Planning & Development Committee Meeting  
Minutes of December 10, 2018  
7:00 p.m.  
James C. Lytle Council Chambers - Lorraine H. Morton Civic Center


STAFF PRESENT:  M. Masoncup, S. Flax, J. Leonard

OTHERS PRESENT:

PRESIDING OFFICIAL:  Ald. Wilson

I.  CALL TO ORDER/DECLARATION OF QUORUM: ALDERMAN WILSON, CHAIR
A quorum being present, Ald. Wilson called the meeting to order at 7:10 p.m.

II.  APPROVAL OF REGULAR MEETING MINUTES OF NOVEMBER 12, 2018

Ald. Wynne moved to approve the minutes of the November 12, 2018 meeting, seconded by Ald. Rue Simmons. The committee voted unanimously 7-0, to approve the November 12, 2018 minutes.

III.  ITEMS FOR CONSIDERATION

(P1) Vacation Rental License for 1516 Crain Street
City staff recommends approval of a Vacation Rental License for the property located at 1516 Crain Street. The Vacation Rental meets all of the Standards and Procedures for license approval.
For Action

Ald. Fiske confirmed that the unit is owner occupied.

Ald. Revelle moved approval, seconded by Ald. Wynne. The Committee voted 7-0 to approve this item.

(P2) Ordinance 158-O-18, Extending the Time for Applicant to Obtain a Building Permit to Construct the Planned Development at 1815 Oak Avenue
Staff recommends adoption of Ordinance 158-O-18 to extend the time for commencement of construction of the Planned Development at 1815 Oak Avenue, originally approved on July 25, 2016. The Ordinance would grant a one year extension for building permit issuance to December 10, 2019.
Alderman Braithwaite requests suspension of the rules for Introduction and Action at the December 10, 2018 City Council meeting.

For Introduction and Action

Ald. Rue Simmons moved to introduce Ordinance 158-O-18 and to suspend the rules, seconded by Ald. Fiske. The Committee voted 7-0 to introduce Ordinance 158-O-18 and suspend the rules.

(P3) Ordinance 139-O-18, Granting Major Variations at 1943 Sherman Avenue in the R5 General Residential Zoning District
The Zoning Board of Appeals recommends denial and staff recommends approval of Ordinance 139-O-18 authorizing major variations for a 22’ rear yard setback where 22.5’ is required for a three-story stair, and an increase of zero additional parking spaces where 3 additional parking spaces are required for the conversion of a single family residence to a 3-unit multiple family residence in the R5 General Residential District.

For Introduction

Ald. Rue Simmons recused herself from this item.

John Karver, president of the Condominium Association in the adjacent building noted support for building upgrade, maintenance, and life-safety improvements, but expressed concern that the schedule of improvements is followed and is maintained.

In response to Ald. Fiske, Shawn Jones, attorney for applicant, noted that the current court case schedule is best to insure timeline is enforced.

In response to Ald. Rainey, Mr. Karver clarified that the request for denial was previous to the timeline being presented by the owner and reiterated concern with completion of improvements and maintenance of property.

In response to Ald. Revelle, Mr. Jones confirmed the dates in the timeline were for 2019.

In response to Ald. Fiske, Mr. Jones confirmed that repainting of the front steps would be a priority improvement.

Ald. Fiske moved to introduce Ordinance 139-O-18 and to suspend the rules, seconded by Ald. Revelle. The Committee voted 6-0 to introduce Ordinance 139-O-18 and suspend the rules.

(P4) Ordinance 160-O-18, Granting Landmark Status to the Building and Lot of Record at 1225 Asbury Avenue
The Preservation Commission and City staff recommend approval of Ordinance 160-O-18 Designating 1225 Asbury Avenue (building and lot) as an Evanston Landmark.

For Introduction

Ald. Wynne moved to introduce Ordinance 160-O-18, seconded by Ald. Rainey. The Committee voted 7-0 to introduce this item.

(P5) Ordinance 112-O-18 Granting Major Zoning Relief for Building Lot Coverage, Setbacks, and Open Parking at 2626 Reese Avenue
City staff recommends adoption and the Zoning Board of Appeals recommends denial of Ordinance 112-O-18 for major zoning relief in the R1 Single Family Residential District. This item was held in committee at the November 12, 2018 Planning and Development Committee meeting. Since the meeting the applicant has met with staff and expressed that he would submit multiple revised options to construct a single family dwelling on the lot. The applicant intends to invite neighbors to a meeting with staff where the neighbors could offer input about the revised options prior to returning to the Planning and Development Committee in January. Therefore, staff recommends that the Planning and Development Committee table this item until January 14, 2019.

For Introduction


Ald. Wilson moved to table the item to the January 28, 2019 meeting, seconded by Ald. Wynne. The Committee voted 7-0 to table the item.

IV. ITEMS FOR DISCUSSION

(PD1) Requiring Owner Occupancy When Single Family Homes With Accessory Dwelling Units/Coach Houses Involve Rental to Non-Family Members
At the request of Alderman Eleanor Revelle, staff prepared the following background information to inform a discussion relating to owner-occupancy requirements as a condition of allowing rental of accessory dwelling units (ADUs)/coach houses to non-family members of the primary dwelling unit. Staff seeks further direction from the Planning & Development Committee relating to the addition of any potential regulations to address this discussion item at future meetings.

For Discussion

Ald. Revelle requested amendment to accessory dwelling unit rental regulations to add an owner-occupancy requirement to aid affordability for owners and maintain character of neighborhoods.

The Committee provided direction for staff to prepare a draft Ordinance.
V. COMMUNICATIONS

VI. ADJOURNMENT
Ald. Wynne moved to adjourn, seconded by Ald. Rue Simmons. The meeting adjourned at 7:29 p.m.

Respectfully submitted,
Scott Mangum
Planning and Zoning Administrator