



MEETING MINUTES

Evanston Environmental Board

Thursday, May 9, 2019

6:30 p.m.

Lorraine H. Morton Civic Center, 2100 Ridge, Room #2404

Members Present: Cherie Leblanc-Fisher, Wendy Pollock, Linda Young, Jerri Garl, Tom Klitzkie, Christopher Kucharczyk

Members Absent: Sarah Liddell

Staff Present: Kumar Jensen, Leslie Perez

Guests: Henry Rogers, Michael Berman

Presiding Member: Wendy Pollock

1. Declaration of Quorum

W. Pollock called meeting to order at 6:35 p.m. and a quorum was established.

2. Public Comment

No Public Comments

3. Approval of Meeting Minutes from April

C. Kucharczyk motioned to accept minutes as amended, T. Klitzkie seconded, all approved.

4. Announcements

With the resignation of Scott Osborne, the Board will postpone any decision on the matter of selecting a new co-chair.

5. 2019 Goal: Advance Implementation of the Climate Action and Resilience Plan (CARP)

Continuing

A. CARP Implementation Action Plan & Omnibus Process

K. Jensen reports the first Omnibus approach will focus on grouping CARP actions as they relate to the City Code.

B. Environmental Justice Ordinance

J. Garl reports the Environmental Justice resolution will declare that environmental justice is the policy of the City and directs the City to develop an ordinance that

would include some type of assessment process for new projects or a petition process for existing conditions that require some form of mitigation.

C. City of Berkeley Single Use Foodware and Litter Reduction Ordinance

C. Kucharczyk reports the State of Maine has banned the use of Styrofoam products.

New

A. CARP Performance Metrics

K. Jensen shared some examples of performance metrics dash boards from other municipalities. C. Kucharczyk and L. young agreed to investigate and report back best practices in waste diversion in other municipalities and metrics for tracking progress. C. Leblanc-Fisher will investigate and report back on metrics for tracking progress on urban forest canopy goals.

B. Simple Recycling Textile Collection Agreement

Alderman Suffredin requested the Board revisit the simple textile collection program that was presented to the City Council last year. He would like the Board to review and provide comments. K. Jensen reminded the Board to review the City Council meeting from last year to gain insight into this issue as it relates to other businesses in the City. Mr. Jensen will provide board members with a link to the specific City Council discussion.

C. Ban on all gas powered lawn equipment

Alderman Revelle asked that the Board consider the possibility of a year-round ban on gas-powered leaf lawn equipment. T. Klitzkie agreed to investigate and report back, including getting in touch with a group in Wilmette that is also interested in this issue.

6. Updates

A. Natural Areas Proclamation

W. Pollock reports the Mayor made the proclamation at the Earth Day Celebration at the Clark Street Beach Bird Sanctuary.

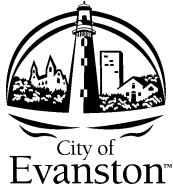
7. Agenda and Assignments for Next Meeting

W. Pollock outlined the next agenda and assignments for board members.

8. Adjournment

C. Kucharczyk moved to adjourn the meeting, C. Leblanc-Fisher seconded. W. Pollock adjourned at 8:17 pm.

Next Meeting – Thursday, June 13, 2019



Memorandum

To: Members of the Evanston Environment Board

From: Kumar Jensen, Chief Sustainability and Resilience Officer

Subject: CARP Policy Package and Engagement Approach

Date: June 6, 2019

Recommended Action

Staff recommends the Environment Board review the attached Policy Package and the forthcoming (July) Policy Engagement Approach and provide feedback to staff on both during the June and July meetings of the Board.

Background

In December, 2018 the City Council unanimously adopted the Climate Action and Resilience Plan (CARP). In March, 2019, staff [presented](#) (p.64) a two-year administrative implementation strategy to guide primary staff-led activities within CARP. At that meeting staff indicated they would bring a policy strategy for review within a few months, the attachments to this memo are that policy strategy.

Summary

The CARP Policy Package and Engagement Approach are proposals by City staff on how to begin developing the roughly 40 individual policies recommended within CARP. The CARP Policy Package is attached and the Engagement Approach will be presented at the July meeting for feedback.

Policy Packages: To develop the CARP Policy Package staff identified and grouped similar policies together into “policy packages” because choosing similar content policies initially will decrease the number of sections of the City Code that will need to be reviewed and revised at one time. Additionally, it will provide a specific focus for community stakeholders to engage around, rather than moving three of four separate content areas forward simultaneously which could cause confusion and strain City and community bandwidth. Staff proposes a two-year strategy, a similar horizon to the City Council Goals and the CARP Administrative Implementation Strategy. In future years staff will align the policy development process with the City’s budget cycle, City Council’s goal development process and the CARP Implementation Strategy to ensure better communication between those processes.

Engagement Approach: As indicated in CARP the implementation of the plan must follow the identified Guiding Principles to ensure policies and programs of CARP are Equity-Centered, Outcome-Focused and Cost-Effective and Affordable. In order to ensure that those most impacted by the proposed policies are adequately notified, informed and invited to participate and collaborate in developing these policies staff have draft an initial Engagement Approach that will be deployed to develop the policies laid out in the Year 1 Policy Package. The attached Approach is designed to be replicated, with any feedback or requested changes, in future years. Staff believes providing this structure in advance will enhance transparency in the policy development process.

Year 1 Package – Waste Reduction - Focus on policies that reduce waste and material generation and align with the CARP’s goal of 50% diversion by 2025, up from 22% in 2017. Waste related projects should be focused on immediately because the City will be issuing an RFP for its commercial solid waste franchise in late 2019 with a new contract towards the end of 2020. In addition there is a lot of community activity around reducing waste that should be recognized and supported. Primary Departments impacted: Office of Sustainability, Community Development, Health and Human Services, Public Works and Administrative Services.

Year 2 Package – Municipal Operations & Buildings - The Year 2 Package should be split into two pieces, Municipal Operations and Buildings. Municipal Operations because City staff needs additional formal guidance on how to better achieve the goals outlined in CARP for municipal operations. Buildings account for 80% of Evanston’s overall greenhouse gas emissions and CARP has two very aggressive goals that need swift attention and action, 25% reduction in energy consumption by 2025 and 100% renewable electricity community-wide by 2030. All of the policies in the 2020 Package would be “assigned” to relevant committees in 2019 to allow them to begin working on them with anticipated introduction to City Council taking place sometime in 2020. Primary Departments impacted: Community Development, Health and Human Services, Public Works and Administrative Services.

Staff would like to bring the Two-Year Policy Package and Engagement Approach to Human Services for discussion in August, 2019.

Attachments:

CARP Policy Package

CARP Policy Package – Proposed Ordinance and Resolution Development Process

The Process and Timeline:

It is important to note that the below framework is a staff proposal subject to discussion by the Human Services Committee and other BCCs, specifically this proposal is being shared with the Environment Board, Equity and Empowerment Commission and the Utilities Commission for feedback. Staff expect to make some revisions based on feedback and comment prior to bringing to Human Services in August, 2019. Please be aware that some policies are already being developed (environmental justice resolution and leaf blower ordinance) and therefore do not show up in the below packages. Just because a policy does not show up in this policy package does not mean it can not be explored, it will just not be prioritized from a staff perspective, unless directed by City Council, the Mayor or the City Manager. Below is a tentative timeline for this first Policy Package process. It is possible the process may be quicker or slower than what is being proposed.

Proposed Timeline							
Responsible Party	April-May – 2019	June-July – 2019	August - 2019	Sept-Dec – 2019	Jan – Feb -2020	March –April - 2020	May – 2020
City Staff	Identify policies best fit for process	Develop a draft policy engagement approach to accompany policy packages.		Deploy approved engagement approach with support from relevant BCCs.	Policies drafted by the Law Department and sent to relevant City Council Committees for Introduction.		City Staff present revised Year 2 policy package for City Council review and assignment to relevant BCCs
City Council			Human Services reviews and approves process. Sends the various policies to appropriate committees.			City Council readings and voting on the proposed policy package.	
Boards, Committees and Commissions (BCCs)		Environment Board, Equity and Empowerment Commission and Utilities Commission review policy package and engagement approach and provide feedback to staff.	Each Committee reviews its mission to ensure it has the authority and understands how to address policy assignments.	BCCs develop policies/content and support staff-led engagement approach.			

Policy Package Tables

Table 1 includes the Year 1 and Year 2 Policy Packages and Table 2 includes the remaining explicitly identified policies in CARP that will not be assigned a year or Policy Package until after Year 1 is complete. The Policy Type is meant to distinguish between ordinances and resolutions. Assignment indicates the body (board, committee or commission) that would be responsible for working on/developing the indicated policy. Assignment Year references when staff recommend that City Council/Human Services should delegate the policy to begin development. There are numerous policies which should begin development in 2019 that will not be included in the Year 1 Package, which is because they may take longer to develop (ex. Energy code updates).

Table 1. Policy Package

Number	Policy	Policy Type	Assignment	Assignment Year
Year 1 – Waste Reduction - Ordinances				
3	Eliminate petroleum-based, single-use products through phasing out the use of single-use plastics by 2025. Require food service retailers to use biodegradable, compostable or recyclable packaging (per City of Evanston recycling specifications). Explore the feasibility of establishing a reusable takeout container service.	Ordinance	Environment Board	2019
4	Implement a plastic straw and stirrer-free or opt-in policy for businesses that provide food and/or beverage services, with appropriate options for people with disabilities.	Ordinance	Environment Board	2019
17	Require recycling at all properties. Adopt policies that provide all properties equal access to waste diversion services such as recycling and composting. Require that all properties make recycling receptacles clearly accessible to tenants, patrons and visitors. Facilitate, encourage and incentivize all properties to engage in a composting program.	Ordinance	Environment Board	2019
21	Combat food waste by requiring retailers and restaurants to donate, reduce, reuse, or compost their unsold food, creating “zero-waste sections” where products are sold close to their expiration dates, and designating “zero-waste coaches” to raise awareness among staff and help manage products reaching the end of their marketable life. Edible unsold products shall be donated. When not edible, organic waste shall be composted through a City-approved vendor.	Ordinance	Economic Development	2019
5	Update and revise the disposable plastic shopping bag ban to achieve its intended outcome	Ordinance	Environment Board	2019
Year 2 – Municipal Operations - Resolutions				
8	Develop a zero emissions vehicle purchasing strategy for the municipal vehicle fleet.	Resolution	A&PW	2019
12	Require that capital projects divert construction and demolition debris from the landfill and incorporate a percentage of reclaimed material into projects where practicable.	Resolution	A&PW	2019
1	Develop a Net Zero greenhouse gas emissions policy for new municipal buildings in 2019.	Resolution	Utilities Commission	2019
7	Update the Environmental Sustainability and Best Practices document to align with CARP goals.	Resolution	Staff	2019
Year 2 – Buildings - Ordinances				
9	Develop a strategy to transition to net-zero greenhouse gas emissions (NZE) building standards in 2019. Implement strategy via building code update effective starting in 2020.	Ordinance	DAPR	2019
15	Require NZE building codes for residential and commercial new construction and retrofits by 2030.	Ordinance	DAPR	2019
16	Reduce construction and demolition waste by ensuring that strong recycling and reuse requirements are met for all building-related permits. Require that all real estate developments that receive financial assistance from the City or special zoning approval adhere to a higher standard of recycling and reuse.	Ordinance	DAPR	2019
20	Revise or implement building codes that reduce threats to vulnerable wildlife species, particularly birds (migratory and local).	Ordinance	DAPR	2019

Table 2. Policies for Future Packages

Number	Policy/Action	Policy Type	Assignment	Assignment Year
13	Develop a definition of natural and open spaces in Evanston.	Resolution or Ordinance		

19	Commit to protect, conserve, and expand natural areas throughout the city such as Isabella Woods, Clark Street Beach Bird Sanctuary, the North Shore Channel, Perkins Woods, existing habitat, etc.	Resolution		
23	Update the energy and water benchmarking ordinance to gather information on renewable energy purchases, renewable energy on-site generation, energy efficiency upgrades, waste management data (recycling, composting) and other relevant information.	Ordinance		
31	Institute a residential energy performance transparency program to help homebuyers understand the energy performance of homes they are considering for purchase.	Ordinance		
29	Adopt an environmental justice ordinance, building on the work of Environmental Justice Evanston and the Equity and Empowerment Commission.	Ordinance or Resolution		In progress
10	Explore the feasibility of instituting a climate action tax/fee to be paid by the largest producers of GHGs to pay the costs of implementing the actions of the plan. Such funds could be used to create low-cost loans or small grants to encourage residential energy efficiency improvements, particularly for income-qualified residents.	Ordinance		
14	Align investment strategies and advocacy initiatives with CARP goals through a City Council-adopted resolution: a. Define and implement an approach to sustainable investing that considers the risks associated with climate change and fully integrates environmental, social and corporate governance considerations into the City's investment decision-making process. This investment philosophy should be adopted with a clear, thoughtful approach to considering the long-term environmental and social sustainability of the entities in which the City invests.	Resolution		
6	Phase out the use of gas- and propane-powered leaf blowers, lawn mowers and construction equipment; provide a timeline by which they need to be replaced with electric or battery-powered options.	Ordinance		In progress
18	Establish an expedited process through the City's zoning and building code for electric vehicle charging infrastructure.	Ordinance		
26	Providing incentives such as density bonuses or expedited review for development projects that have mixed-used zoning (residential, retail and office uses) and commit to sustainable transportation practices. For example, prioritizing access by pedestrians and bicyclists, providing electric vehicle charging stations and discounted transit passes, as well as fee-appropriate parking.	Resolution or Ordinance		
25	Through revision of the building code, ensure that developers undertaking new development or redevelopment projects adopt practices and include infrastructure that encourages trips by walking, bicycling and on transit.	Ordinance		
30	Prioritize replacing trees on public property and focus on maintaining tree health to increase longevity. Policies that will improve the overall health of the urban tree canopy include: Maintain a cyclical pruning process for public trees; Diversify tree planting selection to take into account anticipated future climate zone shifts due to a warming climate.	Resolution		
27	Adopt a tree preservation ordinance that requires obtaining a permit for tree removal on private property; include exceptions for diseased and nuisance trees; develop a fee structure that does not overburden income-constrained property owners.	Ordinance		
22	Include energy audits as part of the building permit approval process for residential, commercial and industrial modifications and additions.	Ordinance		
24	Adopt policies that require retro-commissioning for larger buildings and building energy audits for smaller buildings.	Ordinance		
28	Update plumbing codes to allow for non-potable water reuse for irrigation and other domestic uses.	Ordinance		
32	Reduce pesticide (insecticides and herbicides) and chemical fertilizer use community-wide through City policy and community education.	TBD		
33	Reduce vulnerability to flooding through provisions for locating mechanical and electrical equipment in above-ground building areas, and encourage alternative energy generation and energy storage systems.	Ordinance		
34	Establish a protocol for providing assistance to populations that may face financial strain caused by climate hazards, such as higher utility bills, and identify funding sources to support those populations.	TBD		

Cover Letter

City of Evanston
Memorandum

To: Honorable Mayor, City Manager and Members of the City Council

From: Wendy Pollock, Chair, Evanston Environment Board

Subject: Resolution XX-X-19 Agreement to Address Environmental Justice Issues Within the City of Evanston

Recommended Action:

Staff recommends City Council adoption of Resolution XX-X-19 establishing an environmental justice policy for the City of Evanston and to initiate development of appropriate ordinances and amendments to existing codes, policies and procedures to ensure active consideration of environmental justice impacts and meaningful public involvement are in all relevant City decision-making. Such an ordinance and guidelines for implementation shall be submitted to Council for consideration no later than one (1) year from the date of this resolution.

Funding Sources:

The Resolution, policy adoption, public involvement and development of related ordinances are within the current responsibilities of City government and will not require additional funding. Once ordinances are developed, costs incurred by developers or petitioners citing existing conditions will be the responsibility of the applicant submitting the request.

Livability Benefits:

- Built environment: Enhance public spaces equitably across Evanston neighborhoods. Provide improvements in infrastructure to areas historically underserved by City investment.
- Equity and Empowerment: Ensure equitable access to community assets and reduction in exposure to environmental hazards and deteriorating features that disproportionately reduced quality of life in certain areas.
- Health and Safety: Promote healthy active lifestyles across Evanston in an equitable way

Background:

In 2014, the City of Evanston's Environment Board formed a subcommittee on the Environmental Justice Subcommittee with the goal of creating draft language for an environmental justice policy for consideration by the Environment Board. In Evanston the Waste Transfer Station near Church and Dodge was a topic of particular interest. The subcommittee on environmental justice originally included members of the Environment Board as well as Evanston residents, business stakeholders and other subject matter experts.

As described by the Environment Board in forming the subcommittee, "environmental justice is just as much about preventing negatives impacts on low-income and minority neighborhoods as it is ensuring that those same neighborhoods receive equal share of positive programs, resources and have fair and meaningful involvement on those programs".

In 2017, the EJ Subcommittee joined with Citizens Greener Evanston to expand the reach of their efforts to review the impacts of the Church Street Waste Transfer Station on adjacent residents and foster awareness and promote action on environmental justice. The objectives of Environmental Justice Evanston are to work collaboratively with the City of Evanston, neighborhood organizations and non-governmental organizations to:

1. Ensure that no neighborhood or residential area in Evanston should bear a disproportionate burden of environmental nuisances, hazards and risks, including:
 - Air, water or soil pollution
 - Noise or odor nuisances
 - Dangerous traffic patterns
 - Lead paint, asbestos and other toxins
 - Lead or other contaminants in drinking water
 - Other dangers, nuisances or disruptions
2. Ensure that environmental assets are fairly distributed across the community and that they have desirable features that support health, well-being, and a sense of community, including:
 - Parks, open space, and natural areas
 - Community gardens
 - Access to the lakefront
 - Infrastructure investments, including streets, sidewalks, bike paths, community centers and other recreational assets
3. Ensure that all residents affected by land use or development decisions made by the City have the opportunity for meaningful involvement and effective participation. This may include:
 - Modifying the City's decision-making process related to review, approval and regulation of private development projects
 - Developing Environmental Justice guidelines for project evaluation by City staff to ensure development projects enhance community health, well-being and the environment in affected neighborhoods
4. Implement guidelines for meaningful citizen involvement to ensure:
 - Access to information in accessible, non-technical terms with sufficient lead time to allow participation
 - Scheduling informational meetings at times and locations convenient for affected residents
 - Soliciting comments in time for adequate consideration by decision-makers
 - Developing responsiveness summaries to document how concerns were addressed in the decision process.

The Environment Board has reviewed this draft resolution and supporting materials and endorses its adoption.

Analysis: to be developed by City Staff

Legislative History: applicable history of equity in planning and development to be provided by City Legal Department

Attachments:
Resolution XX-X_19
other documents?

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RESOLUTION
MAY 24, 2019

A Resolution to Address Environmental Justice Issues
Within the City of Evanston

WHEREAS, Environmental Justice is concerned with the equity and empowerment of all community members such that every resident experiences the same degree of access to environmental assets, protection from environmental hazards and health risks and an opportunity to play an effective role in making decisions that affect the quality of life in this community;

WHEREAS, Evanston prides itself on being a community that cares about fostering equality, community involvement, sustainability, community cohesion and transparent decision-making;

WHEREAS, some Evanston neighborhoods experience negative environmental consequences and health risks resulting from industrial, municipal and commercial operations;

WHEREAS, some Evanston neighborhoods receive an inequitably low share of environmental benefits and community assets that enhance the quality of life, such as parks and open spaces, natural areas, community gardens and the lakefront as well as equal access to the City's environmental and infrastructure investments that support health, well-being and a sense of community;

WHEREAS, some Evanston residents, especially minority, low-income, vulnerable and disadvantaged community members, do not experience equal access to information about, and an opportunity for meaningful involvement in, local decision-making that affects their quality of life.

WHEREAS, the City Council concludes that achieving environmental justice in Evanston is a high priority goal and believes that implementing an

environmental justice ordinance will help the City and its residents attain a much higher degree of environmental justice than would be possible without it.

Section 1: Purpose

The purpose of this resolution is to establish the City of Evanston's policy regarding environmental justice and to put in motion the development of appropriate ordinances to ensure that active consideration of environmental justice and meaningful public involvement are instituted in City policies, practices, procedures and other decision-making.

Section 2: Definitions

Environmental Justice (federal): U.S.EPA defines EJ as the fair treatment and meaningful involvement of all people regardless of race, color, national origin or income with respect to environmental laws regulations and policies.

Environmental Justice (Evanston): The City of Evanston defines Environmental Justice as the fair treatment and meaningful involvement of all people regardless of income, race, color, national origin, ethnicity, religion, age, gender, sexual orientation or disability with respect to the development, implementation and enforcement of laws, regulations and policies that may impact the health, well-being, or quality of life of Evanston residents or their environment.

Public Engagement: Public engagement is the actively solicited involvement of the public by city government in issues that could have a significant impact on a resident, neighborhood or segment of the community. The City would publicize such issues and give the public enough time to educate themselves, participate in meetings and provide input on the issue. City government would give due consideration to all input provided by involved individuals, summarize and respond to major public comments, and make its best effort to incorporate their ideas, concerns and criticisms into the final decision-making.

Section 3: Declaration of Environmental Justice and Public Engagement Policy

The City of Evanston is committed to develop and implement policies and plans to protect the interests of all Evanston residents. This includes fostering a healthy environment for current and future generations and becoming a model of economic and environmental sustainability, social equity and meaningful public involvement. Therefore, it is the policy of the City of Evanston that Environmental Justice and meaningful public involvement of Evanston residents is the goal of City leaders, City Council and all City departments in exercising its authorities, setting priorities, establishing policies and procedures, planning and other decision-making.

Section 4: Intent to Develop an Environmental Justice Ordinance

The City of Evanston is committed to develop and implement an ordinance amending City of Evanston Zoning codes, and other applicable City ordinances and procedures to provide improved information on cumulative environmental impacts of a development project or existing conditions on a neighborhood or community for the purpose of creating equitable environmental and land use conditions.

The ordinance will include a set of criteria that will determine if a proposed project or existing condition is significant enough in size and scope to be covered by the ordinance. If so, an Environmental Justice Impact Form (EJIF) will need to be completed by the initiator of the project or reporter of the condition. The EJIF will include initial screening questions about potential environmental justice issues (see attached screening checklist) that will be used to determine if and what additional details need to be provided on the form.

The EJIF will be used by decision-makers in different areas of city government to decide if a potential or current environmental justice issue

exists and needs to be addressed. Such areas may include proposed projects under consideration by DAPR, the Zoning Board of Appeals (ZBA) and the Plan Commission. For existing entities or conditions, other departments, including the Evanston Department of Health and Human Services, may require additional documentation to support a claim of disproportionate impact that may result in mitigative or corrective actions.

Section 5: Intent to Develop a Public Engagement Ordinance

The City is committed to developing an ordinance that specifies procedures to enhance meaningful public engagement in the development of City policies and in decision-making that has the potential to affect the quality of life in Evanston. Such an ordinance would not be limited to Environmental Justice issues, but would more generally amend public participation processes within the City's authority.

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ENVIRONMENTAL JUSTICE IMPACT FORM

(proposed as part of an EJ ordinance per the EJ resolution)

The Evanston City Code, Title X, Chapter X, 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 application 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. [Taken from a current city form.]

1. **Does the proposed project or existing condition increase or have the potential to increase background noise, vibrations or foul odors to a level that will be a violation of city code?** (Examples: A factory running heavy equipment that produces loud noises; trucks idling in an alley producing foul smelling diesel emissions while waiting to unload; a waste-processing facility generating a foul odor.) Circle Yes or No.

If Yes, complete a. and b. below.

- a. Describe the process(es) or operation(s) that produce or could produce the noise, vibrations, or foul odors.

- b. Describe any alternative processes or operations that could be employed to avoid the noise, vibrations or foul odors.

2. **Does the proposed project or existing condition release or have the potential to release toxic or dangerous pollution to the air, water or soil?** (Examples: A retail dry cleaner using toxic chemicals that are released into the air; a business using toxic chemicals on its own property that has the potential to migrate or seep over to neighboring properties, a business process that releases polluting particles into the air.) Circle Yes or No.

If Yes, complete a. and b. below.

- a. List the pollutants that are or could be produced by the project or existing condition.

- b. Describe any alternative process(es) or operation(s) that could be employed to avoid the pollutants.

- 3. **Does the proposed project or existing condition attract or have the potential to attract nuisance or disease-carrying animals like rats, flies or mosquitoes?** (Examples: An overgrown lawn or trash pile providing habitat for rats and other vermin; a restaurant or food service that stores food waste or rotting garbage outside in unsealed containers; a waste-processing facility that leaves accessible garbage outside overnight.) Circle Yes or No.

If Yes, complete a. and b. below.

- a. Describe the situation that attracts or has the potential to attract the nuisance or disease carrying animal(s).

- b. Describe any alternative process(es) or operation(s) that could be employed to avoid the nuisance or disease carrying animal(s).

- 4. **Does the proposed project or existing condition reduce or have the potential for reducing green spaces or parkway tree canopies?** (Examples: A business proposing to remove a public sidewalk for business purposes, a business that petitions to buy land where community gardens exist, a business that produces a foul odor making it less likely that residents will want to come to a nearby community center or park.) Circle Yes or No.

If Yes, complete a. and b. below.

- a. Describe how the proposed project or existing entity reduces or potentially reduces green spaces or parkway tree canopies.

- b. Describe any alternative process(es) or operation(s) that could be employed to avoid the reduction of green spaces or parkway canopies.

- 5. **Does the proposed project or existing condition change or have the potential to change the character of a neighborhood or decrease neighborhood livability, such as altering or removing sidewalks, vegetable gardens or community centers?** (Examples: A business proposing to remove a public sidewalk for business purposes, a business that petitions to buy land where community gardens exist, a business that produces a foul odor making it less likely that residents will want to come to a nearby community center or park.) . Circle Yes or No.

If Yes, complete a. and b. below.

- a. Describe how the proposed project or existing condition changes or potentially changes the character of the neighborhood or decreases neighborhood livability.

- b. Describe any alternative process(es) or operation(s) that could be employed to avoid the change to the character of the neighborhood or decrease in neighborhood livability.

- 6. **Does the proposed project or existing condition have the potential for deteriorating or obstructing views?** (Examples: A new building inconsistent with the homes and businesses in a neighborhood; a new facility in a residential neighborhood whose physical appearance reduces the property values of the surrounding homes; the construction of a building so tall relative to the neighboring buildings that it obstructs views and/or damages the character of the neighborhood.) Circle Yes or No.

If Yes, complete a. and b. below.

- a. What is the specific situation that deteriorates/obstructs views or potentially deteriorates/obstructs views?.

- b. Describe any alternative process(es) or operation(s) that could be employed to avoid the deterioration or obstruction of views.

7. **Is there a current environmental justice issue or potential environmental justice issue that the applicant feels the city of Evanston needs to address that is not covered by the questions above?**

If Yes, complete a. and b. below.

- a. Describe the environmental justice issue.

- b. Describe any alternative processes or operations that could be employed to eliminate or avoid this environmental justice issue.

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Threshold Criteria for Requirement of an Environmental Justice Impact Form
(proposed as part of an EJ ordinance per the EJ resolution)

1. Is the project or existing entity a building (single family homes qualify) or structure that will have a project cost or marketplace value when completed of over \$1,000,000.
2. Will the project when completed or the existing entity have the potential to cause any of the following:
 - Air, water or soil pollution?
 - Noise or vibrations?
 - Attraction of rodents or other nuisance animals?
 - A foul odor?
3. Is the project or existing entity located in a lower income or minority neighborhood? [How would we determine which Evanston neighborhoods fit this description? Could we just create our own map based on available data?]
4. If it is a new project, does it require a special-use or building permit(s)? [For new projects are we missing any other required City permits or applications?]
5. Is it likely that your project will result in a building, development or asset with a value that is in the top 10% of similar buildings, developments, or assets within a 3 block area of the proposed project? [This item may be outside of the scope of the EJ policy under development, but it is included to solicit feedback on whether a gentrification item should be included in this criteria list.]