DESIGN AND PROJECT REVIEW COMMITTEE (DAPR)

Wednesday, May 15, 2019
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: May 8, 2019, DAPR Committee meeting.

III. OLD BUSINESS

1. 2650 Sheridan Road
   Recommendation to ZBA
   Shawn Jones, attorney, submits for major zoning relief to establish a curb cut and driveway from the street frontage (Sheridan Road) when alley access to the property is present, in the R1 Single-Family Residential District.

IV. NEW BUSINESS

1. 1724 Sherman Avenue
   Sidewalk Cafe
   Kilwins Evanston, applicant, submits for a sidewalk cafe, in the D2 Downtown Retail Core District.

2. 1600 Dodge Avenue
   Sign Variation
   Poblocki Sign Company, LLC, applicant, submits for a sign variation for 10 site information signs ranging in size from 5.75 square feet to 19.5 square feet where 4 square feet is permitted by sign regulation, ETHS, in the R2 Single-Family Residential District.

V. ADJOURNMENT

The next DAPR meeting is scheduled for Wednesday, May 22, 2019, at 2:30 pm in Room 2404 of the Lorraine H. Morton Civic Center.
DESIGN AND PROJECT REVIEW COMMITTEE (DAPR) MINUTES
May 8, 2019

Voting Members Present:  J. Hyink, I. Eckersberg, D. Cueva, M. Tristan, G. Gerdes,
J. Leonard, S. Mangum, K. Jensen, L. Biggs, M. Klotz, M. Jones

Staff Present:

Others Present:   Ald. Revelle

Presiding Member:  J. Leonard

A quorum being present, J. Leonard called the meeting to order at 2:31 pm.

Approval of Minutes

April 17, 2019, DAPR meeting minutes.

G. Gerdes made a motion to approve the April 17, 2019, meeting minutes, seconded by M. Tristan.

The Committee voted, 9-0, to approve the April 17, 2019, meeting minutes, with 2 abstaining.

Old Business

1. 2628 Gross Point Road & 2635 Crawford Avenue  Recommendation to Plan Commission and ZBA

Steven Kolber, architect, submits for a map amendment to subdivide the property located at 2635 Crawford Ave. and rezone the southeast portion of the property from the R2 Single Family Residential District to the B1a Business District (with the northwest portion of the property to remain R2 Single Family Residential), and major zoning relief to subdivide the property and establish a flag lot on the southeast portion of 2635 Crawford Ave., a Pedestrian Area of less than 30', and for reduced Fenestration and Sill Heights facing Gross Point Rd. and Crawford Ave., and for a special use permit for a Type 2 Restaurant, Nic's Organic Fast Food, a Drive-Through facility, and for a Type 2 Restaurant as an Active Ground-Floor Use in the B1a Business District and the oCSC Central Street Overlay District.

DISCUSSION:

● Case withdrawn by the applicant.
New Business

1. **1926 Central Preliminary and Final Review**
   Kent Koplin, applicant, submits for a building permit for exterior and interior renovations to an existing restaurant space to include a roof-top dining area, in the B1a Business District and the oCSC Central Street Overlay District, Landmarked building.

   **APPLICATION PRESENTED BY:** Fred Gayle, property owner

**DISCUSSION:**
- F. Gayle stated the interior will be remodeled for a Mexican/Latin American restaurant. Roof deck will have 49 seats.
- G. Gerdes asked if Cove lighting is dimmable. Lighting should be controllable. Signage is a separate permit. He asked about rooftop hours.
- F. Gayle stated lighting is not confirmed. Rooftop likely to close at 9:00pm. There is one building to the south, will meet with neighbor.
- M. Tristan stated only 49 seats are allowed on the roof based on ingress/egress requirements.
- S. Mangum stated plan has been reviewed and approved by the Preservation Commission. Revisions to the windows could be reviewed.
- K. Jensen asked if changing lighting fixtures and kitchen hardware.
- F. Gayle stated they will install high temperature washers, aware of low energy incentives.
- G. Gerdes asked about their construction schedule.
- F. Gayle stated will begin in 2-3 weeks once approved hoping to open by Fall.
- K. Jensen asked if there is space for food scraps. He noted the Sustainable Business Recognition Program.
- F. Gayle stated there is no immediate answer, but space exists for it and it is “top of mind”.
- Ald. Revelle stated it is nice to have a use for the space. She asked what kind of shielding will be installed.
- Green wall of plantings to be installed on the south side of the rooftop patio as a sound barrier.
- G. Gerdes asked if the HVAC will be removed. If replaced it is subject to the sound ordinance.
- F. Gayle stated the HVAC may be replaced.

L. Biggs made a motion to grant preliminary and final approval of the project, seconded by K. Jensen.

The Committee voted, 11-0, to grant preliminary and final approval of the project.
2. 1729 Dodge Avenue  Recommendation to ZBA
DonnaLee Floeter, architect, submits for major zoning relief for a 3.4’ north interior side yard setback and a 3.5’ south interior side yard setback where 5’ is required, and a 2.4’ north interior side yard setback for eaves and a 2.5’ south interior side yard setback for eaves where 4.5’ is required, to construct a single family residence in the R4 General Residential District.

APPLICATION PRESENTED BY: DonnaLee Floeter, architect

DISCUSSION:
- G. Gerdes asked if the concrete fence will be removed.
- D. Floeter stated it is likely to be removed to provide parking for the house. She stated this is the 6th ETHS house.
- K. Jensen asked if any of the materials from the existing home can be reused.
- D. Floeter stated the City demolished the home, materials have already been disposed.
- S. Mangum stated the lot size and width is non-conforming.

G. Gerdes made a motion to recommend approval to ZBA, seconded by L. Biggs.

The Committee voted, 11-0, to recommend approval to ZBA.

3. 2650 Sheridan Road  Recommendation to ZBA
Shawn Jones, attorney, submits for major zoning relief to establish a curb cut and driveway from the street frontage (Sheridan Road) when alley access to the property is present in the R1 Single-Family Residential District.

APPLICATION PRESENTED BY: Shawn Jones, attorney

DISCUSSION:
- S. Jones stated they are seeking the return of the former curb cut. He noted existing curb cuts for other homes on the block. He stated the curb cut request is for one of the two lots in the subdivision, the 2nd lot does not need a curb cut.
- G. Gerdes asked why unable to access from the alley.
- S. Jones stated the alley is small; access from the alley may get into lot coverage issues.
- S. Mangum stated the lot size and width are conforming with space for a 2-car garage. He noted the alley is 20’ wide.
- L. Biggs stated a curb cut is not typically allowed within one year of street construction.
- S. Jones stated the seller did not transfer curb cut information to buyer.
- I. Eckersberg stated the initial plans showed two garages.
- J. Leonard asked about the order of events, subdivision first, house sold, Sheridan Road work. She stated with demo of house, curb cut would need to be removed as well.
- Information on curb cut noted in zoning analysis.
- G. Gerdes stated he would like more information on timeline.
L. Biggs made a motion to hold item in Committee in order to clarify timeline, seconded by G. Gerdes.

The Committee voted, 11-0, to hold item in Committee.

4. 1124 Florence Avenue  
James Ticus, property owner, submits for major zoning relief for a 7’ south interior side yard setback for an eave where 9’ is required, and for 3 parking spaces where 4 parking spaces are required for a second story addition to a commercial building in the B1 Business District.

APPLICATION PRESENTED BY: James Ticus, property owner

DISCUSSION:
- J. Ticus stated the existing office building is lot line to lot line. Proposal includes one 1-bedroom and one 3-bedroom dwelling.
- G. Gerdes asked if there has been a discussion with the commercial plan reviewer, accessibility of the site is likely okay but will need to be confirmed. He asked about material storage during construction.
- J. Ticus stated they plan to use the space in the rear, possibly place a dumpster on the adjacent property.
- L. Biggs stated a written agreement concerning the dumpster will be needed.
- G. Gerdes stated a Construction Management Plan should be provided.
- J. Leonard stated a parking permit should be prohibited should the area become permit parking eligible.
- K. Jensen asked if solar panels on roof could be provided.
- J. Ticus stated they will look into installing solar panels.
- G. Gerdes noted the plan includes 3 parking spaces.
- M. Klotz stated the addition needs 3 spaces, they are providing 2 spaces with 1 space existing, noting the existing parking count is non-conforming.
- S. Mangum asked if the overhang is needed for the eave.
- J. Ticus stated it is needed for protection of the facade and entry.

G. Gerdes made a motion to recommend approval to ZBA, subject to a Construction Management Plan submitted prior to building permit issuance, seconded by L. Biggs.

The Committee voted, 11-0, to recommend approval to ZBA subject to the condition noted above.

5. 1815 Oak-Ridge Avenue  
Michael McLean, applicant, submits for a major adjustment to a planned development originally approved by ordinance 47-O-16. The adjustment includes an increase in FAR to 4.3 (originally approved at 4.35 and subsequently reduced via a Minor Adjustment to 3.97 in 2017), increasing parking spaces from 67 to 70 and a reduction of dwelling units from 102 to 41 (out of a total of
163 units/rooms), eliminating the site development allowance for maximum number of dwelling units. The property is located in the D4 Downtown Transition District.

DISCUSSION:
- Removed from agenda by applicant pending revisions.

Adjournment

K. Jensen made a motion to adjourn, seconded by L. Biggs. The Committee voted, 11-0, to adjourn. The Committee adjourned at 03:09 pm.

The next DAPR meeting is scheduled for Wednesday, May 15, 2019, at 2:30 pm in Room 2404 of the Lorraine H. Morton Civic Center.

Respectfully submitted,
Michael Griffith
Design and Project Review
(DAPR)

2650 Sheridan Rd.

Recommendation to ZBA
2650 Sheridan Rd. Driveway Issue - Timeline

February 16, 2018 - surveyor submitted a preliminary site plan to subdivide the property on behalf of the property owner, with email and site plan noting detached garages (requiring alley access) for both properties.

September 17, 2018 - submitted for permits 18MSWK-0170 for a driveway from Sheridan Rd. at 2648 Sheridan Rd. and 18MSWK-0171 for a driveway at 2650 Sheridan Rd.

October 8, 2018 - property owner was notified the driveway permit for 2650 Sheridan Rd. was noncompliant with zoning (per email and zoning analysis results).

October 19, 2018 - property owner asked staff to consider the 2650 Sheridan Rd. driveway legally nonconforming (“grandfathered in”) with street access. Staff confirmed it is noncompliant and cannot be “grandfathered in” since the driveway does not lead to compliant parking (since there is no house on the lot; since it is a newly subdivided lot).

March 28, 2019 - City Law Dept. confirmed to property owner’s attorney the driveway to the street is not “grandfathered in” per the Zoning Ordinance since the property was subdivided.

April 5, 2019 - Major Variation application submitted.
Regarding 2652 Sheridan Road, Evanston, IL
1 message

Brandi <brandi@surveyorsland.com>  Fri, Feb 16, 2018 at 3:34 PM
To: "zoning@evanston.org" <zoning@cityofevanston.org>

Good Afternoon,
My name is Brandi I work for Andrew Spiewak Land Surveyor, Inc. Our client would like to subdivide their property into two lots (see attached sketch) he plans to build 2 approx. 4,000 SQ. FT. houses with detached two car garages.
May you please provide the Plat of Subdivision Requirements, Ordinance, Check list for Surveyor and for Engineer (we will also do the Civil Engineering and Topographic Survey).
Also please provide us with a sample Plat of Subdivision showing the certificates you require us to add.
Also, for new construction besides a Plat of Survey, Topographic Survey and Civil Engineering what else do you require, such as Foundation Staking, Foundation Location and Final As-Built or any other surveying services? Please advise.

SURVEY MARK UP.pdf
280K
Hi Alex,

Concerning the subject permit applications, the proposed driveways are not zoning compliant. I have the following comments:

- Open parking is required to be located within the rear most 30’ of the lot; open parking proposed in the front yard. Section 6-4-6-3, Table 4-1, #18
- Driveways from the street are required to lead to a compliant parking space; driveway from street does not lead to a compliant parking space.

Respectfully,

Michael Griffith
Development Planner
Planning & Zoning Division
Community Development Department
Morton Civic Center
City of Evanston

2100 Ridge Ave. | Evanston, IL 60201 | 847-448-8230
mgriffith@cityofevanston.org | cityofevanston.org

Call 311 to make an appointment, or available for walk-ins at the Building Permit Desk on Thursdays.
Fwd: 2648 Sheridan Rd - permit no. 18MSw-0171; 2650 Sheridan Rd - 18MSWK-0171

1 message

Michael Griffith <mgriffith@cityofevanston.org>
To: Melissa Klotz <mklotz@cityofevanston.org>

-------- Forwarded message --------
From: Michael Griffith <mgriffith@cityofevanston.org>
Date: Fri, Oct 19, 2018 at 11:29 AM
Subject: Re: 2648 Sheridan Rd - permit no. 18MSw-0171; 2650 Sheridan Rd - 18MSWK-0171
To: Alexander Factor <affect@att.net>

Alex,

Open parking is required to be located in the rear yard, within 30' of the rear lot line, zoning code section 6-4-6-3. If there is alley access, access from the alley is required. However, an existing driveway leads to a compliant parking location, ie, a garage or open parking located in the rear yard.

6-8-2-12. ACCESS TO ON SITE PARKING.

In the R1 district on any zoning lot served by an open alley, access to any on site parking, enclosed or unenclosed, shall not cross the front lot line subject to the following.

Legally existing street loading garages or other on site parking both served by legally existing curb cuts, as of the effective date hereof, said street loading garages or other on parking can access the subject property by an alley.

Respectfully,

Michael Griffith
Development Planner
Planning & Zoning Division
Morton Civic Center
City of Evanston

2100 Ridge Ave, Evanston, IL 60201 | 847-448-8230
mgriffith@cityofevanston.org | cityofevanston.org

Call 311 to make an appointment, or available for walk-ins at the Building Permit Desk on Thursdays

On Fri, Oct 19, 2018 at 11:22 AM <affect@att.net> wrote:

Michael

I understand your points.

However, the alley is not paved, not good for parking. I am asking to grandfather the driveway we had for 2652 Sheridan for the new 2648 Sheridan. All we will do is to relocate it about 25'.

Thanks

Alex Factor, President, Sheridan VF, Inc.

Phone: 847-722-8375
realtco@att.net

From: Michael Griffith <mgriffith@cityofevanston.org>
Sent: Monday, October 8, 2018 4:53 PM
To: Alexander Factor <affect@att.net>
Subject: 2648 Sheridan Rd - permit no. 18MSw-0171; 2650 Sheridan Rd - 18MSWK-0171

Hi Alex,

Concerning the subject permit applications, the proposed driveways are not zoning compliant. I have the following comments:

- Open parking is required to be located within the rear most 30’ of the lot; open parking proposed in the front yard, Section 6-4-6-3. Table 4-1, #18
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Respectfully,

Michael Griffith
Development Planner
Planning & Zoning Division
Call 311 to make an appointment, or available for walk-ins at the Building Permit Desk on Thursdays.
Fwd: 2650 Sheridan Road
1 message

Scott Mangum <smangum@cityofevanston.org> Thu, Mar 28, 2019 at 10:53 AM
To: Melissa Klotz <mklotz@cityofevanston.org>, Michael Griffith <mgriffith@cityofevanston.org>

Scott A. Mangum, AICP
Planning and Zoning Manager
City of Evanston
847-448-8675

----------- Forwarded message -----------
From: Michelle Masoncup <mmasoncup@cityofevanston.org>
Date: Thu, Mar 28, 2019 at 10:47 AM
Subject: Fwd: 2650 Sheridan Road
To: Hugh DuBose <hdubose@cityofevanston.org>, Scott Mangum <smangum@cityofevanston.org>, Leonard, Johanna <jleonard@cityofevanston.org>

FYI.

Michelle L. Masoncup
Corporation Counsel
Law Department
Morton Civic Center
City of Evanston

2100 Ridge Ave. | Evanston, IL 60201 | 847-448-8009
mmasoncup@cityofevanston.org | cityofevanston.org

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----------- Forwarded message -----------
From: Michelle Masoncup <mmasoncup@cityofevanston.org>
Date: Thu, Mar 28, 2019 at 10:47 AM
Subject: Re: 2650 Sheridan Road
To: Shawn Jones <sjones@lawevanston.com>
Cc: Eleanor Revelle <erevelle@cityofevanston.org>

Hi Shawn,

I reviewed the matter with zoning staff and conferred with Public Works.

As a new redevelopment project involving demolition of the existing house (2650 Sheridan Road), subdivision of the existing lot into two lots, and construction of two new single-family residences any nonconforming rights to access on site parking would be lost.

Further, based on the location of the new lot line and the proposed location of the new driveway and house, the previous curb cut and driveway would not be reused, therefore, the removal of the curb cut through the Sheridan Rd reconstruction...
project is moot.

The applicant for the subdivision was also made aware during the subdivision process that alley access would be required for the new homes.

The owner has two potential remedies under the Zoning Ordinance:

1. Appeal the decision/interpretation of the Zoning Administrator to the Zoning Board of Appeals.
2. Apply for a Major Variation to Section 6-8-2-12 of the Zoning Ordinance to allow access to parking that crosses the front lot line where an alley is present. A Major Variation that involves parking would be decided by the City Council following recommendations of DAPR and the ZBA.

Michelle

Michelle L. Masoncup
Corporation Counsel
Law Department
Morton Civic Center
City of Evanston

2100 Ridge Ave. | Evanston, IL 60201 | 847-448-8009
mmasoncup@cityofevanston.org | cityofevanston.org

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On Thu, Mar 21, 2019 at 4:45 PM Shawn Jones <sjones@lawevanston.com> wrote:

Michelle,

Please let me know if you want to see the back up documentation. All we are looking for is a re-evaluation of the zoning analysis as I don’t think there is much doubt about the underlying facts. We just want to avoid a two month delay in starting the project.

Thanks,
Shawn

LAW OFFICES OF C. SHAWN JONES
708 Church Street, Suite 235
Evanston, IL 60201
(847) 475-1700
Fax: (847) 739-7248
www.lawevanston.com

-----Original message-----
From: "Michelle Masoncup" [mmasoncup@cityofevanston.org]
Sent: Thursday, Mar 21 2019 4:28 PM
To: sjones@jones-lawyer-evanston.com
Subject: 2650 Sheridan Road

Hi Shawn,

Scott forwarded your inquiry to me regarding the curb cut. I will look into it and get back to you soon.

Michelle

Michelle L. Masoncup
Corporation Counsel
Law Department
Morton Civic Center
City of Evanston

2100 Ridge Ave. | Evanston, IL 60201 | 847-448-8009
mmasoncup@cityofevanston.org | cityofevanston.org

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2650 Sheridan Rd.

May 3, 2019

- User drawn points
- Zoning Boundaries & Labels
- Tax Parcels

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.

City of Evanston IL, Imagery courtesy Cook County GIS

Copyright 2018 City of Evanston
2650 Sheridan Rd.
SITE PLAN (EXISTING CURB)
Zoning Analysis
Summary

Case Number: 19ZONA-0016  Case Status/Determination: Non-Compliant

Proposal: NEW DET-SFR WITH ATTACHED GARAGE AND DET-GARAGE; DRIVEWAY OFF SHERIDAN ROAD

Site Information:

<table>
<thead>
<tr>
<th>Property Address: 2550 SHERIDAN RD</th>
<th>Zoning District: R1</th>
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<tbody>
<tr>
<td>Overlay District: None</td>
<td>Preservation District:</td>
</tr>
</tbody>
</table>

Applicant: Alexander Factor

Phone Number:

Zoning Section

Comments
SEE FOLLOWING SHEET FOR SUMMARY COMMENTS.

Recommendation(s): Click on the link(s) below to access online application(s)

Signature 2-1-19
# Zoning Analysis Summary

<table>
<thead>
<tr>
<th>Case Number:</th>
<th>Case Status/Determination:</th>
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<tr>
<td>19ZONA-0016 – 2650 SHERIDAN ROAD</td>
<td>NON-COMPLIANT</td>
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## Proposal:

**NEW DET-SFR WITH ATTACHED GARAGE AND DET-GARAGE, PARKING ACCESSED FROM SHERIDAN ROAD AND ALLEY**

## Zoning Section: Comments:

- **Provide copy of recorded plat of subdivision.**
- **South lot line dimension on site plan does not match dimension indicated on plat of subdivision.**
- **Building lot coverage is being maxed out, this impacts the ability to add additional roofed areas to the property under current zoning regulations.**

### 6-8-2-12

Non-compliant: Driveway off Sheridan Road is not permitted given lot has alley access. Proposed driveway is not a replacement but rather a new driveway in a different location.

### 6-4-1-9

Non-compliant: Minimum required roof overhang setback for detached accessory structures is 2.5' (roof overhang permitted to obstruct up to 10% into required setback or min. 6" overhang); 2.0' setback proposed.
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<th>Standard</th>
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<th>Proposed</th>
<th>Determination</th>
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### MISCELLANEOUS REQUIREMENTS

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<td>Requirement (2): ROOF OVERHANG</td>
<td>MIN REQ SETBACK = 2.5</td>
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<td>Non-Compliant</td>
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<td>Comments: DET-GARAGE</td>
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<td>Requirement (3):</td>
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#### COMMENTS AND/OR NOTES

Analysis Comments

#### RESULTS OF ANALYSIS

Results of Analysis: This Application is Non-Compliant

Site Plan & Appearance Review Committee approval is:

See attached comments and/or notes.

**Signatures**

[Signature]

**Date**: 2-1-19

**Page 5**
Re: 2648 Sheridan Rd - permit no. 18MSw-0171; 2650 Sheridan Rd - 18MSWK-0171

Message

Michael Griffith <mgriffith@cityofevanston.org>

To: Alexander Factor <affect@att.net>

Alex,

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Respectfully,
Michael Griffith
Development Planner
Planning & Zoning Division
Community Development Department
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Thanks

Alex Factor, President, Sheridan VF, Inc.

Phone: 847-722-8375

raffect@att.net

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Hi Alex,

Concerning the subject permit applications, the proposed driveways are not zoning compliant. I have the following comments:

* Open parking is required to be located within the rear most 30' of the lot; open parking proposed in the front yard. Section 6-4-6-3, Table 4-1, #18
* Driveways from the street are required to lead to a compliant parking space; driveway from street does not lead to a compliant parking space.

Respectfully,
Michael Griffith
Development Planner
Planning & Zoning Division
Community Development Department
Morton Civic Center
City of Evanston
2100 Ridge Ave. | Evanston, IL 60201 | 847-448-8230
mgriffith@cityofevanston.org | cityofevanston.org

Call 311 to make an appointment, or available for walk-ins at the Building Permit Desk on Thursdays.
City of Evanston
ZONING ANALYSIS REVIEW SHEET

APPLICATION STATUS: January 29, 2019

Z.A. Number: 18ZONA-0016
Address: 2650 SHERIDAN RD
Applicant: Alexander Fadok

Purpose: Zoning Analysis with Bld Permit App
District: R1
Overlay: None
Preservation

Reviewer: Michael Griffith

RESULTS OF ANALYSIS: Non-Compliant

THIS APPLICATION PROPOSES (select all that apply):

X New Principal Structure
X New Accessory Structure
Addition to Structure
Alteration to Structure
Retention of Structure

Analysis Based On:

X Sidewalk Cafe
X Change of Use
X Retention of Use

Proposed Description:
NEW DET-SFR WITH ATTACHED GARAGE AND DET-GARAGE; DRIVEWAY OFF SHERIDAN ROAD

ZONING ANALYSIS

RESIDENTIAL DISTRICT CALCULATIONS

Front Porch Exception (Subtract 85%)
Total Elligible
Front
Front Porch
Regulatory Area

Paved/Pervious Paver Exception (Subtract 20%)
Total Paver Area
Paver Regulatory Area

Open Parking Debit (Add 260sqft/open space)
# Open Required Spaces
Add. to Bldg Lot Cov.

PRINCIPAL USE AND STRUCTURE

USE:

Standard

Existing

Proposed

Determination

Dwelling - SF Detached
Compliant

Minimum Lot Width (LF)

35

52.0

52.9

Compliant

USE: Single Family Detached

Comments:

Minimum Lot Area (SF)

7,200 sqft

8840

8840

Compliant

USE: Single Family Detached

Comments:

Dwelling Units:

1

Compliant

Comments:

Roaming Units:

Comments:

Building Lot Coverage

2652

2652

30%

Compliant

(SF) (defined, including
subtractions& additions)

Comments:
### Impervious Surface Coverage (SF, %)

<table>
<thead>
<tr>
<th>Standard</th>
<th>Existing</th>
<th>Proposed</th>
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</tr>
</thead>
<tbody>
<tr>
<td>3978</td>
<td>3800</td>
<td>43%</td>
<td>Compliant</td>
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</table>

**Comments:**

#### Accessory Structure

**Rear Yard Coverage:** 40% of rear yard

**Comments:**

#### Gross Floor Area (SF)

**Use:**

**Comments:**

<table>
<thead>
<tr>
<th>Height (FT)</th>
<th>35 OR 2.5 STORIES</th>
<th>32, 2 STORIES</th>
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**Comments:**

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<tbody>
<tr>
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**Street:**

**Comments:** REQ SETBACK IS BLOCK AVERAGE

<table>
<thead>
<tr>
<th>Front Yard(2) (FT)</th>
<th>Direction:</th>
<th>Street:</th>
<th>Comments:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Street Side Yard (FT)</td>
<td>Direction:</td>
<td>Street:</td>
<td>Comments:</td>
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</tbody>
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**Comments:**

<table>
<thead>
<tr>
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**Comments:**

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<tbody>
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**Comments:**

<table>
<thead>
<tr>
<th>Rear Yard (FT)</th>
<th>30.0</th>
<th>30.0+</th>
<th>Compliant</th>
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</thead>
<tbody>
<tr>
<td>Direction: W</td>
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**Comments:**

### ACCESSORY USE AND STRUCTURE

<table>
<thead>
<tr>
<th>Use (1)</th>
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<th>Proposed</th>
<th>Determination</th>
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</thead>
<tbody>
<tr>
<td>Permitted Districts:</td>
<td>Garage (Det), Coachhouse or Carport</td>
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<td></td>
<td>Compliant</td>
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</table>

**Comments:**

<table>
<thead>
<tr>
<th>Permitted Required Yard:</th>
<th>Rear Yard</th>
<th>Compliant with Variance</th>
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</table>

**Comments:**

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Height (FT)</td>
<td>SLOPED ROOF: 20</td>
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**Comments:**

**LF:** Linear Feet  **SF:** Square Feet  **FT:** Feet
<table>
<thead>
<tr>
<th>Location</th>
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<th>Existing</th>
<th>Proposed</th>
<th>Determination</th>
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</thead>
<tbody>
<tr>
<td>Distance from Principal Building:</td>
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</tr>
<tr>
<td>Comments:</td>
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</tr>
<tr>
<td>Front Yard (1A) (FT) Direction:</td>
<td></td>
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<tr>
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<td>Front Yard (1B) (FT) Direction:</td>
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<td>Street:</td>
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<td>Comments:</td>
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<td>Street Side Yard (FT) Direction:</td>
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**ACCESSORY USE AND STRUCTURE**

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<td>Comments:</td>
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<td>Street Side Yard (FT)</td>
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### PARKING REQUIREMENTS

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<td>Comments:</td>
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<td>Non-Compliant</td>
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<tr>
<td>Handicap Parking Spaces:</td>
<td>Sec. 6-16-2-6</td>
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<td>Comments:</td>
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<tr>
<td>Access:</td>
<td>Sec. 6-16-2-2</td>
<td>STREET AND ALLEY</td>
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<td>Comments:</td>
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<td>Vertical Clearance (LF):</td>
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<td>Location:</td>
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<tr>
<td>Comments:</td>
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</tr>
</tbody>
</table>
This is the information that I have regarding the curb. Please provide me your thoughts.

David Stoneback
Director
Public Works Agency
Morton Civic Center
City of Evanston

2100 Ridge Avenue | Evanston, IL 60201 | 847-448-8213
dstoneback@cityofevanston.org | cityofevanston.org

-------- Forwarded message --------
From: Kevin Wilson <kwilson@cbbel.com>
Date: Thu, Aug 30, 2018 at 8:45 AM
Subject: Re: 2652 Sheridan Road
To: David Stoneback <dstoneback@cityofevanston.org>

Sat directed RAI to put in a full head the entire length because he believed this property would be split and the driveway relocated. Because of this, he thought it would be best if the developer cut the curb at preferred location(s). This decision was also made with resident David Cherry present, who pushed for this idea. Let me know if you have any other questions.

Sent from my iPhone

Kevin E. Wilson, PE
Assistant Department Head, Construction Engineering
Christopher B. Burke Engineering, Ltd.
9575 W. Higgins Road, Suite 600 Rosemont, IL 60018
Phone: (847) 823-0500 Fax: (847) 823-1029 Cell: (847) 833-0274
E-Mail: kwilson@cbbel.com

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On Aug 30, 2018, at 8:04 AM, David Stoneback <dstoneback@cityofevanston.org> wrote:
Kevin,

Do you know why a depressed curb was not installed at this location?

David Stoneback
Director
Public Works Agency
Morton Civic Center
City of Evanston

2100 Ridge Avenue | Evanston, IL 60201 | 847-448-8213
dstoneback@cityofevanston.org | cityofevanston.org

---------- Forwarded message ----------
From: <reaflcc@att.net>
Date: Wed, Aug 29, 2018 at 4:44 PM
Subject: 2652 Sheridan Road
To: David Stoneback <dstoneback@cityofevanston.org>

Dear David,

This is Alexander Factor the owner 2652 Sheridan. If you remember, in July of this year, you helped us to connect to utility lines (water & sewer) in advance of Sheridan resurfacing planned for August 2018!

I visited the location today and saw that the entrance to our garage at this property is blocked by the border stone (please, see attached photos.)

This must be a mistake, hopefully the one that can be corrected.

Please, advise on our course of action.

Thank you.

Alex Factor, President, Sheridan VF, Inc.

Phone: 847-722-8375
reaflcc@att.net
Dear David,

This is Alexander Factor the owner 2652 Sheridan. If you remember, in July of this year, you helped us to connect to utility lines (water & sewer) in advance of Sheridan resurfacing planned for August 2018!
I visited the location today and saw that the entrance to our garage at this property is blocked by the border stone (please, see attached photos.)

This must be a mistake, hopefully the one that can be corrected.
Please, advise on our course of action.

Thank you.

Alex Factor, President, Sheridan VF, Inc.
Phone: 847-722-8375
reaflc@att.net
MAJOR VARIATION
APPLICATION

CASE #: ______________________

1. PROPERTY

Address: 2652 Sheridan Road, Evanston, IL 60201
Permanent Identification Number(s):
PIN 1: 02-35-14-07-05-00-00 PIN 2: ______________________
(Note: An accurate plat of survey for all properties that are subject to this application must be submitted with the application.)

2. APPLICANT

Name: C. Shawn Jones
Organization: Law Offices of C. Shawn Jones
Address: 708 Church Street, Suite 235
City, State, Zip: Evanston, IL 60201
Phone: Work: 847-475-1700 Home: ______________________ Cell/Other: 773-290-3368
Fax: Work: 847-739-7248 Home: ______________________
E-mail: Jones@LawEvanston.com

What is the relationship of the applicant to the property owner?

☐ same ☐ builder/contractor ☐ potential purchaser ☐ potential lessee
☐ architect ☐ attorney ☐ lessee ☐ real estate agent
☐ officer of board of directors ☐ other: ______________________

Please circle the primary means of contact.

3. PROPERTY OWNER (Required if different than applicant. All property owners must be listed and must sign below.)

Name(s) or Organization: Sheridan V.F., Inc.
Address: 1669 Monterey Drive
City, State, Zip: Glenview, IL 60026
Phone: Work: ______________________ Home: ______________________ Cell/Other: 847-722-8375
Fax: Work: ______________________ Home: ______________________
E-mail: ReafLLC@ATT.NET

“By signing below, I give my permission for the Applicant named above to act as my agent in all matters concerning this application. I understand that the Applicant will be the primary contact for information and decisions during the processing of this application, and I may not be contacted directly by the City of Evanston. I understand as well that I may change the Applicant for this application at any time by contacting the Zoning Office in writing.”

Property Owner(s) Signature(s) -- REQUIRED

Date: 4/4/2019

4. SIGNATURE

“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.”

Applicant Signature -- REQUIRED

Date: 4/4/2019

Page 1 of 6
5. REQUIRED DOCUMENTS AND MATERIALS

The following are required to be submitted with this application:

- (This) Completed and Signed Application Form
- Plat of Survey Date of Survey: 9/2/2018
- Project Site Plan Date of Drawings: 12/21/2018
- Plan or Graphic Drawings of Proposal (if needed, see notes)
- Non-Compliant Zoning Analysis
- Proof of Ownership Document Submitted: Master Settlement Statement
- Application Fee (see zoning fees) Amount $_______ plus Deposit Fee $150

Note: Incomplete applications will not be accepted. Although some of these materials may be on file with another City application, individual City applications must be complete with their own required documents.

Plat of Survey
(1) One copy of plat of survey, drawn to scale, that accurately reflects current conditions.

Site Plan
(1) One copy of site plan, drawn to scale, showing all dimensions.

Plan or Graphic Drawings of Proposal
A Major Variance application requires graphic representations for any elevated proposal-- garages, home additions, roofed porches, etc. Applications for a/c units, driveways, concrete walks do not need graphic drawings; their proposed locations on the submitted site plan will suffice.

Proof of Ownership
Accepted documents for Proof of Ownership include: a deed, mortgage, contract to purchase, closing documents (price may be blacked out on submitted documents).

- Tax bill will not be accepted as Proof of Ownership.

Non-Compliant Zoning Analysis
This document informed you that the proposed project is non-compliant with the Zoning Code and is eligible to apply for a major variance.

Application Fee
* IMPORTANT NOTE: Except for owner-occupied residents in districts R1, R2 & R3, a separate application fee will be assessed for each variation requested.

The fee application fee depends on your zoning district (see zoning fees). Acceptable forms of payment are: Cash, Check, or Credit Card.
6. PROPOSED PROJECT

A. Briefly describe the proposed project:
One large single family home sits on a subdivided lot. The property owner plans to build two single family homes where there was one. The southern home will not require zoning relief; the original lot has a driveway and had a curb cut for access. The curb cut was concreted over during the Sheridan Rd. project. Applicant seeks to replace the curb cut just north of the original.

B. Have you applied for a Building Permit for this project?  □ NO  □ YES
(Date Applied: _____________________  Building Permit Application #: _____________________)

REQUESTED VARIATIONS

What specific variations are you requesting? For each variation, indicate (A) the specific section of the Zoning Ordinance that identifies the requirement, (B) the requirement (minimum or maximum) from which you seek relief, and (C) the amount of the exception to this requirement you request the City to grant.
(See the Zoning Analysis Summary Sheet for your project's information)

<table>
<thead>
<tr>
<th>(A) Section</th>
<th>(B) Requirement to be Varied</th>
<th>(C) Requested Variation</th>
</tr>
</thead>
<tbody>
<tr>
<td>6-8-2-12</td>
<td>Street access not permitted.</td>
<td>The property had an existing curb cut applicant seeks to return just north of the original location. Per ordinance, &quot;on properties improved&quot; with existing curb cuts, curb cuts may be replaced even if there is alley access.</td>
</tr>
</tbody>
</table>

* For multiple variations, see "IMPORTANT NOTE" under "Application Fee & Transcript Deposit" on Page 2.
B. A variation's purpose is to provide relief from specified provisions of the zoning ordinance that may unduly impact property due to the property's particular peculiarity and special characteristics. What characteristics of your property prevent compliance with the Zoning Ordinance requirements?

Property owner purchased the site with the understanding that an existing curb cut would remain. Emails confirm the curb cut was covered over by City contractors against the property owner's wishes. The Property needs garage access and given the configuration existing street access is the best feasible location for the driveway and garage access. The zoning ordinance is being used here to take away an existing curb cut covered over by City contractors.

We believe the zoning ordinance permits the replacement of an existing curb cut, or one existing prior to the City covering it.

1. The requested variation will not have a substantial adverse impact on the use, enjoyment, or property values of adjoining (touching or joining at any point, line, or boundary) properties.

Because the driveway already exists and has existed for decades, replacing the covered-over curb cut will have no impact on adjoining properties. There will be no change.

2. The property owner would suffer a particular hardship or practical difficulty as distinguished from a mere inconvenience if the strict letter of the regulations were to be carried out.

Taking away an existing property amenity would be a particular hardship to the property owner. The purchase price included the curb cut and taking it away represents a significant property loss. The configuration does not offer realistic alternatives to the driveway.

3. Either...

(a) the purpose of the variation is not based exclusively upon a desire to extract income from the property, or

(b) while the granting of the variation will result in additional income to the applicant and while the applicant for the variation may not have demonstrated that the application is not based exclusively upon a desire to extract additional income from the property, the Zoning Board of Appeals or the City Council, depending upon final jurisdiction under §6-3-8-2, has found that public benefits to the surrounding neighborhood and the City as a whole will be derived from approval of the variation, that include, but are not limited to any of the standards of §6-3-6-3.

The purpose of the variation is to avoid the loss of value that would be caused by the taking of the curb cut by the City and its contractors when the curb cut was removed during the Sheridan Road project.

4. The alleged difficulty or hardship has not been self-created, if so, please explain.

City contractors covered the curb cut, not the property owner. Emails reveal an understanding that the curb cut could be shifted several yards to the north without difficulty. A driveway has existed at this address for decades.
5. Have other alternatives been considered, and if so, why would they not work?

The alternative is the loss of a property feature present when the property was purchased. Plans were drawn and cite plans created with the driveway included based upon the fact that a driveway already exists but was covered over during construction. If the amenity is taken at this stage, plans must radically change.

City of Evanston
DISCLOSURE STATEMENT FOR ZONING HEARINGS

(This form is required for all Major Variances and Special Use Applications)

The Evanston City Code, Title 1, Chapter 18, requires any persons or entities who request the City Council to grant zoning amendments, variations, or special uses, including planned developments, to make the following disclosures of information. The applicant is responsible for keeping the disclosure information current until the City Council has taken action on the application. For all hearings, this information is used to avoid conflicts of interest on the part of decision-makers.

1. If applicant is an agent or designee, list the name, address, phone, fax, and any other contact information of the proposed user of the land for which this application for zoning relief is made:

   Does not apply.

   The applicant is the attorney for the property owner. Both are as listed in Sections 2 and 3.

2. If a person or organization owns or controls the proposed land user, list the name, address, phone, fax, and any other contact information of person or entity having constructive control of the proposed land user. Same as number _____ above, or indicated below. (An example of this situation is if the land user is a division or subsidiary of another person or organization.)

3. List the name, address, phone, fax, and any other contact information of person or entity holding title to the subject property. Same as number _____ above, or indicated below.

   Same as in Section 2.
4. List the name, address, phone, fax, and any other contact information of person or entity having constructive control of the subject property. Same as number Section 2 above, or indicated below.

**If Applicant or Proposed Land User is a Corporation**

Any corporation required by law to file a statement with any other governmental agency providing substantially the information required below may submit a copy of this statement in lieu of completing a and b below.

a. Names and addresses of all officers and directors.
   - Alexander Factor, 3160 Keystone Rd., Northbrook, IL 60062
   - Alexander Vaisman, 1669 Monterey Rd., Glenview, IL 60026

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.
   - Same as above.

**If Applicant or Proposed Land User is not a Corporation**

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 the zoning relief.
Design and Project Review (DAPR)

1724 Sherman Avenue

Sidewalk Cafe
Memorandum

To: Johanna Leonard, Design & Project Review Chairman and Members of Design & Project Review (DAPR) Committee

From: Gary Gerdes, Building & Inspection Services Division Manager

Subject: Kilwins Evanston – Sidewalk Cafe

Date: May 15, 2019

Recommended Action
Staff recommends DAPR Committee approval of first-time application for a sidewalk cafe permit for Kilwins Evanston, a Type 2 restaurant located at 1724 Sherman Avenue.

Livability Benefits
Built Environment – Enhance Public Spaces

Background
Kilwins Evanston is an individually owned and operated franchise that sells confections such as fudge, chocolates, and ice cream along with a variety of other candies and treats. Many of the products are made and created in the front of the store. Kilwins Evanston opened in November 2018. The sidewalk cafe will consist of three two-top tables for a seating capacity of six. The cafe will operate Monday-Saturday 11:00 a.m.-9:00 p.m. and Sunday 12:00 p.m.-9:00 p.m.

Summary
The Community Development Department and Public Works Agency have reviewed the application and site layout and recommend approval of the sidewalk cafe permit.

Attachments
Sidewalk Cafe Application and Site Plan
Sidewalk Café Permit New & Renewal Application

SIDEWALK CAFÉ: A dining area located partially or wholly on a public sidewalk or parkway. (7-2-6(D)1.)

Submit to:
Community Development
Building and Inspection Services
2100 Ridge Avenue
Evanston, Illinois 60201-2798
T 847.448.4311
E: PermitDesk@cityofevanston.org

Food Establishment    Kilwins Evanston
Address  1724 Sherman Ave 1A, Evanston, IL 60201
Contact Name    Jeff Schneider

Address, if different than Food Establishment

Café Hours of Operation  currently Mon-Sat 11am-9pm Sun 12pm-9pm
Phone1  (847) 868-8739  Phone2
Email  Evanston@kilwins.com

FEES (DO NOT INCLUDE PAYMENT WITH APPLICATION - YOU WILL BE EMAILED AN INVOICE)

<table>
<thead>
<tr>
<th>Sidewalk Café Permit Type</th>
<th>Annual Permit Fee (required)</th>
<th>Permit Fee Per Square Foot*</th>
<th>Outdoor Storage (optional)**</th>
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<tr>
<td>Bakery, Ice Cream</td>
<td>$250</td>
<td>$2</td>
<td>$250</td>
</tr>
<tr>
<td>Enoteca or Class K liquor licensee</td>
<td>$250</td>
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<td>$250</td>
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<td>Type-2 Restaurant</td>
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<tr>
<td>Other Food Establishments</td>
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<td>$250</td>
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</table>

* Cost per square foot for the area of the public way occupied by the sidewalk café as determined by the City's Engineering Department following assessment and approval of site plan.

** For storage of tables, benches or chairs approved sidewalk café area on the city sidewalk.
Sidewalk Café Permit New & Renewal Application

THE FOLLOWING MUST BE INCLUDED WITH THIS APPLICATION

- Site plan - A new drawing is required if changes from the previous year are requested or a new sidewalk café application is being submitted
- Menu of proposed service
- Statement of Restaurant Use
- A certificate of insurance as described here and must include this statement: "The City of Evanston is named an additional insured pursuant to the City Code sections regulating sidewalk cafes, and all City staff regulations regarding sidewalk cafes."
- The signed Release, Indemnification & Hold Harmless Agreement
- City of Evanston Liquor License (if applicable)

REQUIRED ADDITIONAL INFORMATION (Mark "Yes" or "No")

- Reusable dishware/flatware will be used for café customers. **No**
- Disposable dishware/flatware will be used for café customers. **Yes**
- Public parking is available within 1 block. **Yes**
- Valet parking is offered. **No**
- Storage of tables, benches or chairs will be on the city sidewalk. **No**
- Liquor service will be available at the café. **Note:** NO SERVICE OR CONSUMPTION AT TYPE 2 RESTAURANTS. (Include a copy of your current Evanston liquor license.)

PLEASE READ - CITY CODE 7-2-6 RULES AND REGULATIONS FOR ALL SIDEWALK CAFES:

5.a. (1) Licensed type 1 restaurants, possessing an alcoholic liquor license of any classification and located within the "core area" as defined in section 3-4-1 of this code, may sell alcoholic liquor on sidewalk cafe premises. Such sale of alcoholic liquor shall be for consumption on the premises only with the consumption of a meal. This provision must be clearly stated on sidewalk cafe menus.

(2) Licensed restaurants, possessing an alcoholic liquor license of any classification, but located outside the "core area" as defined in section 3-4-1 of this code, unless otherwise permitted in subsection (D)5a(3) of this section, and all type 2 restaurants, are prohibited from serving alcoholic liquor on the sidewalk cafe premises or allowing any patron to consume or have in his or her possession, any alcoholic liquor on said cafe premises. Licensed restaurants outside the core area which serve alcoholic liquor in the principal establishment, unless otherwise permitted in subsection (D)5a(3) of this section, and type 2 restaurants which serve alcoholic liquor in the principal establishment must clearly state on the menu for outdoor service that the sale and/or consumption of alcoholic liquor is prohibited.

(3) Licensed type 1 restaurants, possessing an alcoholic beverage license of any classification, but located outside the "core area", may request a sidewalk cafe permit which allows the sale of alcoholic liquor on sidewalk cafe premises subject to the standards and procedures of subsection (D)6 of this section and in compliance with all other applicable provisions of this code.

(4) An enoteca possessing a Class K liquor license sell wine within the boundaries of the sidewalk cafe premises.

(5) A Class K liquor licensee may sell beer, wine, or liquor within the boundaries of the sidewalk café premises.
LIABILITY AND INSURANCE REQUIREMENTS
(Do Not Return This Instruction Sheet With Your Application)

Sidewalk Café Permit applicants shall, during the entire term hereof, keep in full force and effect, at its own expense, the following insurance requirements for the entire permit period (April 1 – Nov 1). Please submit certificate on insurance with the following:

1. Commercial general liability insurance in the amount of $1,000,000 per occurrence for bodily injury and property damage. The City must be named as an additional insured on this policy and an endorsement must be issued as part of the policy evidencing compliance with this requirement. A certificate of insurance as described here and must include this statement: "The City of Evanston is named an additional insured pursuant to the City Code sections regulating sidewalk cafes, and all City staff regulations regarding sidewalk cafes."

2. Worker's compensation and employer's liability as required by the State of Illinois.

3. All policies must be issued by companies authorized to do business in the State of Illinois and rated B+: VE or better per Best's Key Rating guide, latest edition.

4. The City shall receive at least thirty (30) days written notice prior to any cancellation, nonrenewal or material change in the coverage provided.

5. The permittee must provide and have approved by the City's Risk Manager an original certificate of insurance as evidence that the above requirements have been met prior to the permit becoming effective. Failure to comply with these requirements shall cause a suspension or revocation of this permit.
Sidewalk Café Permit New & Renewal Application

RELEASE, INDEMNIFICATION & HOLD HARMLESS AGREEMENT
(Sidewalk Café)

WHEREAS, the undersigned desires to maintain a sidewalk café (e.g. an outdoor dining seating area) on a portion of the public sidewalk in the City of Evanston; and

WHEREAS, the City of Evanston may permit the undersigned to maintain such an area, provided that the City shall not thereby incur the risk of any liabilities to the undersigned, or to any third party or employee of the undersigned, by virtue of the presence or actions of the undersigned;

NOW, THEREFORE, the undersigned agrees to release, indemnify, defend and hold harmless the City of Evanston, its officers, employees and agents against any and all loss, liability, damage, claims, costs, attorney's fees, and expenses which it may hereafter incur as a result of the undersigned's operation of the sidewalk café/outdoor dining seating area. The undersigned shall at his or her own expense, appear, defend, and pay all attorney's fees, and all costs and other expenses arising therefrom or incurred in connection with the undersigned's operation of the sidewalk café/outdoor dining seating area. If any judgments shall be rendered against the City in any such action, the undersigned shall satisfy and discharge the same excluding only such claims, demands or losses, which result from the sole negligence of the City of Evanston or its officers, agents or employees.

I HAVE CAREFULLY READ THIS RELEASE AND FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT THIS IS A RELEASE AND HOLD HARMLESS AGREEMENT, AND A CONTRACT BETWEEN THE CITY OF EVANSTON AND ME, AND I SIGN IT OF MY FREE WILL.

Signed at Evanston, IL this 3rd day of May, 2019.

City, State

Date

Month

Signature

JEFF SCHNEIDER

Name (Please Print)

Owner

Title

1724 Sherman Ave 1A

Address

Evanston, IL 60201

City, State, Zip
STATEMENT OF RESTAURANT USE
(Sidewalk Café)

Name of Establishment Kilwins Evanston

Address 1724 Sherman Ave 1A, Evanston, IL 60201

(Check the definition that best describes your operation.)

___ RESTAURANT, TYPE 1: An establishment in which the principal use is the service of prepared food and beverages for consumption on the premises. All service of prepared food and beverages for consumption on the premises shall require customers to order at a table, booth or dining counter with service by a waiter or waitress at said table, booth or dining counter and also shall require the use of reusable (non-disposable) flatware and dishware. Drive-through facilities are prohibited. (7-2-6(D)1)

X RESTAURANT, TYPE 2: An establishment in which the principal use is the service of prepared food and/or beverages for consumption on and/or off the premises and that is not a "restaurant type 1" as defined in this section. This definition shall not include establishments wherein incidental prepared food and beverage service is accessory to a bakery, food establishment, convenience store, food store establishment, meat market, or similar principal use nor shall it include cafeterias that are accessory to hospitals, colleges, universities, schools or other similar principal uses. (7-2-6(D)1) Type 2 Restaurants are required to post the enclosed LITTER COLLECTION PLAN on site. NOTE: NO LIQUOR SERVICE OR CONSUMPTION ALLOWED AT THE SIDEWALK CAFÉ.

___ ICE CREAM STORE: An establishment selling primarily ice cream, soda water, frozen yogurt and soft drinks.

___ BAKERY: An establishment for any process of mixing, compounding and baking any bread, biscuits, crackers, rolls, cakes, pies, or any food products of which flour or meal is the principal ingredient, for sale at retail or at wholesale.

___ OTHER FOOD SERVICE ESTABLISHMENT or RETAIL FOOD STORE

___ ENOTECA or CLASS K LIQUOR LICENSEE: a special type of local or regionet wine shop

If you have questions or need assistance completing this document, contact the Planning & Zoning Division, zoning@cityofevanston.org or call 847-448-4311.
Sidewalk Café Permit New & Renewal Application

m. Any violation of the City’s liquor control regulations at the sidewalk café premises may result in the revocation of the liquor license for the entire licensed premises in accordance with the provisions of Title 3, Chapter 5 of this Code.

n. Revocation or suspension of a sidewalk café permit by the City Manager or his/her designee pursuant to Section 7-2-6(D)(7) prohibits service of alcoholic liquor on the sidewalk café premises for the duration of the revocation or suspension.

o. No amplified music, whether live or recorded, is allowed on sidewalk café premises.

p. The sidewalk café permit and approved plan shall be conspicuously displayed on the exterior wall or window of the main entrance of the licensed retail food establishment during all hours of operation. The boundaries of the Sidewalk Café, including the physical boundary separating the permitted outdoor seating from the remainder of the public way, shall reflect the approved plan and shall not be modified or altered unless approved by the Design & Project Review Committee or City Council.

ADDITIONAL RULES AND REGULATIONS FOR ALL SIDEWALK CAFÉS:

• Smoking will be prohibited at both the sidewalk café and interior of the restaurant in accordance with § 8-21Clean Air Act – Smoking of the Evanston City Code and that wait staff and management will actively enforce this.
• A clear distance of a minimum of six (6) unobstructed feet in width, measured from the sidewalk curb and from any public improvements within the right of way, including, but not limited to, parking meters, signs, and planters to the ropes or chains delimiting the sidewalk café area as indicated on the approved site drawing will be maintained.
• As per § 7-2-6(C)(3)(f), a Certificate of Insurance showing coverage through November 1 of the permit year must be submitted as part of the application. If coverage expires before November 1, a Certificate of Insurance must be submitted 30 days before the expiration date.
• No BYOB liquor service or consumption is allowed at the sidewalk café; the food establishment must have a valid liquor license.
• Outdoor amplified music is not allowed at the sidewalk café.

Please check appropriate box:

☐ I intend to set up the café area exactly as designated in the site plan approved for the previous year.

☐ I am submitting a revised site plan with this application for review.

☒ I am submitting a new site plan and new application for review.

My signature on this application indicates that the information submitted is accurate and that I understand and accept the responsibility to operate the sidewalk café in compliance with all the relevant City rules and regulations.

Name (please print) Jeff Schneider Title/Position Owner

Signature ___________________________ Date May 3, 2019
Menu

Kilwins offers items such as Mackinac Island Style Fudge, hand-crafted chocolates, 32 flavors of original recipe ice cream, corns, brittles, hand dipped chocolate items, as well as candies and other confections.
# Certificate of Liability Insurance

**Certificate Number:** 13065050

**Revision Number:**

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### Important:
If the certificate holder is an additional insured, the policy(ies) must have additional insured provisions or be endorsed. If Subrogation is Waived, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

### Coverage:

<table>
<thead>
<tr>
<th>Type of Insurance</th>
<th>Policy Number</th>
<th>Policy Eff</th>
<th>Policy Exp</th>
<th>Limits</th>
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<tr>
<td><strong>A. Commercial General Liability</strong></td>
<td>O71D50780</td>
<td>4/1/2019</td>
<td>4/1/2020</td>
<td>EACH OCCURRENCE</td>
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<td>DAMAGE TO RENTED PREMISES (Excluding personal property)</td>
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<td>MED EXPI (Any one person)</td>
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<td>PERSONAL &amp; ADJURY</td>
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<td>$1,000,000</td>
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</tbody>
</table>

| **B. Automobile Liability** | O71D50780 | 4/1/2019 | 4/1/2020 | COMBINED SINGLE LIMIT (Excluding personal property) |
| | | | | BODILY INJURY (Per person) |
| | | | | BODILY INJURY (Per accident) |
| | | | | PROPERTY DAMAGE (Per accident) |
| | | | | $1,000,000 |

| **C. Excess Liability** | O71D50780 | 4/1/2019 | 4/1/2020 | EACH OCCURRENCE |
| | | | | AGGREGATE |
| | | | | $1,000,000 |

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**City of Evanston**

2100 Ridge Ave
Evanston IL 60201

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**Certificate Holder**

**Cancellation**

Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

Authorized Representative

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Design and Project Review (DAPR)

1600 Dodge Avenue

Sign Variation
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.

Copyright 2018 City of Evanston
Memorandum

To: Chair and Members of the Design and Project Review Committee
From: Gary Gerdes, Building & Inspection Services Division Manager
Subject: Evanston Township High School Exterior Sign & Wayfinding Package
        1600 Dodge Avenue
Date: May 15 2019

Request
The applicant is requesting variances for ten site information signs ranging in size from 5.75 square feet to 19.5 square feet where 4 square feet is permitted by sign regulation.

General Information
Applicant: Poblocki Sign Company LLC
           Vito Parente
           922 S. 70th Street
           Milwaukee, WI 53214

Owner: Evanston Township High School
       1600 Dodge Avenue
       Evanston, IL 60201

Analysis
Project Description
The applicant is requesting variances for ten site information signs ranging in size from 5.75 square feet to 19.5 square feet where 4 square feet is permitted by sign regulation. Site information signs are exempt from permit. The signs are part of a larger exterior sign and wayfinding package being proposed for installation on the ETHS campus. The signs are being installed to provide an effective manner to direct the public in a comprehensible way and to ease traffic congestion around the campus. After the initial DAPR presentation on April 17th, and based on committee concerns, the applicant eliminated five signs and reduced sign sizes. The applicant is requesting the Transition House sign be installed in the public right of way as there is not sufficient private property for the site information sign installation. Sign regulations apply only to signage on private property.

Recommendation
DAPR committee members walked the site with ETHS and Poblocki staff on May 13th to review the revised sign package. Sign size, placement, visibility/sightlines were reviewed. Staff recommends approval of nine of the ten variance requests. Further discussion regarding the Transition House sign is needed.

Attachments
Variance application and Exterior Signage & Wayfinding Standards package
CITY OF EVANSTON
DATA SHEET
SIGN ORDINANCE VARIATION APPLICATION

PLEASE PRINT

Building Address: 1600 Dodge Ave,
Building Owner's Name: Evanston Township High School
Building Owner's Address: 1600 Dodge Ave., Evanston, IL 60201
Type of Business: High School

Type of Sign: □ Wall □ Free Standing □ Window □ Awning, Canopy
(Check all that apply)

Illumination of Sign: □ Non-Illuminated □ Illuminated

Sign Contractor's Name: Poblocki Sign Company LLC
Sign Contractor's Phone: 414 453 4010
Sign Contractor's Address: 922 S. 70th St., West Allis, WI 53214

Variation(s) Requested (See Sign Ordinance):

Signature-Aplicant/Agent/Date: 3-25-19

Signature-Owner of Property/Date: [Signature]

Printed Name-Aplicant/Agent: [Printed Name]

Printed Name-Owner of Property: [Printed Name]

Applicant/Agent Phone: 414-465-4227 cell = 414-425-5334
Owner of Property Phone: [Phone Number]

6/16/2017
City of Evanston  
Building and Inspection Division  
2100 Ridge Ave.  
Evanston, IL 60201

Re: Sign Ordinance Variation for Evanston Township High School, 1600 Dodge Ave.  
Per drawings 83898

Please accept this as our statement of hardship to support this request for sign approval as follows.

**Unique Hardship**

We are proposing to update the wayfinding signs at this large campus to promote an effective manner to direct the public in a comprehensible way and to ease traffic congestion around the campus.

**Reasonable Return**

Because this campus is spread out with numerous buildings and activities, it needs its own identity with a common theme that would be recognizable and provide consistent branding. To restrict these important beacons to the size allowed by the current sign regulations would make them less effective.

**Not Self Created**

The size of this campus dictates the necessity of several directional signs large enough to help direct students, families, and visitors in a professional manner. The sign system is designed with sizing of signs to accommodate legible messages for vehicular traffic. Ground-mounted signs in the system are more structurally stable that post-mounted.

**Not Harm Public Welfare**

The proposed design of these signs will only help the public with finding their way around this large campus. Signs directing to emergency response doors will help in critical emergency situations.

**Graphic Effectiveness Demonstrated**

These signs have been well thought out and will give this campus the professional and comprehensible identity it should have. Signage identifies and directs to all entrances used by the public for enhanced accessibility.
Consistent With Intent

We believe these new wayfinding and identification signs will give this unique campus a uniformity of its own as well as help all who come navigate in an efficient way.

Thank you for your consideration.

Sincerely,

Evanston Township High School & Poblocki Sign Company, LLC
Evanston Township High School
Exterior Signage & Wayfinding Standards
Issued for City Review

May 28, 2019
Final location to be determined on site so as not to disrupt visibility of stop sign for oncoming traffic.
Final location to be determined on site so as not to disrupt visibility of stop sign for oncoming traffic.
Located on public property for perpendicular viewing. Asking for special consideration for those with special needs.

Signs to align with fence line.
**SIGN SPECIFICATIONS**

**[A] CABINET**
- Lighting: Fool-Lit
- Material: Aluminum
- Face Color: Paint PMS 285C
- Cabinet Color: Paint PMS 285/42
- Installation: New Structure

**[B] GRAPHICS**
- Material: Vinyl
  - Color: 3A-881-10 Reflective White

**[C] SYMBOLS**
- Material: Sheet Pinned Reflective Vinyl
  - Colors: White, PMS 285C, PMS 881C-2 Orange, PMS 240C Green, PMS Cool Gray 70

**[D] BASE**
- Material: Masonry
- Enamel-Base: White

---

**Plan View**

Lazier Field Parking Lot

Entrances 1 2 3 Welcome Center

**Front Elevation**

Lazier Field Parking Lot

Entrances 1 2 3 Welcome Center Auditorium Gym Pool

**Side L**

End View

---

**Evanston Township High School**

Evanston, IL

Scale: 3/4" = 1'

Original Page Size: 11" x 17"