

# Memorandum

To: Mayor Tisdahl and Members of the City Council  
From: Wally Bobkiewicz, City Manager  
Subject: City Manager's Weekly Update  
Date: Friday, October 3, 2014

## **STAFF REPORTS BY DEPARTMENT**



Weekly Report for September 26, 2014 – October 2, 2014

### **Administrative Services**

Bids Advertised Week of September 29, 2014

### **City Clerk's Office**

Monthly RETT Report for September

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

Master Council Meeting Agenda Schedule

### **Community Development**

Community Development Department Report for September

Zoning Report

Building Inspection Weekly Update

### **Law Department**

No Liquor License Applications to report

### **Legislative Reading**

NWMC Weekly Briefing

## **PUBLIC NOTICES, AGENDAS & MINUTES**

### **October 6, 2014**

Rules Committee

[www.cityofevanston.org/rules](http://www.cityofevanston.org/rules)

Human Services Committee

[www.cityofevanston.org/humanservices](http://www.cityofevanston.org/humanservices)

**October 7, 2014**

Zoning Board of Appeals

[www.cityofevanston.org/zoningboard](http://www.cityofevanston.org/zoningboard)

**October 8, 2014**

Site Plan Appearance and Review Committee

[www.cityofevanston.org/siteplancommittee](http://www.cityofevanston.org/siteplancommittee)

Plan Commission

[www.cityofevanston.org/plancommission](http://www.cityofevanston.org/plancommission)

Northwestern University/City Committee

[www.cityofevanston.org/universitycitycommittee](http://www.cityofevanston.org/universitycitycommittee)

**October 9, 2014**

Environment Board

[www.cityofevanston.org/environmentboard](http://www.cityofevanston.org/environmentboard)

Mental Health Board

[www.cityofevanston.org/mentalhealthboard](http://www.cityofevanston.org/mentalhealthboard)

Sign Review and Appeals Board

[www.cityofevanston.org/signreviewboard](http://www.cityofevanston.org/signreviewboard)

**October 10, 2014**

Utilities Commission

[www.cityofevanston.org/utilities](http://www.cityofevanston.org/utilities)



# Weekly Update

Below is a brief summary of activities in the 311 Center for the period of September 26, 2014 through October 2, 2014.

	<b>CURRENT WEEK'S TOTALS</b>	<b>PREVIOUS WEEK'S TOTALS</b>
<b>CALLS HANDLED</b>	<b>2687</b>	<b>2722</b>
<b>SERVICE REQUESTS</b>	<b>607</b>	<b>843</b>
<b>TOTAL CHATS</b>	<b>49</b>	<b>71</b>
<b>TOTAL TEXT</b>	<b>9</b>	<b>7</b>

## **Top 5 Service Requests**

**Total**

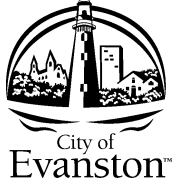
*Most requested service requests (Source: PublicStuff - Open/Closed)*

- |                                       |     |
|---------------------------------------|-----|
| 1. Building Permit Inspection Request | 116 |
| 2. Trash – Special Pick up            | 34  |
| 3. Rodents – Rats                     | 32  |
| 4. Tree Evaluation                    | 26  |
| 5. Broken Parking Meter               | 23  |

**Please see the following page for the Weekly Telephone Wrap up Data**

**Telephone Wrap-up Data** *At the end of each call the 311 staff selects the appropriate Category/Department for the call. The table reflects the activity for the past week.*

<b>Weekly Telephone Wrap Up Data</b>	
<b>Category/Department</b>	<b>Total</b>
Administrative Services -Parking	264
Administrative Services -Finance	49
Administrative Services -HR	84
Administrative Services - Other	277
Call Transfer	137
City Manager's Office	53
ComDev / Economic Development	24
ComDev/ Bldg Inspections	252
ComDev / Housing Rehab	3
ComDev / Planning/Zoning	17
Directions	13
Evanston Township	8
Fire Life Safety	29
PublicStuff Request	168
Health	77
Information	671
Law	4
Library	4
Mayor's Office	9
Other	111
Other – Social Services	7
Parks – Maintenance	1
Parks – Programs/Picnics/Permits	7
Parks – Other	12
Parks/Recreation	23
Parks – Forestry	25
Parks- Recreation Programs	33
Police	130
Public Works / Fleet	3
Public Works / Street Sanitation	93
Public Works / Engineering	45
Utilities – Power	2
Utilities – Sewer	3
Utilities – Water	49
<b>TOTAL</b>	<b>2687</b>



# Memorandum

To: Wally Bobkiewicz, City Manager

From: Martin Lyons, Assistant City Manager/ Chief Financial Officer  
 Ashley Porta, Budget Manager  
 Tammi Turner, Purchasing Manager

Subject: Bids/RFPs/RFQs Advertised during the Week of September 29, 2014

Date: October 3, 2014

The following is a list of projects that have been advertised and the anticipated date each will be presented to Council.

## **Bids/RFPs/RFQs advertised during the Week of September 29, 2014**

<b>Bid/RFP/RFQ Number and Title</b>	<b>Requesting Dept.</b>	<b>Description of Project</b>	<b>Budgeted Amount</b>	<b>Bid/RFP/RFQ Opening Date</b>	<b>Anticipated Council Date</b>
RFP 14-25 Parking Access Revenue Collection System (PARCS)	Admin Services	Seeking proposals from experienced firms for proposals for the installation of a new access and revenue control system for the City of Evanston's three parking facilities located in Downtown Evanston.	\$1,100,000	Nov 4	Nov 17

<b>MONTHLY RETT REPORT FOR SEPTEMBER 2014</b>						
<b>DATE:</b>	OCTOBER 2, 2014					
<b>TO:</b>	Mayor and Aldermen					
<b>FROM:</b>	Rodney Greene, City Clerk					
<b>SUBJECT:</b>	RETT Report -- SEPTEMBER 2014					
<b>BUDGET 2014</b>	<b>\$2,875,000</b>					
<b><u>FY 2013</u></b>	<b><u>FY 2014</u></b>					
<b>Month</b>	<b>Amount</b>	<b>Transactions</b>	<b>Month</b>	<b>Amount</b>	<b>Transactions</b>	<b>Cumulative</b>
January	122,065	55	January	102,640	52	102,640
February	86,775	56	February	164,235	57	266,875
March	137,094	75	March	112,720	71	379,595
April	275,644	118	April	238,900	95	618,495
May	378,779	123	May	259,905	115	878,400
June	270,866	131	June	272,295	133	1,150,695
July	527,936	134	July	260,880	134	1,411,575
August	297,970	142	August	309,240	126	1,720,815
September	537,470	97	September	274,165	87	1,994,980
October	561,435	81	October			
November	531,675	82	November			
December	227,470	98	December			
SEPTEMBER 2014 revenues were reduced to reflect this expenditure: \$0						
Monthly average needed to meet budget			\$ 239,583.00			
FY 2014 Monthly Average			\$ 221,665.00			
48 exemptions @ \$100 ea. = \$4,800; CUMULATIVE \$48,200						
<b>There were three (6) \$ million sales in SEPTEMBER 2014</b>						
09/09/2014 -- 1240 Hinman, \$1,325,000.00 Tax \$6,625.00; Seller: Collins/McCarthy; Buyer: Greene/O'Mara						
09/10/2014 -- 1001-1005 Davis St, \$2,430,630.00 Tax \$12,155.00; Seller: Andino; Buyer: Maple-Davis LLC						
09/12/2014 -- 1411 Judson , \$1,037,500.00 Tax \$5,190.00; Seller: Bittner (trust); Buyer: Donovan						
09/15/2014 -- 540 Judson Ave, \$1,110,000.00 Tax \$5,550.00; Seller: Stumpf; Buyer: Woolley/Zann						
09/16/2014 -- 1900-1968 Dempster/1112-1122 Dodge, \$16,000,000.00 Tax \$80,000.00; Seller: Evanston Plaza Holdings LLC; Buyer: Azzurri of Evanston Inc						
09/24/2014 -- 519 Main St, \$1,450,000.00 Tax \$7,250.00; Seller: Chicago Trust Company NA; Buyer: Huang						
NSP2 sales = \$0.00; CUMULATIVE \$881,001						
NSP2 purchases = \$0; CUMULATIVE \$0						

## Evanston City Council Agenda Schedule - 2014

(PLEASE NOTE: Dates for agenda items are tentative and subject to change.)

**2014 Meeting Dates: Jan 13, Jan 21 (Tues), Jan 27, Feb 10, Feb 17, Feb 24, Mar 10, Mar 17, Mar 24, Apr 8 (Tues), Apr 28**

**May 12, May 19, May 27 (Tues), June 9, June 16, June 23, July 14, July 21, July 28, Aug 11, Sept 8, Sept 15, Sept 22**

**Oct 13, Oct 20, Oct 27, Nov 10, Nov 17, Nov 24, Dec 8**

B=Business of the City by Motion R=Resolution O=Ordinance

D=Discussion C=Communication P=Presentation A=Announcement PR=Proclamation SPB=Special Order Business

APW=Administration & Public Works PD=Planning & Development HS=Human Services EDC=Economic Development

BUD=Budget OC=Other EXS=Executive Session SPC=Special City Council Meeting CC=Council Only

DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
Public Works	10/13/2014	Final Vehicle Purchase	B	APW	Robinson	
Public Works	10/13/2014	Penny Park Design: Leathers & Assoc	B	APW	Robinson	
Public Works	10/13/2014	Fire Station No. 2 Renovation Contract	B	APW	Robinson	
Public Works	10/13/2014	Fall Tree Purchase	B	APW	Robinson	
Admin Services	10/13/2014	Single Audit	B	APW	Lyons	
PRCS	10/13/2014	Congregate Meals Grant	B	APW	McRae	
PRCS	10/13/2014	Congregate Meals Contract	B	APW	McRae	
PRCS	10/13/2014	Ombudsman Grant Acceptance	B	APW	McRae	
Public Works	10/13/2014	2014 MFT General Fund Transfer	R	APW	Robinson	
Admin Services	10/13/2014	Southwest TIF closing	O	APW	Lyons	Introduction
Admin Services	10/13/2014	LEP Revisions	O	APW	Lyons	Introduction
Law	10/13/2014	Liquor: Sale of Beer in Containers	O	APW	Farrar	Introduction
CMO	10/13/2014	Authorize Sale/Lease Harley Clarke	O	APW	Farrar	Introduction
Law	10/13/2014	Ord 109-O-14: Transportation Network Providers	O	APW	Farrar	Introduction: Held in Committee 9.22.14
CMO/Public Works	10/13/2014	UP Viaduct Improvements	D	APW	Robinson/Capriccioso	
CMO	10/13/2014	Credit Card Report	D	APW	Bobkiewicz	
CD	10/13/2014	Ordinance SPAARC/DAPR	O	PD	Muenzer	Introduction
CD	10/13/2014	Daycare Center: Child & Adult in C Districts	O	PD	Muenzer	Introduction
CD	10/13/2014	Spec Use: Daycare center at 1909-1911 Howard St	O	PD	Muenzer	Introduction
CD	10/13/2014	1613 Sherman, Spec Use, Type 2 Restaurant Doc Popcorn	O	PD	Muenzer	Introduction
Health	10/13/2014	Tobacco 21	O	HS	Thomas-Smith	Introduction
Law	10/13/2014	Rules: Citizen Comment and Human Services Committee	R	Rules	Farrar	
CMO	10/13/2014	Now're Cookin' Funding Support Grant	B	EDC	Bobkiewicz	
Mayor	10/20/2014	Perennials 20 yr anniversary	PR	CC	Francellno	Third Monday
PRCS	10/20/2014	PRCS "Smartphone App" presentation	P	CC	McRae	
CMO	10/20/2014	Implementation of West Side Plan	P	CC	Bobkiewicz	
CMO	10/20/2014	BYOB Shopping Bag Campaign	P	CC	Bobkiewicz/Hurley	
Admin Services	10/20/2014	City Council Budget Workshop	B	CC		
Admin Services	10/25/2014	Special City Council Meeting: Public Budget Hearing; Public Hearing Tax Levies?		CC	Lyons	Saturday, 9am

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Utilities	10/27/2014	Computerized Maintenance Management System	B	APW	Stoneback	
Public Works	10/27/2014	Uniform Purchase Contract	B	APW	Robinson	
Public Works	10/27/2014	Mason Park & ETHS Biking Improvements	B	APW	Robinson	
Public Works	10/27/2014	Change Order: Water Main Design Sheridan Road	B	APW	Robinson	
Public Works	10/27/2014	Phase 1 Sheridan Road Engineering	B	APW	Robinson	
CMO	10/27/2014	Contract for SSA Consulting Services for Chicago Ave Business Districts	B	APW	Bobkiewicz	
Library	10/27/2014	Lease for 2022 Central St.	B	APW	Danczak-Lyons	
CMO	10/27/2014	Divvy Grant Acceptance	R	APW	Bobkiewicz	
CMO	10/27/2014	Dillo Day Noise	O	APW	Farrar	Introduction
CD	10/27/2014	1814 Central, Type 2 Restaurant, Beth's Little Bake Shop	O	PD	Muenzer	Introduction
CD	10/27/2014	812 Church, Type 2 Restaurant, 800 Degrees Neapolitan Pizza	O	PD	Muenzer	Introduction
CD	10/27/2014	600 Davis, Type 2 Restaurant, Patisserie Coralie	O	PD	Muenzer	Introduction
CMO	10/27/2014	Lease for Police Outpost @ 741 Howard	B	EDC	Bobkiewicz	
CMO	11/3/2014	Joint Meeting Human Serv, MHB & HCDC: Human Services Funding	D	HS	Storlie	Replacing Regular Human Services Meeting
Admin Services	11/10/2014	Council Budget Discussion		CC	Lyons	
Admin Services	11/10/2014	Employee Health Premium Adjustment	B	APW	Lyons	
CD	11/10/2014	1571 Maple Ave Mixed Use Planned Dev	O	PD	Muenzer	Introduction
CD	11/10/2014	2015-2019 Consolidated Plan	R	HCDC	Muenzer	
CD	11/10/2014	2015 Action Plan	R	HCDC	Muenzer	
CD	11/10/2014	Reallocation of unspent CDBG funds	R	HCDC	Muenzer	
Admin Services	11/17/2014	Council Budget Discussion		CC	Lyons	Third Monday
Admin Services	11/24/2014	Budget Adoption	R	APW	Lyons	
Admin Services	12/8/2014	Post Bond Issuance Compliance	B	APW	Lyons	
Admin Services	12/8/2014	2014 Tax Abatements	R	APW	Lyons	
Admin Services	12/8/2014	2014 Tax Levies	O	APW	Lyons	



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CD	12/8/2014	Inclusionary Housing	O	PD	Muenzer	Action (Intro on 7/28/14; referred to subcomtte)
CD	12/8/2014	Site Development Allowances in oCSC District	O	PD	Muenzer	Introduction
CD	12/8/2014	Text Amendment for Active Uses in oCSC District	O	PD	Muenzer	Introduction
CD	12/8/2014	Ordinance Text Amendment: B-Districts/Office & Financial Institutions	O	PD	Muenzer	Introduction

### Council & Committee Meetings

Mon, Oct 6	6:00 PM	Rules Committee				
Mon, Oct 6	7:30 PM	Human Services Committee				
Wed, Oct 8	7:00 PM	Northwestern University/City Committee				
Mon, Oct 13	6:00 PM	A&PW, P&D, City Council meetings				
Wed, Oct 15	5:30 PM	City-School Liaison Committee				
Wed, Oct 15	6:30 PM	M/W/EBE Advisory Committee				
Mon, Oct 20	7:00 PM	City Council meeting				
Tues, Oct 21	7:30 PM	Housing & Community Dev Act Ctte				
Wed, Oct 22	6:00 PM	Transportation/Parking Committee				
Wed, Oct 22	7:30 PM	Economic Development Committee				
Thurs, Oct 23	5:30 PM	Emergency Telephone System Board				
Fri, Oct 24	7:00 AM	Housing & Homelessness Commission				
Mon, Oct 27	6:00 PM	A&PW, P&D, City Council meetings				

Dept	Date	Item	Action	Committee	Staff	
Utilities	TBA	South Standpipe Painting	B	APW	Stoneback	
CMO	TBA	Pivot Point	R	EDC	Bobkiewicz	
Public Works	TBA	BAS Contract - 8 City buildings	B	APW	Robinson	
CMO	TBA	D202 IGA: Safe School Zone	R	HS	Bobkiewicz	
Admin Serv	TBA	Increase Parking Garage Monthly Permit Fee	B	APW	Voss	
Admin Serv	TBA	Amendment to PEHP Resolution	R	APW	Lyons	
Law	TBA	Ord 27-O-12 Cell Phone Ban	O	HS	Grover/Farrar	
PRCS	TBA	Animal Shelter Contract	B	HS		
CD	TBA	Rental Licensing	O	PD		
Public Works	TBA	Ecology Center Greenhouse	B	APW	Robinson	

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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
Law	TBA	Title 9 City Code Amendments	O		Farrar	(Introduced 1.27.14)



# Memorandum

To: Honorable Mayor, Members of the City Council and City Manager

From: Mark Muenzer, Director of Community Development

Subject: September, 2014 Community Development Department Report

Date: October 3, 2014

Please find attached the Community Development Department report for the month of September. It is organized to include both divisions of the department and reports those activities, meetings and actions that have occurred in September, 2014 as well as activities and meetings that are scheduled at this date for October, 2014. The order of the report is as follows:

1. Planning and Zoning Division
2. Building and Inspection Services Division

Should you have any questions about any item on this report please do not hesitate to contact me.

This update includes recent events or immediate future events involving projects under formal consideration, public meetings or significant recent permitting or enforcement actions.

PLANNING AND ZONING	Zoning Board of Appeals
September 2014 Meetings/Activities	<b>September 9, 2014</b>
	<p><b>423 Greenleaf Street:</b> Variances for a 7' front yard setback for a roofed porch where 24.3' is required, and 42.9% building lot coverage where a maximum 30% is allowed. Unanimously approved.</p>
	<p><b>510 Kedzie Street:</b> Variance for building lot coverage to add 12 open parking spaces. Unanimously denied.</p>
	<p><b>1017 Davis Street:</b> Special use permit for Commercial Indoor Recreation in the D2 District, <i>Tier One Training</i>. Unanimously recommended for approval with conditions. Approved at P&amp;D/City Council September 22, 2014.</p>
	<p><b>1815 Central Street:</b> Special use permit for an Animal Hospital in the B1a District, <i>Berglund Animal Hospital</i>. Unanimously recommended for approval with conditions. Introduced at P&amp;D/City Council September 22, 2014.</p>
	<p><b>2140 Lincolnwood:</b> Variance for 7.8' street side yard setback where 15' is required to construct a 1.5-story addition. Unanimously approved.</p>
	<b>September 23, 2014</b>
	<p><b>1909-11 Howard Street:</b> Special use permit for a Daycare Center – Child in a C1 District, <i>Step By Step Learning Academy</i>. Unanimously recommended for approval with conditions. Scheduled for October 13, 2014 P&amp;D/City Council.</p>
	<p><b>1613 Sherman Avenue:</b> Special use permit for a Type 2 Restaurant in a D2 District, <i>Doc Popcorn</i>. Unanimously recommended for approval with conditions. Scheduled for October 13, 2014 P&amp;D/City Council.</p>
	<p><b>1118 Colfax Street:</b> Variance for 15' front yd setback where 27' is required to convert a screened porch into habitable space. Approved 4-1</p> <p><b>1840 Oak Street:</b> Variance for parking reduction. Continued to November 4, 2014 ZBA hearing at the applicant's request. Applicant is working with Parking staff to adjust the terms of the parking lease – variance application may be withdrawn in the future.</p>
October 2014 Meetings/Activities	<b>October 7, 2014</b>
	<p><b>1814 Central Street:</b> Special use permit for a Type 2 Restaurant in the B1a District and oCSC, <i>Beth's Little Bake Shop</i>.</p>
	<p><b>2149 Sherman Avenue:</b> Variance to retain an illegal dwelling unit (lot area per dwelling unit).</p>
	<p><b>812 Church Street:</b> Special use permit for a Type 2 Restaurant in the D3 District, <i>800 Degrees</i>.</p>
	<p><b>600 Davis Street:</b> Special use permit for a Type 2 Restaurant in the D2 District, <i>Patisserie Coralie</i>.</p>
	<b>October 21, 2014</b>
	<p><b>3146 Harrison Street:</b> Variances for a 2-story addition and deck: 60% building lot coverage where 30% is allowed, 1.1' interior side yard setback for the addition where 5' is required, 1.1' interior side yard setback for a deck where 3' is required.</p>
	<p><b>715 Milburn Street:</b> Variances for a 1-car detached garage: 1' rear yard setback where 3' is required, 4' distance between principal and accessory structures where 10' is required.</p>
	<p><b>1231 Hinman Avenue:</b> Variances for a 2-story addition: 38% building lot coverage where 30% is allowed, 52% impervious surface coverage where 45% is allowed, 3' south interior side yard setback where 5' is required.</p>
	<p><b>2045 Brown Avenue:</b> Variance for a dome at a religious institution – 44.1' peak height where 35' maximum is allowed.</p>

<b>PLANNING AND ZONING</b>	<b>Plan Commission</b>
	<b>September 10, 2014</b>
<b>September 2014 Meetings/Activities</b>	<b>Zoning Ordinance Text Amendment – Section 6-15-14-10; Site Development Allowances in oCSC-Central Street Overlay District</b> Staff requested approval of an amendment to the Zoning Ordinance to eliminate Section 6-15-14-10 Site Development Allowances which prohibits any site development allowances for planned developments in the Central Street Overlay District. The case was continued on August 13, 2014 without any discussion or public testimony. Per Staff's request, the Plan Commission continued the case to November 12, 2014.
	<b>Zoning Ordinance Text Amendment – Daycare Center– Child and Daycare Center - Adult in C1 and C2 districts.</b> Staff is requesting approval of an amendment to the Zoning Ordinance to allow Daycare Center – Child and Daycare Center - Adult as Special Use in the C1 and C2 Commercial Districts. The Plan Commission unanimously recommended approval of the proposed text amendment.
	<b>October 8, 2014</b>
<b>October 2014 Meetings/Activities</b>	<b>Planned Development – 1571 Maple Avenue</b> The developer is requesting Special Use approval for a Planned Development at 1571 Maple Avenue in D3 – Downtown Core District to construct a 12-story (133.3-foot high) multiple-family building with 101 residential units, 3,696-square feet of commercial space and 13 open parking spaces. The applicant seeks site development allowances for the number of dwelling units, building height, floor area ratio (FAR), number of on-site parking spaces provided, and building setbacks from the east, north, and northwest property lines.
<b>PLANNING AND ZONING</b>	<b>Comp Plan Committee of the Plan Commission</b>
	<b>September 2014</b>
<b>September 2014 Meetings/Activities</b>	There was no Comprehensive Plan Committee meeting scheduled in September.
	<b>October 2014</b>
<b>October 2014 Meetings/Activities</b>	There is no Comprehensive Plan Committee meeting scheduled for October.
<b>PLANNING AND ZONING</b>	<b>Zoning Committee of the Plan Commission</b>
	<b>September 17, 2014</b>
<b>September 2014 Meetings/Activities</b>	The meeting was cancelled due to lack of quorum.
	<b>October 15, 2014</b>
<b>October 2014 Meetings/Activities</b>	<b>Zoning Ordinance Text Amendment – Office and Financial Institution Uses in B1-Business and B2-Business Districts</b> Staff is requesting approval of an amendment to the Zoning Ordinance to allow office and financial institution uses on ground floors of properties in B1 and B2 districts with frontage along Dempster Street or Main Street as Special Use. The office and financial institution uses above the ground floor would continue to be allowed as permitted uses.
	<b>Zoning Ordinance Text Amendment – Section 6-15-14-7; Active Ground Floor Uses in Central Street Overlay District</b> Staff is requesting approval of an amendment to the Zoning Ordinance to expand the list of allowable active ground floor uses in the Central Street Overlay District.

PLANNING AND ZONING	Preservation Commission
<b>September 2014 Meetings/Activities</b>	<b>September 16, 2014</b>
	<b>323 Hamilton Street</b> (LSHD) – Ron Fleckman, applicant. Install two 4'x'8' solar thermal panels on south facing roof. [Alteration]. <i>Postponed to October 21, 2014 at the request of applicant.</i>
	<b>2141 Sherman Avenue</b> (NEHD) – Luben Mirtchev, applicant. Replace eighteen existing double hung wood windows with new double hung vinyl windows and on the side bathroom two double hung wood windows with glass block. [Alteration] <i>Approved for administrative review.</i>
	<b>1610 Ashland Avenue</b> (RHD) – Simon Goldbroch, owner. Replace 11 windows like for like throughout the house. Enlarge one window opening. [Alteration] <i>Approved for administrative review.</i>
	<b>2400 Park Place</b> (L) – Nancy Sreenan, owner. Replace non-original wood casement windows and French wood door (South elevation: roof dormer casement windows; French door and casement windows from one-story addition. West elevation: second floor casement windows) with new aluminum clad casement windows and French door. [Alteration] <i>Approved for administrative review.</i>
	<b>707 Colfax Street</b> (NEHD) – Tony Meyers, applicant. New single family home with detached garage/coach house. Exterior cedar siding with gable main roof, and hip roof over front porch. New fence at the perimeter. [Construction] <i>Tabled to October 21, 2014 to allow applicant submit revised elevations</i>
<b>October 2014 Meetings/Activities</b>	<b>October 21, 2014</b>
	<b>1013 Judson Avenue</b> (LSHD) – Replace 13 windows on coach house
	<b>120 Dempster Street (LSHD)</b> Revised elevations for approved proposed attic addition in “Dutch Colonial” or “Gambrel” style above existing 2-story “Georgian” /“Dutch Colonial” mixed type house. Proposed front porch w/roof entire north façade. 2-story frame addition to rear (south) side. Center dormer as part of attic. Dormers added to north and south master bedroom (above garage). Open wood deck to west side, stone/concrete patio to south.
<b>Preservation Projects Approved by Staff</b>	<b>Staff Review – September 2014</b>
	<b>1209 Hinman Avenue</b> (LSHD) Replace existing/stone brick pavers in backyard and add a hot tub
	<b>412 Greenwood Street</b> (LSHD) Strip entire house roof to wood sheeting. Install ice shield, felt paper and asphalt shingles.
	<b>1130 Michigan Avenue</b> (LSHD) Remove roof down to roof deck. Install ice & water shield, roofing felt & architectural Timberline HD shingles.
	<b>712 Judson Avenue</b> (LSHD) Tear off and replace damage wood, ice shield felt and roof shingles. Install architectural asphalt shingles, vents, lead covers with aluminum flashing.
	<b>939 Hinman Avenue</b> (LSHD) Remove existing roof system on flat roof and replace with modified bitumen system.
	<b>611 Judson Avenue</b> (LSHD) Demo and replace existing rear porch in same location and same size.
	<b>2370 Orrington Avenue</b> (NEHD) New single family house with attached garage and fence.
	<b>704 Judson Avenue</b> (L/LSHD) Approved with revisions: removal of the 3rs floor, including the dormers on the front and rear elevations.
	<b>924 Sheridan Road</b> (LSHD) Excavate to top footing drain, install corrugated galvanized iron escape window area well, remove existing glass block window, saw cut a remove masonry foundation wall below to accommodate escape window length.
	<b>903 Forest Avenue</b> (L) Reline with copper inside existing cornice. Existing cornice to remain in current appearance.

<b>Preservation Projects Approved by Staff (continued)</b>	<b>1041 Ridge Court</b> (RHD) Replace existing 6' high wooden fence along the north property line (from northeast corner of house to Greenleaf Street and going east and turning south along the east property line), with a 4' H x 100' L aluminum fence.
	<b>2134 Orrington Avenue</b> (NEHD) Repair and replace roof and inlaid gutters (TKO 3-tab asphalt shingle to match existing).
	<b>711 University Place</b> (L) Install AC unit located below grade on east elevation between two existing windows behind landscaped area.
	<b>1205 Judson Avenue</b> (LSHD) Tear off existing roofing material and re-roof entire house roof with Landmark Pro Lifetime Architectural shingles.
	<b>1227 Maple Avenue</b> (RHD) Replacing shingles on main house, no garage. Matching shingles to existing shingles on the front porch (previously approved).
	<b>927 Ridge Avenue</b> (RHD) Replacement of patio sliding door and entry door on the rear east elevation. (not visible from public way).
	<b>2135 Wesley Avenue</b> (L) Remove roofing material down to roof deck. Install ice and water shield, asphalt roofing felt, and Timberline HD shingles and ridge vents.
	<b>340 Wesley Avenue</b> (L) Hand-chisel and re-point Unit #340 from second floor windows to parapet cap stone. Use a compatible mortar to original mortar.
	<b>732 Lincoln Street</b> (NEHD) New single family house with garage, coach house and fence. Exterior finish materials brick and stucco on house and coach house.
	<b>2235 Sherman Avenue</b> (L/NEHD) Permit plans approved with revisions to coach house exterior finish being brick and stucco to match the finish materials on house.
	<b>409 Greenwood Street</b> (LSHD) Remove old stucco from east side of the house. Apply 3/4" stucco texture matching the existing. Paint east side of the house with exterior paint matching the existing color of the house.
	<b>1328 Hinman Avenue</b> (LSHD) Tear off old shingles and install new shingles to match and upgrade with architectural shingles.
	<b>1560 Oak Avenue</b> (RHD) Install 6 ft high cedar wood fence (traditional style) along the north and south property lines towards the rear of the property and setback 3 ft from the northeast front corner of the building. The cedar wood fence to be stained in solid white color. Install 6 ft high wrought iron fence and posts painted in black along the west rear property line (straight pickets with three horizontal rails)
<b>2145 Sherman Avenue</b> (NEHD) Replacing posts and sections of existing 4'-6' wood fence in rear yard	
<b>516 Church Street</b> (L/LSHD) Remove approximately 16" of wood chips from playground and replace with new wood chips to a height lower than existing basement window sills.	

PLANNING AND ZONING	APPROVED & ACTIVE PLANNED DEVELOPMENTS
1890 Maple/1881 Oak	The development of 356 residential rental units is under construction with a full building permit.
North Shore Residence/ The Merion 1611 Chicago Ave	Renovations in the existing structure are ongoing. The full building permit for the 8-story addition has been issued; construction is ongoing.
1515 Chicago Ave- Hyatt House Extended Stay Hotel	The 8-story 114-room hotel with 33 on-site parking spaces was approved by the City Council on April 28, 2014. The permit for foundation work only was issued in late September 2014.
Church St. Village 1629-1691 Church St.	On 08/11/2014, the applicant received an extension to complete the 13 unfinished units in Buildings 2 and 3 and to obtain a building permit for the construction of the last eight-unit Building 1 no later than 08/11/2015. The applicant must complete construction by 08/11/17.
2454 Oakton St. – Sports Dome	The indoor recreation facility (multi-sports dome) was approved by City Council on August 11, 2014.

HOUSING & GRANTS	Housing & Community Development Act Committee
September 2014 Meetings/Activities	<b>September 4, 2014</b>
	The Housing & Community Development Act Committee held the first of two 2015 CDBG application review meetings in City Council Chambers.
	<b>September 9, 2014</b>
	The Housing & Community Development Act Committee held the second 2015 CDBG application review meeting in City Council Chambers.
	<b>September 23, 2014</b>
The Housing & Community Development Act Committee developed its 2015 CDBG funding recommendations based on estimated CDBG funding available of \$1,755,111 comprising an estimated 2015 grant of \$1,500,000, estimated program income for 2014 and reallocated funds from prior years. The committee's recommendations will be incorporated in the 2015 Action Plan. The draft 2015-2019 Consolidated Plan and 2015 Action Plan will be posted on the City's website for public comment on October 3, 2014.	
October 2014 Meetings/Activities	<b>October 21, 2014</b>
	The Housing & Community Development act Committee will hear input from the public on the draft 2015-2019 Consolidated Plan and 2015 Action Plan at its October meeting. The 30-day public comment period runs from October 3 to November 3.



HOUSING & GRANTS	Housing and Homelessness Commission
<p><b>September 2014 Meetings/Activities</b></p>	<p><b>September 26, 2014</b></p>
	<p>Agenda items include a discussion about the expansion of emergency shelter for cold weather and a presentation about it. Working group updates will also be provided.</p>
<p><b>October 2014 Meetings/Activities</b></p>	<p><b>October 24, 2014</b></p>
	<p>Agenda has not been determined at this time. The group may take a tour of affordable housing projects in place of this meeting.</p>

HOUSING & GRANTS	NSP 2
<p><b>NSP2 Properties</b></p>	<p>619 Case Place #1 went under contract in September; 713 Mulford is currently listed without an offer. Due to low inventory, registration for the homebuyer program was closed; a list of additional interested parties is being maintained until all properties are sold. Potential buyers with contracts on homes have completed homebuyer counseling. Homebuyer counseling will be provided on a one-on-one basis for additional buyers as needed.</p> <p>The wait lists for Emerson Square and LiveEvanston scattered site rentals are currently closed. Wait lists for scattered site units may be opened in the months ahead for some unit sizes, depending on lease renewals.</p>
<p><b>Rehabilitation/Clearance Work</b></p>	<p>Site remediation work to clean up contamination at 2113 Dewey following the demolition of the blighted residential structure on that site has been completed; information will be submitted to the IEPA in order to get a No Final Remediation letter. Disposition of the cleared site will be determined before program closeout. Rehab of 241 Callan, a five unit rental property, is expected to be complete by fall. Work includes roofing, minor interior work and improvements to landscaping and parking. The building was occupied when foreclosed upon and the tenants were retained when purchased with NSP2.</p>
<p><b>Emerson Square</b></p>	<p>City staff conducted a field inspection on September 5. Punch list items will be completed by early October. The street and park will be dedicated to the city following completion of the punch list items and final approval by Public Works.</p>
<p><b>Land Banked Properties</b></p>	<p>Five residential properties that were acquired as foreclosures have been demolished due to their deteriorated condition; because there are insufficient funds to redevelop them at this time, four properties may be land banked for up to 10 years. One property, 1941 Jackson Ave, is being redeveloped through a Development &amp; Affordable Housing Agreement with ETHS &amp; Community Partners for Affordable Housing.. The general contractor expects to complete all remaining work and obtain a certificate of occupancy in October 2014. The completed house will be sold to an income eligible household by CPAH. Priority is being given to ETHS and City of Evanston employees who meet the income restrictions to purchase the home.</p>

BUILDING & INSPECTION SERVICES		Permit Application Status		
Ward	Property Address	Project Description	Received	Status
1	1619 Chicago	North Shore Residences -- eight story addition	3/4/14	Under Review
1	1515 Chicago	Hyatt Properties – Foundation only permit – Construction fence	8/28/14	Approved
1	1737 Sherman	Blaze Pizza – Interior remodel	8/27/14	Under Review
1	1605 Benson	Dentist Office – Interior remodel	8/22/14	Approved
3	910 Hinman	7 Unit residential building	8/4/14	Under Review
3	635 Chicago	Hunan Spring – Adding additional interior dining area	7/30/14	Under Review
4	1017 Davis	Tier One training – Interior remodeling	8/12/14	Approved
4	2045 Brown	Bangladesh Islamic Mosque – Exterior and interior revisions	8/7/14	Under Review
4	1501 Sherman	Remodel 1st and 2nd floors of existing hotel	12/27/13	Under Review
5	2045 Brown	Bangladesh Islamic Mosque – Exterior and interior revisions	8/7/14	Under Review
5	1019 Simpson	New coach house – Foundation only	8/11/14	Approved
7	2751 Ashland	Rocky Miller Stadium – New press box, bleacher and support structures.	8/5/14	Under Review
7	2751 Ashland	Rocky Miller Stadium – Ball Field Site Work	9/16/14	Approved
7	1860 Campus	Kresge Hall – Interior/exterior demolition	8/12/14	Under Review
7	2205 Tech Dr	Interior remodel – Lab stations	9/5/14	Approved
7	630 Lincoln	Underground electrical service laterals/switchgear	8/8/14	Approved
7	2510 Green Bay	Hack Studio – HVAC systems	9/11/14	Approved
8	128-132 Chicago	U-Haul Truck Rental – Interior and exterior remodeling	6/23/14	Under Review
8	2485 Howard	Jewel/Osco – Interior remodeling	8/27/14	Approved
9	430 Asbury	Little Beans Café – New business – Interior remodel	8/7/14	Approved

BUILDING & INSPECTION SERVICES		Housing Rehabilitation
Ward	Address	Status
2	1802 Greenleaf	Work in progress – 1 unit
5	1720 Grey	Approved – Architectural Drawings in Plan Review - 1unit
8	1428 Dobson	Work in progress – 1 Unit
8	132 – 136 Ridge	Multi-Family Rehab - 6 Units – Completed
8	957 – 959 Dobson	Multi-Family Rehab – 6 Units – Completed
8	961 – 963 Dobson	Multi-Family Rehab – 6 Units – Completed
8	1831 – 23 Brummel	Patricia Lloyd Townhomes – Scope of Work/Cost estimate completed – 5 Units

BUILDING & INSPECTION SERVICES		Sign Review and Appeals Board
		<b>September 11, 2014</b>
<b>September 2014 Meetings/Activities</b>	2 Sign Variances were heard: 2304 Main St. – Kelly’s Nails: requesting a variance for a permanent wall sign off premises – Denied 1700 Central St. – Ten Mile House: requesting a variances for a blade sign -- Approved	
		<b>October 9, 2014</b>
<b>October 2014 Meetings/Activities</b>	No Items for consideration at this time.	

BUILDING & INSPECTION SERVICES		New Business Application Status		
Ward	Property Address	Business Name	Received	Status
1	1710 Sherman Ave.	Mattress Firm, Inc.	9/25/2014	Under review by Planning and Zoning
2	2401 Lee St.	Lupe’s Lawn Service	07/07/2014	Application for Home Occupation presented to owner
3	707 Chicago Ave.	Sidetracked Studio, LLC	9/26/2014	Application received
3	1303 Chicago Ave.	Studio Armadi, LLC	11/20/2013	Build-out in progress
4	1042 Ashland Ave.	Century Lawn Care Co.	5/31/2014	Under review by Planning and Zoning
4	1017 Davis St.	Tier One Training Center, Inc.	06/25/2014	Build-out in progress
5	2114 Jackson Ave.	Precision Multisport	05/20/2014	Build-out in progress
6	2521 Gross Point Rd.	MEP Infrastructure Solutions, Inc.	9/16/2014	Under review by Planning and Zoning
7	2104 Central St.	Sparkle Cleaners of Evanston	08/25/2014	Application received
7	1022 Central St.	Chicago Mitzvah Campaign	08/04/2014	General Business License issued 9/3/2014
7	2650 Green Bay Rd.	Cars of America, Inc.	9/11/2014	New Business inspections complete. Permits required to complete necessary modifications
N/A	Not within Evanston	R. Montoya, Inc.	08/08/2014	Waiting on payment of fees
N/A	Not within Evanston	Alfredo’s Landscaping	08/21/2014	General Business License issued 8/28/2014
N/A	Not within Evanston	Eiserman and Associates, LLC	9/16/2014	General Business License issued 9/19/2014
N/A	Not within Evanston	VCFS Auto Leasing Company	9/26/2014	Application received
N/A	Peddler’s License	Maurice C. Kelly	08/27/2014	Peddler’s License issued 8/27/2014
N/A	Peddler’s License	Samantha Beth Vajgert	08/28/2014	Peddler’s License issued 8/28/2014
N/A	Peddler’s License	Richard Brennan	9/17/2014	Peddler’s License issued 9/17/2014

Community Development Department 9-30-14 Update



DATE: October 3, 2014

TO: Wally Bobkiewicz, City Manager

FROM: Mark Muenzer, Director of Community Development  
Maleka Sumar, Management Analyst

SUBJECT: Building Permit & Construction Value Financial Report for September 2014

**BUILDING PERMIT FEES**

Total Permit Fees Collected for the Month of September 2014	\$317,062
Total Permit Fees Collected Fiscal Year to Date September 2014	\$7,647,942
Total Permit fees Collected for the Month of September 2013	\$412,361
Total Permit Fees Collected Fiscal Year to Date September 2013	\$4,109,438

**CONSTRUCTION VALUES**

<b>TOTAL CONSTRUCTION VALUE FOR SEPTEMBER 2014</b>	\$15,663,472
<b>TOTAL CONSTRUCTION VALUE FISCAL YTD DATE SEPTEMBER 2014</b>	\$427,789,340
<b>TOTAL CONSTRUCTION VALUE FOR SEPTEMBER 2013</b>	\$6,533,927
<b>TOTAL CONSTRUCTION VALUE FISCAL YTD SEPTEMBER 2013</b>	\$209,671,678



# Memorandum

To: Honorable Mayor and Members of the City Council  
From: Lorrie Pearson, Planning and Zoning Administrator  
Subject: Weekly Zoning Report  
Date: October 3, 2014

Enclosed is the weekly report of zoning applications received and pending. The report, organized by ward, includes the property address, the type of application submitted, a description of the project, date received and current status.

Please contact me at 847/448-8674 or [lpearson@cityofevanston.org](mailto:lpearson@cityofevanston.org) if you have any questions or need additional information.

**Zoning Weekly Update**  
**Cases Received and Pending, September 29-October 3, 2014**

**Zoning Reviews**

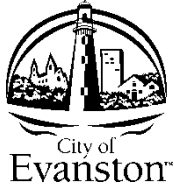
<b>Ward</b>	<b>Property Address</b>	<b>Type</b>	<b>Project Description</b>	<b>Received</b>	<b>Status</b>
1	1607 Benson Avenue	Zoning Analysis	Retail home delivery pharmacy	09/23/14	pending staff review
1	1613 Sherman Avenue	Building Permit	Interior remodel for Type 2 restaurant (Doc Popcorn)	08/28/14	pending City Council
1	1710 Orrington Avenue	Building Permit	Interior (ground floor) remodel for hotel	10/02/14	pending staff review
1	1737 Sherman Avenue	Building Permit	Interior build-out of existing space for restaurant (Blaze Pizza)	08/28/14	pending City Council
1	2001 Sherman Avenue	Building permit	Remove concrete sidewalk and replace with parking pad at MFR	09/18/14	pending staff review
1	2110 Orrington Avenue	Building Permit	Walkways, bluestone, and 1920's concrete at SFR	09/24/14	pending staff review
2	1100 Dewey Avenue	Building Permit	Detached garage at SFR	09/24/14	pending minor variance
2	1111 Pitner Street	Building Permit	Construct 3-car detached garage at SFR	10/01/14	pending staff review
2	1409 Dodge Avenue	Building Permit	Convert mechanic shop into 2 townhomes	09/25/14	SPAARC 10/22
2	1815 Ridge Avenue	Zoning Analysis	Construct 9-story, 155 DU/mixed use building (Planned Development)	08/19/14	pending add'l info from app.
2	1825 Greenwood Street	Building Permit	Construct two (2) 2nd story additions, misc. interior/exterior remodeling.	09/18/14	pending SPAARC 10/15
3	619-623 Sheridan Road	Building Permit	Rebuild 2-rear porches at MFR	10/01/14	pending staff review
4	1017 Davis Street	Building Permit	Interior remodeling commercial indoor rec.	08/19/14	pending ZBA
4	1029-1035 Davis Street	Building Permit	Construct 1-story addition over existing foundation and partial basement	10/02/14	pending staff review
4	1102 & 1104 Davis Street	Building Permit	Int. remodel of existing retail space at office	09/25/14	pending staff review
4	1300 Church Street	Zoning Analysis	Renovation/addition at SFR	09/23/14	pending staff review
4	1555 Oak Avenue	Building Permit	Replace sidewalks at long term care facility	09/23/14	pending staff review
4	604 Davis Street	Building Permit	Construct partitions, bath, and install electrical	10/02/14	pending staff review
5	1941 Wesley Avenue	Building Permit	New duplex construction at MFR	09/25/14	pending staff review
5	2102 Asbury Avenue	Building Permit	Replace wood on front porch at SFR	09/18/14	pending staff review
6	2320 Park Place	Zoning Analysis	Front porch addition/ Wall extension	09/19/14	pending staff review
6	2320 Park Place	Zoning Analysis	Addition to west (front) porch & wall extension to east porch at SFR	10/01/14	pending staff review
6	2604 Payne Street	Building Permit	Rear second story addition with interior remodel at SFR	09/18/14	pending staff review

6	2700 Grant Street	Building Permit	Demo/construct new garage at SFR	09/03/14	pending Minor Variance
6	3042 Payne Street	Building Permit	New paver driveway at SFR	10/01/14	pending staff review
7	1103 Grant Street	Building Permit	Replace existing patio, install brick sidewalk at SFR	09/24/14	pending staff review
7	1125 Leonard Place	Zoning Analysis	Construct 2 story SFR with coach house on vacant lot	09/18/14	pending staff review
7	1129 Leonard Place	Zoning Analysis	Construct 2 story SFR with coach house on vacant lot	09/18/14	pending staff review
7	1133 Leonard Place	Zoning Analysis	Construct 2 story SFR with coach house on vacant lot	09/18/14	pending staff review
7	1845-2313 Sheridan Road	Zoning Analysis	Proposed subdivision (Northwestern)	09/17/14	pending addl info applicant
7	1932 Central Street	Building Permit	Front façade renovations (Blue Stone Restaurant)	08/20/14	pending SPAARC
7	2207 Pioneer Road	Building Permit	Replace existing private sidewalks, patio, 7 parking pad at SFR	10/01/14	pending staff review
7	2221 Central Street	Building Permit	Replace rear porch at SFR	09/25/14	pending staff review
7	2314 Brown Avenue	Building Permit	Construct (cedar wood) screened room at SFR	09/19/14	pending staff review
7	2514 Sheridan Road	Building Permit	remove/replace detached garage; attic remodel at SFR	09/11/14	pending addl info applicant
7	2645 Asbury Avenue	Building Permit	Interior renovation at SFR	09/23/14	pending staff review
7	2715 Sheridan Road	Building Permit	Construct 3rd story addition at SFR	08/26/14	pending staff review
7	2720 Eastwood Avenue	Building Permit	Replace deck with flagstone patio	09/19/14	pending staff review
7	2751 Ashland Avenue (formerly 1600 Isabella)	Building Permit	Int./ext. additions to NU Baseball Field	08/19/14	pending SPAARC
8	128-130 Chicago Avenue	Building Permit	Interior/exterior remodeling for change of use (retail service use: U-Haul)	06/26/14	pending SPAARC
8	417 Dewey Avenue	Building Permit	Construct detached garage at SFR	10/01/14	pending staff review

### Miscellaneous Zoning Cases

Ward	Property Address	Type	Project Description	Received	Status
1	1603 Orrington Avenue	Zoning Complaint	illegal parking lot use (Chase Bank lot)	09/12/14	Violation Letter mailed 9/12/14
1	1613 Sherman Avenue	Special Use	Type 2 Restaurant - Doc Popcorn	07/30/14	<b>P&amp;D 10/13/14</b>
1	812 Church Street	Special Use	Type 2 Restaurant - 800 Degrees Neapolitan Pizza	08/27/14	<b>ZBA 10/07/14</b>
2	1016 Florence Avenue	Minor Variance	setback to construct 2-car detached garage	09/17/14	determination after 10/8/2014
2	1100 Dewey Avenue	Minor Variance	street side yd setback to construct 2-car detached garage	09/17/14	determination after 10/10/14
2	1804 Washington Street	Zoning Complaint	Automobile Repair estab. in residential district	09/16/14	Violation Letter mailed 9/30/14
3	1231 Hinman Avenue	Major Variance	Building lot coverage, impervious, and side setback for addition to SFR	09/12/14	<b>ZBA 10/21/14 &amp; pending SPAARC</b>
4	600 Davis Street	Special Use	Type 2 Restaurant - Patisserie Coralie	09/11/14	<b>ZBA 10/07/14</b>
5	1814 Hartrey Avenue	Zoning Complaint	Illegal dwelling unit	09/18/14	Violation Letter mailed 10/01/14
5	1817 Leland Avenue	Minor Variance	Building lot coverage/impervious surface ratio to construct garage	09/18/14	determination after 10/10/14
5	2045 Brown Avenue	Major Variance	44' building height for a dome at religious institution	09/18/14	<b>ZBA 10/21/14 &amp; pending SPAARC</b>
6	2700 Grant Street	Minor Variance	Street side yard setback to construct detached garage	08/14/14	determination after 10/5/14
6	3146 Harrison Avenue	Major Variance	Building lot coverage, impervious, side setbacks for 1 story addition to SFR	09/08/14	<b>ZBA 10/21/14 &amp; SPAARC 10/08/14</b>
7	1814 Central Street	Special Use	Type 2 Restaurant - Beth's Little Bake Shop	08/29/14	<b>ZBA 10/07/14</b>
7	2027 Noyes Street	Minor Variance	Street side yard setback, building lot & impervious coverage - garage	08/28/14	determination after 10/05/14
7	2727 Woodbine Avenue	Minor Variance	Distance between structures for a 2-car detached garage	09/11/14	determination after 10/16/14
7	715 Milburn Street	Major Variance	Rear setback and distance between structures for a detached garage	09/09/14	<b>ZBA 10/21/14 &amp; SPAARC 10/08/14</b>
8	1611 Dobson Street	Minor Variance	Bldg lot coverage/impervious surface to construct garage & open parking	08/28/14	determination after 10/8/14
8	1909-1911 Howard Street	Special Use	Child Daycare facility	06/23/14	<b>P&amp;D 10/13/14</b>





# Memorandum

To: Honorable Mayor and Members of the City Council

From: Mark Muenzer, Director of Community Development  
Maleka Sumar, Management Analyst

Subject: Weekly Inspection Report

Date: October 3, 2014

Enclosed is the weekly summary report of field inspections under special monitoring. The report, organized by ward, includes the property address, the type of inspection, inspector notes, date received and current status.

Please contact me at 847-448-8022 or [mmuenzer@cityofevanston.org](mailto:mmuenzer@cityofevanston.org) if you have any questions or need additional information.

## Weekly Inspection Update

**Cases Received September 29-October 3, 2014**

<b>Field Inspection Reports</b>					
<b>Ward</b>	<b>Property Address</b>	<b>Type</b>	<b>Inspector Notes</b>	<b>Received</b>	<b>Status</b>
1	1515 Chicago Avenue	Monitoring	Fence complete/secure. Construction trailer in place. Large pile of bricks/soil in the middle of site.	10/3/2014	Reinspection required
1	2380 Orrington Avenue	Monitoring	Site in good condition. Dirt and weeds under control.	10/1/2014	Reinspection required
2	1724 Main Street	Follow Up	Site in good condition. Grading Complete. Silt fence installed. Work can resume.	10/2/2014	Complies
2	1890 Maple Avenue	Complaint	Dust controlled, catch baskets cleared, and fences in good order.	10/2/2014	Reinspection required
3	414 South Boulevard	Monitoring	No Activity	10/2/2014	Complies
3	424 South Boulevard	Monitoring	No Activity	10/2/2014	Complies
3	505 Hinman	Monitoring	No Activity	10/2/2014	Complies
4	1560 Oak Avenue	Monitoring	Site in good condition. Trade progress and inspections underway.	10/3/2014	Complies
4	917 Greenleaf Street	Follow Up	Trash control, silt fencing required. Attention to leaning fences and sidewalk repair required.	10/2/2014	Reinspection required
7	2221 Grant Street	Follow Up	Exterior siding complete. Rear elevation siding, interior work, rough inspections ongoing.	10/2/2014	Complies

7	2329 Brown Avenue	Complaint	Site is clean/organized. Work progressing.	10/2/2014	Complies
8	1216-1226 Harvard Terrace	Monitoring	No Activity	10/1/2014	Complies



# DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



**WEEK ENDING OCTOBER 3, 2014**

## ***Calling All PIOs – Next NWMC Communicators Meeting is October 15!***

The NWMC Local Government Communicators Committee was established in 1999 to serve as a forum to discuss communications-related issues that are relevant to all Conference members. The committee meets on a quarterly basis and consists of Public Information Officers (PIOs) and related staff from NWMC members who have primary responsibility for communications outreach. Topics for discussion often include best practices and innovations in social media outreach, emergency communications, special events planning, newsletter design and production and more. Please consider assigning a staff member to become involved in this important committee.

The next meeting of the NWMC Local Government Communicators Committee will be held on Wednesday, October 15, from 11:30 to 1:00 p.m. at the *Northbrook Village Hall*, 1225 Cedar Lane. For more information or to add a staff member to the committee email list, please contact staff or Chairperson Ann Tennes, Director of Marketing and Communications, Village of Skokie, [ann.tennes@skokie.org](mailto:ann.tennes@skokie.org) or 847-933-8234. *Staff contacts: Mark Fowler, Chris Staron*

## ***Last Call to Participate in the October 14 NWMC Auction***

Time is running short to participate in the next NWMC Surplus Vehicle and Equipment Auction, scheduled for Tuesday, October 14, 2:00 p.m. at Manheim Arena in Bolingbrook. Please note that the deadline to register is Tuesday, October 7.

To date, thirteen municipalities have registered, including *Des Plaines, Evanston, Lincolnshire, Lincolnwood, Morton Grove, Northbrook, Palatine, Prospect Heights, Rolling Meadows, Skokie, Streamwood, Winnetka* and non-member Elmhurst. Sixty vehicles, including fire ladder trucks, ambulances, vans and pickup trucks, as well as dozens of pieces of equipment will be auctioned off. To view items for sale at the auction, please visit <https://www.manheim.com/publicauctions/sales.do> and click on Manheim Arena Illinois.

If you haven't participated in NWMC auctions in the past, please consider us! If you prefer the perceived simplicity of disposing of vehicles on the Internet, Manheim also competes with GovDeals.com and other online auctioneers with their OVE.com site, giving you 24/7 access to the largest dealer base in the industry and nationwide exposure for your vehicles in their virtual marketplace.

To find transportation rates and registration forms, please visit <http://nwmc-cog.org/News-and-Events/2009-NWMC Auction-Dates.aspx>. For more information, please contact staff or Manheim Field Sales Representative Christine Hegg, 708-382-1766 or [chris.hegg@manheim.com](mailto:chris.hegg@manheim.com). *Staff contact: Ellen Dayan*

## ***SPC Terminates Heavy Duty Fire Apparatus Contract***

On Tuesday, the Suburban Purchasing Cooperative (SPC) Governing Board voted unanimously to decline awarding any further contract extensions with Global Emergency Products/Pierce of Aurora for the Pierce Manufacturing Arrow XT Heavy Duty Fire Apparatus (Contract #136) and therefore suspended the heavy duty fire apparatus program. With this action, please be aware that if your municipality has been in discussions with Global Emergency Products for the purchase of the Arrow XT on SPC Contract #136, Global Emergency Products no longer has a contractual relationship with the Suburban Purchasing Cooperative or the Northwest Municipal Conference (NWMC) and may not utilize the SPC joint purchasing agreements in the marketing or sales of this vehicle. 1

The SPC Governing Board has determined that the Heavy Duty Fire Apparatus Program needs to be reevaluated if it is to be a viable part of the SPC portfolio. *Staff contact: Ellen Dayan*

### ***SPC Telecommunications Program Expands Products & Services***

The Suburban Purchasing Cooperative (SPC) Governing Board has approved the inclusion of additional products and services as part of the SPC Telecommunication Services Vendor for Term (Contract #137) to Call One, Inc. of Chicago. The contract runs from April 1, 2014 through March 31, 2015.

The SPC included voice and data communication products and professional services in the SPC 2014 Telecommunications Services Vendor RFP to better serve our members. Due to the wide scope of Hybrid, VoIP and data solutions, additional interpretation and clarification was necessary prior to releasing these services for member access.

Call One may now offer voice product portfolios including:

- Hybrid VoIP system that can be PBX/Digital technology enabled allowing municipalities to make use of older existing infrastructure without requiring a complete cable or data hardware upgrades
- Pure VoIP solutions that meet the requirements of the most advanced network requirements of local governments
- Hosted solutions that are engineered with the equipment managed and maintained in a “cloud” environment with only desktop instruments, software or cellular devices for employee access.

The pricing schedule for voice product equipment will be based on a minimum discount of 35% off the manufacturer’s MSRP. Additional promotions, discounts and specials may periodically be offered directly from the manufacturer which may potentially decrease the procurement price further.

Call One Professional Services is based on offering SPC participants all four phases of a complete process that includes assessment/IT roadmap, consulting, remediation and management. Program participants may choose to follow the proven phased approach or select any individual phase as they see fit. Every member’s solution is unique and will be addressed as such with a customized solution. For questions or additional information, please contact staff or Call One Association Director Bob Kintz, 312-506-5003 (direct), 630-465-1485 (mobile) or [rkintz@callone.com](mailto:rkintz@callone.com). *Staff contact: Ellen Dayan*

### ***MPC to Host Roundtable to Address the Region’s Aging Population***

On Thursday, October 23, the Metropolitan Planning Council (MPC) is hosting a roundtable event entitled “Planning for the Aging of Chicagoland’s Communities”. From the roundtable announcement:

“Every day between now and the year 2030, 10,000 American Baby Boomers will turn 65. By then, one in five people will be at least 65 years old. Two thirds of this elderly population will live alone by the age of 85, and most will be female, disabled and, according to a [report by the Harvard Joint Center for Housing Studies](#), unprepared for the challenges of aging. How can communities adapt to ensure that this cohort can age gracefully? The solution is a comprehensive approach that encompasses transportation, housing, healthcare and public education...this roundtable will explore local and national best practices for embracing this aging cohort through comprehensive and forward-thinking planning approaches.”

University of Illinois at Chicago Professor Brad Winick will moderate the panel discussion, which includes Gurnee Mayor Kristina Kovarik, MKM architecture + design Partner Zachary Benedict and Harvard Joint Center for Housing Studies Research Associate Jennifer Molinsky. The roundtable will be held from Noon to 1:30 p.m. at the MPC offices, 140 S. Dearborn Street, Suite 1400 in Chicago. To register, please visit <https://www.metroplanning.org/news/event/register.html?EventId=305>. The cost is \$15 for MPC Donors, \$30 for all others. *Staff contact: Mark Fowler*

## ***IDNR Moving Forward with New Lake Michigan Water Rules, Providing Training***

The Illinois Department of Natural Resources (IDNR) expects the proposed changes to the Rules and Regulations for the Allocation of Water from Lake Michigan to become final before the end of the year. Here is a very brief summary of the substantive changes to the rules:

- The Unaccounted-For-Flow Standard will be replaced with a Non-Revenue Water Standard (12% in 2015, decreasing to 10% by 2019)
- The allowance for maximum unavoidable leakage will no longer be used
- Water systems not in compliance with the non-revenue standard will be required to prepare and submit a water system improvement plan
- Plumbing code/ordinances must be amended to require that new and replacement plumbing fixtures be a labeled WaterSense product

The Northwest Municipal Conference raised concerns during the public review of the proposed rules changes about the complete elimination of the maximum unavoidable leakage allowance. By eliminating unavoidable leakage from the annual reporting, we estimate that a majority of NWMC communities would become noncompliant based on the new non-revenue water standard. The Department believes that the proposed non-revenue water standard and the requirement for a permittee to prepare and submit a water system improvement plan is not a punitive measure. Rather, it provides an incentive for a community to begin, or expand efforts to identify and prioritize a plan of action to reduce water loss.

The IDNR is partnering with other agencies to conduct a number of free workshops throughout the state (including at least twelve within the Lake Michigan water service area) on the American Water Works Association (AWWA) M-36 Water Audit Methodology. These one day workshops will be an excellent opportunity to learn how to utilize the AWWA water audit methodology, which has become the industry standard. The workshops are being held from October 16, 2014 through February 3, 2014. For workshop locations and dates, please visit [www.isawwa.org/WaterLoss](http://www.isawwa.org/WaterLoss). Staff contact: Chris Staron

### ***Meetings and Events***

*NWMC Monthly Board Meeting* will be held on Wednesday, October 8 at 7:00 p.m. at Oakton Community College, Room 1604, in *Des Plaines*.

*NWMC Legislative Committee* will meet Wednesday, October 15 at 8:30 a.m. at the NWMC offices in *Des Plaines*.

*NWMC Local Government Communicators* will meet Wednesday, October 15, at 11:30 a.m. at the *Northbrook Village Hall*, 1225 Cedar Lane.