



Memorandum

To: Mayor Biss and Members of the City Council
From: Luke Stowe, City Manager
Subject: Weekly City Manager's Update
Date: June 14, 2024

STAFF REPORTS BY DEPARTMENT

Weekly Report for June 10, 2024 – June 14, 2024

City Manager's Office

No Weekly Bids Advertised

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

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

Monday, June 17, 2024

5:00 PM: [Finance & Budget Committee](#)

Tuesday, June 18, 2024

7:00 PM: [Housing and Community Development Committee](#)

Wednesday, June 19, 2024

Juneteenth

Thursday, June 20, 2024

6:00 PM: [Equity and Empowerment Commission Meeting](#)

Friday, June 21, 2024

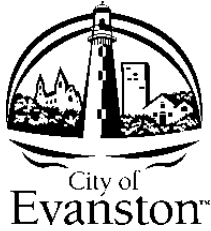
7:15 AM: [Utilities Commission](#)

Check the City's Calendar for updates:

[City of Evanston - Calendar](#)

City of Evanston Committee Webpage:

[City of Evanston – Boards, Commissions and Committees](#)



Memorandum

To: Honorable Mayor and Members of the City Council
From: Elizabeth Williams, Planning & Zoning Manager
Subject: Weekly Zoning Report
Date: June 7, 2024

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, May 30, 2024 - June 5, 2024

Backlog (business days received until reviewed): 8

Volume (number of cases pending initial staff review): 16

Zoning Reviews

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	733 Colfax Street	R1	Building Permit	Patio	08/29/23	pending additional information/revisions from the applicant
1	144 Greenwood Street	R1	Building Permit	Install a modular ramp with handrails	04/29/24	pending additional information from the applicant
1	1621 Chicago Avenue	D4	Zoning Analysis	Planned Development for a new 12 story mixed-use building with approx. 6,800 sf ground floor retail, 110 dwelling units (includes 8 affordable units), and 48 enclosed parking spaces	05/01/24	noncompliant; pending Planned Development submittal
1	1616 Orrington Avenue	D2	Building Permit	Interior alteration of existing commercial space for dentist office	05/08/24	pending Administrative Review Use application submittal by the applicant
1	1616 Orrington Avenue	D2	Zoning Analysis	Administrative Review Use for ground floor office - dentist office	06/03/24	pending staff review
1	2302 Orrington Avenue	R1	Building Permit	Interior remodel	06/06/24	pending staff review
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	2118 Lake Street	R2	Building Permit	Patio and retaining wall	05/01/24	pending additional information from the applicant
2	1504 Ashland Avenue	R3	Building Permit	Addition	05/31/24	pending staff review
2	1219 Dewey Avenue	R3	Building Permit	Garage with ADU	06/04/24	pending staff review
3	1310 Chicago Avenue	B2	Building Permit	Interior remodel for juice bar (Peeled Juice Bar)	05/16/24	pending Administrative Review Use application submittal by the applicant
3	527 Chicago Avenue, Unit A	C1a	Building Permit	Roof top deck	06/06/24	pending staff review
3	525 Chicago Avenue, Unit G	C1a	Building Permit	Roof top deck	06/06/24	pending staff review
3	1036 Forest Avenue	R1	Zoning Analysis	New single-family dwelling with detached garage	06/10/24	pending staff review
3	746 Michigan Avenue	R1	Building Permit	Replace deck and interior remodel	06/10/24	pending staff review
3	531 Hinman Avenue	R5	Zoning Analysis	Add dwelling units to basement of multi-family dwelling building	06/10/24	pending staff review
4	1118 Elmwood Avenue	R3	Building Permit	Awning	07/31/23	pending additional information from the applicant
4	910 Custer Avenue	MXE	Zoning Analysis	New 5-story multi-family dwelling building with 230 dwelling units (23 affordable units) and 48 surface parking spaces	04/23/24	non-compliant, pending Planned Development application
4	1217 Lee Street	R1	Building Permit	Replacing rear deck and interior remodel	05/07/24	pending additional information from the applicant
4	711 Washington Street	R4	Building Permit	Remove pavers, install concrete and hot tub	05/23/24	pending additional information from the applicant
4	920 Elmwood Avenue	R3	Building Permit	Shed	05/28/24	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	pending revisions and additional information from the applicant
5	2125 Darrow Avenue	R4	Building Permit	2-car garage	12/04/23	pending additional information from the applicant
5	829 Gaffield Place	R4a	Building Permit	Detached ADU	03/25/24	revisions submitted by applicant, pending staff review
5	2209 Emerson Street	R3	Building Permit	Deck	03/25/24	pending additional information from the applicant
5	1601 Simpson Street	B1	Building Permit	Interior alteration (Infant Welfare Society of Evanston)	04/24/24	non-compliant, pending special use application from applicant
5	1739 Dodge Avenue	R4	Building Permit	Driveway and a parking space	05/01/24	revisions submitted by applicant, pending staff review
5	2050 Green Bay Road	B2/oWE	Building Permit	Overlay pavement, repair storm sewer, sealcoat and strip (Public Storage)	05/09/24	revisions submitted by applicant, pending staff review
5	2027 Brown Avenue	R3	Building Permit	Concrete parking pad behind garage	05/09/24	pending additional information from the applicant
5	1908 Foster Street	R3	Building Permit	Deck	05/14/24	revisions submitted by applicant, pending staff review
5	2112 Asbury Avenue	R3	Building Permit	Remove deck, replace with paver patio	05/16/24	pending additional information from the applicant
5	1935 Brown Avenue	R3	Building Permit	Patio	05/23/24	pending additional information from the applicant
5	1935 Jackson Avenue	R5	Building Permit	Remodel basement into ADU	06/07/24	pending staff review
5	1835 Brown Avenue	R3	Zoning Analysis	Subdivide zoning lot (Tabernacle Baptist Church)	06/07/24	pending additional information from the applicant
5	1808 Hovland Court	R3	Building Permit	2nd story addition and interior remodel	06/07/24	pending staff review
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	2300 Park Place	R1	Building Permit	2nd story addition to a garage for an ADU	11/01/23	pending revisions from the applicant
6	2635 Crawford Avenue	R2	Zoning Analysis	New single-family dwelling with attached garage	03/27/24	non-compliant, pending revisions from the applicant
6	2635 Crawford Avenue	R2	Building Permit	New single-family dwelling with attached garage	03/28/24	pending zoning analysis review
6	2232 Central Park Avenue	R1	Building Permit	In-ground pool and spa	04/16/24	non-compliant, pending revisions from the applicant
6	2739 Colfax Street	R1	Building Permit	Remove concrete pad, replace with paver patio	04/17/24	pending additional information and/or revisions from the applicant
6	2703 Hartzell Street	R1	Building Permit	Carport and concrete slab	05/01/24	pending additional information/revisions from the applicant
6	2722 Payne Street	R1	Building Permit	Patio	05/02/24	pending additional information from the applicant
6	2140 Ewing Avenue	R1	Building Permit	Deck	05/07/24	revisions submitted by applicant, pending staff review

6	2715 Ewing Avenue	R1	Building Permit	Remove and replace main stoop and front walk	05/09/24	revisions submitted by applicant, pending staff review
6	2402 Lincoln Street	R1	Building Permit	Addition and interior remodel	05/14/24	revisions submitted by applicant, pending staff review
6	2915 Colfax Street	R1	Building Permit	Replace patio	05/22/24	pending additional information from the applicant
6	2325 Hastings Avenue	R1	Zoning Analysis	Remove attic, construct 2nd story addition, new deck, replace front concrete stair with wood	05/31/24	pending staff review
6	1 Calvin Circle, Unit B212	R4	Building Permit	Interior remodel, combine 2 dwelling units into 1	06/07/24	pending staff review
6	3621 Central Street	R2	Building Permit	Replace driveway with pavers	06/11/24	pending staff review
7	1126 Grant Street	R1	Building Permit	Paver walk and landing	08/22/23	pending additional information/revisions from the applicant
7	2235 Campus Drive	U3	Building Permit	Temporary bleachers (NU)	05/16/24	revisions submitted by applicant, pending staff review
7	1826 Grant Street	R1	Building Permit	Paver patio	05/23/24	pending additional information from the applicant
7	1227 Isabella Street	R4	Building Permit	Remove, repave, and strip asphalt parking lot	06/04/24	pending staff review
7	719 Milburn Street	R1	Building Permit	Interior remodel	06/07/24	pending staff review
8	141 Dodge Avenue	R4	Building Permit	Detached garage	11/17/23	pending additional information from the applicant
9	1825 Seward Street	R2	Building Permit	Driveway and walk	04/29/24	revisions submitted by applicant, pending staff review
9	1721 South Boulevard	R2	Building Permit	Replace driveway with pavers	05/16/24	revisions submitted by applicant, pending staff review
9	1106 Monroe Street	R2	Building Permit	Remove walk, new paver patio and walk	05/22/24	revisions submitted by applicant, pending staff review

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	1611 Church Street	WE1/oWE	Map Amendment and Major variations	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 P&D 06/24/24
2	1630 Ashland Avenue	R1	Major Variation	Interior side and rear yard setbacks in order to construct an attached garage	06/11/24	pending LUC 07/10/24
3	518 Main Street	C1a/oDM	Special Use	Special Use for an Animal Hospital (GoodVets)	04/19/24	pending P&D 06/10/24
4	1567 Maple Avenue	D3	Special Use	Special Use for a Religious Institution (2nd Church of Christ, Scientist)	03/22/24	pending CC 06/10/24
5	1601 Simpson Street	B1	Special Use	Special Use for a Daycare Center - Child in the B1 zoning district (Infant Welfare Society)	04/26/24	pending CC 06/24/24
6	3434 Central Street	R2	Planned Development	New 2-story, 19,952 sf building for a Daycare center - Child (Kensington School)	02/10/22	pending P&D

7	1124 Noyes Street	R1	Fence Variation	Fence in the front yard, 6' tall wood privacy along both west and east interior side property lines	05/30/24	determination after 06/25/24
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To: Luke Stowe, City Manager
From: David Wilson, HVAC Building Inspector
Subject: Weekly Field Inspection Report
Date: June, 14 2024

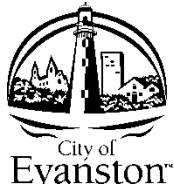
Enclosed is the weekly summary report of field inspections for construction projects under special monitoring. The report includes the ward, property address, type of construction, inspector notes, and date received.

Please contact me at [davidwilson@cityofevanston.org](mailto: davidwilson@cityofevanston.org) if you have any questions or need additional information.

Weekly Field Inspection Report

Friday, June 14, 2024

Ward	Property Address	Construction Type	Inspector Notes	Received
2	1101 Church Street	Multi-Family Building	No changes.	6/13/2024
4	1012 Church Street Northlight Theater	Assembly	No changes. Site and Northlight signage are in good condition. No construction fence at this time.	6/13/2024
1	1710 Sherman Avenue	Mixed Use Building Residential/Retail	No changes. Construction fence and protection remain in place. Rough inspections and interior work continues.	6/13/2024
4	Main Street	Resurfacing	Installation of new sidewalks and pavers has begun on the north side of Main Street with proper signage and closures in place.	6/13/2024
7	1501 Central Street	Demolition	Traffic on-site has been rerouted to ensure all trucks pass through the truck washing station. Street sweepers continue to sweep entire truck route. Construction fence is in place and in good condition.	6/13/2024
1	710 Clark Street	Office Building	No changes. Roadways are clean and clear surrounding site. Final Certificate of Occupancy is processing.	6/13/2024
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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: June 14, 2024

Ward	Property Address	Business Name	Date Received	Current Status
7	2022 Central St	The Celtic Knot	6/13/2024	Pending Permit Issuance
7	1921 Central St	Skull & Bones	5/28/2024	Pending Building Permit Application
8	329 Howard St	So Soulful Evanston	5/17/2024	Pending Inspections
7	2126 Central St	Great Harvest Bread Co	5/13/2024	License Issued
3	1310 ½ Chicago Ave	Peeled Juice Bar	5/9/2024	Pending Permit Issuance
5	1115 Emerson St	Lao Tian Dumplings House	5/9/2024	Pending Inspections
2	2223 Washington St	The Laundry Café (in The Aux)	4/23/2024	Pending Review and Inspections
7	1995 Campus Dr	NU Center East Lawn Redevelopment	4/5/2024	Pending Permit Issuance
5	914 Noyes St	Inspired Indian	3/27/2024	Permit Issued – Pending Inspections
5	1623 Simpson St	Free Flow Kitchen	3/21/2024	Pending Permit Application
1	1618 Sherman Ave	Life Time (Smoothie Bar)	3/19/2024	Pending Permit Issuance
4	1555 Oak St	Museum Inn & Suites Restaurant	2/28/2024	Pending TCO
3	827 Chicago Ave	Lefty's Righteous Bagels	12/13/2023	Building Permit Issued – Pending Inspections
4	1608 Chicago Ave	Mensch's Deli	11/29/2023	Building Permit Issued – Pending Inspections
1	1737 Sherman Ave	Taco Bell	10/5/2023	Pending Permit Issuance
1	521 Davis St	La Cocinita (Relocating)	7/11/2023	Building Permit Issued – Pending Inspections
1	1743 Sherman Ave	Olive Mediterranean Grill	12/10/2021	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 Report

Date: June 14, 2024

Enclosed is the weekly report of liquor applications received and pending. The report, organized by ward, includes the business address, the class type and description of license requested, 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 June 14, 2024

WARD	BUSINESS NAME	BUSINESS ADDRESS	LIQUOR CLASS	CLASS DESCRIPTION	HOURS FOR LIQUOR SALES	STATUS
4	Museum Inn & Suites	1555 Oak Ave. Evanston, IL 60201	D	Restaurant	7 a.m. — 1 a.m. (Mon-Thurs); 7 a.m. — 2 a.m. (Fri-Sat); 7 a.m. — 1 a.m. (Sun)	Application pending
1	La Cocinita	1625 Chicago Ave. Evanston, IL 60201	D	Restaurant	7 a.m. — 1 a.m. (Mon-Thurs); 7 a.m. — 2 a.m. (Fri-Sat); 7 a.m. — 1 a.m. (Sun)	Application will be voted on at the Liquor Control Review Board 6.24.24
8	GIIG	709-711 Howard Evanston, IL 60202	D	Restaurant	7 a.m. — 1 a.m. (Mon-Thurs); 7 a.m. — 2 a.m. (Fri-Sat); 7 a.m. — 1 a.m. (Sun)	Application will be voted on at the Liquor Control Review Board 6.24.24
3	Shinsen	1322 Chicago Ave. Evanston, IL 60201	D	Restaurant	7 a.m. — 1 a.m. (Mon-Thurs); 7 a.m. — 2 a.m. (Fri-Sat); 7 a.m. — 1 a.m. (Sun)	Application will be voted on at the Liquor Control Review Board 6.24.24



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING JUNE 14, 2024

NWMC Board Meeting Recap

Thank you to the twenty-seven NWMC members who attended Wednesday's Board of Directors meeting! The Board received a report on the spring session of the General Assembly and discussed the proposed Metropolitan Mobility Authority Act legislation. Staff gave the fourth quarter report on this year's NWMC Work Plan and members unanimously approved the FY2024-2025 NWMC Work Plan. The next NWMC Board meeting will be held at 6:00 p.m. on Wednesday, September 11. *Staff contacts: Mark Fowler, Larry Bury*

TODAY'S the Day to RSVP for the NWMC Gala

Today is the day to RSVP for the 66th Annual NWMC Gala, scheduled for Wednesday, June 26, at the Renaissance in Schaumburg. The Gala will begin with a reception at 6:00 p.m. followed by dinner at 7:00 p.m. If you haven't done so already, please **RSVP TODAY** to Marina Durso, mdurso@nwmc-cog.org or 847-296-9200, ext. 122. *Staff contacts: Mark Fowler, Larry Bury, Marina Durso*

RSVP Today for the July 31 SPC Supplier Showcase

The invitations are out and the [registration link](#) is open for the Suburban Purchasing Cooperative (SPC) Supplier Showcase, scheduled for Wednesday, July 31 from 10:00 a.m. to 1:00 p.m. at Oakton College, 1600 E. Golf Road in Des Plaines. The Showcase will be held in Rooms 1608 and 1610 with parking available in Lot C.

This is a free event for attendees and thanks to SPC partner Sourcewell, anyone can attend their presentation and earn one contact hour toward Continuing Education Units (CEUs) with The Institute for Public Procurement (NIGP). Please note that a box lunch will also be served.

The SPC Supplier Showcase offers a flexible, open house format, so attendees have two hours, from 10:00 a.m. until noon, to stop by when convenient. Suppliers will have individual display areas where you can discuss your joint purchasing needs.

The schedule is as follows:

10:00 a.m. – noon: Supplier Showcase – Rooms 1608 and 1610
Vehicle demonstration in Parking Lot C

Noon – 1:00 p.m.: Box lunch and Sourcewell Presentation:
“Co-llaboration (it’s not a typo). When you see “co” in any word, it means you can’t do it alone” – Aaron Peterson, Sourcewell Government Account Representative

The SPC Supplier Showcase presents a unique opportunity for local government officials from the SPC's participating councils of government and others to meet one-on-one with SPC suppliers at one time. For additional information, please contact NWMC Purchasing Director Ellen Dayan, 847-296-9203 or edayan@nwmc-cog.org. *Staff contact: Ellen Dayan*

SPC Newsletter Hits the Streets

Last week, the Suburban Purchasing Cooperative (SPC) launched the [inaugural issue](#) of the SPC Joint Purchasing Newsletter. Each month, the newsletter will detail the latest information about the suppliers, products and services offered by the Cooperative. We look forward to sharing all the exciting opportunities provided by the SPC and receiving your feedback on the SPC's myriad programs. For more information, please visit www.spc-il.org or contact Northwest Municipal Conference Purchasing Director Ellen Dayan, 847-296-9203, or edayan@nwmc-cog.org. Happy reading! *Staff contact: Ellen Dayan*

No More Lot Rot! Get Rid of Unwanted Vehicles & Equipment at the July 23 NWMC Auction

The live summer NWMC Surplus Vehicle and Equipment Auction will be held on Tuesday, July 23 at America's Auto Auction (America's AA) in Crestwood. Today's a good day to identify and register vehicles and equipment for sale before the summer vacation season goes into full swing.

America's AA offers a wide variety of convenient services to prep vehicles and garner the highest possible price. Please note that vehicles and equipment can be listed for disposal 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 helps support the operations of the Conference.

The last live auction for the year will be held on Tuesday, October 22. In addition, America's AA hosts online sales on par with other government surplus Internet auctions. For more information, please contact staff or America's AA Account Executive Berry Ellis, 312-371-5993 or berry.ellis@americasautoauction.com. *Staff contact: Ellen Dayan*

CMAP Releases Speed Management Report

The Chicago Metropolitan Agency for Planning (CMAP) recently issued the [Speed Management report](#) which explores factors that contribute to speed-related traffic safety risks and provides recommendations on road design, speed limit policy, education, and equitable enforcement. The report proposes that the region adopt the [Safe System Approach](#) to achieve travel safety goals outlined in [ON TO 2050](#), the region's comprehensive plan.

The report also informs the region's safety action planning work by recommending improving roadway design and capacity guidance to reduce speeding and exposure to safety risks, reducing speed limits in urbanized areas where people walk, bike, and use transit, and supporting safe driving behavior with education and equitable enforcement. Read more about the work that led up to the Speed Management report on [CMAP's traffic safety page](#). An [executive summary](#) of the report is also available. *Staff contacts: Eric Czarnota, Brian Larson*

FHWA Opens Round 2 of the Charging and Fueling Infrastructure Grant Program

The Federal Highway Administration (FHWA) recently opened \$1.3 billion in funding through Round 2 of the Charging and Fueling Infrastructure (CFI) grant program. Community grants, focused on eliminating gaps in public EV charging infrastructure, will range from \$500,000 to \$15 million, with projects serving low- and moderate-income neighborhoods, communities with low ratio of private parking spaces to households, or high ratio of multiunit dwellings to single family homes will receive prioritization. Corridor grants, with a focus on EV and alternative fueling infrastructure along designated corridors, will range from \$1 million with no maximum limit. Projects must demonstrate benefits to Justice40 communities and accessible and usable by individuals with disabilities. To learn more, visit the [Grants.gov grant page](#) or read the [NOFO](#). Applications are due Wednesday, August 28. *Staff contacts: Eric Czarnota, Brian Larson*

Newsy Items of the Week

Daily Herald: [Why state froze rate for towns' share of income taxes](#)

Chicago Sun-Times: [Hoffman Estates ready for a 'modern era' with data center project at former Sears site](#)

Daily Herald: [How Arlington Heights police are taking drones 'to the next level'](#)

Route Fifty: [Midwest states launch new rail service, 12 years in the making](#)

Chicago Tribune: [CTA, Metra and Pace could launch joint day pass](#)

Momentum Mag: [Here are 8 ways building bike lanes benefit more than just bicyclists](#)

Meetings and Events

NWMC Legislative Committee will meet on Wednesday, June 19 at 8:30 a.m. via videoconference.

NWMC Annual Gala will be held on Wednesday, June 26 at 6:00 p.m. at the Renaissance *Schaumburg*.

NWMC Surplus Vehicle & Equipment Auction will be held on Tuesday, July 23 at noon at America's Auto Auction, 14001 Karlov Avenue, Crestwood

Suburban Purchasing Cooperative Supplier Showcase will be held on Wednesday, July 31 from 10:00 a.m. to 1:00 p.m. at Oakton College in *Des Plaines*.

NWMC Staff

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Chris Staron	Policy Analyst	cstaron@nwmc-cog.org

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