

To: Mayor Biss and Members of the City Council

From: Luke Stowe, City Manager

Subject: Weekly City Manager's Update

Date: November 3, 2023

### **STAFF REPORTS BY DEPARTMENT**

Weekly Report for October 30, 2023 – November 3, 2023

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

No Weekly Bids

### **Community Development**

Weekly Zoning Report
Weekly Inspection Report
Monthly CV/Permit Fee Report

### **Health Department**

Weekly Food Establishment Application Report

#### **Law Department**

Weekly Liquor License Application Report

#### Legislative Reading

**NWMC** Weekly Briefing

# STANDING COMMITTEES OF THE COUNCIL & MAYORAL APPOINTED BOARDS, COMMISSIONS & COMMITTEES

Monday, November 6, 2023

6:00 PM: Special City Council - Truth & Taxation Hearing

Tuesday, November 7, 2023

No Meetings

Wednesday, November 8, 2023 7:00 PM: Land Use Commission

Thursday, November 9, 2023

8:00 AM: Commission on Aging and Disabilities

7:00 PM: Social Services Committee

Friday, November 10, 2023 7:15 AM: <u>Utilities Commission</u>



To: Honorable Mayor and Members of the City Council

From: Elizabeth Williams, Planning & Zoning Manager

Subject: Weekly Zoning Report

Date: November 3, 2023

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 (224) 296-4489 or ewilliams@cityofevanston.org if you have any questions or need additional information.

### Cases Received and Pending, October 26, 2023 - November 1, 2023 Backlog (business days received until reviewed): 2

Volume (number of cases pending staff review): 14

### **Zoning Reviews**

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Ward	Property Address	Zoning	Туре	Project Description	Received	Status pending additional
1	733 Colfax Street	R1	Building Permit	Patio	08/29/23	pending additional information/revisions from the applicant
1	522 Davis Street	D4	Zoning Analysis	Administrative Review Use for ground floor office	09/05/23	pending additional information from the applicant
1	704 Clark Street	D3	Building Permit	Interior build out of commercial space for restaurant (former Burger King site, new building under construction)	10/05/23	pending revisions from the applicant
1	519 Davis Street	D1	Building Permit	Interior renovation of existing commercial space for restaurant (La Cocinita)	commercial space for restaurant 10/17/23	
1	523 Davis Street	D1	Building Permit	Interior renovation of existing commercial space for cleaners	10/17/23	pending clarification from applicant, appears to be a duplicate permit submittal
2	1326 Hartrey Avenue	R4	Building Permit	Asphalt driveway	09/08/22	pending additional information from the applicant
2	1800 Greenwood Street	R3	Building Permit	New 3-car garage/coach house	11/21/22	non-compliant, pending revisions from the applicant
2	1324 Pitner Avenue	R2	Building Permit	Shed	04/06/23	pending additional information from the applicant
2	653 Dodge Avenue	R2	Building Permit	Patio	06/13/23	pending additional information from the applicant
2	1139 Fowler Avenue	R2	Building Permit	Patio and parking pad (work done without a permit)	07/10/23	pending additional information from the applicant
2	1553 Dewey Avenue	R3	Building Permit	Remove concrete patio, walks, and pad, install paver patio and walk	09/19/23	pending additional information/revisions from the applicant
2	1829 Dempster Street	C2	Zoning Analysis	Modify existing drive-thru to add a 2nd lane, minor site repairs (Burger King)	09/27/23	pending additional information from the applicant
2	1815 Washington Street	R3	Building Permit	Garage and patio	10/04/23	pending additional information from the applicant
2	2200 Greenleaf Street	12	Building Permit	Resurface asphalt paving (Ward Manufacturing)	11/01/23	pending staff review
3	819 Judson Avenue	R5	Building Permit	New 9-unit multi-family dwelling	· ·	
3	632 Hinman Avenue	R5	Zoning Analysis	Zoning verification letter	10/31/23	pending staff review
4	901 Maple Avenue	R5	Building Permit	Rooftop canopy	10/26/22	pending additional information from the applicant
4	1015 Dempster Street	R5	Building Permit	Patio, steppers, and bluechip area	01/30/23	pending additional information from the applicant
4	1552 Wesley Avenue	R1	Zoning Analysis	Driveway	06/22/23	pending additional information from the applicant
4	1118 Elmwood Avenue	R3	Building Permit	Awning	07/31/23	pending additional information from the applicant

	4	1113 Sherman Avenue	R3	Building Permit	Accessory structure for storage	08/02/23	pending additional information and revisions from the applicant
	4	1629 Orrington Avenue	D3	Building Permit	Interior remodel of restaurant	10/09/23	pending additional information and Administrative Review Use application from the applicant
	4	410 Asbury Avenue	R1	Building Permit	Replace back landing and stairs	10/30/23	pending additional information from the applicant
	4	1411 Greenwood Street	R1	<b>Building Permit</b>	Interior remodel	10/31/23	pending staff review
_	4	1015 Maple Avenue	R1	Building Permit	Paver patio and walk	10/31/23	pending staff review
	5	1820 Brown Avenue	R3	Building Permit	Install pavers and shed	10/25/22	pending additional information from the applicant
	5	1740 Hovland Court	R3	Building Permit	Pavers	12/30/22	pending additional information from the applicant
	5	2124 Foster Street	R3	Building Permit	Shed	04/04/23	pending additional information from the applicant
	5	1833 Hovland Court	R3	Building Permit	Carport next to garage	05/20/23	pending additional information from the applicant
	5	1935 Brown Avenue	R3	Building Permit	Concrete slab	06/20/23	pending additional information from the applicant
	5	2020 Dodge Avenue	R3	Building Permit	Replace front steps, construct new landing at side of residence	07/03/23	non-compliant, pending revisions and/or minor variation application from the applicant
	5	1820 Laurel Avenue	R2	Building Permit	Concrete slab	07/11/23	non-compliant, pending revisions/minor variation application from the applicant
	5	1811 Church Street	B2/oWE	Building Permit	New 4-story mixed-use building with ground floor retail and 33 dwelling units (HODC)	08/18/23	staff review on hold pending injunction, plat of subdivision recording, and Preservation review of demolition details for existing structure
	5	801 Simpson Street	R5	Zoning Analysis	Make remodeled garden level dwelling unit legal	09/19/23	pending additional information from the applicant
	5	2011 Darrow Avenue	R4	Zoning Analysis	Remodel existing 3-dwelling unit building and add an ADU to garage	10/05/23	pending additional information from the applicant
	5	2019 Ashland Avenue	R4	Building Permit	Convert single-family dwelling to a 2 dwelling units plus ADU	10/30/23	pending staff review
	5	2042 Dewey Avenue	R4	Building Permit	Remove CMU block wall and replace with poured concrete walk	10/31/23	pending staff review
	5	1618 Emerson Street	B2/oWE	Building Permit	Interior alteration of existing commercial space for a hair salon	11/01/23	pending staff review
	6	2639 Central Park Avenue	R1	Building Permit	Install generator	11/07/22	non-compliant, pending revision from the applicant
	6	2632 Gross Point Road	B1a/oCS	Building Permit	Concrete patio (Skarkis)	11/17/22	non-compliant, pending revisions from the applicant
	6	2801 Central Street	B1a/oCS	Building Permit	Replace gravel with concrete to expand driveway	02/20/23	pending additional information from the applicant
	6	2010 Bennett Avenue	R1	Building Permit	Shed	04/13/23	pending additional information from the applicant
	6	2415 McDaniel Avenue	R1	Zoning Analysis	Detached 2-car garage	06/05/23	pending additional information from the applicant

6	2767 Crawford Avenue	R2	Building Permit	Driveway and retaining wall extension	06/26/23	pending additional information from the applicant
6	2107 Crawford Avenue	C1	Building Permit	Interior remodel to expand (Fox Animal Hospital)	08/02/23	pending special use application submittal by the applicant
6	2421 Crawford Avenue	R2	Building Permit	Remove existing asphalt and concrete, replace with permeable patio and sidewalk	08/23/23	non-compliant, pending revisions or major variation application from applicant
6	2324 Prospect Avenue	R1	Building Permit	1-story and 2nd story addition	08/25/23	non-compliant, pending minor variation application from applicant
6	2511 Hastings Avenue	R1	Building Permit	2-story addition	09/12/23	pending revisions from the applicant
6	2715 Reese Avenue	R1	Building Permit	2nd-story addition and interior remodel	09/25/23	revisions submitted by the applicant, pending staff review
6	3605 Central Street	R2	Building Permit	Paver driveway and walk	09/25/23	revisions submitted by the applicant, pending staff review
6	3242 Harrison Street	R1	Building Permit	Replace deck	10/10/23	pending additional information from the applicant
6	2406 Pioneer Road	R1	Building Permit	Interior renovation	10/17/23	revisions submitted by the applicant, pending staff review
6	2720 Central Street	R5/oCS	Building Permit	Remove/replace asphalt parking lot, restripe	10/30/23	pending staff review
6	2715 Reese Avenue	R1	Building Permit	2-car garage	10/31/23	pending staff review
6	2651 Hillside Lane	R2	Building Permit	Roof mounted solar panels	10/31/23	pending staff review
6	2409 Hartzell Street	R1	Building Permit	Remove/replace front landing and steps	10/31/23	pending staff review
6	2300 Park Place	R1	Building Permit	2nd story addition to a garage for an ADU	11/01/23	pending staff review
7	2636 Green Bay Road	C2/oCSC, R4	Zoning Analysis	Planned Development, new 5- story multi-family dwelling with 51 dwellings, parking and 3 new 4- story townhomes along Prairie Avenue	10/18/22	pending additional information from the applicant
7	12 Milburn Park	R1	Building Permit	Expand sport court, new terraces	02/21/23	pending additional information from the applicant
7	2747 Broadway Avenue	R1	Building Permit	Remove portion of existing paver patio, install new patio and seatwall	05/12/23	non-compliant, pending revisions from the applicant
7	1126 Grant Street	R1	Building Permit	Paver walk and landing	08/22/23	pending additional information/revisions from the applicant
7	2018 Central Street	B1a/oCS	Building Permit	Regrade and pave existing gravel parking lot	09/07/23	pending additional information from the applicant
7	1527 Colfax Street	R1	Building Permit	Detached garage with ADU	09/18/23	non-compliant, pending revisions from the applicant
7	1017 Colfax Street	R1	Building Permit	2-story addition	10/04/23	non-compliant, pending revisions from the applicant
7	2001 Sheridan Road	U3	Building Permit	Interior remodel (NU, Donald P Jacobs Center)	10/31/23	pending staff review
7	2314 Brown Avenue	R3	Building Permit	Paver walk	10/31/23	pending staff review
8	2021 Autobarn Place, Unit C	12	Building Permit	Interior remodel for new offices and food production (Whole and Free Foods)	11/16/22	pending revisions from the applicant
9	1224 Washington Street	R3	Building Permit	Replace brick patio with pavers	10/07/22	pending additional information and revisions from the applicant

9	822 South Boulevard	R1	Building Permit	Detached garage	03/07/23	pending additional information from the applicant
9	1222 Washington Street	R3	Zoning Analysis	New single-family dwelling and detached ADU	05/01/23	pending additional information from the applicant
9	709 Asbury Avenue	R2	Building Permit	Detached garage	08/29/23	non-compliant, pending additional information and minor variation submittal by applicant
9	1607 Oakton Street	R2	Building Permit	Remove and replace driveway	09/25/23	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	Туре	Project Description	Received	Status	
2	1611 Church Street	WE1/oWE	Remove zoning lot from oWE Overlay District and rezone from WE1 to R4 and Major Variations for construction of 7 COOP dwellings including townhome orientation and detached accessory structure located between principal building and front property line.		06/27/23	pending additional information from the applicant, LUC 12/13/23	
4	1002 Asbury Avenue	R1	Major Variation	Building lot coverage and rear yard setback for proposed attached 1-car garage	11/01/23	pending LUC 11/29/23	
6	3434 Central Street	R2	Planned Development	New 2-story, 19,952 sf building for a Daycare center - Child 02/10/2: (Kensington School)		pending P&D	
6	2105-2107 Crawford Avenue	C1	Special Use	Special Use for expansion of an existing animal hospital (Blue River/Fox Animal Hospital)	08/22/23	LUC 11/08/23	
6	2649 Crawford Avenue	R2	Minor Variation	Multiple variations for construction of a detached garage	09/01/23	determination pending additional information from the applicant	
6	2343 Hastings Avenue	R1	Major Variation	Street side yard setback to addition	10/27/23	pending LUC 11/29/23	
7	1501 Central Street	U2	Text Amendment	Modification to U2 uses to allow additional concerts and community 01/2 events		pending P&D	
7	1501 Central Street	U2	Planned Development	Demolition of existing Ryan Field stadium and ancillary maintenance building, construct new 35,000 seat stadium with parking, plazas, and park (NU)	05/04/23	pending P&D	
7	1915-1917 Grant Street	R3	Special Use	Special Use for 10 micro homes and 3 micro homes above parking structure	06/28/23	pending additional information from the applicant, LUC 12/13/23	



To: Luke Stowe, City Manager

From: David Wilson, HVAC Building Inspector

Subject: Weekly Field Inspection Report

Date: November, 3 2023

Enclosed is the weekly summary report of field inspections for construction projects under special monitoring. The report includes the ward, property address, type of construction, inspector notes, and date received.

Please contact me at <u>davidwilson@cityofevanston.org</u> if you have any questions or need additional information.

### **Weekly Field Inspection Report**

### Friday, November 3, 2023

Ward	Property Address	Construction Type	Inspector Notes	Received
2	1101 Church Street	Multi-Family Building	Street work continues on Oak Avenue with proper signage in place. Sidewalk remains closed and properly blocked. Alleyway remains open. Construction fence is in good condition.	11/2/2023
4	1012 Church Street Northlight Theater	Assembly	Assembly  No changes. Site and Northlight signage are in good condition. No construction fence at this time.	
*	*	*	*	*
4	718 Main Street	Mixed Use Building Residential/Retail	North and South lanes on Sherman Avenue have been closed. Heavy construction continues with proper traffic control and signage in place. Construction fence remains and is in good condition.	11/2/2023
2	1840 Oak Avenue	Demolition	No changes. Demolition continues with proper signage and traffic control in place. Construction fence is in good condition.	11/2/2023
1	710 Clark Street	Office Building	No changes. Alleyway work has begun with proper signage and traffic control in place. Construction fence remains in place and is in good condition.	11/2/2023
5	Emerson and Jackson Demolition Site	Residential	Erosion control installation has been completed on North lot and contiunes on South lot . Dirt and debris surrounding the site continues to be maintained properly. Site and construction fence are in good condition.	11/2/2023



To: Luke Stowe, City Manager

From: Angela Butler, Permit Services Supervisor

Subject: Monthly Construction Valuation and Permit Fee Report

Date: November 3rd, 2023

Enclosed is the monthly construction valuation and permit fee report. The report compares current month and year-to-date totals with those from 2022.

Please contact me at <u>abutler@cityofevanston.org</u> if you have any questions or need additional information.



DATE: November 3, 2023

TO: Luke Stowe, City Manager

FROM: Angela Butler, Permit Services Supervisor

SUBJECT: Construction Valuation and Permit Fee Report for October, 2023

### **BUILDING PERMIT FEES**

Total Permit Fees Collected for the Month of October 2023	\$ 189,178
Total Permit Fees Collected Fiscal Year 2023	\$ 3,589,777
Total Permit fees Collected for the Month of October 2022	\$ 441,148
Total Permit Fees Collected Fiscal Year 2022	\$ 4,501,945

### **CONSTRUCTION VALUES**

TOTAL CONSTRUCTION VALUE FOR October 2023	\$ 8,986,769
TOTAL CONSTRUCTION VALUE FISCAL YEAR 2023	\$ 176,211,876
TOTAL CONSTRUCTION VALUE FOR October 2022	\$ 26,072,898
TOTAL CONSTRUCTION VALUE FISCAL YEAR 2022	\$ 241,254,759



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: November 3, 2023

Ward	Property Address	Business Name	Date	Current Status
			Received	
4	1629 Orrington Ave	Dos Bros	10/10/2023	Pending Permit Issuance
1	703 Church St	Evanston Corner Bistro	10/9/2023	Pending Inspections
1	704 ClarkSt	Etta Evanston	10/5/2023	Pending Permit Issuance
1	1737 Sherman Ave	Taco Bell	10/5/2023	Pending Permit Issuance
4	1557 Sherman Ave	Reza's Restaurant	9/6/2023	Pending Inspections – Change of Ownership
1	521 Davis St	La Cocinita (Relocating)	7/11/2023	Pending Building Permit Issuance
2	921 Church St	Devil Dawgs	4/28/2023	Building Permit Issued – Pending Inspections
2	1701 Maple Ave	Egg Harbor	4/4/2023	Building Permit Issued – Pending Inspections
5	831 Foster St	Foster Food & Deli	4/3/2023	Pending Permit Issuance
8	100 Chicago Ave	West Town Bakery – Evanston	3/27/2023	Building Permit Issued – Pending Inspections
2	1808 Dempster St	Windy City Flavors	8/22/2023	Pending Permit Issuance
2	1711 Maple Ave	Sky Zone/Circus Trix	7/13/2022	Building Permit Issued – Pending Inspections
1	1743 Sherman Ave	Olive Mediterranean Grill	12/10/2021	Building Permit Issued – Pending Inspections



To: Honorable Mayor and Members of the City Council

From: Brian George, Assistant City Attorney

Subject: Weekly Liquor License Application Report

Date: November 3, 2023

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

Please contact me at liquorlicense@cityofevanston.org if you have any questions or need additional information.

## **Liquor Licensing Weekly Report**

Liquor Applications Received and Pending for week of November 3, 2023

WARD	BUSINESS NAME	BUSINESS ADDRESS	LIQUOR CLASS	CLASS DESCRIPTION	PROCESSED HOURS for LIQUOR SALES	STATUS
1	Evanston Corner Bistro	703 Church St. Evanston, IL 60201	D	Restaurant	11 a.m. — 1 a.m. (Mon-Thurs); 11 a.m. — 2 a.m. (Fri- Sat); 10 a.m. — 1 a.m. (Sun)	Application pending



# **DIRECTOR'S WEEKLY BRIEFING**

By NWMC Executive Director Mark L. Fowler



### WEEK ENDING NOVEMBER 3, 2023

### Please Note: NWMC Board Meeting Changes

As a reminder, the November 8 NWMC Board meeting will be held via video conference only and at a new time. We look forward to "seeing" you all at 6:00 p.m.! *Staff contacts: Mark Fowler, Larry Bury* 

### This Week's Snow is a Reminder to RSVP Today for the Event of the Season!

In lieu of the December NWMC Board meeting, the Conference will again host a free holiday celebration for members, legislators and guests. We look forward to seeing you on Wednesday, December 13 from 6:00 p.m. to 8:00 p.m. at the Chateau Ritz, 9100 N. Milwaukee Avenue in *Niles*. Formal invitations have been mailed and emailed, so please RSVP your attendance to Marina Durso, 847-296-9200, ext. 122 or <a href="mailto:mdurso@nwmc-cog.org">mdurso@nwmc-cog.org</a> by Friday, December 1. *Staff contacts: Mark Fowler, Larry Bury, Marina Durso* 

### Interested in Learning About Conflict Management?

As a reminder, on Wednesday, November 8 from 9:00 a.m. to noon, the Center for Conflict Resolution (CCR) is hosting a virtual "Conflict Management Workshop". CCR has served as the NWMC Alternative Dispute Resolution program partner since 1994 and has helped member communities work with residents and businesses to resolve disputes without resorting to costly and unnecessary litigation or other adversarial actions.

At the workshop, participants will "develop skills for managing and resolving conflict. Attendees will learn how to negotiate with others to create more durable and meaningful resolutions, and how to communicate more effectively with others to decrease instances of disputes." The cost of the workshop is \$150 per person and please note that it qualifies for 2.5 Attorney MCLE credits. For more information and to register, please visit the workshop website. Staff contact: Mark Fowler

### Arlington Heights to Host Upcoming CMAP ADA Trainings Next Week

As a reminder, the Chicago Metropolitan Agency for Planning (CMAP) continues its training series on American with Disabilities Act (ADA) this fall with programs on ADA self-evaluation (Wednesday, November 8) and ADA transition plans (Thursday, November 9), both held at the Arlington Heights Senior Center.

It is important to note that ADA Transition Plan status will be required in future funding program scoring methodologies. These training sessions will give your community a head start on ensuring mobility for all residents! For more info and to register for the training sessions, please visit <a href="CMAP's ADA webpage">CMAP's ADA webpage</a>. Staff contacts: Eric Czarnota, Brian Larson

### Call for Projects Opens for STP-L 2024-2028 Program

On Monday, the Surface Transportation Program - Local (STP-L) Call for Projects (CFP) opened to member communities in the North Shore and Northwest Councils of Mayors. The CFP will run until December 15 for the Northwest Council and until December 29 for the North Shore Council. Projects submitted during this CFP will be eligible for funding during the FFY2024-2028 period.

On October 31, NWMC staff hosted a workshop on the CFP process and how to submit an application. Nearly sixty municipal staff and consultants attended the hybrid in-person and virtual program. A recording of the session is available online. The workshop also covered changes in, and unique aspects of, the Councils' methodologies, managing STP-L projects and the different funds that may be used. To obtain a copy of the slides, please contact either Eric or Brian. Staff contacts: Eric Czarnota, Brian Larson

### **UIC Seeks Capstone Partners**

From the desk of UIC Government Finance Research Center Associate Director Christelle Khalaf, Ph.D. via ILMCA Executive Director Dawn Peters:

The Master of Public Administration (MPA), Master of Public Policy (MPP), and Master of Science in Civic Analytics (MSCA) programs at the University of Illinois Chicago (UIC) are accepting requests from public and nonprofit organizations for Capstone projects for the Spring 2024 semester. These "learning in action" projects give students in the three programs the opportunity to work on practical problems with the support of faculty in a real-world situation. Each student team works with a client organization on a particular problem or challenge on which the students' expertise can be brought to bear. There is no cost to the client organization. The deadline for requests for the Spring 2024 semester is November 30<sup>th</sup>. More information and a guidelines document can be found at the following URL: <a href="https://cuppa.uic.edu/academics/pa/pa-programs/master-public-administration/mpa-capstone/">https://cuppa.uic.edu/academics/pa/pa-programs/master-public-administration/mpa-capstone/</a>. If you have any questions, please contact Dr. Christelle Khalaf at <a href="mailto:chalaf@uic.edu">ckhalaf@uic.edu</a>. Staff contact: Mark Fowler

### Newsy Items of the Week

Chicago Tribune: EVBox launches fast-charger production in Libertyville, as part of national push for widespread EV adoption

Daily Herald: State estimates \$1.3 billion drop in business taxes for local governments

Route 50: Looming 'fiscal cliff' shows deeper problems with transit funding, researchers say

Daily Herald: Tollway shifting to stickers in January, transponders will still work

National League of Cities: 10 tips to get a federal transportation grant

Daily Herald: How Des Plaines is improving pedestrian safety and trail access

### Meetings and Events

*NWMC Board of Directors* will meet on Wednesday, November 8 at 6:00 p.m. via video conference <u>only</u>. **PLEASE NOTE TIME & FORMAT CHANGE.** 

NWMC Legislative Committee will meet on Wednesday, November 15 at 8:30 a.m. via video conference.

*NWMC Finance Committee* will meet on Wednesday, November 15 at 1:00 via video conference. **PLEASE NOTE DATE & TIME CHANGE.** 

#### NWMC Staff

Mark Fowler **Executive Director** mfowler@nwmc-cog.org Larry Bury **Deputy Director** lbury@nwmc-cog.org Eric Czarnota Program Associate for Transportation eczarnota@nwmc-cog.org **Purchasing Director** edavan@nwmc-cog.org Ellen Dayan, CPPB mdurso@nwmc-cog.org Marina Durso **Executive Assistant** Brian Larson Program Associate for Transportation blarson@nwmc-cog.org Chris Staron Policy Analyst cstaron@nwmc-cog.org

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