

**AN ORDINANCE**

**AN ORDINANCE AMENDING THE ZONING ORDINANCE  
TO INCLUDE "OFFICE" AS A LISTED SPECIAL USE IN  
CERTAIN ZONING DISTRICTS, SUBJECT TO CONDITIONS**

WHEREAS, the Plan Commission held a public hearing on April 8, 1998 pursuant to proper notice in case no. ZPC 98-02-T(R), regarding amendments to the text of the Zoning Ordinance to include "office" as a listed special use in R4, R5, & R6 General Residential Districts, subject to conditions; and

WHEREAS, the Plan Commission heard testimony and received other evidence, and made written findings that the proposed amendments met the standards for text amendments in Section 6-3-4-5 of the Zoning Ordinance; and

WHEREAS, the Plan Commission recommended that the City Council approve the proposed amendments, and

WHEREAS, the Planning and Development Committee of the City Council considered the proposed amendments and recommended City Council approval thereof,

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

**SECTION 1:** That the City Council hereby adopts the findings and recommendation of the Plan Commission and the recommendation of the Planning and Development Committee that the proposed amendments met the standards for text amendments in Section 6-3-4-5 of the Zoning Ordinance.

**SECTION 2:** That the Zoning Ordinance is hereby amended, as follows:

Section 6-4-9: OFFICE: An office may be considered a listed special use in the R4, R5, and R6 districts only in the following instances and subject to the following conditions:

- (A) The subject property shall be within an R4, R5, or R6 General Residential zoning district and shall be adjacent to any B, C, D, RP, O1, MU, MUE, or I zoning district.
- (B) The subject property shall be improved with, and the office(s) shall be located within, a dwelling originally constructed as a single-family detached or two-family dwelling.
- (C) The Zoning Board of Appeals shall consider, make findings of fact regarding, and, if necessary, attach specific conditions to address, the following characteristics of the proposed use:
  - 1. the number of employees;
  - 2. the amount of parking;
  - 3. the amount of traffic;
  - 4. the number of clients on the subject property at any one time and per day;
  - 5. the hours of operation;
  - 6. the hours during which pick-up and delivery are permitted;
  - 7. the manner in which utilities and other services are provided to the area;
  - 8. sources of noise, vibrations, smoke, dust, odor, heat, glare, or electrical interference with radio or television transmission to the area;
  - 9. exterior alterations to the residential appearance of the subject property, including, but not limited to, creating a separate or exclusive office entrance, signage or other advertising or display to identify the office, fencing, and outdoor storage; and
  - 10. the taxable value of buildings and land on, and within the vicinity of, the subject property.
- D. If the special use is granted by the City Council, the property owner, or his or her agent, shall provide the Cook County Assessor's Office with appropriate documentation of the non-residential use of the subject property, including, but not limited to, the amount of floor area devoted to non-residential use. The property owner, or his or her agent, shall

cause to be placed on file in the Office of the Zoning Division a copy of the above described document. Said document and copy shall be received by the Cook County Assessor's Office and Zoning Division prior to the issuance of a final certificate of occupancy for the non-residential use.

Section 6-8-5-3: **SPECIAL USES:** The following uses may be allowed in the R4 District, subject to the provisions set forth in Section 6-3-5, "Special Uses":

Office (subject to the general requirements of Section 6-4-9 "Offices").

Section 6-8-6-3: **SPECIAL USES:** The following uses may be allowed in the R5 District, subject to the provisions set forth in Section 6-3-5, "Special Uses":

Office (subject to the general requirements of Section 6-4-9 "Office").

Section 6-8-7-3: **SPECIAL USES:** The following uses may be allowed in the R6 District, subject to the provisions set forth in Section 6-3-5, "Special Uses":

Office (subject to the general requirements of Section 6-4-9 "Office").

**SECTION 3:** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 4:** This ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

Introduced: May 11, 1998

Adopted: May 26, 1998

Approved: May 28, 1998

Lorraine A. Norton  
Mayor

ATTEST:

Mary D. Morris  
City Clerk

Approved as to form:

Ellen Lyman  
Asst. Corporation Counsel