New Business

1. 1027 Sherman Avenue

Katherine G. Bills, attorney, submits for major zoning relief to allow an office use for Evanston Lumber, limited by Ord. 102-O-91 that permits youth counseling offices only, expand a legally nonconforming use (office) in a legally nonconforming structure, a 5' north interior side yard setback where 13.5' is required for an exterior stair, and a 10' south interior side yard setback where 13.5' is required for an exterior stair, in the R3 Two-Family Residential District.

APPLICATION PRESENTED BY: Katherine G. Bills, Attorney
Rob Fisher, Owner and Manager
David Roberts, Architect
Rod Kelly, Architect

DISCUSSION:

- Ms. Bills stated that Evanston Lumber is proposing to remodel the existing structure at 1027 Sherman Avenue with a goal to improve the safety and functionality at site to function as a general office space for 10-12 employees. She also stated that since the space was previously used as an office space by a youth counselling center, the proposed use is in conformity with the previous use.
- The applicant requests three variations:
  a. Addition of staircases at the north and south sides of the building – A zoning relief is necessary to provide these staircases to connect the existing brick building to the frame structure and also as a safety egress.
  b. Change of use to office space – The space, though currently zoned as R3, has not been used as an R3 in the last 26 years and is not equipped or built for R3 use currently.
  c. Use of existing storefront window for non-retail, display and showroom area.
- As clarification to Mr. Gerdes, Architect David Roberts said that the two additional staircases shall be on the north and south side of the building to
improve connection from the brick building and the frame structure. All new stairways shall be code compliant and checked for both horizontal and vertical clearances.

- Ms. Leonard asked how this development would occur in relation to other properties. Mr. Fisher responded that Evanston Lumber operates from its headquarters, further down the block on Sherman Avenue. 1027 Sherman Avenue will function as an additional space for the business.

- As a response to Mr. Gerdes’ question whether the applicant planned to carry out any exterior improvements, Mr. Fisher said that the posterior part of the building is worn out and improvements to that side could be expected.

- Mr. Gerdes asked how the applicant plans to accommodate employee parking. Mr. Fisher responded that the office has been using the parking lot of Jewel Osco (Chicago Avenue) with its consent. He also stated that he owns several properties around the block and the employees use the vacant tenant parking during work hours.

- Ms. Leonard clarified if the proposed staircases would only be used in case of emergencies or even daily use. Architect David Roberts confirmed that the staircases were equipped to handle emergency situations. Mr. Fisher added that the building currently has three entrances, out of which, the central entrance ensures direct access to the second floor across both the brick and the frame structure. Mr. Roberts also mentioned that the present plans do not allow users to directly access the front and rear parts of the building at the same time on the first and second floors. However, the proposed plans ensure seamless access to all parts of the building on both floors.

- Mr. Nelson asked if the applicant planned addition of bathrooms which might need an upsizing of the water services. Mr. Kelly responded that the fixture count has been reduced in the new building and hence the water service is to be retained as is. Mr. Fisher added that the building shall be using a single electric service as well.

- Mr. Gerdes asked if there were any changes in plans since those that were presented in February. Mr. Roberts said that the plans were changed to accommodate the requests of the building department and no changes have been made since resubmission.

- Ms. Leonard recommended the removal of the worn out concrete on the sidewalk and restore green space on the sidewalk, to which Mr. Fisher responded positively.

- Upon Mr. Gerdes’ clarification on anticipated signage, Mr. Fisher responded that the business aims to have minimal signage, similar to the existing signage on the building. Mr. Gerdes stated that the signage will require a separate permit and review.

- Mr. Roberts clarified if new plans had to be submitted to accommodate the landscape changes as specified by Ms. Leonard, to which the committee responded positively.

Mr. Gerdes moved to recommend approval of the requested variations to the Zoning Board of Appeals, seconded by Mr. Nelson.
The committee voted unanimously 8-0 to approve the recommendation of 1027 Sherman Avenue to the ZBA.

Other Business:
Approval of the May 31, 2017 meeting minutes.

Mr. Nelson moved to approve the minutes from May 31, 2017, seconded by Mr. Tristan.

The Committee unanimously voted 8-0 to approve minutes from the May 31, 2017 meeting.

Adjournment:
Ms. Leonard moved to adjourn, seconded by Mr. Gerdes.

The meeting adjourned at 2:55 pm.

Respectfully submitted,
Kalyani Agnihotri
**Address:** 1027 Sherman Avenue

<table>
<thead>
<tr>
<th>VOTING MEMBERS</th>
<th>STAFF</th>
<th>COMMENTS</th>
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<tbody>
<tr>
<td>Director of Community Development</td>
<td>Johanna Leonard Chair</td>
<td>No Comment</td>
</tr>
<tr>
<td>Planning and Zoning Administrator</td>
<td>Scott Mangum Vice Chair</td>
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<tr>
<td>CMO/Economic Development</td>
<td>Paul Zalmezak</td>
<td>No Comment</td>
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<tr>
<td>Rep. for the Director of Parks, Recreation and Community Services</td>
<td>Ray Doerner</td>
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<tr>
<td>City Engineer</td>
<td>Lara Biggs</td>
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<tr>
<td>Rep. from the Fire Department</td>
<td>Mario Tristan</td>
<td>No Comment</td>
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<tr>
<td>Rep. from the Police Dept.</td>
<td>Lloyce Spells</td>
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<tr>
<td>Rep. for the Director of Public Works</td>
<td>Jim Nelson</td>
<td>No Comment</td>
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<tr>
<td>Zoning Planner</td>
<td>Melissa Klotz</td>
<td>No Comment</td>
</tr>
<tr>
<td>Building &amp; Inspection Services Division Manager</td>
<td>Gary Gerdes</td>
<td>Signage requires separate permit/ review Right of Way permit required for parkway work</td>
</tr>
<tr>
<td>Assistant Director of Public Works/Forestry</td>
<td>Paul D’Agostino</td>
<td></td>
</tr>
<tr>
<td>Neighborhood and Land Use Planner</td>
<td>Meagan Jones Secretary</td>
<td>No Comment</td>
</tr>
<tr>
<td>Rep. from the Utilities Dept.</td>
<td>Ingrid Eckersberg</td>
<td>No Comment</td>
</tr>
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**Quorum:** A quorum shall consist of the Director of Community Development or his/her designee, one other representative from the Department of Community Development, a representative from the Department of Public Works, and two additional Voting Members, and shall be required in order to conduct any official committee business.