DESIGN AND PROJECT REVIEW COMMITTEE  
(DAPR)  
Wednesday, November 29, 2017  
2:30 P.M.  
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Room 2404  

AGENDA  

I. CALL TO ORDER/DECLARATION OF QUORUM, JOHANNA LEONARD, CHAIR  

II. APPROVAL OF MINUTES: November 8, 2017 DAPR Committee meetings  

III. NEW BUSINESS  

1. 710 Main Street  
   Recommendation to ZBA  
   Gail Doeff, potential lessee, applies for a special use permit for a Type 2 Restaurant, SEG Café LLC, in the B2 Business District and oDM Dempster-Main Overlay District.  

IV. DISCUSSION  

1. Commenting Procedures  
   Discussion on the format for providing staff comments on projects/large developments.  

V. ADJOURNMENT  

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

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Order & Agenda Items are subject to change. Information about the Design and Project Review (DAPR) Committee is available at: https://www.cityofevanston.org/dapr. Questions can be directed to Meagan Jones at 847.448.8170. The City is committed to ensuring accessibility for all citizens; if an accommodation is needed to participate in this meeting, please contact this Department 48 hours in advance so that arrangements can be made for the accommodation if possible.  

La ciudad de Evanston está obligada a hacer accesibles todas las reuniones públicas a las personas minusválidas o las quines no hablan inglés. Si usted necesita ayuda, favor de ponerse en contacto con la Oficina de Administración del Centro a 847/866-2916 (voz) o 847/448-8052 (TDD).
DESIGN AND PROJECT REVIEW COMMITTEE (DAPR) MINUTES
November 8, 2017


Staff Present: S. Flax, J. Velan, J. Lasik

Others Present:

Presiding Member: M. Mangum

A quorum being present, Mr. Mangum called the meeting to order at 2:30 pm.

Approval of minutes
October 25, 2017 DAPR Committee meeting.

Ms. Biggs moved to approve the minutes from October 25, 2017, seconded by Mr. Nelson.

The Committee voted 9-0 to approve the minutes of October 25, 2017 with one abstention.

New Business

1. 1715 Chicago Avenue (Evanston Place) Preliminary Review
Karl Camillucci, applicant, submits for improvements to the parkway along Chicago Avenue, including installation of terraces, landscaping and signage in the R6 General Residential District.

APPLICATION PRESENTED BY: Caitlin Whitham, AIMCO
Karl Camillucci, Taft Stettinius & Hollister LLP
Ishmael Joya, Wolf Landscape Architecture

DISCUSSION:
• Ms. Whitham provided an overview of the AIMCO company which owns and manages over 3,000 residences in the Chicagoland area.
• Evanston Place has 190 apartment residences.
• Proposed changes are reaction to the newly installed bike lane on Chicago Avenue. Wanted to update the pedestrian pattern and create a gathering space. Signage incorporated at both ends of the block.
• Easement for the proposed changes to the right of way is currently under review.
• Five main sites for improvements: Two signage locations and three terrace locations.
• Bollards and in-ground lighting to be incorporated in addition to wooden benches. Will be removing steps that lead down to parking.
• Materials: Cor-ten Steel for proposed signage in color to match brick plaza and wood bench seating.
• Mr. Gerdes inquired about specifics of the easement agreement. Mr. Camillucci stated that the easement is intended to grant AIMCO more formalized rights that are currently used and would permit the proposed changes and maintenance.
• Proposed signage does not meet code regulations and would need to be pulled back, a variance would need to be obtained, or a city agreement drafted for signs in the right of way.
• Proposed 9-foot dimension from signage to curb is to the bicycle lane curb. Possible visibility concerns with the bike lane versus a regular vehicular travel lanes. Stated in code as a circulation lane.
• Mr. Zalmezak inquired about budget which is still being fine-tuned.
• Ms. Knapp inquired about accessibility of the proposed improvements. Existing stairs to be eliminated, gaps exist between benches which will provide space for wheelchairs or other mobility devices. Ms. Knapp suggested that the landscaping and seating be flipped.
• Mr. Mangum inquired about the sidewalk and retaining wall. Sidewalk width to remain the same, a retaining wall will also be installed with planting to obscure it from the street.
• Ald. Fiske inquired about who would monitor who sits on the benches. She also inquired about where residents could wait for rides which will be in a current covered area closer to the building. She then stated that the signage in the parkway makes it appear as if the parkway is privately owned.
• Mr. Nelson stated that the parkway is utility domain and he has concerns about the proposed changes being over utilities and possibly having to be dug on in the future should work need to occur. He also inquired about the bollards and how electricity for the proposed changes would be located.
• Mr. Gerdes stated that concept plans for the proposed signage would need to be submitted. Ms. Biggs stated that the group would need to return to DAPR with revisions prior to Council review of the proposed easement.

The item will return to the Committee prior to City Council review of proposed easement.

2. 1616 Sherman Avenue (Target) Sign Variation
Justin Muller and Zack Kartak, applicants, submit for changes to the Sherman Plaza Unified Business Center Comprehensive Sign Plan. The property is located within the D3 Downtown Core Development District.

APPLICATION PRESENTED BY: Zack Kartak, Target representative
Michaela Schoerning, Kimley-Horne & Associates

DISCUSSION:
• Mr. Kartak explained that the new store will be 29,000 sq. ft. located near the middle of 1600 block of Sherman Avenue and is estimated to open in March
Ms. Schoerning explained that the changes to the Unified Business Center Comprehensive Sign Plan is for an addition to canopy projection of 2” along Sherman Avenue, vinyl window signage, the height of one wall sign, an additional sign zone and a blade sign zone.

An additional 4 ft. X 6 ft. blade sign, not part of review, will be at the entrances to the parking garage on Davis Street and Benson Avenue.

Mr. Gerdes stated that the applicant worked down to the current plan as proposed which is compliant except for the 2nd floor sign.

Shelving to generally be 3 in. - 6 in. from windows (at a height of 4 ft.). Vinyl would be covering portions of the windows. Mr. Zalmezak emphasized the need to have open windows and not have the back of shelves or peg boards being visible from the street.

Ald. Fiske stated that she is thrilled about Target but that the City needs to be careful about what the façade says about downtown due to it being so visible. She emphasized not wanting vinyl on the windows or shelving at the windows and would like for interior and exterior pedestrians to be close knit.

Clarification was provided on the “Target” logo location on the proposed awnings on the apron (vertical portion and not the angled portion).

Staff provided examples of existing Target storefronts that could be used as models at this location including using channel lettering with no backing, hanging interior signage instead of on the exterior, and having less signage and shelving visible at the facade.

Staff suggested that the applicant consider the comments and return with a revised request.

Clarification was provided on the review process for signage. The applicant preferred to move forward with the current request.

Mr. Zalmezak made a motion to approve the proposed sign variation of the project to ZBA. Seconded by Mr. Gerdes.

The Committee voted, 6-4, to approve changes to the Sherman Plaza Unified Business Center Comprehensive Sign Plan.

Adjournment:
Ms. Biggs moved to adjourn, seconded by Mr. Zalmezak. The committee voted unanimously 9-0, to adjourn.

The meeting adjourned at 3:33 pm.

The next DAPR meeting is scheduled for Wednesday, November 15, 2017 at 2:30 pm in Room 2404 of the Lorraine H. Morton Civic Center.

Respectfully submitted,
Meagan Jones
Design and Project Review (DAPR)

710 Main St.

Recommendation to ZBA
This map is not a plat of survey. This map is provided "as is" without warranties of any kind. See www.cityofevanston.org/mapdisclaimers.html for more information.
This map is not a plat of survey. This map is provided "as is" without warranties of any kind. See www.cityofevanston.org/mapdisclaimers.html for more information.
PLAT OF SURVEY

Lot 3 (except the East 23.0 feet thereof) and all of Lot 4 in Block 1 in Adams and Brown's Addition to Evanston, in the North half of the North half of the Southwest quarter of Section 19, Township 41 North, Range 14 East of the Third Principal Meridian, in the City of Evanston, Cook County, Illinois.

Line 60.0 feet South (record) of the North line of Main Street as per City Survey of 1895, 30.0 feet South of the East/West line from old stone monument at East line of Chicago and Northwestern Railroad to the West quarter corner of Section 19-11-14.

CIORBA, SPIES, GUSTAFSON & CO.
CONSULTING ENGINEERS - LAND SURVEYS
1216 CENTRAL AVENUE
WILMETTE, ILLINOIS 60091
A bakery/coffee shop selling breakfast and lunch items as well as coffee/cold drinks.
Seating for 8, take-out options.
Hours: 6:30 a.m.-2 p.m. Monday-Saturday
2 employees per shift
Parking: one parking spot comes with our lease, the other will find neighborhood parking or take public transportation
Deliveries: There is a back door where deliveries will be accepted. An operation this size generally needs one delivery per week, we'd schedule during the late morning/early afternoon period.
Business Recycling:
The applicant shall provide recycling receptacles within the kitchen area and shall recycle restaurant waste including, but not limited to, cardboard and paper products.

Tap Water:
The applicant shall make tap water available to all customers and provide appropriate signage indicating the availability of tap water.

Reusable Flatware and Dishware:
The applicant shall provide reusable flatware and dishware to customers who opt to eat on premises.

100% Recyclable Carry-Out Packaging:
The applicant shall utilize 100% recyclable packaging for all carry-out/delivery orders. Note: Evanston's solid waste hauler Groot Industries recycles rigid plastic numbers 1-5 and 7. Plastic number 6 (rigid or foam) is not recyclable in Evanston's program even though it has the recycling symbol. See attached recycling flyer for details.

Delivery Method:
When possible, the applicant shall utilize environmentally friendly modes of transportation, such as bicycle delivery, when transporting delivery orders to customers.

Other Environmentally-Friendly/Sustainable Practices


I certify that I have checked the appropriate boxes that best describe the sustainability practices that will be adhered to at the Type 2 Restaurant in question.

[Signature]
Applicant Signature

[Date]
11/7/17
Sustainability Practices for Type 2 Restaurants

The City of Evanston prides itself on its commitment to environmental excellence through outstanding and innovative sustainability practices that promote a positive example throughout the community.

Environmental sustainability may be promoted in a variety of ways. In an effort to ensure Type 2 Restaurants do not negatively impact the environment, the following sustainable practices are suggested:

**Litter Collection Plan:**
The applicant shall implement and adhere to a Litter Collection Plan requiring the policing of an area located within a two hundred fifty-foot (250') radius of the space in which the use is located. This area shall be patrolled once every three (3) hours during the hours the use is in operation, and shall be kept free of all litter of any type emanating from any source. For the purpose of this requirement, “litter” shall include, but is not limited to: putrescible animal and vegetable waste resulting from the handling, preparation, cooking, and consumption of food; other putrescible waste, including animal waste, dead animals, yard clippings and leaves; nonputrescible solid waste, including rubbish, ashes, abandoned automobiles, solid waste, paper, polystyrene, wrappings, cigarettes, cardboard, tin cans, glass, bedding, and similar materials; and all other waste material which, if thrown or deposited as herein prohibited, may create a danger to public health, safety, or welfare.

**Litter Pick-Up Plan:**
The applicant shall provide and maintain exterior litter receptacles such as dumpsters, in sufficient number and type to adequately contain all litter collected pursuant to the Litter Collection Plan. Collections shall be a minimum of three (3) times a week, including collections on Sundays to the extent necessary to comply with this condition. All litter receptacles shall be maintained in clean condition with tight-fitting lids, and shall be placed on Code-compliant surfaces at the rear of the property or in an otherwise City-approved location. Within seven (7) days of written notice from the City, the number of litter receptacles and/or the number of collections from each shall be modified or increased as necessary.

**Customer Recycling:**
The applicant shall provide recycling receptacles within the space in which the use is located and shall be available for customer use. The recycling receptacles shall be maintained and emptied as necessary to ensure adequate recycling receptacles are available for use during the hours the use is in operation. Recycling containers shall be co-located with garbage containers and labeled for recycling.
Formstack Submission For: Zoning Special Use
Submitted at 11/02/17 3:55 PM

Address: 710 Main St.
          Evanston, IL 60202

Permanent Identification Number (PIN) 1: 1119303007000

Permanent Identification Number (PIN) 2:

Name: Gail Doeff

Organization: SEG Cafe LLC

Address: 2617 Hurd Ave.
          Evanston, IL 60201-1207

Home or Office Phone Number: (847) 733-0695

Cell Phone Number: (847) 733-0695

Email: gaildoeff@yahoo.com

Please choose primary means of contact: Cell Phone

Is applicant also the property owner?: No

Name: Shaun Chinsky

Organization: GTC Main St. Inc.
Address: 714 Main St. Evanston, IL 60202

Home or Office Phone Number: (847) 864-0001

Cell Phone Number:

Email:

What is the relationship of the applicant to the property owner?: Other: potential lessee

Briefly describe the proposed Special Use: SEG LLC would like to operate a coffee shop at this location (category 2 food establishment license) serving coffee, baked goods and light lunch options. Opening hours would be 6:30 a.m.-2 p.m. Monday-Saturday (tentatively)

Is the requested special use one of the special uses specifically listed in the Zoning Ordinance? What section of the Zoning Ordinance lists your proposed use as an allowed special use in the zoning district in which the subject property lies?: YES (Not sure what section, coffee shop)

Will the requested special use interfere with or diminish the value of property in the neighborhood? Will it cause a negative cumulative effect on the neighborhood?: NO

Will the requested special use be adequately served by public facilities and services?: YES

Will the requested special use cause undue traffic congestion?: NO

Will the requested special use preserve significant historical and architectural resources?: Yes (not really any involved)

Will the requested special use preserve significant natural and environmental features?: Yes (not really any involved)

Will the requested special use comply with all other applicable regulations of the district in which it is located and other applicable ordinances, except to the extent such regulations have been modified through the planned development process or the grant of a variation?: YES

Is applicant acting as an agent or designee for the proposed user of the land for which this application for zoning relief is made?: No
List the name, address, phone, fax, and any other contact information of the proposed user of the land.:  

Does the proposed land user own or control the land for which this application for zoning relief is made?: No

List the name, address, phone, fax, and any other contact information of the person or entity that has constructive control of the proposed land user.:  

Does the proposed land user hold the title to the subject property?: No

Is the person or entity that holds the title the same as the one listed in the previous question?: No

List the name, address, phone, fax, and other contact information of the person or entity holding the title to the subject property.:  

Shaun Chinsky, GTC Main St. Inc., 714 Main St., Evanston IL 60202 (847) 864-0001

Is the Applicant or Proposed Land User a Corporation?: Yes

A. Names and addresses of all officers and directors.:  

Gail Doeff, 2617 Hurd Ave., Evanston IL 60201
Shelley Patterson, 8909 Lincolnwood Dr., Evanston IL 60203

B. Names, addresses, and percentage of interest of all shareholders. If there are fewer than 33 shareholders, or shareholders holding 3% or more of the ownership interest in the corporation or if there are more than 33 shareholders.:  

Gail Doeff, 2617 Hurd Ave., Evanston IL 60201--50%
Shelley Patterson, 8909 Lincolnwood Dr., Evanston IL 60203--50%

Name, address, percentage of interest, and relationship to applicant, of each partner, associate, person holding a beneficial interest, or other person having an interest in the entity applying, or in whose interest one is applying, for zoning relief.:  

Plat of Survey - One copy of plat of survey, drawn to scale, that accurately reflects current conditions.: View File

Date of Survey:

Site Plan/Graphic Drawings - One copy of site plan or floor plans, drawn to scale, showing all dimensions or graphic representations for any elevated proposal-- garages, home additions, roofed porches, etc.: View File
Date of Drawings:

Proof of Ownership - Accepted documents for Proof of Ownership include: a deed, mortgage, contract to purchase, closing documents, etc.: View File

Document Submitted: to come

Quantity: 1

Price: 600

Credit Card: **********9437

Card Verification Code: ***

Expiration Date: Oct 2018

I certify that all of the above information and all statements, information, and exhibits that I am submitting in conjunction with this application are true and accurate to the best of my knowledge:

[Signature]

Direct Link to Image

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