
Staff Present: Katie Knapp, Sarah Flax, Savannah Clement

Others Present:

Presiding Member: J. Leonard

A quorum being present, Ms. Leonard called the meeting to order at 2:32 pm.

Approval of minutes

August 23, 2017 DAPR Committee meeting

Mr. Nelson moved to approve the minutes from August 23, 2017, seconded by Mr. Mangum.

The Committee unanimously voted 9-0 to approve minutes from the August 23, 2017 meeting.

Old Business

1. 2620 Central Street Recommendation to ZBA

Michael Fruchter, property owner, submits to establish one additional dwelling unit at a multifamily residential building for a total of 20 dwelling units where 17 dwelling units are permitted, and to add zero parking spaces where 2 additional parking spaces are required for a total of 21 parking spaces on-site where 31 parking spaces are required, in the R5 General Residential District and the oCSC Central Street Overlay District.

APPLICATION PRESENTED BY: Michael Fruchter, Property Owner

DISCUSSION:

- Mr. Fruchter provided an overview of the proposed project, explaining his intent to convert that unit into an active affordable apartment, through the Connections for the Homeless organization. He provided additional information to address concerns the Committee had at the August 16, 2017 meeting.
- Mr. Gerdes explained his initial concerns were that there are no inspection records for that unit which would need to occur to validate the unit before it is allowed to be occupied. City inspectors would need to open walls in the unit in order to do proper rough inspections of plumbing, electrical and hvac systems for the unit.
- Mr. Mangum acknowledged although the requested 1st floor plan was not
provided, based on photos and site observations, that there was no ability to add a parking space to the site. Mr. Fruchter confirmed this.

- Mr. Mangum expressed concerns for the building’s existing non-compliance with regards to the number of dwelling units and parking spaces. He then asked about the possibility of providing two affordable units which if kept affordable for 25 years, would allow the building to use Inclusionary Housing Ordinance (IHO) bonuses and reduce the amount of required parking, thereby reducing the requested variances to the minimum necessary. Mr. Fruchter clarified that he already has a unit which is being leased through Connections for the Homeless and that while he is willing to continue that relationship he was not comfortable committing to 2 affordable units for 25 years at this time.

- Sue Loellbach of Connections for the Homeless inquired about inspection requirements for the apartment. Mr. Gerdes explained that the unit would have to follow the building permitting process and be compliant with current building codes as if it were a new unit. A walk-through would need to occur to determine how much additional inspection work would need to occur with regards to opening walls within the unit.

- Mr. Mangum and Mr. Gerdes confirmed that the zoning process to approve the additional unit should be completed prior to inspections occurring.

- Ms. Loellbach expressed support of the project, encouraging the committee to look at the project as a possible model to meet affordable housing needs within the City using existing properties.

- Ms. Flax stated that the ability to create affordable units in existing buildings is good and that the IHO requires one unit to be rented at 60% Area Median Income and the other at 80% Area Median Income. She expressed concern of granting variances when the IHO is not fully met. She then emphasized that the IHO provides the ability to provide an alternative equivalent plan for meeting IHO requirements but that would require additional financial information from this project in order to determine the feasibility of providing affordable units.

- Ms. Clement stated that developers/property owners must work from a centralized waitlist that the City has established which may impact the owner’s existing partnership with Connections for the Homeless. Ms. Flax added that those on the list would still need to meet the property owner’s tenant selection plan and that any IHO agreement is recorded.

- Ms. Leonard stated that she would like to move the project forward to ZBA with recommendation from Housing staff to address the level of affordability and have that be recorded with the property.

Mr. Mangum made a motion to recommend approval of the project to ZBA with the conditions that the applicant comply with the number of units, duration of affordability, and affordability level as required in the Inclusionary Housing Ordinance and that the unit be validated by the City prior to being inhabited. Seconded by Mr. Gerdes.

The Committee voted unanimously 9-0, to approve the recommendation to ZBA.
1. **500 Davis Street**  

Concept Review

Michael Wilkinson, architect, submits for concept review of exterior modifications to an existing building consisting of plaza resurfacing, landscaping, outdoor seating and signage bands in the D1 Downtown Fringe District.

**APPLICATION PRESENTED BY:** Michael Wilkinson, Architect

**DISCUSSION:**

- Mr. Wilkinson provided a brief overview of the improvements the owners of 500 Davis will be making to the ground floor of the building and parkway surrounding the building, majority of which will be on the east side of the building.
- Repave plaza, overgrown landscaping has been removed, sidewalk moves to the west slightly and does not align with adjacent property sidewalks. Seeks to better align the sidewalks.
- Seek to tie in plaza to sidewalk with similar materials. Concrete benches and planters to be added.
- Additional lighting within colonnade to be added and also proposed within the parkway. Acrylic globe with LED light underneath.
- Will extend banding along plaza where columns are along plaza.
- Adjust line of sidewalk, redo sidewalk as it abuts next to private property with Evanston pavers, permission for benches, planters, lighting into the parkway.
- Ms. Biggs asked if the parking garage extends under the sidewalk and plaza. Mr. Wilkinson clarified that the driveway extends into the where the columns stop on the east side. Ms. Biggs expressed that the City is moving away from the red brick pavers due to them becoming trip hazards. Preferred if the pavers were used as a band as they are in other locations downtown.
- Ms. Leonard expressed that she liked the idea of benches providing a gathering place as well as the proposed parkway orbs. Ms. Biggs expressed concern about maintenance of the orbs in the parkway. Mr. Nelson added that there is concern for work being done and future snow removal.
- Ms. Leonard Liked the pavement that changes with the columns, helps break up the space.
- Mr. Wilkinson liked the idea of obscuring the boundary of the public right-of-way and private property. Ms. Biggs stated that she is comfortable with the look of the plaza extending into sidewalk but needs the material to have a clear path for pedestrians and be of a stable material. Unlikely that this sidewalk will be a part of the City’s CIP in the near future.
- Ms. Mangum asked if the curb could be extended out since adjacent right-of-way extends further into the street. The area could be used as parking similarly to the adjacent property and provide more space to work with. Could be taken into consideration.
Ms. Biggs suggested possibly having landscaping on their side of the sidewalk.

Mr. Gerdes asked for clarification on signage to be provided, if any. He stated that signage is a separate review. He then stated that review of total project is good and phasing the project is not preferred due to the work on the right-of-way. Mr. Wilkinson stated that the building owner is seeking to have the project done by winter.

Ms. Knapp stated that the area where the sidewalk interacts with the parking garage entrance provides an opportunity for perhaps a raised crosswalk or treatment on the pavement for pedestrian safety.

Ms. Biggs stated that treated concrete sill introduces a possible maintenance issue. Existing brick pavers set on a concrete base. Mr. Mangum stated that the brick pavers could possibly be used as accents or a separation between the plaza and sidewalk.

Additional discussion took place regarding public works need to do work in the right-of-way and possibly having to move items or potentially damaging items such as the orbs and underlying electrical work.

If owner is willing to do sidewalk at same time as plaza how would that work. Combo building permit and right-of-way permit.

NEC of intersection is an adequate location for bike parking if bike parking does not intrude into the clearance needed for pedestrians. Ms. Knapp added detail on kind of bike racks (two points of contact to lock to) expressed concern over west racks being too far into darker areas with less visibility.

No Committee vote is taken for Concept Review items.

Adjournment:
Ms. Biggs moved to adjourn, seconded by Mr. Mangum.

The committee voted unanimously 9-0, to adjourn.

The meeting adjourned at 3:24 pm.

The next DAPR meeting is scheduled for Wednesday, September 6, 2017 at 2:30 pm in Room 2404 of the Lorraine H. Morton Civic Center.

Respectfully submitted,
Meagan Jones
**VOTING MEMBERS** | **STAFF** | **COMMENTS**
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Director of Community Development | Johanna Leonard Chair | No Comment
Planning and Zoning Administrator | Scott Mangum Vice Chair | No Comment
CMO/Economic Development | Paul Zalmezak | No Comment
Rep. for the Director of Parks, Recreation and Community Services | Ray Doerner | No Comment
City Engineer | Lara Biggs | No Comment
Rep. from the Fire Department | Mario Tristan | No Comment
Rep. from the Police Dept. | Lloyce Spells | No Comment
Rep. for the Director of Public Works | Jim Nelson | No comment
Zoning Planner | Melissa Klotz | No Comment
Building & Inspection Services Division Manager | Gary Gerdes | Unit built without permit/inspection. Unit would need to be validated, need a plan submittal, permit issuance, inspections, occupancy.
Assistant Director of Public Works/Forestry | Paul D’Agostino | No Comment
Neighborhood and Land Use Planner | Meagan Jones Secretary | No Comment
Rep. from the Utilities Dept. | Ingrid Eckersberg | No Comment

**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.
### DESIGN AND PROJECT REVIEW (DAPR) – MTG DATE: July 26, 2017

**Address**: 500 Davis Street

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<tr>
<th>VOTING MEMBERS</th>
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<td>Rep. for the Director of Public Works</td>
<td>Jim Nelson</td>
<td>• Who maintains the pavers and the parkway globes I have two issues: One they are in the parkway and who will mark them for a JULIE dig in the winter they may get buried with snow</td>
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<tr>
<td>Zoning Planner</td>
<td>Melissa Klotz</td>
<td>No Comment</td>
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<tr>
<td>Building &amp; Inspection Services Division Manager</td>
<td>Gary Gerdes</td>
<td>• Signage would be separate review • Globe artwork in lieu of lighting in parkway • Work would require a building and right of way permits</td>
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