



Memorandum

To: Mayor Biss and Members of the City Council
From: Luke Stowe, City Manager
Subject: Weekly City Manager's Update
Date: January 10, 2024

STAFF REPORTS BY DEPARTMENT

Weekly Report for January 6, 2024 – January 10, 2024

City Manager's Office

None

Community Development

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

Health Department

Weekly Food Establishment Application Report

Law Department

Weekly Liquor License Application Report

Clerk's Office

None

Legislative Reading

NWMC Weekly Briefing

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

Monday, January 13, 2024

4:45 PM: [Referrals Committee](#)

5:00 PM: [Administration & Public Works Committee](#)

5:30 PM: [City Council](#)

Tuesday, January 14, 2024

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

Wednesday, January 15, 2024

6:00 PM: [Special Land Use Commission Meeting](#)

6:00 PM: [MWDEBE Development Committee](#)

Thursday, January 16, 2024

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

6:00 PM: [Parks and Recreation Board](#)

Friday, January 17, 2024

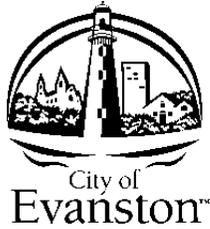
7:15 AM: [Utilities Commission](#)

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: January 10, 2025

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, January 2, 2025 - January 8, 2025

Backlog (business days received until reviewed): 11

Volume (number of cases pending initial staff review): 10

Zoning Reviews

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	144 Greenwood Street	R1	Building Permit	Install a modular ramp with handrails	04/29/24	pending additional information from the applicant
1	1404 Forest Avenue	R1	Building Permit	Interior renovation of existing coach house (ADU)	10/09/24	non-compliant, pending revision by the applicant
1	1710 Sherman Avenue	D2	Building Permit	Interior build-out of commercial tenant space, Tropical Smoothie Cafe	12/31/24	pending staff review
1	605 Davis Street	D3	Zoning Analysis	Planned Development for a new 31-story 330' tall mixed-use building with ground floor retail and 447 dwelling units	12/26/24	pending staff review
1	2331 Orrington Avenue	R1	Building Permit	Remove and replace front stairs and walk	01/03/25	pending staff review
2	2118 Lake Street	R2	Building Permit	Patio and retaining wall	05/01/24	pending additional information from the applicant
2	1812 Lake Street	R3	Building Permit	Garage	06/25/24	non-compliant, pending additional information/revisions from the applicant
2	900 Clark Street	RP	Zoning Analysis	Demolish north end of Church Street Plaza movie theater building, construct new 27-story multi-family dwelling building with 358 dwelling units and 20% Inclusionary Housing dwelling units	07/03/24	non-compliant, pending additional information from the applicant
2	1620 Darrow Avenue	R3	Building Permit	Addition	10/02/24	pending additional information and revision from the applicant
2	1820 Crain Street	R4	Building Permit	Interior remodel and resurface driveway	12/13/24	pending additional information from the applicant
3	819 Judson Avenue	R5	Building Permit	New 4-story multi-family dwelling building with 4 dwelling units and detached garage for 8 vehicles	04/16/24	non-compliant, pending revisions from the applicant
3	1300 Chicago Avenue (1300-1306 Chicago Avenue), 601-615 Dempster Street, 1307 Sherman Place	B1/oDM	Zoning Analysis	Planned Development for a new 7-story mixed-use building with ground floor retail, enclosed parking on ground floor, 65 dwelling units, and modification of the existing 2-story retail building with 2 dwelling units above	06/24/24	non-compliant, pending additional information/revisions from the applicant
3	1115 Hinman Avenue	R1	Building Permit	Walk between residence and garage	10/30/24	pending additional information from the applicant
3	149 Burnham Place	R1	Building Permit	Reconfigure deck	11/19/24	pending additional information from the applicant
3	1012 Lake Shore Boulevard	R1	Building Permit	1-story addition at rear of residence, new railing on deck, interior renovation	12/19/24	pending staff review
4	990 Grove Street	D1	Zoning Analysis	Convert office space to work/live units on the 1st floor and to dwellings on floors 2-5	09/13/24	pending additional information from the applicant
4	1012 Church Street	D3	Building Permit	New 2-story theatre (Northlight Theatre)	10/10/24	pending additional information from the applicant

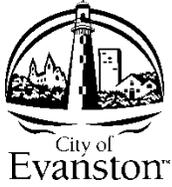
4	1009 Wesley Avenue	R3	Building Permit	Carport	10/11/24	pending revisions from the applicant
4	1549 Sherman Avenue	D2	Zoning Analysis	Administrative Review Use for Type-2 Restaurant, coffee shop	12/31/24	pending additional information from the applicant
4	825 Main Street, Unit 218	B1/oDM	Building Permit	Remodel kitchen and bathroom	01/07/25	pending staff review
4	825 Main Street, Unit 214	B1/oDM	Building Permit	Remodel apartment	01/07/25	pending staff review
4	825 Main Street, Unit 216	B1/oDM	Building Permit	Remodel apartment	01/07/25	pending staff review
5	2125 Darrow Avenue	R4	Building Permit	Garage	12/04/23	non-compliant, pending 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	2209 Emerson Street	R3	Building Permit	Deck	03/25/24	pending additional information from the applicant
5	2027 Brown Avenue	R3	Building Permit	Concrete parking pad behind garage	05/09/24	non-compliant, pending revisions and/or variation application from the applicant
5	2112 Asbury Avenue	R3	Building Permit	Remove deck, replace with paver patio	05/16/24	pending additional information from the applicant
5	1420 Leonard Place	R3	Zoning Analysis	New efficiency home	07/23/24	pending revisions and additional information from the applicant
5	2311 Emerson Street	R3	Building Permit	3-season room addition and rear porch	08/09/24	pending additional information from the applicant
5	2115 Wesley Avenue	R3	Building Permit	Replace front porch deck, steps, and rails	09/16/24	pending additional information from the applicant
5	1836 Lemar Avenue	R2	Building Permit	Deck	10/01/24	non-compliant, pending revisions from the applicant
5	830 Hamlin Street	R4a	Building Permit	Paver patio	10/09/24	non-compliant, pending revisions from the applicant
5	2206 Maple Avenue	R4a	Zoning Analysis	Redevelopment existing surface parking lot for a new 5-story building with 30 dwellings and 29 parking spaces	10/11/24	pending additional information from the applicant
5	1655 Foster Street	OS	Building Permit	Antennas and related equipment	11/12/24	pending additional information from the applicant
5	1026 Garnett Place	R4a	Building Permit	Interior renovation of garage	12/11/24	pending additional information from the applicant
5	825 Foster Street	R5/B1	Zoning Analysis	Zoning Verification Letter	12/30/24	pending staff review
5	1118 Garnett Place	R4a	Building Permit	Porch repair	01/03/25	pending additional information 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	2306 Central Park Avenue	R1	Building Permit	Front portico, deck, and replace exterior stairs	09/20/24	pending additional information from the applicant
6	2429 Cowper Avenue	R1	Building Permit	Paver patio	10/28/24	non-compliant, pending revision from the applicant
6	3238 Harrison Street	R1	Building Permit	Portico	11/08/24	pending additional information from the applicant

6	2430 Ridgeway Avenue	R1	Building Permit	Addition	11/13/24	pending additional information from the applicant
7	1806 Chancellor Street	R1	Building Permit	Remove patio, re-install patio, stepping stones, grill pad, and patio maintenance	06/20/24	pending additional information from the applicant
7	2518 Jackson Avenue	R1	Building Permit	Garage with ADU	06/27/24	pending additional information from the applicant
7	625 Clinton Place	R1	Building Permit	Remove and replace brick paver parking pad	07/01/24	pending additional information from the applicant
7	1501 Central Street	U2	Building Permit	Parking lots, plaza, and landscaping for Ryan Stadium (NU)	07/08/24	pending additional information from the applicant
7	2000 Grant Street	R1	Building Permit	Replace front steps and portion of walk	11/04/24	pending additional information from the applicant
7	1501 Central Street	U2	Zoning Analysis	Demolish softball field bleachers and press box, construct new bleachers, pressbox, lighting, speakers, and associated improvements (NU - Sharon J. Drysdale Field)	12/26/24	pending staff review
7	2149 Pioneer Road	R1	Building Permit	Mudroom replacement and exterior remodel	01/06/25	pending additional information from the applicant
8	1901 Howard Street	C1	Building Permit	Interior tenant improvement	11/06/24	revisions submitted by applicant, pending staff review
8	1003 Dobson Street	R2	Zoning Analysis	Garage	11/15/24	additional information needed from the applicant
8	800 Austin Street, 355 Ridge Avenue, 311 Elmwood Avenue	R4/oH	Zoning Analysis	Zoning Verification Letter (Saint Francis Hospital)	01/07/25	pending staff review
9	2131 Keeney Street	R2	Building Permit	Driveway and walk	06/25/24	pending additional information from the applicant
9	611 Wesley Avenue	R3	Zoning Analysis	ADU	09/03/24	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
9	2125 Darrow Avenue	R4	Minor Variation	North interior side yard setback to detached garage	12/13/24	determination after 01/09/25



To: Luke Stowe, City Manager
From: David Wilson, HVAC Building Inspector
Subject: Weekly Field Inspection Report
Date: January, 10 2025

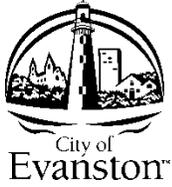
Enclosed is the weekly summary report of field inspections for construction projects under special monitoring. The report includes the ward, property address, type of construction, inspector notes, and date received.

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, December 27, 2024

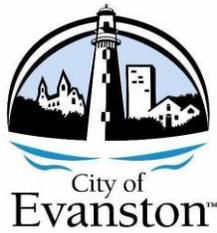
Ward	Property Address	Construction Type	Inspector Notes	Received
4	909 Davis	Interior Remodel	Rough building inspections continue.	1/10/2025
4	1012 Church Street Northlight Theater	Assembly	No changes. Building plans have been submitted and are currently in review. Site and Northlight signage are in good condition. No construction fence at this time.	1/10/2025
*	*	*	*	*
*	Truck Route	*	No changes. Truck route continues to be monitored for speed and debris.	1/10/2025
7	1501 Central Street	Demolition	No changes. Street sweepers continue to address roadway dust and debris. All trucks continue to pass through truck washing station with manual washing of trucks and street. Construction fence is in place and in good condition.	1/10/2025
*	*	*	*	*
*	*	*	*	*



To: Luke Stowe, City Manager
From: Angela Butler, Permit Services Supervisor
Subject: Monthly Construction Valuation and Permit Fee Report
Date: January 10, 2025

Enclosed is the monthly construction valuation and permit fee report. The report compares current month and year-to-date totals with those from 2023.

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



DATE: January 10, 2025
 TO: Luke Stowe, City Manager
 FROM: Angela Butler, Permit Services Supervisor
 SUBJECT: Construction Valuation and Permit Fee Report for December 2024

BUILDING PERMIT FEES

Total Permit Fees Collected for the Month of December 2024	\$ 400,091.83
Total Permit Fees Collected Fiscal Year 2024	\$ 16,379,287.15
Total Permit fees Collected for the Month of December 2023	\$430,881.00
Total Permit Fees Collected Fiscal Year 2023	4,355,995.00

CONSTRUCTION VALUES

Total Construction Value for December 2024	\$11,305,562.00
Total Construction Value Fiscal Year 2024	\$ 855,118,596.00
Total Construction Value for December 2023	\$ 22,060,999.00
Total Construction Value Fiscal Year 2023	\$ 210,806,300.00



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: January 10, 2025

Ward	Property Address	Business Name	Date Received	Current Status
8	750 Howard St	Sabrosura Coffee Bar	1/09/2025	Pending Review & Inspections
1	1710 Sherman Ave	Tropical Smoothie Café	1/02/2025	Pending Permit Issuance
2	2223 Washington St	Chicky's Kitchen Creations (in the Aux)	1/02/2025	Pending Building Permit Revisions
4	1549 Sherman Ave	Mr. Cachito	12/26/2024	Pending Building Permit
1	720 Clark St	New Koco Table (change of owner)	12/09/2024	Pending Inspections
4	804 Davis St	Paris Baguette	10/30/2024	Permit Issued – Pending Inspections
4	1633 Orrington Ave	Mira Sushi Restaurant & Bar	9/11/2024	Building Permit Issued – Pending Inspections
2	1741 Maple Ave	Cozy Thai Cuisine (Relocating)	9/10/2024	Building Permit Issued – Pending Inspections
8	1717 Howard St	Showkey African Cuisine	8/26/2024	Pending Permit Application
8	565 Howard St	T & E Productions	8/22/2024	Pending Permit Issuance
1	1710 Sherman Ave	Guzman y Gomez	8/16/2024	Permit Issued – Pending Inspections
3	1310 ½ Chicago Ave	Peeled Juice Bar	5/9/2024	Pending Permit Issuance
2	2223 Washington St	The Laundry Café (in The Aux)	4/23/2024	Building Permit Issued - Pending Inspections
7	1995 Campus Dr	NU Center East Lawn Redevelopment	4/5/2024	Building Permit Issued - Pending Inspections
5	1623 Simpson St	Free Flow Kitchen	3/21/2024	Building Permit Issued - Pending Inspections
1	1618 Sherman Ave	Life Time (Smoothie Bar)	3/19/2024	Building Permit Issued - Pending Inspections
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	Pending License Issuance



Memorandum

To: Honorable Mayor and Members of the City Council

From: Brian George, Assistant City Attorney

Subject: Weekly Liquor License Application Report

Date: January 10, 2025

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, and current status.

Liquor Licensing Weekly Report

Liquor Applications Received and Pending for week of January 10, 2025

WARD	BUSINESS NAME	BUSINESS ADDRESS	LIQUOR CLASS	CLASS DESCRIPTION	PROCESSED HOURS for LIQUOR SALES	STATUS
1	Hops & Grapes	816 ½ Church St. Evanston, IL 60201	E	Package Store	8 a.m. — Midnight	Application will be voted on at City Council 1.13.25
2	Cozy	1741 Maple 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 City Council 1.13.25
1	Life Time Fitness	1618 Sherman 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 City Council 1.13.25



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING JANUARY 10, 2025

Executive Board Sets January Membership Meeting Agenda

The NWMC Executive Board met Wednesday to finalize the agenda for the first Board meeting of the New Year. The NWMC Board will meet on Wednesday, January 15 at 6:00 p.m. via hybrid format – at the NWMC office or via videoconference.

Highlighting the agenda will be consideration of the 2025 NWMC Legislative Program, Legislative Days in Springfield, a proposal for audit and tax preparation services as well as financial policies and controls in preparation of the annual budget. Staff will also provide reports on the General Assembly's recently concluded lame-duck session and expectations for the spring session, including the key issues of local government revenues and public safety pension enhancements. We look forward to seeing you all next Wednesday! *Staff contacts: Mark Fowler, Larry Bury*

FEMA BRIC Grant Ensures a Disaster-Resilient Community

The Federal Emergency Management Agency (FEMA) has released a [NOFO for the Building Resilient Infrastructure and Communities \(BRIC\) grant program](#). BRIC grants are designed to assist communities in developing disaster risk planning, analyzing hazards and implementing projects to increase resiliency and safety. FEMA will make \$750 million available for the BRIC program. To learn more, including a list of prior applicants and the application process, please visit [FEMA's announcement page](#). Applications must be submitted by 2:00 p.m. on Friday, April 18. *Staff contact: Eric Czarnota*

FEMA Opens Swift Current Funding Applications

The Flood Mitigation Assistance Swift Current ([Swift Current](#)) program provides \$500 million in funding to reduce flood risk for [NFIP](#)-insured properties with repetitive or substantial flood damage. Funding is available for eligible projects including property acquisition, structure elevation, floodproofing, retrofitting and mitigation reconstruction. Local governments submit subapplications on behalf of property owners, while tribal governments can apply directly to FEMA.

Applications are accepted for flood-related disasters declared between June 1, 2024, and May 31, 2025. Deadlines vary by disaster date. Submit applications via FEMA Grants Outcomes, [FEMA GO](#). For support, contact the [FEMA GO Help Desk](#) or Hazard Mitigation Assistance Program Helpline, 877-585-3242. *Staff contact: Eric Czarnota*

Pace Seeks Revision Input

As previously reported, the Pace Suburban Bus [ReVision project](#) “seeks to reimagine Pace’s transit network, informed by shifts in travel patterns and rider feedback.” As part of the project, Pace is seeking input from frequent riders and elected officials through an [online survey](#) and series of [open houses](#). Pace is also requesting help to spread the word about ReVision via a [toolkit](#) that features shareable content, graphics, text and links to use in newsletters and on social media. *Staff contacts: Eric Czarnota, Brian Larson*

Final Reminder: Lake County Opening on the Metra Board

Lake County residents are encouraged to apply for an upcoming opening on the Metra Board of Directors. Former Director Melinda Bush of *Grayslake* stepped down from her position effective January 3. The Lake County Board requests that interested residents submit a resume, letter of interest, and recommendations to countyboardoffice@lakecountyiil.gov by Friday, January 17. *Staff contacts: Eric Czarnota, Brian Larson*

USDOT Community Traffic Safety Grant Applications Due Next Friday

From the United States Department of Transportation (USDOT):

Do you have a project or program that can put Road to Zero’s pillars into practice, advance the Safe System Approach,

and help reduce roadway deaths and serious injuries? The application for the Road to Zero Community Traffic Safety Grants, funded by the National Highway Traffic Safety Administration (NHTSA), is now open. These 12-month grants fund organizations in the U.S. that are working on innovative and promising approaches for implementing evidence-based strategies.

Applications are due by 11:55 p.m. ET on January 17, 2025, and awards will be announced in March 2025. For more information and to apply, [visit the Community Traffic Safety Grants website](#), where you can also view the work of current and past grantees. If you have questions that are not answered there, contact RoadToZero@nsc.org. *Staff contacts: Eric Czarnota, Brian Larson*

Invest in Cook Grant Applications Open Next Week

The 2025 Invest in Cook grant program will open on Wednesday, January 15. This funding resource supports planning, engineering, right-of-way acquisition and construction for municipal projects that follow [Connecting Cook County](#), the county's long-range transportation plan. For more information, including a list of previously funded projects, please visit the [Invest in Cook website](#), or email InvestinCook.CC@cookcountyil.gov. *Staff contacts: Eric Czarnota, Brian Larson*

NACTO Releases New Urban Bikeway Design Guide

The third edition of the National Association of City Transportation Officials (NACTO) Urban Bikeway Design Guide is available for purchase beginning Tuesday, January 14. Updated for the first time in a decade with new detailed policy, planning, and project development guidance, the guide will enable cities to plan and implement bike networks that address the multiple bikeway users. Streetscape illustrations showcase how communities can implement high-quality improvements and interventions within existing space. Read more in [this Streetsblog summary](#), and visit the [guide's store page](#) to purchase a copy. *Staff contacts: Eric Czarnota, Brian Larson*

Newsy Items of the Week

Daily Herald: [What will happen in the air, on roads and with public transit in 2025?](#)

Fast Company: [Car sharing is a great idea, so why are so many car share companies failing?](#)

Block Club Chicago: [Chicago 'Should Explore' Congestion Tax To Reduce Traffic, Mayor Says](#)

Bloomberg CityLab: [Can American Drivers Learn to Love Roundabouts?](#)

Meetings and Events

NWMC Bicycle and Pedestrian Committee will meet on Tuesday, January 14 at 10:30 a.m. at the NWMC office and via videoconference.

NWMC Legislative Committee will meet on Wednesday, January 15 at 8:30 a.m. via videoconference.

NWMC Finance Committee will meet on Wednesday, January 15 at noon via videoconference.

NWMC Board of Directors will meet on Wednesday, January 15 at 6:00 p.m. at the NWMC office and via videoconference.

North Shore Council of Mayors Technical Committee will meet on Thursday, January 16 at 8:30 a.m. at the *Glenview Village Hall*.

NWMC Transportation Committee will meet on Thursday, January 23 at 8:30 a.m. at the NWMC office and via videoconference.

Northwest Council of Mayors Technical Committee will meet on Friday, January 24 at 8:30 a.m. at the *Barrington Village Hall*.

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
Ellen Dayan, CPPB	Purchasing Director	edayan@nwmc-cog.org
Marina Durso	Executive Assistant	mdurso@nwmc-cog.org
Brian Larson	Program Associate for Transportation	blarson@nwmc-cog.org
Chris Staron	Policy Analyst	cstaron@nwmc-cog.org

Phone: 847-296-9200 www.nwmc-cog.org