I. CALL TO ORDER / DECLARATION OF QUORUM
Chair Woods determined that a quorum was present and began the meeting.
II. DISCUSSION AND ADOPTION OF RULES FOR JOINT MEETINGS
Following discussion of the proposed rules for joint meetings of the Preservation Commission and Plan Commission, both commissions voted unanimously to adopt the rules.

III. PROPOSED PLANNED DEVELOPMENT PUBLIC HEARING
ZPC 07-06 PD&T / 07HIS-0000-0230 318-320 Dempster St.
An application by Geoffrey Bushor, property owner, for a Planned Development and amendments to the text of the Zoning Ordinance. The subject property commonly known as 318-320 Dempster is presently located within the R1, Single Family Residential District. The applicant requests that the City grant a planned development as a form of special use including such development allowances, exceptions to development allowances, and other relief as may be necessary to allow the condominium conversion of the property and redevelopment of the former stable in the rear of the subject property for sale as a single family detached dwelling. Generally, the proposed project has the following characteristics: a) The historic double house in the front of 318-320 Dempster is to remain as is. b) The former stable in the rear of the property is to be refurbished as a single family dwelling with covered parking. The applicant asks for a text amendment to Section 6-4-1-6 of the Zoning Ordinance to add the text: “Except when authorized as part of a planned development approved pursuant to Section 6-3-6 “Planned Developments” and involving an Evanston Designated Landmark Structure,” before the current text, and to Section 6-8-1-10(B)1(a) of the Zoning Ordinance to add the text: “except when the planned development includes an Evanston Designated Landmark Structure, in which even the minimum area shall be seven thousand (7,000) square feet” following the existing text to allow more than one principal use on such a property.

Mr. Steve Engleman, attorney for the applicant, gave an introductory statement about the proposal and directed Members’ attention to various portions of the application. Mr. Geoffrey Bushor, owner, and Ms. Anne Earle, Preservation Commission Associate Member, provided an overview of the history of the site and its structures. Mr. Steve Knutson, architect, described the proposed architectural changes. Mr. Engleman and Mr. Bill Dunkley, Zoning Administrator, provided additional information about the zoning relief requested. Public comment was then heard, and members from both commissions discussed the proposal and standards for review.

Following deliberation, Preservation Commission Member Hohman motioned to grant a Certificate of Appropriateness for the project and read the standards into the record. The motion was seconded by Member Rundle and passed unanimously. Member Rundle then motioned to recommend approval of the special use to the Plan Commission. The motion was seconded by Member Hohman and passed unanimously. Member Dienner motioned to recommend approval of the exemption that is part of the text amendment. The motion was seconded by Member Rundle and passed unanimously.

Plan Commission Member Schuldenfrei motioned to recommend approval of the text amendment and read the standards into the record. Member Burrus seconded. Member
Galloway suggested an amendment relating to front and side yards, and Member Schuldenfrei accepted the amendment. The motion passed unanimously. Chair Woods then motioned to recommend approval of the planned development and read the standards into the record. The motion was seconded by Member Burrus and passed unanimously.

Plan Commission Chair Woods invited the Preservation Commission to offer comments on the draft downtown plan at the January 16 Plan Commission meeting. Preservation Commission Chair Cramer stated that a discussion of the draft downtown plan is on the agenda for the January 15 Preservation Commission meeting, and several members plan to attend the Plan Commission meeting on January 16. The Preservation Commission then adjourned, and the Plan Commission took a brief recess before continuing with the next agenda item.

A verbatim transcript of the proceedings of this Plan Commission case is available from the City of Evanston's web site. The proposal and transcripts can be viewed at the Downtown Library’s 3rd floor reference desk or at the Civic Center in the Planning Division or Zoning Division during business hours.

IV. APPROVAL OF DECEMBER 12 AND DECEMBER 19 MINUTES
Member Nyden commented that the word ‘office’ should be removed from the description for 708 Church in both sets of minutes since there is no longer an office component to the project. Chair Woods agreed that it should be taken out. Member Burrus stated that ‘negative’ findings should be changed to ‘minority’ findings in the December 19 minutes. Member McMurray noted that her name was misspelled as Murray. Member Burrus motioned to approve the amended minutes, and Member Schuldenfrei seconded. The motion passed unanimously.

V. REPORT ON DECEMBER 12 EXECUTIVE COMMITTEE MEETING
Chair Woods provided the report of the December 12 Executive Committee meeting. The Chair and Vice Chair of the Plan Commission met with staff on December 12 for the purpose of discussing whether they would like to continue as the Chair and Vice Chair and to review committee membership and associate membership.

Member Nyden thought that the nominating of the Chair, Vice Chair, and Committee Chairs should have been done in a more open way with the other members of the Plan Commission. She asked if this is normally the way things are done. Mr. Dennis Marino, Assistant Director for Planning, stated that the December 12 Executive Committee meeting was a public meeting. Historically, the purpose of the Executive Committee meeting has been to prepare for a broader discussion of leadership for the next year and any other administrative issues at the next full Plan Commission meeting. The meeting typically has included the Chair, Vice Chair, immediate past Chair, and Committee Chairs. This year, Jim Woods is the Plan Commission Chair and Zoning Committee Chair, and Stu Opdycke is the Plan Commission Vice Chair and Rules Committee Chair. Al Hunter is the past Plan Commission Chair but is no longer on the Commission and therefore did not attend the Executive Committee meeting. Larry Widmayer is a past Plan Commission Chair, current Associate Member, and Downtown Plan Committee Chair, but he had a conflict with the Executive Committee meeting.
Member Nyden asked if the meeting was announced publicly. Mr. Marino stated that the agenda was posted in the Civic Center elevator two days before the meeting, per the City’s requirement. Member Schuldenfrei noted that the Plan Commission members typically receive agendas for other meetings. She was concerned that Members did not receive an agenda for the Executive Committee meeting, especially since the meeting took place before the regular Plan Commission meeting the same night. Member Nyden also expressed frustration about this. Additionally, she was concerned about duplication of roles between Plan Commission Chair and Vice Chair and Committee Chairs.

Member Schuldenfrei referred to the sections of the Plan Commission rules and City Code (Section 2-8-5-2) that apply to the Executive Committee meeting. She stated that she had contacted the Legal Department to confirm that there are no additional rules for the Executive Committee. She suggested that the Chair and Vice Chair should rotate from year to year depending on seniority. She thought that Coleen Burrus, the next most senior member after Member Opdycke, should have been nominated. Chair Woods stated that past Chairs have served for multiple years (e.g., Larry Widmayer). He stated that if Member Schuldenfrei or any other Member would like to nominate someone else, it can be done tonight.

Member Burrus was concerned that the power structure had been consolidated to two people. She did not think that Jim Woods should be the Plan Commission Chair and Zoning Committee Chair, nor should Stu Opdycke be the Vice Chair and Rules Committee Chair. Several members were concerned about this and about not being informed about the Executive Committee meeting.

Member Schuldenfrei then nominated Stu Opdycke as Chair, Coleen Burrus as Vice Chair, Jim Woods as Zoning Committee Chair, and David Galloway as Rules Committee Chair. Member Nyden seconded. Member Staley did not disagree with the tenor but did disagree with the way things were being presented by some of the Members, specifically the undertone that Members Woods and Opdycke were trying to keep themselves in this situation. He thought that Chair Woods has done a good job and was glad that he wanted to continue because of his demeanor and experience. Several other Members agreed. Member Staley stated that he did not know about the Executive Committee meeting, but he did not feel ‘aced out of anything’ because no decisions were made at that meeting, and in fact tonight is the opportunity to do so.

Member Nyden thought that the leadership roles should rotate while those who had previously held the positions are still on the Commission. Member Schuldenfrei agreed. Member Galloway thought that Chair Woods should continue as the Chair since a number of projects that started under his tenure are still pending. He questioned why there should be a different Chair when Chair Woods has done a good job, especially during recent controversies, and is willing to continue as the Chair. He also thought Member Opdycke was a good Vice Chair.

Member Bowie was concerned about nominating Member Opdycke as Vice Chair when he was not present tonight to say ‘yay’ or ‘nay.’ She thought that Chair Woods has done a good job, has
been fair, and has sought out Member’s opinions on various issues. Member Burrus thought it made sense to hold off on voting until all Members are present. She also stated that she wanted to hear the philosophy of anyone who wants to be Chair or Vice Chair and how they plan to lead.

Chair Woods suggested postponing a decision until the next meeting because Member Opdycke was not present. Member Staley stated that he will not be present at the next meeting and asked why there is a call to postpone the vote. He reiterated his concern about the suggestion that Members Woods and Opdycke had somehow gotten together in a hidden meeting to perpetrate themselves, when he thought that nothing could be further from the truth. He thought that Member Burrus wanted to put her own personal philosophy ahead of this commission.

Chair Woods suggested throwing away the December 12 Executive Committee meeting minutes and having an open discussion at the next meeting where everyone is present about positions, nominations, chairmanships, committees, and anything else. Member Burrus seconded. Members agreed that those who are not presently on a committee should give their recommendations to Chair Woods by the next meeting.

VI. ZONING ORDINANCE MAP AMENDMENT PUBLIC HEARING

ZPC 08-01-M  1829-1831 Simpson Street Map Amendment

An application by Flepspace, LLC, property owner, to consider an amendment to the map of the Zoning Ordinance for the property located at 1829-1831 Simpson Street. The applicant requests that the City remove the property commonly referred to as 1829-31 Simpson from the R3 Two-Family Residential District and place it wholly within the B1 Business District. The Plan Commission will consider specific modifications and additions to the map of the Zoning Ordinance (and/or the City Code) to rezone the subject property from the R3 Two-Family Residential District to the B1 Business District or another appropriate zoning district within the Evanston Zoning Ordinance. The applicant, if successful with the map amendment request, proposes to utilize the existing building on the subject property for an artist’s studio.

Referred to the Zoning Committee without discussion. Initial public hearing process to begin at the Zoning Committee meeting of February 13, 2008 at 6pm in the Civic Center.

A verbatim transcript of the proceedings of this Plan Commission case is available from the City of Evanston’s web site. The proposal and transcripts can be viewed at the Downtown Library’s 3rd floor reference desk or at the Civic Center in the Planning Division or Zoning Division during business hours.

VII. CONTINUATION OF ZONING ORDINANCE TEXT AMENDMENT PUBLIC HEARING

ZPC 06-02-T  Solar Panels

To consider amendments to Chapters 4, "General Provisions", 18, “Definitions," and any other related sections of the Zoning Ordinance, to amend the text of the Zoning Ordinance to affect those regulations regarding passive energy and conservation devices, including though not limited to amending §6-4-6-2: GENERAL PROVISIONS FOR
ACCESSORY USES AND STRUCTURES and §6-4-6-3: ALLOWABLE ACCESSORY USES AND STRUCTURES (DETACHED FROM PRINCIPAL STRUCTURE). The Plan Commission will consider specific modifications and additions to the text of the Zoning Ordinance to address the location, size, and appearance of solar panels and other passive energy devices in efforts to ensure their compatibility with the principal structure and the surrounding neighborhood.

Ms. Arlova Jackson, Zoning Planner, summarized the history of the solar panels issue and proposed text amendment. Public comment was then heard from several audience members. Mr. Len Sciarra, Chair of the Environment Board, and Ms. Ann Dienner, Associate Member of the Preservation Commission, also were present to provide comments. Mr. Carlos Ruiz, Preservation Coordinator, clarified the issues for landmarks and properties in historic districts. When no one else wished to speak, the Plan Commission closed public comment. Following discussion and deliberation, Member Burrus motioned to recommend approval of the proposed text amendment and read the standards into the record. Member Schudlenfrei seconded, and the motion passed unanimously.

A verbatim transcript of the proceedings of this Plan Commission case is available from the City of Evanston’s web site. The proposal and transcripts can be viewed at the Downtown Library’s 3rd floor reference desk or at the Civic Center in the Planning Division or Zoning Division during business hours.

VIII. ADJOURNMENT

The Plan Commission adjourned at 11pm. A special meeting is scheduled for WEDNESDAY, JANUARY 16, 2008 at 7pm in the Civic Center. The next regular meeting is scheduled for WEDNESDAY, FEBRUARY 13, 2008 at 7pm in the Civic Center.

Respectfully submitted,

Tracy Norfleet, Planning Division (note: author was not present at the meeting due to illness but viewed the videotape of the proceedings in order to prepare the draft minutes)