revenue and Finance Committee hearing on Thursday, March 24.

The Conference urges members to be ready to respond during these final weeks of session as issues can quickly emerge and lawmakers may need to hear from their local government partners. *Staff contacts: Mark Fowler, Larry Bury, Chris Staron*

NWMC Employee Assistance Program Enrollment Now Open

The Conference is pleased to offer the opportunity to enroll in the Employee Assistance Program (EAP) to municipalities, townships, park districts and libraries. LifeWorks is the current EAP provider and offers confidential, cost free referrals and assessment service twenty-four hours a day for employees and their families. Areas of assistance include dealing with issues such as substance abuse, mental health, family and marital problems, financial and legal matters.

The fee for program participation remains the same at \$23.50 per employee per year and the contract year begins May 1. If you are not currently a member of the EAP program and would like to join or obtain additional information, please contact Marina Durso, 847-296-9200, ext. 122 or mdurso@nwmc-cog.org. Enrollment information and participation forms were sent to all members on March 15. *Staff contact: Marina Durso*

NWMC Spring Auction is a Month Away!

Thank you to the *City of Evanston, Village of Lincolnshire, Village of Skokie* and Village of Homewood for signing up for the April 19 NWMC Surplus Vehicle and Equipment Auction. The event will begin at noon at America's Auto Auction in Crestwood. America's AA offers a wide variety of convenient services to prep your vehicles and garner the highest possible price, and as previously noted, prices for used cars are up 40% year-to-year due to chip shortages and high demand.

Please note that vehicles and equipment can be listed for disposal at the NWMC auction right up to the morning of the auction day. Sell them now to get a fresh start and please keep in mind that a portion of the proceeds help support the operations of the organization. If you can't make the April Auction, live auctions will also be held on July 19 and October 18. In addition, America's Auto Auction hosts online sales on par with other government surplus Internet auctions. For questions or additional information, please contact staff or Berry Ellis, 312-371-5993 or berry.ellis@americasautoauction.com. *Staff contact: Ellen Dayan*

Bicycle and Pedestrian Committee Reviews Multimodal Plan Progress

The NWMC Bicycle and Pedestrian Committee met Thursday and received a staff presentation on the results of the first annual NWMC Multimodal Transportation Plan survey. The survey will be a way for members to keep up with progress on projects included in the Plan and those that contribute to its general goals. This past year, over 15 miles of new bicycle facilities and over 17 miles of sidewalks were constructed, with significant progress made in completing the Priority Bicycle Corridors and Sidewalk Gaps identified in the Plan. Staff's summary of results are [available online](#). Finally, members shared updates on local projects, including plans for Invest in Cook applications and progress on bike and active transportation plans. *Staff contacts: Kendra Johnson, Eric Czarnota*

Fifth Installment of Rebuild Illinois Capital Bill Program Released

The Illinois Department of Transportation (IDOT) will soon provide local public agencies with the fifth installment from the \$1.5 billion Rebuild Illinois capital program. This installment will consist of \$250 million that will be distributed based on the regular Motor Fuel Tax (MFT) formula. These funds are not MFT distributions but grants made from bond sale proceeds that must be deposited into the local public agencies' MFT account and expended for transportation use with IDOT oversight. Distribution allotments may be viewed online under the [REBUILD ILLINOIS](#) tab. If you have any questions regarding the fifth installment, please contact IDOT Local Program Development Engineer Stephane B. Seck-Birhame, 217-782-3972 or Bablibile.Seck@Illinois.gov. *Staff contacts: Kendra Johnson, Eric Czarnota*

IEMA Reopens Hazard Mitigation Grant Funding Opportunity

As previously reported, the Illinois Emergency Management Agency (IEMA) has reopened the application period for Hazard Mitigation Grant Program funding. Entities that have already submitted applications do not need to resubmit. Projects should help mitigate damage from future disasters and can include stormwater management projects. IEMA will also prioritize buyouts of flood-prone properties. Applicants are invited to email a [pre-application](#) to ema.mitigation@illinois.gov by Saturday, April 30.

IEMA will review the pre-applications and invite selected entities to submit full applications, which are to include a benefit-cost analysis. The Metropolitan Water Reclamation District of Greater Chicago suggests including administrative costs in the proposed budgets which can reimburse application development costs. For more information, please visit [IEMA's website](#) or contact Sam Al-Basha, sam.m.al-basha@illinois.gov. *Staff contact: Kendra Johnson*

Meetings and Events

NWMC Transportation Committee will meet Thursday, March 24 at 8:30 a.m. at the NWMC offices and via videoconference.

NWMC Executive Board will meet Wednesday, April 6 at 8:30 a.m. via teleconference.

NWMC Finance Committee will meet Wednesday, April 13 at noon via teleconference.

NWMC Board of Directors will meet Wednesday, April 13 at 7:00 p.m. via teleconference.

NWMC Staff

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Marina Durso	Executive Assistant	mdurso@nwmc-cog.org
Kendra Johnson	Program Manager for Transportation	kjohnson@nwmc-cog.org
Chris Staron	Policy Analyst	cstaron@nwmc-cog.org

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