PLAN COMMISSION
Wednesday, August 28, 2019
7:00 P.M.
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, James C. Lytle City Council Chambers

AGENDA

1. CALL TO ORDER / DECLARATION OF QUORUM

2. APPROVAL OF MEETING MINUTES: August 7, 2019

3. OLD BUSINESS
   A. Text Amendment (Continued from August 7, 2019)
      Special Events in the U2 District 19PLND-0032
      A Zoning Ordinance Text Amendment pursuant to City Code Title 6, Zoning, to Section 6-15-7-2 of the Zoning Ordinance, to revise permitted uses of the U2 University Athletic Facilities District.

4. NEW BUSINESS
   A. Text Amendment
      Accessory Recreational Cannabis Use 19PLND-0078
      A Zoning Ordinance Text Amendment pursuant to City Code Title 6, Zoning, to create definitions for recreational and medical cannabis related uses, establish any applicable general provisions for such uses, establish any applicable parking requirements for such uses, and amend the permitted and special uses in the Business, Commercial, Downtown, Research Park, Transitional Manufacturing, Industrial, and Special Purpose and Overlay zoning districts.
      This item will be continued to the September 11, 2019 meeting.
   
   B. Text Amendment
      Municipal Use Exemption 19PLND-0077
      A Zoning Ordinance Text Amendment pursuant to City Code Title 6, Zoning, to Section 6-7-4. Municipal Use Exemption, to revise language related to the process and noticing of municipal use exemptions.

5. PUBLIC COMMENT

6. ADJOURNMENT

Order of agenda items is subject to change. Information about the Plan Commission is available online at: http://www.cityofevanston.org/plancommission. Questions can be directed to Meagan Jones, Neighborhood and Land Use Planner, at 847-448-8170 or via e-mail at mmjones@cityofevanston.org.

The City of Evanston is committed to making all public meetings accessible to persons with disabilities. Any citizen needing mobility or communications access assistance should contact the Community Development Department 48 hours in advance of the scheduled meeting so that accommodations can be made at 847-448-8683 (Voice) or 847-448-8064 (TYY).

La ciudad de Evanston está obligada a hacer accesibles todas las reuniones públicas a las personas minusválidas o las que no hablan inglés. Si usted necesita ayuda, favor de ponerse en contacto con la Oficina de Administración del Centro a 847/866-2916 (voz) o 847/448-8052 (TDD).
The next regular meeting of the Plan Commission is scheduled for **WEDNESDAY, SEPTEMBER 11, 2019** at 7:00 P.M. in **JAMES C. LYTLE CITY COUNCIL CHAMBERS** of the Lorraine H. Morton Civic Center.

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MEETING MINUTES
PLAN COMMISSION
Wednesday, August 7, 2019
7:00 P.M.
Evanston Civic Center, 2100 Ridge Avenue, James C. Lytle Council Chambers

Members Present: Colby Lewis (Chair), Peter Isaac (Vice-Chair), Terri Dubin, Carol Goddard, George Halik, Jane Sloss

Members Absent: Jennifer Draper, Andrew Pigozzi

Staff Present: Scott Mangum, Planning and Zoning Manager
Meagan Jones, Neighborhood and Land Use Planner
Hugh DuBose, Assistant City Attorney

Presiding Member: Chairman Lewis

1. CALL TO ORDER / DECLARATION OF QUORUM

Chair Lewis called the meeting to order at 7:02 P.M.

2. APPROVAL OF MEETING MINUTES: July 24, 2019

Commissioner Isaac then made a motion to approve the minutes as amended, seconded by Commissioner Goddard. The Commission voted, 5-0, with one abstention to approve the minutes of July 24, 2019.

3. NEW BUSINESS

A. Planned Development
1215 Church St. 19PLND-0069
YWCA Evanston/North Shore YWCA Evanston/North Shore submits for a Special Use for a Community Center - Public, and Recreation Center - Public, to allow for addition and expansion of the existing special use, and for a Planned Development to demolish two extant residential buildings and construct a 2-story entrance on the south facade of the existing administration center and pool building, construct a 4-story addition at the north end of the property, construct a 2nd-story addition to provide connection between the two structures, and to provide 78 parking spaces, in the R4 General Residential District. Site development allowances are requested for: 1) Parking located within the required 27’ front yard setback where parking is not permitted, 2) Parking (loading
zone) located within the required 10’ west interior side yard setback where parking is not permitted, 3) Impervious surface coverage of 75.5% where 55% is the maximum permitted, 4) Building height of 42.4’ and 4 stories where 35’ not to exceed 2.5 stories is permitted, and 5) Open loading zone located in the front yard where permitted to be located in rear yards. The applicant may seek and the Plan Commission may consider Site Development Allowances as may be necessary or desirable for the proposed development.

Mr. Mangum provided an overview of the proposed development and the allowances requested. Mr. Steve Bauer, attorney with Meltzer, Purtill and Stelle, then introduced the Karen Singer (President and CEO of YWCA), Shabnum Sanghvi (Vice-Chair Board of Directors for YWCA), Jim Kastenholz (The AT Group), Jack Schroeder (Landon Bone Baker Architects), Chris Hutchinson (Terra Engineering), Chris Neely (Terra Engineering), and Mimi McKay (McKay Landscaping). He then stated that the proposal had obtained a Certificate of Appropriateness (CoA) from the Preservation Commission and received a positive recommendation from the DAPR Committee. He then explained that the development includes a partial redevelopment of the site, certain elements will be removed and others will remain. Building height is the only site development allowance not associated with existing building constraints.

Ms. Shabnam explained the value of the YWCA and the proposed project. She gave a brief history of the site and stated that YWCA has served over 800 people yearly and over 2,000 students with a number of programs.

Karen Singer, CEO of YWCA, shared that the needs of the community have grown and changed and the YWCA has grown to meet those needs. The budget has also increased; however, the building footprint has not changed in 50 years. An assessment was done and feasibility study was done to determine whether or not the organization should remain in Evanston. The end result was a decision to remain and undertake improvements and expansion.

Mr. Kastenholz provided details on the proposed development. Parking is proposed in excess of the zoning requirements but is needed due to programming and events.

Jack Schroeder provided an overview of the site configurations and interior improvements. He emphasized that the family residential entry is now separate from general entry. There will be renovations to the aquatic space and classroom and office space added. Family living area will have shared laundry, kitchen and play area. He added that the glass area on the north façade is classroom space and intended to be more inviting. Lighting on site will be directed downward and mechanical equipment will be reviewed as it relates to noise.

Mr. Steve Bauer provided review of the building height and orientation. He stated that
seven community meetings have been held as well as meetings with individual residents. City staff was present for at least one of those meetings.

Chair Lewis opened the public hearing to questions from the Commission.

Commissioner Halik asked how neighbors will be shown improvements to the façade. Mr. Mangum stated that the proposed project will be in front of Planning & Development Committee and will be before DAPR prior to issuance of a building permit.

Commissioner Isaac asked if the removal of stairs leading to Ridge Avenue was at staff’s request. Mr. Mangum responded that staff made that request as Ridge is a busy street and having a mid-block crossing was not considered to be safe. Commissioner Isaac then asked for clarification on the lot orientation and setbacks. Mr. Mangum stated that staff considered Church Street to be the front yard and that the parking is within the 27 foot setback.

Chair Lewis stated that the parking would be considered an existing condition that cannot be expanded. Commissioner Halik responded that one could argue a different front yard setback.

Commissioner Goddard asked if there is a dire need for more domestic violence victim space, why is it limited to just the 3rd and 4th floors? Ms. Singer stated that the YWCA was hoping to keep a balance that is non-institutional and that would also require more staffing. Chair Lewis confirmed that what is proposed meets the need. Ms. Singer responded that is does.

Commissioner Sloss inquired about the distance from the building to the closest adjacent building. Mr. Schroeder responded that he did not know for certain. Mr. Mangum responded that the distance is approximately 60 feet.

Chair Lewis stated that the building is in an historic district and that demolition of the existing house was approved by the Preservation Commission. He then asked how that relates to the proposed building and how far back is it from Church Street? Mr. Bauer responded with clarification on where the historic district boundary is and compared the existing conditions to what is proposed.

Chair Lewis then inquired about the material palette. Mr. Bauer responded that there will be metal paneling on the addition and at the entry that is painted white. The overall façade of the development will be revisited.

Commissioner Halik stated that he has an issue with the site plan and mentioned the loading and trash being located next to adjacent homes. He also expressed concerns about the mechanical equipment. Mr. Bauer responded that placing the trash in the north lot does not make sense and that the building does not really have a backyard. He
added that he has tried to figure out how the trucks could best maneuver on the site.

Mr. Bauer added that the site plan is presented differently from what is in the meeting packet. He mentioned that staff had concerns with access being off of Ridge and that currently the trash bins have no enclosure. Commissioner Isaac asked how many more bins are anticipated. Mr. Bauer responded that a 50% increase in bins is anticipated. There are currently 2 trash bins and 2 recycling bins.

Chair Lewis then made an announcement for the ability of homeowners within 1,000 feet of the proposed development to request a continuance. He then opened the hearing up to questions from the public. A total of 4 people asked questions, including the following:

- Dave Brannigan asked if the intent of the proposed fence to replace the brick wall and fence of the neighbor, if the current location of the trash will remain, and why his property does not have any landscaping relief. Mr. Bauer responded that all changes are intended to be on YWCA property and that additional trees and landscaping can be added. YWCA is working to confirm the trash location but it will likely be where it currently exists.

- Elizabeth Rack asked how the proposed development helps the historic district, how does the development not impact the surroundings as a planned development, and if it is possible to see renderings of other buildings along the Ridge and Asbury corridors. Mr. Bauer provided clarification on the district boundary and stated that the new entry is more welcoming. He added that the Preservation Commission had concluded that enough change had taken place to the house on the south lot that demolition had little impact. He then explained that there will be new landscaping, stormwater retention, new buildings and improved parking circulation. Renderings would need to be commissioned by the owner. Chair Lewis added that the mission of the YWCA could be considered a benefit of the proposed plans to the wider community.

- Tom Roland stated he appreciates movement of the trash enclosure and the Commission and staff working on the façade then asked what specifically will be changed, what the height of the separating wall will be, if there will be a study done to show renderings and impact, and studies regarding building orientation. Mr. Bauer explained that possible impact to the neighbors will be addressed. He added that the programming will not shrink and that as mentioned previously the team will be looking at materials and will revisit the wall height and various building orientations were looked at and considered.

Chair Lewis then asked for testimony from the public. A total of 6 people spoke and included the following comments:

- Mary McWilliams stated that the proposed addition lacks context with 1970’s addition or the surrounding properties and that it looks more like a correctional facility. She also expressed disappointment in the approval for the house demolition and that there are other buildings constructed that respect
surrounding properties. She supports further work on the façade.

- Mr. Brannigan expressed that he is bothered by early trash pick-ups and that increased bins are a negative impact.
- Ms. Rack stated that she echoes Ms. McWilliams’ thoughts and added concerns regarding lighting levels and noise from the mechanical equipment, asking for clarification on how it will be mitigated.
- Mr. Roland stated that he appreciates the comments provided so far and that with the 19% increase in building space, an enhanced landscaping plan would be a good solution.
- Evelyn McGowan stated that she is happy that circulation is being addressed and that the existing house does not serve the shelter well. She added that echoing nearby historic structures does not always work and that a modern look works for new buildings that will stay for years.
- Joan Safford expressed concerns with the aesthetics of the rear building and tunneling connecting the buildings. She added that the district has lost contributing buildings and that changes can be made to better integrate the building into what exists.

Mr. Bauer responded to the comments saying that there is a repeated theme as it relates to aesthetics of the projects and that the YWCA intends to work with staff on the façade as well as the trash enclosure location and landscaping. A considerable amount of thought was put into the site and building orientation so it will likely not be changes.

Chair Lewis closed the public hearing and the Commission began deliberation.

Commissioner Isaac stated that he believes the project is a net positive but there are also some items that need more thought including landscaping to the west and trash pick-up. A condition should be added that trash pickup not before a certain time to address current issues and make sure there is no increase.

Commissioner Halik asked if the enclosure could be moved. He then stated that sound is an issue as our lighting issues but those can be mitigated. He added that the view from Asbury Ave, is important and the relationship between the two buildings is important. He suggested that the building be stepped back and that both color and materiality are important. He then expressed concerns that some zoning issues are being left to other committees, wondering if the group should come back to the Commission to present their changes.

Chair Lewis stated that the purpose of the Commission review is to provide a recommendation to the Council and there will be other opportunities to see the changes YWCA makes to the project.

Commissioner Goddard stated that Evanston is lucky to have the organization and that she supports the development but wishes it did not look as institutional.
Chair Lewis stated that he does not think the building should mimic what exists but should be sympathetic. He referenced the addition done by the Catholic School on Ridge Ave. and encouraged something similar to be the goal. He agreed that the front entry could be more sympathetic. He cannot see many deliveries being an issue but stated that the commission cannot see there will be no detrimental effects if neighbors will be affected.

The Commission then reviewed the relevant standards for approval for the planned development and found that it met most applicable standards, however, there was disagreement on #4 for Special Use and #7 regarding the demolition of the historic house.

Commissioner Halik expressed concern of meetings being close together with little change able to occur between. Plan Commission seemed to be doing the same thing. He believes the architects are good but should also listen to the neighbors. Commissioner Isaac stated that Council may approve the development even if the Commission votes to recommend approval.

Commissioner Dubin asked who determines when enough changes have been made and if the applicant will take comments made into account. She added that specific comments can be configured into conditions.

Commissioner Isaac stated that it is not uncommon to put authority into staff’s hands for more minor changes. He then inquired about the property to the north having a curb cut, stating that left turns do occur. Commissioner Sloss mentioned that a porkchop had been added at that curb cut to discourage that movement.

Commissioner Isaac made a motion to accept staff’s recommendation of the planned development as presented with modification to the 1st condition to add “to the satisfaction of City staff” and the addition of the following conditions: Increasing landscaping on the west to the satisfaction of City staff and that the applicant be prohibited from scheduling trash pick-up before 9:00 AM. Commissioner Goddard seconded the motion. A roll call vote was taken and the motion passed, 5-1.

Ayes: Dubin, Goddard, Isaac, Lewis, Sloss
Nays: Halik

A brief recess was taken and the next agenda item’s hearing began at 9:32 PM

A. Text Amendment
   Special Events in the U2 District 19PLND-0032
   A Zoning Ordinance Text Amendment pursuant to City Code Title 6,
Zoning, to Section 6-15-7-2 of the Zoning Ordinance, to revise permitted uses of the U2 University Athletic Facilities District.

Ms. Jones provided an overview of the proposed text amendment, including the 2 year sunset provision that was added from the original submittal.

Commissioner Sloss inquired about the Special Events Committees specific standards. Ms. Jones replied that the group reviews a number of items similar to the Design and Project Review Committee with representation from several City Departments to ensure that events have proper logistics and safety or security measures that may affect City resources.

Commissioner Halik asked if any events had been held under the current wording. Ms. Jones responded that no events had been held under the current wording. However, there have been events in the past in the 70s, including a Bears game and, she believed, a concert had been held as well that did not have City permission. Concerts could be permitted with the conditions stated.

Commissioner Isaac stated that with the 7,000 attendee cap, events would likely not be in Ryan Field but in Welsh-Ryan Arena or at one of the baseball fields. Ms. Jones responded that is essentially the case. He then inquired about the current events held and confirmed that those events are considered permitted under the current regulations.

Commissioner Isaac then asked if Northwestern University sells tickets to their events, if the City sees any amusement tax from those sales. Mr. DuBose replied that sporting events do not qualify as amusements, there is a separate sporting event ticketing tax. Mr. Isaac asked if the City expects to obtain amusement tax from new events. Mr. DuBose replied that if the event is a concert then yes, however, he would need to review the event to see what tax, if any would be obtained.

Commissioner Isaac then asked about the phrase “intended primarily for residents of the City” and how that threshold would be met. Ms. Jones responded that there have not been conversations specific to that item but could be discussed in the future.

Mr. Mike Polisky, Deputy Athletic Director for Northwestern stated that Northwestern University could open presale tickets to Evanston residents. Have done some general activities and is very excited to do something specific. There will be a limited number of events over a 2 year time frame. Northwestern University met with staff, the alderman, and residents and has added a sunset provision to the original request. Northwestern would like a chance to show the ability to hold the events.

Mr. Dave Davis, Executive Director of Neighborhood and Community Relations for Northwestern University, stated that Northwestern has worked with residents and will continue to do so. Northwestern has been empathetic to concerns and has made
Chair Lewis opened up the hearing to questions from the Plan Commission.

Commissioner Goddard stated that with the reduction in maximum number of attendees permitted will parking be able to be contained within the existing parking lot. Mr. Polisky stated that in Welsh Ryan Arena, there will likely be less than 7,000 attendees due to stage setup. There are roughly 2,000 parking spaces between the east and west lots. Basketball games have sold out before. There are also Uber and Lyft services available. Northwestern would be willing to open lots for free to ease neighborhood parking issues. There is a 12% ticket tax that Northwestern pays and 4% amusement tax. Would be open to amending that to be beneficial for the City.

Chair Lewis stated that there is currently shuttle service offered for football games and asked if Northwestern would be open to providing that service for this use. Mr. Polisky responded that they would be open to trying that if it would alleviate concerns.

Commissioner Halik inquired if additional events would be added. Mr. Polisky stated beyond current events, 6 single day events and one multi-day event would be permitted. A tennis tournament was the impetus for the request.

Commissioner Sloss asked if there is any data based on previous events on the economic impact to local businesses. Mr. Polisky replied that the impact would be different with different events. He cannot confirm what specific acts would be secured and it is difficult to obtain exact data on attendees who visit businesses or stay in local hotels.

Chair Lewis stated that the request for a liquor license at the arena is not an issue reviewed by this body.

Commissioner Isaac asked how many events are currently at Ryan Field. Mr. Polisky responded that in addition to the 7 home football games, there is a “Meet the Team” event, Randy Walker 5K Memorial Run, and a community movie night.

Commissioner Halik asked if this doubles the amount of permitted events that have more than the number of available parking spaces. Mr. Polisky responded that there are roughly 18 basketball games held in Welsh –Ryan.

Chair Lewis confirmed that the proposed amendment does not discriminate against facility with regards to maximum number of attendees. Mr. Mangum responded that this applies to events within facilities in the U2 District.

Commissioner Dubin asked if the applicant had talked to the Parking Division regarding
metering in the neighborhood. Mr. Polisky responded that Northwestern staff has been speaking with City staff as well as with the Hospital, Northwestern Police, Fire Department and Emergency Services to ensure right ways of traffic mitigation. He added that the City recently initiated changes to the meters for some adjacent streets.

Commissioner Isaac asked how often does more than one event with more than 500 people occur in one day and if the applicant had contemplated that multiple events may happen in one day. Mr. Polisky responded that Northwestern typically does not have the staffing to hold multiple events in one day. Typically avoid multiple events on football game days. Some sporting events may happen on the same day but not to the extent that causes a lot of traffic. Men’s basketball games (held in Welsh-Ryan Arena) are the most traffic generating games. As a possible example, Northwestern may have a Friday night event, have that taken down, and then prepare for an event the next day.

Commissioner Halik inquired if Northwestern has considered a parking garage on the west parking lot. Mr. Polisky responded that he is not sure the neighbors would like that option. Have worked with Canal Shores to find additional parking; do provide shuttle service from other campus parking garages.

Chair Lewis then explained that neighbors within a certain radius of the site are able to submit a request for continuance of this agenda item and reasons why a request could be submitted.

Ms. Judy Berg stated her request for a continuance and presented her written request. Several other people expressed intention to submit requests.

Mr. DuBose stated that it would be beneficial to gather all of the requests to be submitted.

Gary Kull stated his request for a continuance explaining that he did not receive notice and did not have adequate time to prepare a response to Northwestern’s presentation.

Laurie McFarland stated that many residents did not see the revised proposal as it was presented two days before the meeting and were told there may be additional revisions. Residents wish to show effects on businesses and the surrounding community.

Mr. DuBose then cited Article 13 (E) of the Plan Commission’s Rules and Procedures regarding who is able to request continuances and the purpose of them. He confirmed that the distance requirement applies to residents north of Isabella. He asked that residents state that they wish to rebut testimony that has been presented.

Chair Lewis confirmed that the item would be heard at the August 28, 2019 meeting. Ms. Jones stated that the regular meeting is scheduled on September 11, 2019; the August 28th meeting is a special meeting that will occur at the same time and location.
Chair Lewis opened the hearing up to comments from the public. A total of 6 people spoke with the following comments:

- Lynn Troutman stated there has been conflation of events and locations, that there will be 6 or 7 events of a different nature which potentially changes effects. She also does not want the risk of events changed from Welsh-Ryan Arena to Ryan Field and asked why the property is being rezoned. Chair Lewis stated that the property is not being rezoned.

- Mark Sloane of the Central Street Neighbors Association stated that the Alderman should be here on behalf of residents and that when he was on a City Committee, no items were heard in August. Asked if information could be provided on the special events and that it is clear they could be anywhere in the U2. He then asked what the Special Events Committee is and if only the multi-day event would be approved by Council. Ms. Jones stated that the Committee is a staff Committee not an elected Committee. The special events could be reviewed by Council or the Special Events Committee. Mr. DuBose added that the Council approves many special events. He will include the list of events that the Council approves. Mr. Sloane expressed that the proposed change is changing the nature of events, not the number of events.

- Andy Berman asked for clarification on how many events could be put on by under the current code, why Welsh-Ryan Arena is not named instead of 7,000 attendees and if legal counsel was used in that decision. Mr. Polisky responded that there is usually one additional event. There was a recent student run concert with Carly Rae Jepsen. Dave Davis added that using 7,000 attendees was more consistent with the current language within the code and did not want to create any issues with stating a specific event, would be open to amending code to read as an indoor event as mentioned by Commissioner Isaac.

- Yvi Russell inquired if there would be notice for the August 28th meeting. Chair Lewis responded that since this item is being continued there would not be additional notice sent out for the next meeting.

- Matthew Grayson asked if any income would be obtained from television rights and if any effort would be made to ensure no conflicts with City events. Mr. Polisky stated that he was unsure about the additional revenue streams and television rights and it would likely depend on the type of the event. Would expect revenue from ticket and concession sales. Northwestern would like to coordinate as much as possible with the City and do whatever they can.

- Joyce Weinzibizki asked if Northwestern would host their own type of food as a lot of money is not seen by local businesses. Mr. Polisky stated that concessions would be sold as is currently done and he has heard from local businesses that many attendees patronize the area restaurants.

- Andrea Verseny asked if there would be any restrictions placed on set up and cleaning. Mr. Polisky stated that the University would abide by the 11:00pm noise ordinance and that an area has been carved out for additional storage. The University would work to coordinate and ask that clean-up and set-up happen at more appropriate times. Chair Lewis then stated that the noise
ordinance does references a morning time.

Commissioner Isaac made a motion to continue this item to the August 28, 2019 Plan Commission meeting. Commissioner Goddard seconded the motion. A voice vote was taken and the motion passed, 6-0.

Ayes: Dubin, Goddard, Halik, Isaac, Lewis, Sloss
Nays:

4. PUBLIC COMMENT

There was no public comment.

5. ADJOURNMENT

Commissioner Goddard made a motion to adjourn the meeting. Commissioner Isaac seconded the motion.

A voice vote was taken and the motion was approved by voice vote 6-0. The meeting was adjourned at 10:48 pm.

Respectfully Submitted,
Meagan Jones
Neighborhood and Land Use Planner
Community Development Department
Plan Commission

Text Amendment

Special Events in the U2 District
19PLND-0032
Memorandum

To: Chair and Members of the Plan Commission

From: Johanna Leonard, Director of Community Development
Scott Mangum, Planning and Zoning Manager
Meagan Jones, Neighborhood and Land Use Planner

Subject: Zoning Ordinance Text Amendment
Permitted Uses in the U2 University Athletic Facilities District
19PLND-0032

Date: August 22, 2019

Update Since the August 7, 2019 Meeting
During the August 7, 2019 Plan Commission meeting, this case was continued at the request of a nearby property owners, per Section 6-3-6-11 of the Zoning Ordinance, in order to rebut information presented by Northwestern University.

Northwestern submitted revisions to their proposal as they relate to set-up and clean-up times as well as parking and clarification on the duration of the one multi-day event. The details of the revised request are outlined below.

<table>
<thead>
<tr>
<th>Zoning Ordinance Section Number</th>
<th>Current Section Text (this does not apply to a new section):</th>
<th>Requested Zoning Ordinance text to be amendment</th>
</tr>
</thead>
<tbody>
<tr>
<td>6-15-7-2</td>
<td>Community and cultural events of a nonprofit nature intended primarily for residents of the City and amateur athletic events shall be permitted provided that the following conditions are met:…</td>
<td>Community and cultural events intended primarily for residents of the City and athletic events shall be permitted provided that the following conditions are met:…</td>
</tr>
<tr>
<td>6-15-7-2</td>
<td>Sponsors of the temporary event obtain a certificate of zoning compliance pursuant to Section 6-4-8-2 of this Title.</td>
<td>Sponsors of the temporary event shall provide proof of event logistics approval by the City Special Events Committee and obtain a certificate of zoning compliance pursuant to Section 6-4-8-2 of this Title.</td>
</tr>
<tr>
<td>6-15-7-2</td>
<td>Attendance at such events is limited to ten thousand (10,000) persons or less.</td>
<td>Attendance at such events is limited to seven thousand (7,000) persons.</td>
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<td>----------</td>
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<td>--------------------------------------------------------------------</td>
</tr>
<tr>
<td>6-15-7-2</td>
<td>No more than seven (7) such events shall be held in any calendar year in any one facility, and each such event shall not exceed five (5) consecutive days in duration.</td>
<td>No more than six (6) single-day events and a seventh (7th) multi-day event (not to exceed seven (7) days in duration, and that would require special permission from the City of Evanston) shall be held in any calendar year.</td>
</tr>
<tr>
<td>6-15-7-2</td>
<td>Adequate university parking is available and is provided to all persons attending the event.</td>
<td>Free University parking is available and is provided in the U2 district to all persons attending events (as defined in this ordinance) until all car parking spaces are full.</td>
</tr>
<tr>
<td>6-15-7-2</td>
<td></td>
<td>No activities related to special events shall occur between 10:00 p.m. and 7:00 a.m. from Sunday evening to Friday morning, and between 11:00 p.m. and 7:00 a.m. from Friday evening through Sunday morning; with the exception of event setup and breakdown procedures which shall not exceed thirty minutes before or after the aforementioned times.</td>
</tr>
</tbody>
</table>

As clarification, additional information regarding the Special Events Committee is also included below. A list of Special Events held in 2018 and a sample application is attached.

**Request**
Northwestern requests that the City of Evanston’s Plan Commission recommend amending the Zoning Ordinance to revise language regarding permitted uses in the U2 University Athletic Facilities District.

**Notice**
The Application has been filed in conformance with applicable procedural and public notice requirements including publication in the Evanston Review on June 20, 2019.

**Analysis**

**Background**
Per the City’s Zoning Ordinance, the U2 University Athletic Facilities District “is intended to permit the utilization of university facilities within the district in a manner that is compatible with the surrounding development, which is predominantly residential.”
The U2 District is currently applied north of Central Street to the City limits, between Ashland Avenue to the west and University property west of Asbury Avenue to the east. This zoning district encompasses Ryan Field, Drysdale Field, Miller Park, Welsh-Ryan Arena, Trienens Performance Center and Anderson Hall.

The Zoning Ordinance lists permitted uses in the U2 District in Subsection 6-15-7-2. 

**Permitted Uses:**

The following uses shall be permitted in the U2 district:

Business or vocational school.

Fieldhouse.

Indoor recreational facility (college and university).

Outdoor recreational facility (college and university).

Parking lot (college and university).

Playground.

Stadium.

The following uses shall be considered permitted uses when conducted in association with the above permitted uses:

- Intramural and intercollegiate sports and athletic events and practice therefor.
- Local, regional and State elementary and high school athletic events and practice therefor.
- Band playing and practice in connection with the above events.
- Commencement, convocation and graduation exercises.
- University-sponsored lecture, speakers, musical performances and other cultural events held within an enclosed building provided that attendance is limited to ten thousand (10,000) or less.
- Luncheons and dinners and dining room facilities in a stadium provided that attendance is limited to the seating capacity of the facilities.
- Accessory uses to the above permitted uses, including administrative and faculty offices, classroom, auditoriums, athletic facilities and parking spaces.
- Off-street parking for hospital employees and for university students and employees.

Temporary event (provided they are of a community or cultural nature and further provided they meet the conditions listed below):

This Subsection provides standards to ensure that temporary uses shall not impose an undue adverse effect on neighboring streets or property.

Community and cultural events of a nonprofit nature intended primarily for residents of the City and amateur athletic events shall be permitted provided that the following conditions are met:

1) Sponsors of the temporary event obtain a certificate of zoning compliance pursuant to Section 6-4-8-2 of this Title.
2) Attendance at such events is limited to ten thousand (10,000) persons or less.
3) Adequate university parking is available and is provided to all persons attending the event.
4) Private security is provided for those parking areas utilized.
5) Adequate provision of traffic-control devices at no City expense, including personnel, shall be provided to ensure the free flow of traffic and the security and safety of said traffic flow.
6) Live animals used in conjunction with any event may only be stored within a completely enclosed building.
7) No more than seven (7) such events shall be held in any calendar year in any one facility, and each such event shall not exceed five (5) consecutive days in duration.
8) Lighting associated with such events shall be directed away from adjacent residences.
9) Tractor trailers may not remain running while parked on the public street or in off-street parking areas.

Northwestern would like to pursue hosting nationally recognized sporting events at the Welsh Ryan Arena, which holds a capacity of 7,039 people. However, in order to do so, the current regulations for temporary events would need to be amended to meet possible event types, and duration. A list of the current events, permitted by code and held annually in Welsh Ryan Arena, is attached.

Currently, the Zoning Ordinance review process for temporary events requires a Zoning Compliance document. If events are larger, take place on City property or utilize City resources, the Special Events Committee reviews the logistics of the event as they apply to City resources and makes suggestions or requirements to aid in the efficiency of the event. Generally, the Special Events Committee reviews all outdoor events requested on City property, i.e. street, sidewalk, park, etc., and/or deemed to significantly impact the City as well as events that require City Council approval. Applications typically must be submitted by the end of January for the year in which they will occur.

An example of the Special Events Committee’s review occurs with Northwestern University’s annual “Run for Walk” Randy Walker road race event which takes place in the summer. The Special Event Committee’s review is not currently codified within the Zoning Code.

Proposal Overview
The following language is proposed to be added/amended to the Zoning Code:

6-15-7-2. – PERMITTED USES
The following uses shall be permitted in the U2 district:
Business or vocational school.
Fieldhouse.
Indoor recreational facility (college and university).
Outdoor recreational facility (college and university).
Parking lot (college and university).

Playground.

Stadium.

The following uses shall be considered permitted uses when conducted in association with the above permitted uses:

- Intramural and intercollegiate sports and athletic events and practice therefor.
- Local, regional and State elementary and high school athletic events and practice therefor.
- Band playing and practice in connection with the above events.
- Commencement, convocation and graduation exercises.
- University-sponsored lecture, speakers, musical performances and other cultural events held within an enclosed building provided that attendance is limited to ten thousand (10,000) or less.
- Luncheons and dinners and dining room facilities in a stadium provided that attendance is limited to the seating capacity of the facilities.
- Accessory uses to the above permitted uses, including administrative and faculty offices, classroom, auditoriums, athletic facilities and parking spaces.
- Off-street parking for hospital employees and for university students and employees.

Temporary event (provided they are of a community or cultural nature and further provided they meet the conditions listed below):

This Subsection provides standards to ensure that temporary uses shall not impose an undue adverse effect on neighboring streets or property.

Community and cultural events of a nonprofit nature intended primarily for residents of the City and amateur athletic events shall be permitted provided that the following conditions are met:

1) Sponsors of the temporary event shall provide proof of event logistics approval by the City’s Special Events Committee and obtain a certificate of zoning compliance pursuant to Section 6-4-8-2 of this Title.
2) Attendance at such events is limited to ten thousand (10,000) persons or less—seven thousand (7,000) persons.
3) Adequate university parking is available and is provided to all persons attending the event. Free University parking is available and is provided in the U2 district to all persons attending events (as defined in this ordinance) until all car parking spaces are full.
4) Private security is provided for those parking areas utilized.
5) Adequate provision of traffic-control devices at no City expense, including personnel, shall be provided to ensure the free flow of traffic and the security and safety of said traffic flow.
6) Live animals used in conjunction with any event may only be stored within a completely enclosed building.
7) No more than seven (7) such events shall be held in any calendar year.
in any one facility, and each such event shall not exceed five (5) consecutive days in duration. Six (6) single-day events and a seventh (7th) multi-day event (not to exceed seven (7) days in duration, and that would require special permission from the City of Evanston) shall be held in any calendar year.

8) Lighting associated with such events shall be directed away from adjacent residences.

9) Tractor trailers may not remain running while parked on the public street or in off-street parking areas.

10) No activities related to special events shall occur between 10:00 p.m. and 7:00 a.m. from Sunday evening to Friday morning, and between 11:00 p.m. and 7:00 a.m. from Friday evening through Sunday morning; with the exception of event setup and breakdown procedures which shall not exceed thirty minutes before or after the aforementioned times.

The provisions in this text amendment approved by Ordinance XX-O-19 will expire two years after its approval, unless the City Council affirmatively votes to renew this amendment.

Staff reviewed zoning requirements for other “Big 10” municipalities and found varying requirements, though none appeared to specifically address professional sporting events on campus. The municipalities generally had special event permit processes with varying requirements for events held on public land. In one case, Pennsylvania State University, event sponsors seeking special event permits needed to obtain and show proof of permission from the school to hold events on that property.

Standards of Approval
The proposed Zoning Ordinance Text Amendment to revise language regarding permitted uses in the U2 University Athletic Facilities District meets the standards for approval of amendments per Section 6-3-4-5 of the City Code. The proposal is consistent with the goal of the Comprehensive Plan to support the growth and evolution of Institutions while recognizing that they are part of their mostly residential surroundings.

The proposed text amendment will not have any adverse effects on the values of the properties in the area and required review of the occasional temporary events will ensure that other City services and facilities are not overburdened. Additionally, the maximum number of attendees would be limited to 7,000, which represents a reduction in the maximum number of attendees from the current 10,000 and the total number of days that events could be held would be reduced from 35 to 13. Regardless, as is part of the Special Event review process, event logistics will be reviewed by City staff to help mitigate issues that the events may create.

Recommendation
Staff believes the proposed text amendment to revise language regarding permitted uses in the U2 University Athletic Facilities District meets the standards of approval as outlined above. Staff recommends the Plan Commission make a positive recommendation to the City Council for the proposed text amendment.
Attachments
Updated Text Amendment Application
Special Events held in 2018 and Special Event Application
List of current events hosted at Welsh Ryan Arena
Petition Against the Proposed Text Amendment (link)
Communications and Historical Documents as submitted by residents (link)
Comments received as of August 23, 2019
## ZONING ORDINANCE
### TEXT AMENDMENT
### Application

#### 1. PROPERTY, IF APPLICABLE

<table>
<thead>
<tr>
<th>Address</th>
<th>Permanent Identification Number(s):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plats of survey for all properties that are subject to this petition must be included. Surveys must be accurate as of the current date.</td>
<td></td>
</tr>
</tbody>
</table>

#### 2. APPLICANT

<table>
<thead>
<tr>
<th>Name:</th>
<th>Maureen Palchak</th>
</tr>
</thead>
<tbody>
<tr>
<td>Organization:</td>
<td>Northwestern University</td>
</tr>
<tr>
<td>Address:</td>
<td>633 Clark</td>
</tr>
<tr>
<td>City, State, Zip:</td>
<td>Evanston, IL 60208</td>
</tr>
<tr>
<td>Phone:</td>
<td>(847)-467-3302</td>
</tr>
<tr>
<td>Cell:</td>
<td>(61 6) - 4 8 1 - 9 9 81</td>
</tr>
<tr>
<td>E-mail:</td>
<td><a href="mailto:M-Palchak@Northwestern.edu">M-Palchak@Northwestern.edu</a></td>
</tr>
</tbody>
</table>

#### 3. PROPERTY OWNER (if different than applicant), if applicable

<table>
<thead>
<tr>
<th>Name:</th>
<th>----------------------</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td>____________________</td>
</tr>
<tr>
<td>Phone:</td>
<td>____________________</td>
</tr>
<tr>
<td>Cell:</td>
<td>____________________</td>
</tr>
<tr>
<td>E-mail:</td>
<td>____________________</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>What is the relationship of the applicant to the property owner?</th>
</tr>
</thead>
<tbody>
<tr>
<td>☑ same</td>
</tr>
<tr>
<td>☐ architect</td>
</tr>
<tr>
<td>☐ officer of board of directors</td>
</tr>
</tbody>
</table>

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

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

Date

#### 4. SIGNATURE OF APPLICANT

"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
5. REQUIRED DOCUMENTS AND MATERIALS

The following are required to be submitted with this petition:

☐ (This) Completed and Signed Form

☐ Legal descriptions of all properties as shown on Plat of Survey, if applicable.

☐ Plat(s) of Survey, if applicable. Date(s) of Survey(s): ____________________________

Plats of survey must be completed by a licensed surveyor and must be current so that it displays every structure, patio, deck, walkway, etc., that is currently on the property. Copies must be legible for all dimensions and details.

☐ Proof of Ownership, if applicable. Document(s) Submitted: ____________________________

Accepted for proof of ownership includes: deed, mortgage, contract to purchase, closing documents, (price may be blacked out on submitted documents). **A tax bill cannot be accepted as proof of ownership.**

☐ Application & Mailing Fee Amount $100

Application & Mailing Fees may be paid by cash, check, or credit card. Please contact Community Development for number of required mailings and mailing fee.

☐ Additional Documentation

Any other documents as may be required by the Community Development Director. Please contact the Community Development Department for any additional requirements.

Zoning Ordinance Text Amendment Applications take approximately 10 business days for initial review. Alterations or modifications that require re-review may take longer. Please contact the Zoning Office at 847.448.4311 with any questions. Complete applications may be submitted in person or by mail to:

City of Evanston
Zoning Office, Room 3202
2100 Ridge Avenue
Evanston, IL 60201
### 6. ZONING TEXT AMENDMENT

Please complete the following section indicating the specific sections of the Zoning Ordinance for which you are seeking a text change, or which new sections of the Zoning Ordinance you are seeking for the City to add to the text.

<table>
<thead>
<tr>
<th>Zoning Ordinance</th>
<th>Section Number</th>
<th>This section presently states the following (this does not apply to a new section):</th>
<th>I request the Zoning Ordinance text to be amended in the following manner:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>6-15-7-2</td>
<td>Community and cultural events of a nonprofit nature intended primarily for residents of the City and amateur athletics events shall be permitted.</td>
<td>Community and cultural events intended primarily for residents of the City and athletics events shall be permitted.</td>
</tr>
<tr>
<td></td>
<td>6-15-7-2</td>
<td>Attendance at such events is limited to ten thousand (10,000) persons or less.</td>
<td>Attendance at such events is limited to 7000.</td>
</tr>
<tr>
<td></td>
<td>6-15-7-2</td>
<td>No more than seven (7) such events shall be held in any calendar year.</td>
<td>No more than six (6) single-day events and a seventh (7th) multi-day event (not to exceed seven (7) days in duration, and that would require special permission from the City of Evanston) shall be held in any calendar year.</td>
</tr>
<tr>
<td></td>
<td>6-15-7-2</td>
<td>Adequate university parking is available and is provided to all persons attending the event.</td>
<td>Free University parking is available and is provided in the U2 district to all persons attending events (as defined in this ordinance) until all car parking spaces are full.</td>
</tr>
<tr>
<td></td>
<td>6-15-7-2</td>
<td>The provisions in this text amendment will expire two years after its approval, unless the City Council affirmatively votes to renew this amendment.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6-15-7-2</td>
<td>No activities related to special events shall occur between 10:00 p.m. and 7:00 a.m. from Sunday evening to Friday morning, and between 11:00 p.m. and 7:00 a.m. from Friday evening through Sunday morning; with the exception of event setup and breakdown procedures which shall not exceed thirty minutes before or after the aforementioned times.</td>
<td></td>
</tr>
</tbody>
</table>

Copy this form if necessary for a complete listing.
8. PROPOSED AMENDMENT

Please describe the reason for the proposed zoning ordinance text amendment. Northwestern University is submitting an amendment to ordinance 6-15-7-2 in order to host events at the existing Northwestern Athletics facilities. Northwestern has been consistently approached to host events that would benefit not only the University but also the City of Evanston and members of the community. The revenue generated through the amusement tax, parking tax, and ancillary benefits to restaurants and hotels has great potential to create long term benefits.

9. STANDARDS

The amendment process is not intended to relieve particular hardships nor to confer special privileges or rights upon any person, but only to make adjustments necessary in light of changed conditions or changes in public policy (§6-3-4-1 of City Code). The Zoning Ordinance establishes standards that “the City Council should ... consider, among other factors.” (§6-3-4-5)

Explain how the petitioned amendment relates to or satisfies each of the following standards.

(A) How is the proposed amendment consistent with the goals, objectives, and policies of the Comprehensive General Plan\(^1\), as adopted and amended from time to time by the City Council?

The proposed changes are consistent with the distinct character of the Evanston community. These changes would make Evanston a more vibrant and attractive destination for visitors, and bolster Evanston’s reputation as a regional entertainment destination. Additionally, these changes would build on Evanston’s unique physical, economic, and cultural strengths, thereby enhancing the quality of life for all residents in Evanston.

---

\(^1\) Available from the Planning and Zoning Division.
(B) In what ways is the proposed amendment compatible with the overall character of existing development in the immediate vicinity of the subject property?

N/A

(C) Will the proposed amendment have an adverse affect on the values of adjacent properties and why?

The proposed amendment will not have an adverse effect on the values of adjacent properties because there will be no structural changes to the property or land, and the facility will be used for family fun events that are consistent with the mission and values of the University.
What change to existing public facilities and services, if any, will be required to serve the effects of the proposed amendment?

There will be no changes.

I certify that all of the above statements and all statements, information and exhibits that I am submitting in conjunction with this application for relief from the requirements of the Zoning Ordinance or for an appeal from the Zoning Administrator's decision are true to the best of my knowledge.

Maureen Palchak
Applicant's signature

5/4/19
Date

Applicant's signature
### 2018 Special Events

<table>
<thead>
<tr>
<th>Event Name</th>
<th>Event Details</th>
<th>Start Date</th>
<th>End Date</th>
<th>Event Time</th>
<th>Organization</th>
</tr>
</thead>
<tbody>
<tr>
<td>Neighborhood Way of the Cross</td>
<td>Church procession in vicinity of St. Nicholas Church</td>
<td>3/30/18</td>
<td></td>
<td>9:00am - 11:30am</td>
<td>St. Nicholas Catholic Church</td>
</tr>
<tr>
<td>Marshmallow Drop</td>
<td>A helicopter will drop marshmallows over James Park for kids to snatch up and win prizes</td>
<td>3/30/18</td>
<td></td>
<td>11:00am - 1:00pm</td>
<td>City of Evanston</td>
</tr>
<tr>
<td>Main - Dempster Mile Sauce Walk</td>
<td>Businesses will serve free samples of wine and offer special sales</td>
<td>5/17/18</td>
<td>5/19/18</td>
<td>5:00pm - 9:00pm</td>
<td>The Main-Dempster Mile</td>
</tr>
<tr>
<td>Garden Fair</td>
<td>Garden sale in Independence Park</td>
<td>5/18/18</td>
<td>5/19/18</td>
<td>8:00am - 4:00pm</td>
<td>Evanston Garden Council</td>
</tr>
<tr>
<td>Nature's Night Out (former Evanston Green Ball)</td>
<td>Fundraising Event held at Ecology Center</td>
<td>5/18/18</td>
<td></td>
<td>6:00pm - 10:00pm</td>
<td>Evanston Env. Association</td>
</tr>
<tr>
<td>YEA Festival</td>
<td>Young Evanston Artist's art display in Raymond Park</td>
<td>5/19/18</td>
<td></td>
<td>10:00am - 4:00pm</td>
<td>Young Evanston Artist Foundation</td>
</tr>
<tr>
<td>Willard School Fun Run at Lakefront</td>
<td>Willard School PTA Fundraising Event</td>
<td>5/20/18</td>
<td></td>
<td>9:00am - 10:00am</td>
<td>Willard School PTA/ Dist 65</td>
</tr>
<tr>
<td>Honor the Fallen Ruck Walk</td>
<td>Active duty and veteran soldiers walk from Glencoe to Chgo -</td>
<td>5/25/18</td>
<td></td>
<td>9:00am - 2:30pm</td>
<td>Chicago Veterans</td>
</tr>
<tr>
<td>Memorial Day Ceremony</td>
<td>Memorial Day Ceremony in Patriots Park</td>
<td>5/28/18</td>
<td></td>
<td>10:00am - 12:00pm</td>
<td>Evanston American Legion Post 42</td>
</tr>
<tr>
<td>Nichols School Sandy McDermott Walkathon</td>
<td>Nichols School PTA Fundraising Event</td>
<td>5/29/18</td>
<td></td>
<td>11:30am - 2:00pm</td>
<td>Nichols Middle School / Dist 65</td>
</tr>
<tr>
<td>Main-Dempster Mile Summer Concert Series</td>
<td>2 hour concert at 600 Main St</td>
<td>6/1/18</td>
<td></td>
<td>5:00pm - 8:00pm</td>
<td>The Main-Dempster Mile</td>
</tr>
<tr>
<td>Starlight Concert Series</td>
<td>Concert in Dawes Park</td>
<td>6/15/18</td>
<td></td>
<td>7:00pm - 9:00pm</td>
<td>City of Evanston</td>
</tr>
<tr>
<td>Starlight Concert Series</td>
<td>Concert in Kamen East Park</td>
<td>6/12/18</td>
<td></td>
<td>7:00pm - 9:00pm</td>
<td>City of Evanston</td>
</tr>
<tr>
<td>Thursday Night Live</td>
<td>Dance series in Fountain Square South Plaza</td>
<td>6/14/18</td>
<td></td>
<td>7:00pm - 9:00pm</td>
<td>Downtown Evanston</td>
</tr>
<tr>
<td>Custer Fair</td>
<td>Street Festival at Main, Chicago, Washington</td>
<td>6/16/18</td>
<td>6/17/18</td>
<td>10:00am - 9:00pm</td>
<td>Evanston Festival Theatre Inc.</td>
</tr>
<tr>
<td>Race Against Hate</td>
<td>5K race at Lincoln &amp; Sheridan andLakefront path</td>
<td>6/17/18</td>
<td></td>
<td>7:30am - 11:30pm</td>
<td>YWCA Evanston</td>
</tr>
<tr>
<td>Starlight Concert Series</td>
<td>Concert in Twiggs Park</td>
<td>6/18/18</td>
<td></td>
<td>7:00pm - 9:00pm</td>
<td>City of Evanston</td>
</tr>
<tr>
<td>Event Name</td>
<td>Description</td>
<td>Date</td>
<td>Time</td>
<td>Location</td>
<td></td>
</tr>
<tr>
<td>---------------------------------------------------------------------------</td>
<td>------------------------------------------------------------------------------</td>
<td>-------------</td>
<td>----------------</td>
<td>----------------------------------</td>
<td></td>
</tr>
<tr>
<td>Downtown Evanston Summer Stroll (former Wine Walk)</td>
<td>Businesses will serve samples of wine and offer special sales</td>
<td>6/21/18</td>
<td>5:00pm - 8:00pm</td>
<td>Downtown Evanston</td>
<td></td>
</tr>
<tr>
<td>Thursday Night live</td>
<td>Dance series in Fountain Square South Plaza</td>
<td>6/21/18</td>
<td>6:00pm - 10:00pm</td>
<td>Jake Samuels of SPACE</td>
<td></td>
</tr>
<tr>
<td>Live on the Lot</td>
<td>Concert Series at Temperance Beer Co.</td>
<td>6/21/18</td>
<td>6/23/18</td>
<td>Evanston Chamber of Commerce</td>
<td></td>
</tr>
<tr>
<td>Friends of Robert Crown</td>
<td>Fundraising Event at Robert Crown</td>
<td>6/22/18</td>
<td>7:00pm - 10:00pm</td>
<td>Friends of Robert Crown</td>
<td></td>
</tr>
<tr>
<td>Evanston Chamber Artisan Summer Concert</td>
<td>Art Festival in downtown Evanston</td>
<td>6/23/18</td>
<td>6/24/18</td>
<td>Evanston Chamber of Commerce</td>
<td></td>
</tr>
<tr>
<td>Starlight Concert Series w/ food trucks</td>
<td>Concert in Bent Park</td>
<td>6/26/18</td>
<td>6:00pm - 9:00pm</td>
<td>City of Evanston</td>
<td></td>
</tr>
<tr>
<td>Thursday Night live</td>
<td>Dance series in Fountain Square South Plaza</td>
<td>6/28/18</td>
<td>7:00pm - 9:00pm</td>
<td>Downtown Evanston</td>
<td></td>
</tr>
<tr>
<td>Main-Dempster Mile Summer Concert</td>
<td>2 hour concert at 600 Main St</td>
<td>6/29/18</td>
<td>5:00pm - 8:00pm</td>
<td>The Main-Dempser Mile</td>
<td></td>
</tr>
<tr>
<td>Fourth of July Parade/Fireworks</td>
<td>Parade on Central St / Fireworks at Lakefront</td>
<td>7/4/18</td>
<td>2:00pm - 10:00pm</td>
<td>Evanston Fourth of July Association</td>
<td></td>
</tr>
<tr>
<td>Evanston Haitian Community Picnic</td>
<td>Community Picnic in James Park</td>
<td>7/4/18</td>
<td>2:00pm - 10:00pm</td>
<td>Geral Daye</td>
<td></td>
</tr>
<tr>
<td>Starlight Concert Series</td>
<td>Concert in Chandler Park</td>
<td>7/10/18</td>
<td>7:00pm - 9:00pm</td>
<td>City of Evanston</td>
<td></td>
</tr>
<tr>
<td>Thursday Night Live</td>
<td>Dance Series in Fountain Square South Plaza</td>
<td>7/12/18</td>
<td>7:00pm - 9:00pm</td>
<td>Downtown Evanston</td>
<td></td>
</tr>
<tr>
<td>Central St Sidewalk Sale</td>
<td>Sidewalk Sale on Central St</td>
<td>7/12/18</td>
<td>7/18/18</td>
<td>Central St Business Assoc</td>
<td></td>
</tr>
<tr>
<td>Starlight Concert Series w/ food trucks</td>
<td>Concert in Brummel Park</td>
<td>7/17/18</td>
<td>7:00pm - 8:30pm</td>
<td>City of Evanston</td>
<td></td>
</tr>
<tr>
<td>Thursday Night Live</td>
<td>Dance Series in Fountain Square South Plaza</td>
<td>7/19/18</td>
<td>7:00pm - 9:00pm</td>
<td>Downtown Evanston</td>
<td></td>
</tr>
<tr>
<td>Live on the Lot</td>
<td>Concert Series at Temperance Beer</td>
<td>7/19/18</td>
<td>7/21/18</td>
<td>Jake Samuels of SPACE</td>
<td></td>
</tr>
<tr>
<td>World Arts &amp; Music Festival</td>
<td>Festival in Centennial and Dawes Park -</td>
<td>7/21/18</td>
<td>7/22/18</td>
<td>City of Evanston</td>
<td></td>
</tr>
<tr>
<td>Starlight Concert Series</td>
<td>Concert in Mason Park</td>
<td>7/24/18</td>
<td>7:00pm - 9:00pm</td>
<td>City of Evanston</td>
<td></td>
</tr>
<tr>
<td>Thursday Night live</td>
<td>Dance series in Fountain Square South Plaza</td>
<td>7/26/18</td>
<td>7:00pm - 9:00pm</td>
<td>Downtown Evanston</td>
<td></td>
</tr>
<tr>
<td>Live at Canal Shores</td>
<td>2 date concert series at the Canal Shores</td>
<td>7/27/18</td>
<td>7/28/18</td>
<td>Jake Samuels of SPACE</td>
<td></td>
</tr>
<tr>
<td>Downtown Sidewalk Sale</td>
<td>Sidewalk Sale in Downtown Evanston</td>
<td>7/27/18</td>
<td>7/29/18</td>
<td>Downtown Evanston</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Event</th>
<th>Location</th>
<th>Date</th>
<th>Time</th>
<th>Organizer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dempster-Main Mile Sidewalk Sale</td>
<td>Sidewalk Sale on Main / Dempster</td>
<td>7/27/18</td>
<td>10:00am - 6:00pm</td>
<td>The Main-Dempster Mile</td>
</tr>
<tr>
<td>History Center Ice Cream Social</td>
<td>Ice cream social at Dawes House 225 Greenwood St</td>
<td>7/28/18</td>
<td>1:00pm - 4:00pm</td>
<td>Evanston History Center</td>
</tr>
<tr>
<td>Great Lake Plunge</td>
<td>Swim Challenge at Dempster St Beach</td>
<td>7/29/18</td>
<td>7:00am - 11:00am</td>
<td>Evanston OWL Inc</td>
</tr>
<tr>
<td>NU Run for Walk</td>
<td>NU Fundraising Event</td>
<td>7/29/18</td>
<td>7:30am - 11:00am</td>
<td>Northwestern</td>
</tr>
<tr>
<td>Starlight Concert Series</td>
<td>Concert in Baker Park</td>
<td>7/31/18</td>
<td>7:00pm - 9:00pm</td>
<td>City of Evanston</td>
</tr>
<tr>
<td>Thursday Night live</td>
<td>Dance series in Fountain Square South Plaza</td>
<td>8/2/18</td>
<td>7:00pm - 9:00pm</td>
<td>Downtown Evanston</td>
</tr>
<tr>
<td>Main-Dempster Mile Summer Concert Series</td>
<td>2 hour concert at 600 Main St</td>
<td>8/3/18</td>
<td>5:00pm - 8:00pm</td>
<td>The Main-Dempster Mile</td>
</tr>
<tr>
<td>Movie in the Park</td>
<td>Movie in Dawes Park</td>
<td>8/4/18</td>
<td>8:00pm</td>
<td>City of Evanston</td>
</tr>
<tr>
<td>YMCA Youth Triathlon</td>
<td>Triathlon at ETHS</td>
<td>8/5/18</td>
<td>8:00am - 10:00am</td>
<td>YMCA</td>
</tr>
<tr>
<td>Friends &amp; Family Day Picnic</td>
<td>Picnic in James Park</td>
<td>8/5/18</td>
<td>10:00am - 9:00pm</td>
<td>Evanston Cricket Club</td>
</tr>
<tr>
<td>Movie in the Park</td>
<td>Movie in Penny Park</td>
<td>8/7/18</td>
<td>8:00pm</td>
<td>City of Evanston</td>
</tr>
<tr>
<td>Thursday Night live</td>
<td>Dance series in Fountain Square</td>
<td>8/9/18</td>
<td>7:00pm - 9:00pm</td>
<td>Downtown Evanston</td>
</tr>
<tr>
<td>Movie in the Park</td>
<td>Movie in Crown Park</td>
<td>8/11/18</td>
<td>8:00pm</td>
<td>City of Evanston</td>
</tr>
<tr>
<td>Dar-us-Sunnah Masjid Community Center Picnic</td>
<td>Picnic in Twiggs Park</td>
<td>8/11/18</td>
<td>11:00am - 6:00pm</td>
<td>Dar-us-Sunnah Masjid &amp; Community Center</td>
</tr>
<tr>
<td>Movie in the Park</td>
<td>Movie in Eggleston Park</td>
<td>8/14/18</td>
<td>8:00pm</td>
<td>City of Evanston</td>
</tr>
<tr>
<td>Thursday Night live</td>
<td>Dance series in Fountain Square</td>
<td>8/16/18</td>
<td>7:00pm - 9:00pm</td>
<td>Downtown Evanston</td>
</tr>
<tr>
<td>Evanston Art and Big Fork Festival</td>
<td>Art Festival in downtown Evanston</td>
<td>8/17/18</td>
<td>10:00am - 9:00pm</td>
<td>Amdur Productions</td>
</tr>
<tr>
<td>Movie in the Park</td>
<td>Movie in Baker Park</td>
<td>8/18/18</td>
<td>8:00pm</td>
<td>City of Evanston</td>
</tr>
<tr>
<td>Evanston Remembrance Reunion Picnic</td>
<td>Picnic in James Park</td>
<td>8/18/18</td>
<td>10:00am - 8:00pm</td>
<td>John Murray</td>
</tr>
<tr>
<td>Movie in the Park</td>
<td>Movie in Bent Park</td>
<td>8/21/18</td>
<td>8:00pm</td>
<td>City of Evanston</td>
</tr>
<tr>
<td>Thursday Night live</td>
<td>Dance series in downtown Evanston 1603 Orrington with live music and dance instruction. - same as past years</td>
<td>8/23/18</td>
<td>7:00pm - 9:00pm</td>
<td>Downtown Evanston</td>
</tr>
<tr>
<td>Big Evanston Block Party</td>
<td>2 day street festival at Dempster between Chgo and Hinman</td>
<td>8/25/18</td>
<td>12:00pm - 10:00am</td>
<td>Jake Samuels of SPACE</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Event Name</th>
<th>Location Details</th>
<th>Date</th>
<th>Time</th>
<th>Organizer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Movie in the Park</td>
<td></td>
<td>8/25/18</td>
<td>8:00pm</td>
<td>City of Evanston</td>
</tr>
<tr>
<td>Taste of Armenia Festival</td>
<td>Food Festival on Clark St between Benson and Sherman</td>
<td>8/26/18</td>
<td>12:00pm - 6:30pm</td>
<td>St. James Armenian Church</td>
</tr>
<tr>
<td>Evanston Community Picnic</td>
<td>Picnic in Ingraham Park</td>
<td>8/26/18</td>
<td>1:00pm - 4:00pm</td>
<td>City of Evanston</td>
</tr>
<tr>
<td>Movie in the Park</td>
<td>Movie in Brummel Park</td>
<td>9/1/18</td>
<td>8:00pm</td>
<td>City of Evanston</td>
</tr>
<tr>
<td>ETHS Booster Palooza</td>
<td>Fundraiser event on top of Sherman Plaza Garage</td>
<td>9/8/18</td>
<td>6:00pm - 10:00pm</td>
<td>ETHS Boosters / Dist 202</td>
</tr>
<tr>
<td>Malankara Catholic Church Procession</td>
<td>Participants walk around the block of the church 1208 Ashland Ave</td>
<td>9/8/18</td>
<td>5:30pm - 6:30pm</td>
<td>Malankara Catholic Church</td>
</tr>
<tr>
<td>Ride for AIDS Chicago</td>
<td>Bike ride from Evanston to Wisconsin and back</td>
<td>9/8/18 9/9/18</td>
<td>6:00am - 6:00pm</td>
<td>Test Positive Aware Network Inc</td>
</tr>
<tr>
<td>Streets Alive</td>
<td>Street Festival on Main St from Florence to Hinman</td>
<td>9/9/18</td>
<td>1:00pm 5:00pm</td>
<td>City of Evanston</td>
</tr>
<tr>
<td>Evanston Charity Wine Walk</td>
<td>Businesses will serve samples of wine and offer special sales</td>
<td>9/13/18</td>
<td>5:00pm - 9:00pm</td>
<td>The Main - Dempster Mile</td>
</tr>
<tr>
<td>Kits, Cats and Kids Block Party</td>
<td>block party on sherman ave between church and davis</td>
<td>9/13/18</td>
<td>5:00pm - 7:30pm</td>
<td>City of Evanston</td>
</tr>
<tr>
<td>North Shore Century</td>
<td>Bike ride to Kenosha and back</td>
<td>9/16/18</td>
<td>6:00am - 6:00pm</td>
<td>Evanston Bicycle Club</td>
</tr>
<tr>
<td>NAMI Cook County N Suburban 5K</td>
<td>Fundraiser walk on the lakefront path and NU Campus</td>
<td>9/23/18</td>
<td>9:00am - 10:30am</td>
<td>NAMI Cook County N Suburban</td>
</tr>
<tr>
<td>Evanston Motorcycle Classic</td>
<td>Motorcycle show on Orrington between church and Davis</td>
<td>9/23/18</td>
<td>10:00am - 3:00pm</td>
<td>Randy Wait</td>
</tr>
<tr>
<td>Bike the Ridge</td>
<td>Bike ride on Ridge between Church and Howard</td>
<td>9/30/18</td>
<td>9:00am - 1:00pm</td>
<td>City of Evanston</td>
</tr>
<tr>
<td>Walk a Mile in Her Shoes</td>
<td>Fundraiser walk along lakefront path</td>
<td>10/7/18</td>
<td>10:00am - 12:00pm</td>
<td>Northwest Center Against Sexual Assault (NWCASA)</td>
</tr>
<tr>
<td>Evanston Oktober Fest</td>
<td>Beer sampling event on NU parking lot where Downtown Farmers Market is held</td>
<td>10/14/18</td>
<td>1pm - 6pm</td>
<td>Downtown Evanston</td>
</tr>
<tr>
<td>Zombie Scramble</td>
<td>Fun run on Ladd Arb path</td>
<td>10/20/18</td>
<td>4:00pm - 10:00pm</td>
<td>City of Evanston</td>
</tr>
<tr>
<td>Cubmobile</td>
<td>Soapbox derby race on Leonard Place between Ridge and Asbury</td>
<td>10/28/18</td>
<td>9:00am - 3:00pm</td>
<td>Boy Scouts of America</td>
</tr>
<tr>
<td>Event</td>
<td>Description</td>
<td>Date</td>
<td>Time</td>
<td>Organizer</td>
</tr>
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</tr>
<tr>
<td>Veterans Day</td>
<td>Ceremony in Patriots Park (if fountain sqr under construction)</td>
<td>11/11/18</td>
<td>10:00am - 12:00pm</td>
<td>Evanston American Legion Post 42</td>
</tr>
<tr>
<td>Flying Turkey SK Run/Walk</td>
<td>5K along lakefront path and NU campus</td>
<td>11/22/18</td>
<td>9:00am - 10:30am</td>
<td>Jonathan Cain</td>
</tr>
<tr>
<td>Warm Bevvy Wak</td>
<td>Businesses serve samples of wine and offer special sales</td>
<td>12/6/18</td>
<td>5:00pm - 8:00pm</td>
<td>Downtown Evanston</td>
</tr>
<tr>
<td>Evanston Tree lighting</td>
<td>Tree lighting event downtown Evanston</td>
<td>12/8/18</td>
<td>5:00pm - 7:00pm</td>
<td>Downtown Evanston</td>
</tr>
<tr>
<td>Menorah lighting</td>
<td>Ceremony in Fountain Square - same as past years</td>
<td>Dec TBD</td>
<td>5:30pm</td>
<td>City of Evanston</td>
</tr>
<tr>
<td>Kinara lighting</td>
<td>Ceremony in Fountain Square - same as past years</td>
<td>Dec TBD</td>
<td>11:00am</td>
<td>City of Evanston</td>
</tr>
<tr>
<td>First Night Evanston</td>
<td>Family activities in Downtown Evanston</td>
<td>12/31/18</td>
<td>12:00pm - 12:30am</td>
<td>First Night Evanston Inc</td>
</tr>
</tbody>
</table>
Thank you for your interest in holding a special event in the City of Evanston. Enclosed are the materials needed to obtain a Special Event Permit for your upcoming event. Please follow the application directions very carefully. These first three pages should be removed from the completed application and kept by the event coordinator for reference. Also, an application checklist is included on page three of the instructions for further assistance. Some of the information will not apply to your specific event. However, no Special Event Permit will be issued without submittal of a signed application (See the bottom of Page 4 of the application) and requested documentation. Your event must have final approval of the City of Evanston Special Events Committee and in some cases the City Council.

Your event will be assigned to a staff person who will assist you throughout this process and will be your primary contact. You will be notified by your primary contact person if your event requires additional permits such as a: tent permit, temporary food permit, electrical permit, or liquor license, which must be obtained before you can receive a Special Event Permit.

**Minimum Requirements/Criteria**

The following criteria will be used to determine if the event is considered a Special Event:

1. All outdoor events requested on City property, i.e. street, sidewalk, park, etc., and/or deemed to significantly impact the City are considered Special Events.
2. An event that requires City Council approval is a Special Event. Special events that require City Council approval include:
   - Lakefront Events of 100 participants or more require Human Services Committee and City Council approval. Due to the high usage of the lakefront parks, which generates associated environmental, health and life safety issues, Special Event Permits are limited in lakefront parks.
   - Non-Lakefront Park Events of 250 participants or more require Human Services Committee and City Council approval.
   - Events requiring Street Closure of 250 participants or more (with the exception of block parties) require Administrative & Public Works Committee and City Council approval.

**Requirements and Conditions**

1. **Compliance with City ordinances.** The applicant shall comply with all applicable City ordinances, codes, conditions, and requirements.
2. **Compensation for City Staffing.** Depending on attendance, the City may require city personnel including Police and/or Fire, at the function. All City personnel involved in advance of, during and after, the day(s) of the event may be charged back to the sponsoring agency. The City shall determine the number of personnel necessary to ensure the safety of participants, minimize the inconvenience to our residents, ensure the success of the event, and reduce the public liability exposure to the sponsoring agency as well as the City. The bill will be transmitted to the sponsoring agency within thirty (30) days after the completion of the event.
3. **Food and Beverage Service.** No food or beverages shall be sold or given away at the outdoor event, unless approved by the City’s Health Department. We highly encourage the rental and usage of the City’s water trailer over the use and distribution of bottled water.
4. **Recycling and Refuse Service.** All events that anticipate generating more refuse and recycling than can be handled by publicly located containers must co-locate all refuse and recycling containers. There should be no locations where a refuse or recycling can is placed without its counterpart.
5. **Liquor Consumption and Service.** No alcohol shall be sold or given away at the outdoor event, unless approved by the Mayor. Applications are received by the Legal Department and submitted to the Mayor for approval.
6. **Electrical Power.** All applicants should provide their own source of power for their specific needs; the City generally will not provide electrical services of any sort.
7. **Misc.**
   a. Street closures are generally not permitted other than on Sunday mornings to minimize inconvenience to Evanston residents (with the exception of block parties).
   b. The City of Evanston is not responsible for any accidents or damages to persons or property resulting from the issuance of a Special Event Permit.
The Special Event Permit is non-transferable and can only be used on the designated dates and times as printed and is required to be posted on site during the event.

d. The City of Evanston reserves the right to suspend, cancel and/or reschedule events.

The event coordinator is responsible for ensuring that the organization and all participants and spectators abide by all the above conditions, ordinances, codes, and requirements.

**Application Process**

1. **Application Submittal.**
   
   **Due Date.** The attached special event permit application form must be completely filled out, signed and submitted to the Parks, Recreation and Community Services Department by **January 31, 2019** to allow sufficient time for City staff to evaluate your request and provide a recommendation to City Council for consideration, if necessary.

   - **Required Attachments.**
     - **Narrative.** Describing in detail the nature of the event.
     - **Site plan.** Detail dimensions, location of all structures, seating, tents, stages, generators, booths, vendors, toilet facilities, emergency vehicle access, parking, solid waste containers, recycling bins, etc.
     - **Hold Harmless Agreement.** A signed Hold Harmless Release Agreement must be submitted with each application (see page 5 of application.)
     - **Certificate of Insurance.** The City of Evanston requires a Certificate of Insurance naming the City as an additional insured in the amount of $1,000,000 unless a greater amount is warranted.
     - **Security Deposit/Bond.** A security bond or safety deposit may be required, depending on the size and nature of the event.

**Fees**

1. **Application Fee.** A non-refundable “Application fee” of $150 must be submitted along with the application for all non-City sponsored events.

2. **Permit Fees.** Permit fees (electrical, tent, alcohol, raffle, food, park, etc.) can not be waived and are separate from the application fee. No Special Event Permit will be issued until the permit fees have been paid and a copy of the permit submitted to the city staff contact person assigned to oversee the event. (fees are listed below)

   - Tent Permit: $30.00 (per tent larger than 10x10)
   - Electrical Permit: Varies
   - Liquor License (special events): $150
   - Temporary Food Permit: $111.00
   - Raffle Permit: $50.00
   - Park Permit: $125 (Lakefront Park $250)
   - Banner Permit: $20
   - Water Trailer: Varies
   - Security Bond or Maximum Security Deposit: Varies

All City permit applications can be found online at http://www.cityofevanston.org/business/permits-licenses/

3. **Event Fees (Cost for City Services / City Staffing):**
   
   a. **City Events and City-Sponsored Events**—Cost for City Services will be waived.
   
   b. **Outside Agency Events** - The City requires 100% reimbursement from the event coordinator for all costs to provide City services for such events.

4. **Payment.**
   
   a. Make all checks payable to the “City of Evanston/Special Events” and note your business name and event name.
   
   b. All fees are non-refundable.
# Application Checklist

Use this list to ensure that you have included supporting documentation to accompany the information on your Special Event Application.

**Documents that must be submitted:**
- Complete the full Special Events Application and sign on page 4 by **January 31, 2019**.
- Complete and sign the Hold Harmless Release Agreement on page 5.
- A copy of your Certificate of Insurance listing the City of Evanston as an additional insured in the amount required.

**Documents that may need to be submitted:**

<table>
<thead>
<tr>
<th>Submitted</th>
<th>Does Not Apply</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Tent Permit Application</td>
</tr>
<tr>
<td></td>
<td>Electrical Permit Application</td>
</tr>
<tr>
<td></td>
<td>Temporary Food Event Permit Application</td>
</tr>
<tr>
<td></td>
<td>Liquor License Application</td>
</tr>
<tr>
<td></td>
<td>Park Permit Application</td>
</tr>
<tr>
<td></td>
<td>Loudspeaker Permit Application</td>
</tr>
<tr>
<td></td>
<td>Temporary Sign/Banner</td>
</tr>
<tr>
<td></td>
<td>Raffle Permit Application</td>
</tr>
<tr>
<td></td>
<td>Security Bond or Maximum Security Deposit</td>
</tr>
<tr>
<td></td>
<td>Map of proposed route for Race/Walk</td>
</tr>
<tr>
<td></td>
<td>Copy of written permission to utilize non-Evanston property</td>
</tr>
</tbody>
</table>

*Should you have any questions or need assistance with completing this application, please call the Parks, Recreation and Community Services Department at 847-866-2914 or email specialevents@cityofevanston.org.*

*(Please detach these first three pages and keep for your records)*
City of Evanston
2019 Event Permit Application

Submit this application, along with a description of your proposed event, and $150 application fee, to the City of Evanston, Parks, Recreation and Community Services Department, c/o Special Events Committee, 2100 Ridge Ave. Evanston, IL 60201 by Thursday, January 31, 2019.
Email: specialevents@cityofevanston.org Fax: (847) 448-8051 Phone: 847-866-2914.

Please refer to the Special Event Permit Instructions on the preceding pages while completing this application.

Event Information

Name of Event: ___________________________ Estimated # of participants: ________
Event Location(s): ___________________________ Estimated Attendance: ________
Type of Event:  
☐ Festival/Fair ☐ Parade/March
☐ Race/Walk/Bike Ride ☐ Concert
☐ Sidewalk Sale ☐ Other ___________________________
Date(s): ________ Rain Date(s): ________ Event time: Start _____a.m./p.m. Finish: ____a.m./p.m.
Set Up Time: Start: _______a.m./p.m. Take Down Finish: ____a.m./p.m.

Yes ☐ No ☐ Is the Event a Fundraiser? Beneficiary: __________________________
Yes ☐ No ☐ Registration/Entrance Fee: Amount: $ __________________________

Organization Information

Yes ☐ No ☐ Is this organization registered with the State of Illinois as a non-profit organization?
Organization: ____________________________________________________________
Address: _______________________________________________________________
Business Phone: _______________ Fax: _______________ E-mail: _______________

Contact Person

Name: ___________________________________________ Are you 18 yrs or older: ________
Address: _______________________________________________________________
Telephone: ___________________ Cellular: ___________________ E-mail: __________
Relation to above organization: __________________________
General Service Questions

Section A: Public Works Department: Traffic/Parking/Sanitation:
Yes □ No □ Are street closures requested?
If yes, what streets? __________________________________________________________________________

Justification for street closure: ____________________________________________________________________________________________

Yes □ No □ Are covering parking meters requested?
If yes, provide locations &/or meter numbers ________________________________________________________________________________

Does your event require any other parking related requests or considerations? If so, please list them below:
__________________________________________________________________________________________________

What is your plan for cleaning, recycling and disposing of all refuse from this event? ______________________________

• *It is the event organizer’s responsibility to dispose of all trash/recycling daily throughout the event, unless otherwise contracted with the City, which will require a fee. A minimum charge of $100 includes 5 trash and 5 recycling carts. $50 for each additional 5 trash and 5 recycling carts. Please refrain from using the public trash/recycling containers for your event.*

Section B: Community Development Department: Tent / Electrical / Banner Permit
Yes □ No □ Will tents larger than 10 x10 be used for your event?
Yes □ No □ Will a stage be used for your event?
Yes □ No □ Will you be using electrical equipment? (Permit not required for small portable generators)
  ➢ If yes, you will need to complete a separate tent and/or electrical permit application. Tent Permit fee is $30 /
    Electrical Permit fee varies.

• *All applicants should provide their own source of power for their specific needs; the City generally will not provide electrical services of any sort. Permit is required for installation of temporary electric service or larger portable power generator (20kw or larger) intended to provide power for multiple vendors, stages, etc.*

Yes □ No □ Will you need banners hung?
  ➢ If yes, you will need to complete a separate banner permit application. Fee is $20.

Section C: Fire Department
Yes □ No □ Will the Fire Department have access to all sites in the event of an emergency?
If not, please provide a contingency plan in the event of an emergency.

Yes □ No □ Will any fire hydrants be obstructed?
Yes □ No □ Will you be supplying your own First-Aid station?

Section D: Police Department
Yes □ No □ Is traffic control or crowd control necessary for your event?
If so, please describe your needs: ________________________________________________________________________________

• *Depending on attendance, the City may require Police and/or Fire personnel at the function. The City shall determine the number of personnel necessary to ensure the safety of participants, minimize the inconvenience to residents, and reduce the public liability exposure to the sponsoring agency as well as the City. City personnel involved in advance of, during and after, the day(s) of the event may be charged back to the sponsoring agency. Minimum $40 per hour.*
Section E: Health Department: Temporary Food Permit
Yes ☐ No ☐ Is food or drink being served at this event?
➢ If yes, you will need to complete a separate temporary food event permit application. Temporary food event permit fee is $111.
• No food or beverage shall be sold or given away at events open to the public, unless authorized by the City.

Section F: Legal/Liquor Department: Liquor License
Yes ☐ No ☐ Will alcoholic beverages be served or sold?
➢ If yes, you will need to complete a separate liquor license application. Liquor license fee is $150.
Complete address where liquor will be served/sold:
Where will the sale of liquor take place: ☐ Indoors ☐ Outdoors
The sale premises are located on: ☐ Private property ☐ Public Property

Section G: Parks, Recreation and Community Services Department: Park Permit
Yes ☐ No ☐ Will this event be held in a City Park?
➢ If so, which Park(s) (be specific): ____________________________
You will need to complete a separate park permit application. Park permit fee is $150 and $250 for lakefront parks.

Section H: Parks, Recreation and Community Services Department: Loudspeaker Permit
Yes ☐ No ☐ Will a PA system or loudspeaker be used?
➢ If yes, you will need to complete a separate loudspeaker permit application and answer the following questions:
Date(s): ____________________________ Hours of Operation: _____ a.m./p.m. Finish: ___ a.m./p.m.
Please check the type of sound to be emitted:
☐ Speech ☐ Recorded Music ☐ Live Music ☐ Other: ____________________________

Section I: Public Works Department:
Yes ☐ No ☐ Does the event include a sidewalk sale?

Section J: City Collector's Office: Raffle Permit
Yes ☐ No ☐ Are you selling raffle tickets as part of your event?
➢ If yes, you will need to complete a separate raffle permit application. Raffle permit fee is $50.00.

Section K: Publicity
The City of Evanston lists most major special events that are open to the public on its Web site calendar because neighborhoods and business districts may be affected by traffic, noise, etc. The calendar listing also provides additional promotion of your event to residents and visitors. However, some events are not open to the public and should not be listed. Should your event be included on the City of Evanston’s calendar of events? Yes ☐ No ☐

If yes, at least one month before the event, please email text that you would like us to list to communications@cityofevanston.org or use the space below on this page. Be sure to include the event title, description, day, date, time, location, and admission fee, if any. If you would like us to link to your web site, so visitors can access the most up-to-date details, please print the URL link below:

_____________________________________________________________________________________

Recruit volunteers for your event at www.volunteerevanston.com.
Site-Plan Sketch of Event (Completed by Organizer)
In the space below, please detail dimensions, location of all structures, seating, tents, stages, generators, booths, vendors, toilet facilities, emergency vehicle access, parking, solid waste containers, recycling bins, etc. Attach a sheet if additional space is needed.

- General Map of Location
- Street Closures/Parking Information
- Garbage / Recycling Cans
- Tents, Stages, Electrical Equipment
- Loud Speakers
- Food/Alcohol Vendor Booths
- Electricity Sources
- Water Sources
- Toilet Sites

Applicant’s Statement of Agreement:
Everything that I have stated on this application is correct to the best of my knowledge. I have read, understand, and agree to abide by the rules and regulations included in this application including the instruction section of this application. The permit, if granted, is not transferable and is revocable at any time at the absolute discretion of the City of Evanston. I hereby affirm that the above information is true and correct in describing the intent of this application. I understand that the issuance of the special event permit is contingent upon compliance of all conditions and requirements.

I, ________________________________ the undersigned, agree to abide by the provisions in this application and the instructions attached hereto.

______________________________________    ________________________
(Signature of Applicant)       (Date)
Hold Harmless/Indemnification Agreement

Applicant has requested permission to _____________________________________________________ in the City of Evanston. For consideration of such permission, Applicant hereby fully releases and discharges the City of Evanston, its officers, agents and employees from any and all claims from injuries, including death, damages, and/or loss, which may arise or which may be alleged to have arisen out of, or in connection with said event.

Applicant further agrees to indemnify, hold harmless, and defend the City of Evanston, its officers, agents and employees, from any and all claims resulting from injuries, including death, damages, and/or losses, including, but not limited to, the general public, which may arise or which may be alleged to have arisen out of, or in connection with said event.

In addition, Applicant has furnished and attached two (2) certificates of General Liability insurance with the City of Evanston named as an additional insured in an amount to be determined by the City’s Special Events Committee, but in no case less than $1,000,000.

________________________________________
Applicant

________________________________________
Name

________________________________________
Title

________________________________________  _________________
Signature                                           Date
CURRENT ANNUAL EVENTS HOSTED IN WELSH RYAN ARENA
Permitted under current ordinance

<table>
<thead>
<tr>
<th>Event</th>
<th>Amount/year</th>
<th># of attendees</th>
<th>Time of year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Northwestern Men's Basketball</td>
<td>18</td>
<td>Up to 7,039</td>
<td>Nov.-March</td>
</tr>
<tr>
<td>Northwestern Women's Basketball</td>
<td>17</td>
<td>~1000</td>
<td>Nov.-March</td>
</tr>
<tr>
<td>Northwestern Volleyball</td>
<td>16</td>
<td>~1000</td>
<td>Sept.-Nov.</td>
</tr>
<tr>
<td>Northwestern Graduations</td>
<td>1</td>
<td>~7,000</td>
<td>June</td>
</tr>
<tr>
<td>A&amp;O Fall concert</td>
<td>1</td>
<td>~3000</td>
<td>October</td>
</tr>
<tr>
<td>Three High School Graduations</td>
<td>3</td>
<td>~5000</td>
<td>May/June</td>
</tr>
</tbody>
</table>
To Whom It May Concern:

I am a 7th Ward resident and parent of young, school-aged children. While I love living near the stadium and attending Big 10 sporting events literally in my backyard, I strongly oppose granting Northwestern University’s request to allow non-collegiate, for-profit events at Welsh-Ryan Arena.

I love my neighborhood because of its rich community of neighbors, its deep and unique sense of place, and the safety my children enjoy along Central Street and around McCulloch Park. After renting a home in our neighborhood for five years, I chose to buy a house within 500 feet of Ryan Field because I believe in and experience daily the magic that can be made when universities and their neighbors work together to create safe, working relationships that consider the health of the larger community.

On the contrary, I believe that opening the doors to non-collegiate, for-profit events at Northwestern University will devastate our local community, both within the McCulloch Park neighborhood and all along the Central Street corridor. The area around the NU sports complex was not built to withstand year-round events that attract thousands (or tens-of-thousands) of visitors. The Central Street restaurants and shops are not enough to absorb the overflow of people who arrive early or stay late for these events. Instead, they flow onto our streets, into our parks, and often upon our own private property. This imbalance makes for a dangerous mix. I anticipate that the burden on our business district, our infrastructure, and our police force will far outweigh any benefits our city currently sees in such a deal. And of course, the emotional burden on our children and our families, when our neighborhood magic is stolen by fleeting visitors without a care for what we have, is heavier than all of it.

Please vote NO to amend the ban on commercial for-profit events at Welsh-Ryan Arena. The health of our neighborhood depends upon it.

Sincerely,

Amanda Bratten

2657 Eastwood Avenue

312-608-1964
To Whom It May Concern:

I have been an Evanston 7th Ward resident for nearly nineteen years. I live almost as close as possible to the NU Stadium parking lot, just one street and 1 home separate our home from the lot. I care a great deal about Evanston and its citizens. As a matter of interest, I voluntarily served a three year term on the Evanston Human Rights Commission, including as its chair. I am writing to you now as a concerned citizen who strongly opposes granting Northwestern University’s request to allow non-collegiate, for-profit events at Welsh-Ryan Arena.

We love our neighborhood, and we believe that introducing non-collegiate, for-profit events at Welsh-Ryan Arena will cause us significant and irreparable harm, in the form of increased noise, traffic, and congestion. The value of a tax dollars raised does not outweigh the harm caused to Evanston residents. If you vote yes, you are ignoring the clear wishes of resident in favor of a non-tax paying entity (which is run by individuals that don’t actually live and raise children in the near vicinity).

Please vote NO to amend the ban on commercial for-profit events at Welsh-Ryan Arena.

Sincerely,

Betsy Katten

2650 Eastwood Ave.

Evanston, IL 60201
Welsh-Ryan Arena proposal

1 message

Kara Cummings <karabcummings@gmail.com> Thu, Aug 8, 2019 at 3:37 PM
To: shagerty@cityofevanston.org, mmjones@cityofevanston.org, jfiske@cityofevanston.org, pbraithwaite@cityofevanston.org, mwynne@cityofevanston.org, dwilson@cityofevanston.org, nsimmons@cityofevanston.org, tsuffredin@cityofevanston.org, erevelle@cityofevanston.org, arainey@cityofevanston.org, cfleming@cityofevanston.org
Cc: info@northwesternneighbors.org

To Whom It May Concern:

I am a 7th Ward resident and parent of school-aged children who strongly opposes granting Northwestern University’s request to allow non-collegiate, for-profit events at Welsh-Ryan Arena.

We love our neighborhood because it is a family friendly community. We believe that introducing non-collegiate, for-profit events at Welsh-Ryan Arena will cause excess traffic, noise pollution, light pollution, and trash. Additionally, I would anticipate that these events would happen at night so it would be disruptive to the neighbors.

While we love the NU sporting events, we also suffer from some of the negative consequences including; bad traffic, vandalism, trash, drunk people and theft (our halloween decorations were stolen from our yard last year).

Don’t you think that Northwestern University has taken advantage of the city of Evanston and the tax payers long enough? Please vote NO to amend the ban on commercial for-profit events at Welsh-Ryan Arena.

Sincerely,

The Cummings Family
8/14/2019

City of Evanston

Vote NO!
1 message

Vashti Araia <vashtiviti@icloud.com>
Thu, Aug 8, 2019 at 9:13 PM

To: shagerty@cityofevanston.org, mmjones@cityofevanston.org, jfiske@cityofevanston.org, pbraithwaite@cityofevanston.org, mwynne@cityofevanston.org, dwilson@cityofevanston.org, nsimmons@cityofevanston.org, tsuffredin@cityofevanston.org, erevelle@cityofevanston.org, arainey@cityofevanston.org, info@northwesternneighbors.org
Cc: info@northwesternneighbors.org

Dear City of Evanston,

I am a 7th ward resident and parent of a school-aged child who strongly opposes granting Northwestern University’s request to allow non-collegiate, for-profit events at Welsh-Ryan Arena.

I was raised in this community and decided to stay because I love that it is intimate and quiet. I believe that introducing non-collegiate, for-profit events at Welsh-Ryan Arena will disrupt the peace in the neighborhood, clog the streets and trample local businesses.

Please vote NO to amend the ban on commercial for-profit events at Welsh-Ryan Arena.

Sincerely,
Vashti Araia

___

Vashti Araia
Porter Group Real Estate
Broker | @properties
C: 312-391-9301

Confidentiality: This email (including any attachments) is confidential and for the sole use of the intended recipient(s) only. It may be subject to legal or other professional privilege and contain copyrighted material. Any confidentiality or privilege that may apply is not waived or lost because this email has been sent to you by mistake. Review, use, or disclosure of the contents of this email by anyone other than the intended recipient is unauthorized and strictly prohibited. If you are not the intended recipient, you may not disclose, copy or distribute this email or its attachments, nor take or omit to take any action in reliance on it. If you have received this email in error, please notify the sender immediately, delete it from your system and destroy any copies.
Meagan Jones <mmjones@cityofevanston.org>

Oppose Welsh-Ryan plan
1 message

Geoffrey Baer <geoffreybaer11@gmail.com> Fri, Aug 9, 2019 at 3:26 PM
To: mmjones@cityofevanston.org, jflake@cityofevanston.org, pbraithwaite@cityofevanston.org, mwynne@cityofevanston.org, dwilson@cityofevanston.org, rsimmons@cityofevanston.org, tsuffredin@cityofevanston.org, arainey@cityofevanston.org, cfleming@cityofevanston.org

Hello Evanston leaders.
I'm writing to say I strongly oppose the proposal to amend the ban on commercial for-profit events at Welsh-Ryan Arena. Although the number is limited and the proposal is characterized as a pilot program, I think it's highly likely that this would be only the beginning.
When night games began at Wrigley Field in 1988 the neighborhood was promised there would only be 18 per year. There are now 43 and the Cubs are lobbying for 54. PLUS all the concerts they stage there.
Increasing the number is the only way I can imagine this would generate any significant revenue for an organization as large as NU. I can't imagine they'd be going to this much trouble if that were not the plan.
Because I work on-air at WTTW I cannot publicly take a position on this because of our news standards.
But privately, as resident of the 7th Ward and parent of school-aged children, I strongly oppose granting Northwestern University's request to allow non-collegiate, for-profit events at Welsh-Ryan Arena.
I am a proud alum of Northwestern and I think that the crowds on the handful of football game days add an element of fun to the neighborhood. But that's just a few days a year. Adding commercial events would seriously degrade the nature of the neighborhood with its modest scaled homes and communal feeling of families who often meet and interact at our little local park.
I urge you to vote NO on this proposal.

Sincerely,
Geoffrey Baer
1701 Livingston St.
To Whom It May Concern:

I am a 7th Ward resident and parent of school-aged children who strongly opposes granting Northwestern University’s request to allow non-collegiate, for-profit events at Welsh-Ryan Arena.

We love our neighborhood because it is quiet, safe, clean and residential. We believe that it will no longer be this way with non-collegiate, for-profit events at Welsh-Ryan Arena. Please vote NO to amend the ban on commercial for-profit events at Welsh-Ryan Arena. Northwestern is a wealthy institution that benefits greatly from being in our community without paying property taxes. Do not let them threaten what makes our community so great.

Sincerely,

Amelia Kohm
1701 Livingston Street
To Mayor Steve Hagerty:

To the Evanston City Council:

re: proposed zoning ordinance text amendment pursuant to City Code Title 6, Zoning, to section 6-15-7-12 of the Zoning Ordinance to revise permitted uses of the U2 District

We have been residents of the 7th Ward for 31 years. Tim has been an Evanston resident for even longer as he has both undergraduate and graduate degrees from Northwestern University. Our children attended Kingsley and Haven Schools and graduated from Evanston Township High School. As long-time Evanston residents we STRONGLY OPPOSE granting Northwestern University's request to allow non-collegiate, for-profit events at Welsh-Ryan Arena.

We love our neighbors and our neighborhood. As our family grew and our first house on Eastwood became increasingly snug we reluctantly began to look outside our neighborhood. After a few years of looking we were delighted to find our current home the next block over on Broadway.

We believe that introducing non-collegiate, for-profit events at Welsh-Ryan Arena will greatly increase pedestrian and vehicular traffic in our neighborhood, adversely effecting local businesses and residents. The introduction of for-profit events WILL NOT economically benefit the City of Evanston so much as it will increase NU's revenue and profits. The City will receive a tiny fraction of the revenue NU earns. Does Evanston care so little for its local businesses and residents that it will allow this change to happen?

Please vote NO to amend the ban on commercial for-profit events at Welsh Ryan Arena.

Janet Sparks
Timothy Guimond
2750 Broadway Ave
Evanston 60201
To Whom It May Concern:

I am a long-time 7th Ward resident who strongly opposes granting Northwestern University's request to allow non-collegiate, for-profit events at Welsh-Ryan Arena. Our quiet and highly-taxed neighborhood should not be turned into a pop-up arena for thousands of people, especially one serving alcohol. These thousands will need a place to park, which means that those using the NU parking lot (with only 2 access points) will impede flow on Central and Isabella, and the rest will be inundating our neighborhood streets. Shop owners have made clear that this has a consistently negative effect on their businesses.

We believe that introducing non-collegiate, for-profit events at Welsh-Ryan Arena will be a major detriment to our safety, quality of life, and property values.

Would anyone who will have a vote on this honestly say they would want this in their neighborhood? Please vote NO to amend the ban on commercial for-profit events at Welsh-Ryan Arena.

Sincerely,

Lisa R. Taylor
Please vote NO to the zoning change for NU athletics campus

1 message

Lindsay Verstegen <lindsay.r.verstegen@gmail.com> Fri, Aug 9, 2019 at 1:23 PM
To: mmjones@cityofevanston.org, jfiske@cityofevanston.org, pbraithwaite@cityofevanston.org, mwynne@cityofevanston.org, dwilson@cityofevanston.org, rsimmons@cityofevanston.org, tsuffredin@cityofevanston.org, arainey@cityofevanston.org, cfleming@cityofevanston.org
Cc: Tony Rossetti <Anthonyroccorossetti@gmail.com>, Eleanor Revelle <erevelle@cityofevanston.org>

Hello,

My husband and I moved to Evanston 2 years ago to find a quiet and safe life for our children (aged 3 years old and 18 mos) -- We are 7th Ward residents and strongly oppose granting Northwestern University’s request to allow non-collegiate, for-profit events at Welsh-Ryan Arena. We will tell you that even in 2 years the noise and disruption to our day to day lives has increased with bigger tailgates (and a corner bar on the southwest corner of the field for gamedays) and the set up and take down on all things. We even experienced nonstop beeping for almost all of June and July with a project that they were doing to the top of the field.

The neighborhood is family friendly. The idea that we would introduce non-collegiate, for-profit events at Welsh-Ryan Arena will cause excess traffic, noise pollution, light pollution, and trash. Additionally, I would anticipate that these events would happen at night so it would be disruptive to the neighbors. It's really disappointing to understand how this helps enable the livability that Evanston touts so regularly - the livability and peace that is the reason we sign up for the tax rates that accompany citizenship.

We've had music so loud coming from the parking lots and passing cars that our baby has woken up or had trouble sleeping (and we are 4 houses in from the athletic campus). We can rarely keep our windows open for a day in the summer because inevitably there will be some disruptive action happening related to the existing allowed events. Adding additional non-collegiate events promises to bring even more disruption to our lives. We moved from the city to enjoy peace and are saddened when, many days, we found Edgewater in Chicago to be more tranquil.

NU already enjoys so many benefits from being a part of our city. We share a partnership, each bringing a dynamic the other takes benefit from. In this case, the request to bring commercial events to the mix is almost sure to disrupt the already delicate balance in the community ecosystem. Please vote NO to amend the ban on commercial for-profit events at Welsh-Ryan Arena.

As a side note, it's been disappointing to see that the conversation has gone this far. It feels so clearly a threat to what the neighborhood holds precious. I hope you will do your part to advocate and serve us as citizens -- I try my best to be involved in meetings with the city but with kids as little as we have and a full-time job it's been tough to lend my voice in person. I am hopeful you can see the impact via my email and I welcome any further questions or thoughts from you as representatives across the city.

Sincerely,

The Rossetti-Verstegen Family

Lindsay 773-272-6777

https://mail.google.com/mail/u/0?ik=4ec545897d&view=pt&search=all&permthid=thread-f%3A1641414664562018162&simpl=msg-f%3A1641414664562018162&stid=0:8
NU Text Amendment Proposal

John Twohey <johntwohey@gmail.com>
To: mmjones@cityofevanston.org
Cc: cityclerk@cityofevanston.org

TO THE EVANSTON CITY COUNCIL AND TO THE PLAN COMMISSION:

John Twohey here. My wife Mary Jane and I are residents of the 7th Ward. We live in a home at 2715 Broadway Avenue, two blocks west of Welsh-Ryan Arena.

First, let me say that we are fortunate to have Northwestern University within the city limits of Evanston. Its presence here enriches the community on many levels, and it is generally a good neighbor.

That said, my wife and I vigorously oppose the text amendment proposal that NU has advanced for Welsh-Ryan.

When we purchased our home 42 years ago we understood that we were buying into a neighborhood that included a football stadium and a basketball arena. We did some research and discovered that these buildings were used almost exclusively for Northwestern football and basketball games. We were OK with those uses, which (with a few exceptions) have been the rule for all the years that we’ve lived here.

We are not comfortable, however, seeing the city expand those uses to include for-profit concerts and professional sporting events, especially if alcoholic beverages end up being sold on these occasions. It’s one thing to live in a neighborhood that hosts eighteen college basketball games a year at Welsh-Ryan and another to see nine or ten music concerts and professional sporting events added to the lineup at that venue.

Our view is that it’s wrong for NU to change the rules that have been in place for our neighborhood for more than 40 years and to inflict on us a significant increase in traffic congestion and noise. Despite its assertion to the contrary NU simply does not have enough parking spaces on the lots east and west of Ryan Field to accommodate the number of cars that would carry patrons to new for-profit events at Welsh-Ryan. The result will be more days and nights on which local residents and businesses will contend with serious congestion on streets throughout the surrounding neighborhood.

As you know, the problem is that many years ago NU chose to locate its basketball arena and football stadium in a residential neighborhood. I’ve visited all the other Big Ten campuses, and no other school within the conference has erected athletic facilities similar to Welsh-Ryan Arena and Ryan Field so close to nearby homes and apartment buildings.

We understand that the NU athletic department is under pressure to find new ways to maximize the value of the revamped Welsh-Ryan. This is particularly true in the wake of the serious, university-wide budget crisis Northwestern is currently facing.

We simply ask that residents of this neighborhood not be asked to sacrifice our quality of life on eight to ten additional days a year in order to help balance the books at NU. That's not fair to any of us.

Thank you for taking our views on this matter into consideration.

Sincerely...John Twohey
NU Zoning

Erica Stern <ericastern@gmail.com>
To: shagerty@cityofevanston.org, mmjones@cityofevanston.org, jfske@cityofevanston.org, pbraithwaite@cityofevanston.org, mwynne@cityofevanston.org,
dwilson@cityofevanston.org, rsimmons@cityofevanston.org, tsuffredin@cityofevanston.org, erevelle@cityofevanston.org, arainey@cityofevanston.org,
cfleming@cityofevanston.org
Cc: info@northwesternneighbors.org

To the City Council and the Plan Commission,

Re. proposed zoning ordinance text amendment pursuant to City Code Title 6, Zoning, to section 6-15-7-12 of the Zoning Ordinance to revise permitted uses of the U2 District.

I am a 7th Ward resident and/or parent of school-aged children who strongly opposes granting Northwestern University’s request to allow non-collegiate, for-profit events at Welsh-Ryan Arena.

We love our neighborhood because it is welcoming, quiet, and family-friendly. We believe that introducing non-collegiate, for-profit events at Welsh-Ryan Arena will add congestion and noise that the neighborhood cannot accommodate. Please vote NO to amend the ban on commercial for-profit events at Welsh-Ryan Arena.

Sincerely,

Erica Stern

2959 Eastwood Ave.,

Evanston, IL 60201
Comments regarding Northwestern University's proposed text amendment

1 message

To: mmjones@cityofevanston.org, cityclerk@cityofevanston.org
Cc: Yvi Russell <yvisivy@sbcglobal.net>

Mike Miller <mjmil@comcast.net>
Thu, Aug 22, 2019 at 8:04 PM

I'd like to offer comment about Northwestern's proposed text amendment changing the zoning of Welsh Ryan Arena to allow for pro sports and concerts. I live in the neighborhood.

The biggest concerns seem to be about traffic and parking. Right now residents nearby (and blocks away) deal with traffic and parking problems on football games, basketball games and graduation days. What wasn't brought up in the public meetings is that these are often on weekends when residents are at home and decompressing from the week. You adjust to those weekend days knowing you will be trapped inside or outside a busy traffic area and that you can't have friends and family over because they can't park in the street. Yes, some take ride shares and some take the train, but having football and basketball game days be days where you are limited socially like this is a big deal. But we all knew about football and basketball games coming into the neighborhood but to ask us to give up additional weekend days for profit events at the arena seems like a huge additional burden that we did not take on when buying in this area.

On graduation days as well as football and basketball games you will find all of the legal parking spots in the Wilmette side taken within about a mile radius - that's a lot of streets being parked up. Yes, basketball games, too. Evanston streets are parked quite a bit west of the stadium. If I drive somewhere and have the option of parking on the street for free 2 blocks away or parking remotely and taking a shuttle to a concert at Welsh Ryan (NU's proposal), I'll take the free, easy parking. I also have 2 apps on my phone that show me where free parking is and I'm guessing others do as well. The bottom line is that people will be parking on our streets and we would give up even more weekend days to having friends and family over, and getting in and out of our own homes.

I find it disingenuous for NU (at the August 7th Plan Commission meeting and at the first Welsh Ryan meeting) to keep insisting that the conversation be limited to Welsh Ryan Arena. If you live in the area it does not matter if the attendees are going to the Arena or the stadium - traffic is traffic, parking spaces are parking spaces. We moved into the area knowing about the 8 football game weekends we would have to give up as well as the basketball game and graduation weekend days that would limit our ability to get around, or our friends and families to visit. You can't separate Welsh Ryan Arena from the stadium as if they are separate discussions - traffic and parking are issues regardless.

Here are two anecdotes: last year my in-laws flew in to visit on the day of NU's graduation ceremonies. We timed their flight arrival to avoid too much graduation traffic because they couldn't fly another day. Their flight was delayed, they hit traffic coming in, took maybe 1 hour 45 minutes to get here from O'Hare and we missed a restaurant reservation. Not the worst thing in the world, but just an example of what we deal with on certain weekends. Earlier this year we'd scheduled a dinner at our house with friends to celebrate someone's 70th birthday. They drive and can't walk far but we could only schedule this on a basketball day. They won't take Uber or Lyft, so we arranged for a friend to go out, park their car ~5 blocks away, walk back and rejoin us. We don't have a driveway. Again, not too bad, but it's just an example of what neighbors deal with. There are only so many weekends in a year and right now the idea of having additional weekend days like this does not yet seem appealing to many in that group if you think of things this way.

But if Evanston constituents want parking relief during NU events, the city needs to change parking laws on those streets (during basketball, football and potential concert days). This is a significant change and NU has no say over it. Residents would need to have parking passes to allow their friends and family members to park in the street. Likewise, if Wilmette residents want that, the village needs to make that change and there seems to be a hands off approach between Wilmette and NU. No one brought up that obvious point last night.

The distrust this neighborhood feels toward NU I felt as soon as I moved here 4 years ago in talking to neighbors. The problem is that they have no forum to air concerns other than talking to each other. So it feels to them that there is a problem (the chiller sounds, the baseball clubhouse HVAC unit, amplified music at baseball games) and they have no communication stream to direct it to. There is no "Northwestern" to talk to, so "Northwestern doesn't listen to our concerns" becomes a festering sentiment. When I open my windows most mornings at 6:45 a.m. I hear the baseball clubhouse HVAC unit running, something many Wilmette neighbors have complained about. And for the past nights I've heard the Welsh Ryan high pressure chillers come on, producing a high pitched whining noise like an air raid siren...
that the neighbors have been complaining about for 14 months. NU has occasionally answered emails, but left many unanswered. Many calls and emails to the athletic department, the facilities department and the office of community affairs were never responded to, though some have been. The issues still persist to this day.

I expect the issues that come up with professional concerts and sports games coming into this neighborhood will be similarly ignored by NU, or talked about then forgotten while we deal with the traffic and noise issues for these additional weekend days. I strongly urge you to consider not allowing this text amendment.

Mike Miller
Re: proposed zoning ordinance text amendment pursuant to City Code Title 6, Zoning, to section 6-15-7-12 of the Zoning Ordinance to revise permitted uses of the U2 District

1 message

Ted Pickus <tedpickus@gmail.com>  Mon, Aug 19, 2019 at 9:44 PM
To: cityclerk@cityofevanston.org
Cc: shagerty@cityofevanston.org, mmjones@cityofevanston.org, jfiske@cityofevanston.org, pbraithwaits@cityofevanston.org, mwynne@cityofevanston.org, dwilson@cityofevanston.org, rsimmons@cityofevanston.org, tsuffredin@cityofevanston.org, Eleanor Revelle <erevelle@cityofevanston.org>, arainey@cityofevanston.org, cfleming@cityofevanston.org, info@northwesternneighbors.org

To the City Council:

I am writing to strongly oppose the proposed Zoning Ordinance related to permitted uses of the U2 District.

As a neighbor who lives close to the stadium, I am concerned about the impact to the neighborhood of additional events held at the Northwestern campus each year. These events have a significant impact on the neighbors from traffic, noise and the kind of issues you would expect when that many people come through the neighborhood on a single day.

Nonetheless, what is more offensive to me is that the university has not offered anything to offset these costs, either to the neighbors or the city as a whole. If Northwestern was offering something in exchange, it would at least force us to consider the value of what they are offering compared to the significant costs. In this case, the value to residents seems extremely tenuous (and they don’t seem to be even attempting to really convince us otherwise), but the costs are crystal clear to those of us who live near the facilities.

I encourage the city council to reject this measure as it does not advance the interests or well being of Evanston residents, but is rather a simple cash grab for Northwestern that we do not need to support.

Thank you for your consideration.

Ted Pickus
To Whom It May Concern:

I am a 7th Ward resident and parent of two school-aged children who strongly opposes granting Northwestern University’s request to allow non-collegiate, for-profit events in the facilities within the U2 district. Before moving to Evanston, we lived in Wrigleyville. While we loved being “close to the action”, we knew that it was NOT an environment where we wanted to raise our children and we were looking to get away from the traffic, noise, trash and disorderly behavior associated with being close to such a large sporting venue.

When we found our dream house in Evanston and moved here 8 years ago, we knew what we were signing up for being only ½ block from Ryan Field. We felt comfortable that we could deal with all the inconveniences for just 7 days a year, which include:

- Pre-planning to avoid leaving the house of football Saturdays due to traffic and congestion
- Comforting our crying children who have been woken up by the fireworks during night games
- Spending Sunday morning picking up the trash that was left in our yard
- Shielding our children from disorderly behavior (including having people urinate on our lawn)

Again, while I am willing to deal with the inconvenience listed above 7 times a year, am I NOT comfortable signing up for them on a regular basis, which is what I fear will happen should commercial for-profit events be held in facilities located in the U2 district. In addition, there are too many unanswered questions, such as:

- Why do the six single-day events requested not need city approval and only the one multi-day event need approval? How will we ensure that community voices are heard regarding the types of events that are held?
- Why does the ordinance not clearly stipulate Welsh-Ryan Arena as the location for the extra events? What is behind the decision to ensure all U2 facilities are included? I feel this is a very slippery slope to including many events at Ryan Field.
- How does this text amendment link to Northwestern’s desire to apply for alcohol sales at the facilities with the U2 zone? Again, I fear this is a very slippery slope.
- The U2 zone only has 2000 parking spaces for events with a maximum attendance of 7000 people. What will Northwestern and the city do to help ensure that we don’t have vast numbers of cars parking in our neighborhood?

We love our neighborhood and don’t want to see it radically change due to this text amendment.

Please vote NO to amend the ban on commercial for-profit events within the U2 district.

Sincerely,

Jill Kidd

2740 Eastwood Ave
Fwd: NU Rezoning Amendment

Darcy Golas <darcyrgolas@gmail.com>
To: mmjones@cityofevanston.org

Tue, Aug 20, 2019 at 4:52 PM

Begin forwarded message:

From: "Don & Darcy Golas" <darcyrgolas@gmail.com>
Subject: NU Rezoning Amendment
Date: August 20, 2019 at 3:32:14 PM CDT
To: dreid@cityofevanston.org
Cc: Eleanor Revelle <er@revele.net>, Steve Hagerty <shagerty@cityofevanston.org>, Margaret Forst <margaretforst@comcast.net>, Kathy Tisdahl <Kathyp@comcast.net>, Terri Nelson <terrinel@gmail.com>, debbievaughn@comcast.net, Sam Mordka <cohen.michelle@gmail.com>, Ann Mazza <ann_mazza@yahoo.com>

To All Members of The Planning Commission:

I am writing in protest against Northwestern University’s request to U2 Rezoning for Welsh Ryan Arena (and possibly Ryan Stadium in the future). We live at the corner of Asbury Ave and Livingston (2656 Asbury) for 27 years which is 3 houses away from the east parking lot of Welsh Ryan Arena and Ryan Stadium. Over the years from NU increased athletic events we have seen the substantial increase flow of cars and people traffic throughout our neighborhood. This has added parking problems, congestion and noise levels at ALL times of the day and NIGHT. When we moved to this neighborhood we knew of the football and basketball games (I am a 26 year season football holder). But since then it’s been a constant increase in sporting events. From a new baseball and softball field with lights shining into the late night hours to LOUD noises coming from the public speaker to high school graduations, Midland wrestling tournament, sporting camps and more, it just doesn’t stop. There has also been constant construction noise and inconvenience over the past 5 years since they updated their facilities.

If Northwestern rezones it will bring masses of people into our neighborhood which we DON’T want. This is a residential neighborhood with families, zoned for peace and quiet. We have witnessed sporting fans being disrespectful to our neighborhood with their litter on our lawns & streets and many times relieving themselves in the alleys or our properties.

Our streets are narrow and CANNOT handle 2-way traffic. NU says it has a possible 2,000 parking spaces. Well, an event with 7,000 people can bring in 5,000 cars? Where do you park them? We have 6 parking spaces on our little one-sided parking street and 17 car owners on Livingston. Asbury Ave, the main thoroughfare between Isabella and Central is the same way, with cars jamming both sides of the street, preventing Fire Trucks and paramedic vehicles to through passage(which we have also witnessed numerous times) It’s a disaster waiting to happen!! How many of these POSSIBLE NU parking spaces are really available to the public?

Please do not grant Northwestern a rezoning amendment!!! They are not good neighbors.

Sincerely,

Don & Darcy Golas
Plan Commission

Text Amendment

Municipal Use Exemption
19PLND-0077
To: Chair and Members of the Plan Commission

From: Johanna Leonard, Director of Community Development
Scott Mangum, Planning and Zoning Manager
Meagan Jones, Neighborhood and Land Use Planner

Subject: Zoning Ordinance Text Amendment
Municipal Use Exemption
19PLND-0077

Date: August 19, 2019

Request
Staff recommends amending Section 6-7-4 of the Zoning Ordinance, Municipal Use Exemption, to revise language related to the process and noticing of municipal use exemptions.

Notice
The Application has been filed in conformance with applicable procedural and public notice requirements including publication in the Evanston Review on August 8, 2019.

Analysis
Background
At the July 8, 2019 Planning & Development Committee meeting, the Committee discussed the existing Municipal Use Exemption and what, if any, changes should be made. The Committee expressed support for revising the code as it relates to the noticing requirements for these uses.

Section 6-7-4 of the Zoning Ordinance allows the establishment of certain governmental or proprietary uses owned or operated by the City regardless of the Zoning District. The Municipal Use Exemption provision of the Zoning Ordinance allows flexibility in the location of municipal facilities. For example, the Lorraine H. Morton Civic Center and Service Center would not be allowed at their current locations under the Zoning Ordinance without the Municipal Use Exemption because a Government Institution is neither permitted nor a special use in the R4, General Residential Zoning District. Additional municipal facilities that are not permitted uses within their respective zoning districts are the Water Treatment Plant, Water Tower and Pump Station at 2350 Gross Point Road, many of the City’s Commercial Parking Lots, and Fire Stations #1, #2, #3, and #4. More recently, the Municipal Use Exemption has been utilized to allow the construction of the Water Pump Station at 2525 Church Street (OS Zoning District) and
Fire Station #5 at 2830 Central Street (B1a Zoning District). This exemption is similar to Section 6-7-3 which exempts certain non municipal essential utilities.

Currently, Section 6-7-4. Municipal Use Exemptions, calls for Design and Project Review (DAPR) Committee and City Council to review proposed City projects. This section does not require mailed notices to be sent out nor for legal notices to be published prior to their review.

6-7-4. - MUNICIPAL USE EXEMPTION.
Any governmental or proprietary function owned or operated by the City shall be a permitted use in any district. The City Council may approve buildings and structures owned and operated by the City that do not comply with all of the requirements of the underlying district, if they are necessary for the provision of desired City services and if the adverse impact on surrounding properties resulting from such noncompliance is minimized. Adverse impacts may be minimized by design, architectural treatment, screening, landscaping and/or placement on the lot. Such plan for reduction of adverse impact shall be subject to review by the Design and Project Review Committee.

Proposal Overview
Staff is proposing to amend Section 6-7-4 to revise language related to mailed notice for review of proposed municipal uses. Specifically, staff will amend the zoning ordinance as described below.

6-7-4. - MUNICIPAL USE EXEMPTION.

(A) Any governmental or proprietary function owned or operated by the City shall be a permitted use in any district.

(B) Where the construction of buildings and structures owned or operated by the City do not comply with all of the requirements of the underlying district, the City Council may authorize that construction if

(a) the noncompliance is necessary for the City to perform the desired services and
(b) the adverse impact on surrounding properties resulting from such noncompliance is minimized.

(C) If City Council approval is required, the Design and Project Review Committee shall review the planned construction prior to City Council taking action and provide recommendations regarding the minimization of potential adverse impacts by design, architectural treatment, screening, landscaping and/or placement on the lot.

(a) Prior to the construction, the City will provide notice of the Design and Project Review Committee meeting, through the use of a third party service, by first class mail to all owners of property within a five hundred (500) foot radius of the property lines of the subject property, inclusive of public roads, streets, alleys and other public
ways from the area proposed for development whose addresses appear on the current tax assessment list as provided by the City. The failure of delivery of such notice, however, shall not invalidate any such review process.

The proposed Text Amendment will provide additional notice for projects that are proposed by the City in a manner that more closely resembles non-municipal uses.

Standards of Approval
The proposed Zoning Ordinance Text Amendment to revise procedures for municipal use exemptions meets the standards for approval of amendments per Section 6-3-4-5- of the City Code. The proposal is consistent with the goals, objectives, and policies of the Comprehensive General Plan through its promotion of increased efficiency related to application processing and review. The proposal will have no effect on the overall character of existing development, presence of adverse effects on the value of adjacent properties, and adequacy of public facilities and services. The proposed text amendment will not have any adverse effects on the values of the properties in the area and ensure that there is consistency within existing Zoning Code regulations.

Recommendation
Staff believes the proposed text amendment to revise language related to the process and noticing of municipal use exemptions meets the standards for approval as outlined above. Staff recommends the Plan Commission make a positive recommendation to the City Council for the proposed text amendment.