ZONING BOARD OF APPEALS
Tuesday, June 02, 2020
7:00 P.M.
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Council Chambers

AGENDA

As the result of an executive order issued by Governor J.B. Pritzker suspending in-person attendance requirements for public meetings, Zoning Board members and City staff will be participating in this meeting remotely.

Due to public health concerns, residents will not be able to provide public comment in-person at the meeting. Those wishing to make public comments at the Zoning Board meeting may submit written comments in advance or sign up to provide public comment by phone or video during the meeting by calling/texting 847-448-4311 or completing the Zoning Board online comment form available by clicking here or visiting the Zoning Board webpage: https://www.cityofevanston.org/government/agendas-minutes/zoning-board-of-appeals and clicking on Public Comment Form.

Community members may watch the Zoning Board meeting online through the Zoom platform:

Join Zoom Meeting
https://zoom.us/j/96060952596?pwd=di81TUNoRlRYeUpyU0FWOGJvUEJkdz09

Meeting ID: 960 6095 2596
Password: 086484

Dial by your location
+1 312 626 6799 US (Chicago)

1. CALL TO ORDER / DECLARATION OF QUORUM

2. SUSPENSION OF THE RULES: Members participating electronically or by telephone

3. APPROVAL OF MEETING MINUTES: May 19, 2020

Order & Agenda Items are subject to change. Information about the ZBA is available at:

Questions can be directed to Melissa Klotz at mklotz@cityofevanston.org or 847-448-4311. The City of Evanston is committed to making all public meetings accessible to persons with disabilities. Any citizen needing mobility or communications assistance should contact 847-448-4311 or 847-448-8064 (TYY) at least 48 hours in advance of the scheduled meeting so that accommodations can be made.

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).
4. NEW BUSINESS

A. 820 Gaffield Place 20ZMJV-0018
Karen Croteau, applicant, submits for a special use permit for a Child Residential Care Home, Boys Hope Girls Hope of Illinois, in the R4a Residential District (Zoning Code Section 6-8-6-2). The Zoning Board of Appeals makes a recommendation to City Council, the determining body for this case.

B. 824 Gaffield Place 20ZMJV-0017
Karen Croteau, applicant, submits for a special use permit for a Child Residential Care Home, Boys Hope Girls Hope of Illinois, in the R4a Residential District (Zoning Code Section 6-8-6-2). The Zoning Board of Appeals makes a recommendation to City Council, the determining body for this case.

5. ADJOURNMENT

The next meeting of the Zoning Board is scheduled for June 16, 2020 via a virtual meeting. That information will be provided on the meeting agenda.
MEETING MINUTES
ZONING BOARD OF APPEALS
Tuesday, May 19, 2020
7:00 PM
Via Virtual Meeting

Members Present: Mary McAuley, Violetta Cullen, Myrna Arevalo, Kiril Mirintchev, Jill Zordan, Max Puchtel

Members Absent: Lisa Dziekan

Staff Present: S. Mangum, M. Klotz, C. W. Sterling

Presiding Member: Violetta Cullen

Declaration of Quorum
With a quorum present, Chair Cullen called the meeting to order at 7:01 p.m.

Suspension of Rules for digital meeting
Ms. McAuley motioned to suspend the rules to permit members to convene via virtual meeting. Second by Ms. Arevalo and approved 6-0.

Minutes
Ms. Arevalo motioned to approve the meeting minutes of February 18, 2020. Second by Ms. McAuley and approved 6-0.

1607 Chicago Avenue 20ZMJV-0006
Happy Le Inc., lessee, applies for a special use permit for a Type 2 Restaurant, in the D4 Downtown Transition District (Zoning Code Section 6-11-5-3). The Zoning Board of Appeals makes a recommendation to City Council, the determining body for this case.

M. Klotz read the case into the record.

Trinh Le, lessee and operator, briefly explained the proposed use
• Takeout service for a tea shop with waffles as a food option
• Plans to open when construction is completed in August or September
• Most employees will be Northwestern University students that walk to work
• Mostly takeout service, but will do curbside service during Covid-19
• Will have 2-3 part time employees and one full time owner/operator
• Will inquire with building owner if the turnaround area at the Merion can be used for curbside pickup

Deliberation:

Ms. McAuley stated her support for this business in this location.
Ms. Cullen stated agreement and noted there was minimal replication in the downtown.

Mr. Putchel noted that the proposal was in keeping with the goals of the Comprehensive Plan but was concerned for the business if students don’t return in the Fall.

Ms. McAuley stated that she felt there was enough demand and foot traffic, even without students, to support this type of business.

Chair Cullen read the standards and noted them being met.

Ms. McAuley made a motion for a positive recommendation to Council. Seconded by Ms. Arevalo and passed 6-0 with the following conditions:

- Hours of operation shall not exceed 6am to midnight
- The applicant shall implement a sustainability plan for food waste, composting, and recycling
- The proposal be implemented in substantial compliance with the documents and testimony on record

2678 Green Bay Road 20ZMJV-0007

Dylan Johnson, lessee, applies for a special use permit for Indoor Commercial Recreation, Total Sona Fitness, in the C2 Commercial District and Central Street Corridor Overlay District (Zoning Code Section 6-15-14-5). The Zoning Board of Appeals makes a recommendation to City Council, the determining body for this case.

M. Klotz read the case into the record.

Dylan Johnson, owner and operator, briefly explained the proposal:

- Provide small group fitness classes including cardio, yoga, and high intensity training supplemented with personal training.
- Average class size will be about 6
- Will follow all COVID-19 guidelines
- Plans to implement a pod system where no shared space is offered.
- Has six dedicated spaces and notes most of the cliental live nearby. All classes are separated by a 30 minute buffer to ensure turnover of spaces and when PetPeople is not open, they have additional spaces that can be utilized.
- Peak hours of PetPeople and the gym do not overlap
- No deliveries are anticipated.
- Plans to install a bike rack
- Two full-time employees and three part-time trainers
- No use of balls or ropes, looking toward quieter classes. No microphones.
- Plans to create a unique, calm, and intimate experience for users that isn’t replicated in this area.

Deliberation:
Ms. McAuley stated that this was an excellent proposal, one which was responsive and well suited to the current conditions (COVID). It is located in an area that will draw people for this type of fitness class and the area is well served by transit.

Mr. Puchtel stated support for the project noting its compliance with the Comprehensive Plan and occupying a vacant storefront.

Ms. Zordan agreed, stating it was a perfect use for this location which has low visibility for traditional retail.

All additional members voiced support for the project.

Chair Cullen read the standards and noted them being met.

Ms. McAuley made a motion for a positive recommendation to Council. Seconded by Ms. Arevalo and passed 6-0 with the following conditions:
- Proposal to be implemented in substantial compliance with the documents and testimony on record.

1717 Simpson Street 20ZMJV-0013
Stefan Cucu, applicant, applies for a special use permit for a Detached Single-Family Dwelling in the B1 Business District (Zoning Code Section 6-9-2-3). The Zoning Board of Appeals makes a recommendation to City Council, the determining body for this case.

M. Klotz read the case into the record.

Ms. Cucu, property owner, briefly explained the proposal
- The property is an existing single-family home which was purchased about a year ago
- Undertook some renovations for a new enclosed porch in the same footprint and was told by the City that a Special Use Permit was required
- Reiterates that nothing is changing, the home is residential, was residential, and will be residential. Looking for approval to simply rebuild what was existing and make it more attractive and useable.

M. Klotz explained that in this instance a Special Use Permit was more appropriate than seeking Major Variations. Receiving a Special Use Permit would also allow for improved lending options or future sale of the property in the future.

Deliberation

Ms. McAuley stated that the construction is a nice improvement to the home and that there was an existing mix of residences and businesses along this corridor.

All additional ZBA members agreed.

Chair Cullen read the standards and noted them being met.
Ms. Arevalo made a motion to recommend approval, seconded by Ms. McAuley and passed 6-0 with the following condition:
- The proposal be developed in substantial compliance with the documents and testimony on record.

1906 Main Street 20ZMJV-0023
Gabrielle J. Aguilar, lessee, applies for a special use permit for a Type 2 Restaurant, 4 Suns Fresh Juice, in the C1 Commercial District (Zoning Code Section 6-10-2-3). The Zoning Board of Appeals makes a recommendation to City Council, the determining body for this case.

M. Klotz read the case into the record.

Ms. Aguilar, lessee and operator, provided a brief summary of the proposed use
- Offering a vegan focus on whole food, plant based diets.
- Will have limited seating, one four-top table, a few options to go, grab and go smoothies and juices.
- Wants to offer residents in these neighborhoods more healthy food options. Notes the lack of options currently
- Sees this as a small space with a big impact on the community, boosting immune systems and infusing health and vitality in residents diets.
- Planned to open in the spring but is now hopeful for summer due to COVID
- Will have three family employees and five or so part time employees.
- Plans to hire local employees living in the surrounding neighborhoods.
- Ms. Aguilar will be the only full-time employee
- Anticipates all types of traffic to the store, particularly being near the new Robert Crown Center, foot, bike, and car. There is a large parking lot behind the strip mall that accommodates about 60 vehicles.
- The parking lot is also where deliveries will be accepted.
- Customers who drive will have to park in the lot and walk around to the main entrance.
- Interested in delivering to the Robert Crown Center in the future

Deliberation:

Ms. McAuley stated her approval of the proposal. This is a great option and will do well here because there is a lack of healthy options.

Ms. McAuley agreed that foot and bike traffic is likely, particularly bikers riding from James Park.

Chair Cullen stated that this is a great proposal for the 9th Ward.

Mr. Mirintchev stated that this location needs something like this and he is supportive. This is a high caliber proposal.
Mr. Puchtel stated he was in favor of the use and his appreciation for a passionate business owner.

Ms. Arevalo stated her support.

Ms. Zordan stated she was supportive. This is an exciting and unique offering in a good location. Stated her appreciation for the care that has been put into the business model.

Chair Cullen read the standards and noted they were met.

Ms. Arevalo made a motion for a positive recommendation, seconded by Ms. Zordan and passed 6-0 with the following conditions:

- Hours of operation not to exceed 6am to midnight.
- Proposal be developed in substantial compliance with the documents and testimony on record.

Adjourned 8:00pm
820 Gaffield Place
20ZMJV-0018

ZBA Recommending Body
Memorandum

To: Members of the Zoning Board of Appeals

From: Johanna Leonard, Community Development Director
Scott Mangum, Planning and Zoning Manager
Melissa Klotz, Zoning Administrator
Cade W. Sterling, Planner I

Subject: 820 Gaffield Place – ZBA 20ZMJV-0018
ZBA Recommending Body
City Council Determining Body

Date: May 27, 2020

Notice – Published in the May 14, 2020 Evanston Review:
Karen Croteau, applicant, submits for a special use permit for a Child Residential Care
Home, Boys Hope Girls Hope of Illinois, in the R4a Residential District (Zoning Code
Section 6-8-6-2). The Zoning Board of Appeals makes a recommendation to the City
Council, the determining body for this case.

Recommendation
City Staff and DAPR recommend approval for a special use permit for a Child
Residential Care Home, Boys Hope Girls Hope of Illinois, in the R4a General
Residential District. The applicant has complied with all zoning requirements, and meets
all of the standards of a special use for this district.

Site Background
820 Gaffield Place is a large lot improved with a circa 1885 Queen Anne in good
condition. The property is a locally listed Evanston Landmark outside of a historic
district. The property is listed in the 2015 Evanston Landmark Inventory as having good
integrity. The 2015 Evanston Landmark Inventory describes the property as being,
“typical of other vernacular structures built throughout Evanston in the 1880s and
1890s, this two-and-a-half story frame house is distinguished for the quality and design
consistency of its detailing including decorative porch, shingled gable, wood moldings
and spindlework, stained glass transoms, and low-relief classical cornice.”

The subject property is located on the south side of Gaffield Place between Sherman
Avenue to the east and Maple Avenue to the west in the R4a General Residential
District. The east property boundary abuts a public alley and Philbrick Park to the east.
The subject property is two blocks west of Northwestern University sited amongst a mix
of residential building types and densities including single and two-family detached
residential and three to four story vintage multi-family buildings. It is immediately
surrounded by the following zoning districts:

North: R4a General Residential District
South: R4a General Residential District
East: R4a/OS General Residential District/Open Space
West: R4a General Residential District

Proposal
The applicant proposes operating Boys Hope, Girls Hope of Illinois, a Child Residential Care Home, at 820 Gaffield Place. The Zoning Ordinance defines a Child Residential Care Home as:

A dwelling unit shared by four (4) to eight (8) unrelated persons, under the age of twenty-one (21) years, exclusive of staff, who require assistance and/or supervision while pursuing a primary or secondary education curriculum, and who reside together in a family-type environment as a single housekeeping unit. "Child residential care home" shall not include a home for persons who are currently addicted to alcohol or narcotic drugs or who are criminal or juvenile offenders serving on work release, probationary or court-ordered supervisory programs for offenders; nor a dormitory, fraternity/sorority dwelling, boarding house, rooming house or nursing home. (Ord. 40-0-95)

Boys Hope Girls Hope of Illinois is a privately funded 501 (c)(3) college persistence program, providing group homes, private education, and mentorship to academically-talented students from challenged socio-economic backgrounds. Boys Hope Girls Hope has been operating in Evanston for over 40 years and currently has two boys homes on Gaffield Place (823 and 827 Gaffield) as well as one girls home on Hinman Avenue (1127 Hinman). Boys Hope Girls Hope has 8 scholars and 3 staff at each location. Each home has two full time and two part time Residential Counselors, living in the same building as the scholars and providing 24/7 supervision in a family type setting. The applicant proposes to temporarily utilize 820 Gaffield Place as a boys residence while improvements are made to the two existing boys home locations at 823 and 827 Gaffield. Once these improvements are made, 820 Gaffield Place will be used as one of two girls residence homes, the other planned for 824 Gaffield Place to the west. The organization plans to sell its Hinman Avenue location, creating an institutional core on Gaffield Place, allowing for improved efficiency and level of service for its resident scholars as well as expand the girls program. The home is well suited for the proposed use as it currently contains separate dwelling units on each floor. With minor renovations, this will allow for separation of Residential Counselors and resident scholar living space and provide a shared common space.

The applicant acknowledges the building is an Evanston Landmark and has no intentions of altering the exterior of the building.

Ordinances Identified for Requested Relief:
The following uses may be allowed in the R4a General Residential District, subject to the provisions set forth in Section 6-8-6-3, “Special Uses,” of this Title:
Child Residential Care Home (among other listed uses)

Comprehensive Plan:
The Evanston Comprehensive General Plan encourages supporting the growth and evolution of institutions so long as the growth does not have an adverse impact upon the residentially zoned adjacent neighborhoods.

Objective: Preserve Evanston’s historic residential architecture and ambience

Objective: Assure that institutional development enhances surrounding neighborhoods as well as the economic development of Evanston.

Staff believes that the use is low in intensity, and is indiscernible from typical residential uses in the R4a General Residential District, thus not adversely impacting the surrounding neighborhood. Although other zoning districts mandate a separation requirement between Child Residential Care Homes, none is applicable in the R4a District. Proposed modifications to the interior of the structure are reversible, and the subject property can easily be adapted to traditional residential use in the future.

Design and Project Review (DAPR) Discussion and Recommendation:
On April 22, 2020, the Design and Project Review Committee found the proposal to be an appropriate use in the R4a General Residential District and voted unanimously to recommend approval to the Zoning Board of Appeals.

Special Use Standards:

For the ZBA to recommend that City Council grant a special use, the ZBA must find that the proposed special use:

a) Is one of the listed special uses for the zoning district in which the property lies; Standard met: Child Residential Care Home is specifically listed as a use that may be allowed in the R4a General Residential District (Code Section 6-8-6-3).

b) Complies with the purposes and the policies of the Comprehensive General Plan and the Zoning ordinance; Standard met: The use is compliant with the Zoning ordinance and Comprehensive General Plan. The proposed use promotes the growth of a long-time Evanston institution and staff believes no adverse impact to the neighborhood will occur.

c) Does not cause a negative cumulative effect in combination with existing special uses or as a category of land use; Standard met: Staff has not received any comments opposing the proposal. The proposed use is appropriate in intensity and scale for the extant mix of residential uses and densities in the neighborhood.
d) **Does not interfere with or diminish the value of property in the neighborhood:** Standard met: *The proposed use would occupy the existing residential structure in a similar way and will be indiscernible from proximate residential uses and structures.*

e) **Is adequately served by public facilities and services:** Standard met: *The subject property is adequately served by public facilities and services including alley trash and recycling service.*

f) **Does not cause undue traffic congestion:** Standard met: *The proposed use will not impose any more traffic than a residential use.*

g) **Preserves significant historical and architectural resources:** Standard met: *The structure is significant and the applicant has made a commitment to its preservation and continued integrity.*

h) **Preserves significant natural and environmental resources:** N/A

i) **Complies with all other applicable regulations:** Standard met: *The project complies with all other applicable regulations to move forward with the next steps in the special use process.*

**Attachments**
- Special Use Application
- Special Use Addendum
- Plat of Survey
- Floor Plan
- Image of Property
- Aerial View of Property
- Zoning Map of Property
- DAPR Meeting Minutes Excerpt – April 22, 2020
1. PROPERTY

Address: 820 GAFFIELD PLACE, EVANSTON, IL 6020
Permanent Identification Number(s):
PIN 1: 111-07-121-011-00000 PIN 2: ________________________________
(Note: An accurate plat of survey for all properties that are subject to this application must be submitted with the application.)

2. APPLICANT

Name: KAREN CROTEAU  PRESIDENT
Organization: BOYS HOPE GIRLS HOPE OF ILLINOIS
Address: 1100 LARAMIE, WILMETTE IL (60091)
City, State, Zip: WILMETTE, IL (60091)
Phone: Work: 8479202783 Home: ____________________________ Cell/Other: 773 610 8417
Fax: Work: ____________________________ Home: ____________________________
E-mail: kcroteau@bhgh.org

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

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

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

Name(s) or Organization: BARBARA HARRIS
Address: 820 GAFFIELD
City, State, Zip: EVANSTON, IL 60201
Phone: Work: ___________ Home: ___________ Cell/Other: (847) 722 8845
Fax: Work: ____________________________ Home: ____________________________
E-mail: Barbharrisallen@gmail.com

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

[Signature]
Date: 2/26/2020

4. SIGNATURE

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

[Signature]
Date: 2/26/2020
February 24, 2020

City of Evanston
Zoning Department
2100 Ridge Avenue, Suite #3700
Evanston, Illinois 60201

Re: Support of the Special Use Application for 820 & 824 Gaffield, Evanston, Illinois, PINS 11-07-121-017-010000 and 11-07-121-017-010-0000 (the “Properties”)

To Whom it May Concern,

My Name is Barbara Harris and I am the record owner of the above referenced Properties.

I am aware of and am cooperating with the potential purchasers of the Properties in the effort to obtain a Special Use Permit to allow the Properties to be used as a Child Residential Care Home.

Note that the Properties are not yet under contract to be sold, but I am offering my full cooperation with Boys Hope Girls Hope as well as the City of Evanston to proceed with the process through the Zoning Department.

If you have any questions or concerns, you can reach me at barbharrisson@gmail.com.

Very truly yours,

[Signature]

Barbara Harris

[Signature]

Barbara Harris
5. REQUIRED DOCUMENTS AND MATERIALS

The following are required to be submitted with this application:

☐ (This) Completed and Signed Application Form
☐ Plat of Survey  Date of Survey: \textit{UNKNOWN}
☐ Project Site Plan  Date of Drawings: \textit{2/10/20}
☐ Plan or Graphic Drawings of Proposal (If needed, see notes)
☐ Non-Compliant Zoning Analysis
☐ Proof of Ownership  Document Submitted: \textit{QUITCLAIM DEED}
☐ Application Fee  Amount: $385.00

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

\textbf{Plat of Survey}

(1) One copy of plat of survey, \textit{drawn to scale}, that accurately reflects current conditions.

\textbf{Site Plan}

(1) One copy of site plan or floor plans, \textit{drawn to scale}, showing all dimensions.

\textbf{Plan or Graphic Drawings of Proposal}

A Special Use application requires graphic representations for any elevated proposal—garages, home additions, roofed porches, etc. Applications for a/c units, driveways, concrete walks do \textbf{not} need graphic drawings; their proposed locations on the submitted site plan will suffice.

\textbf{Proof of Ownership}

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

- Tax bill will \textbf{not be accepted} as Proof of Ownership.

\textbf{Non-Compliant Zoning Analysis}

This document informed you that the proposed change of use is non-compliant with the Zoning Code and requires a variance.

\textbf{Application Fee}

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

A. Briefly describe the proposed Special Use:
   
   See attached

   
   
   
   

APPLICANT QUESTIONS

a) Is the requested special use one of the special uses specifically listed in the Zoning Ordinance? 
   What section of the Zoning Ordinance lists your proposed use as an allowed special use in the zoning 
   district in which the subject property lies? (See Zoning Analysis Review Sheet)
   See attached

   
   
   
   

b) Will the requested special use interfere with or diminish the value of property in the neighborhood? 
   Will it cause a negative cumulative effect on the neighborhood?
   See attached

   
   
   
   

c) Will the requested special use be adequately served by public facilities and services?
   See attached

   
   
   
   

Page 3 of 6
d) Will the requested special use cause undue traffic congestion?

See attached

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e) Will the requested special use preserve significant historical and architectural resources?

See attached

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f) Will the requested special use preserve significant natural and environmental features?

See attached

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

See attached

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City of Evanston
Special Use Application for 820 Gaffield Place

6. PROPOSED PROJECT
   A. Briefly describe the proposed Special Use:

   With this application, BoysHopeGirlsHope of Illinois "BHGH" seeks a Special Use Permit to open a fourth Child Residential Care Home in Evanston at 820 Gaffield and expand the number of girls our program serves. This proposed use is an allowed special use specifically listed in Zoning Ordinance Section 6-8-6-3 governing the R4a district.

   BHGH is a 501(c)(3), privately-funded, DCFS-licensed, college persistence program providing family-like group homes, excellent private education, and mentorship to academically-talented students from challenged socio-economic backgrounds. We are associated with BHGH International, which provides similar educational opportunities through affiliates in 15 domestic and 3 international locations.

   We have a long track record of success in Evanston. Our girls' home houses 8 scholars and 3 staff and has operated without incident at 1127 Hinman in Evanston's R1 Lakeshore Historic District for more than 20 years. Our two boys' homes at 823 & 827 Gaffield in the R4a zone, housing 8 scholars and 3 staff each and have been a healthy part of this neighborhood for 40 years. Each of our three homes currently operates under a Special Use Permit for a Child Residential Care Home exactly like the one we seek for 820 Gaffield.

   Our program has a competitive application process and selected students come highly recommended by their elementary school principals and counselors. The students invited into our program, hereafter our "Scholars," attend Regina Dominican High School, Loyola Academy and St. Athanasius School on scholarships provided by BHGH and the respective schools. They live with their fellow Scholars as a family under the 24/7 supervision of 2 full time and 2 part time adults hired as Residential Counselors but usually called "House Parents." BHGH provides a warm environment including family meals, first-rate education, medical care, tutoring, chores,
extracurricular activities and organized volunteer opportunities for each of our Scholars. Each child also has a volunteer life mentor and college mentor from the community. We support our Scholars through high school graduation and provide a college scholarship and career mentoring beyond graduation.

While BHGH is high-impact for our scholars, we are low-impact on our neighbors. Our Scholars attend middle or high school full-time so there is no added noise, parking congestion, foot traffic or other disruption to the neighborhood. Our Scholars go home to their parents at least one weekend per month and most of their time at BHGH is structured. We are good neighbors, providing now shoveling, babysitting and other friendly interactions that would be expected of any family on the block. We maintain just two vehicles per house for use by the adult Residential Counselors. Scholars do not have cars.

Our scholars are inspiring. They are not wards of the state, are not in any kind of legal trouble, and are selected from a competitive applicant pool based upon their academic potential. They show grit and determination as they move away from impoverished homes in the Chicago area to take advantage of BHGH’s transformational educational opportunity. Indeed, 100% of our graduates go on to college and we support them through college with mentorship and additional scholarship funding. Of these, more than 75% graduate from a 4-year university, breaking the cycle of poverty and forever changing their life trajectories.

a) Is the requested special use one of the special uses specifically listed in the Zoning Ordinance? Yes. Per Section 6-8-6-3 of the Evanston Zoning Ordinance, a CHILD RESIDENTIAL CARE HOME is specifically listed as a use that may be allowed in the R4a district. Per Section 6-4-4-3 (and as noted in the City’s Zoning Analysis) there is no separation requirement between Child Residential Care Homes applicable in the R4a district. Our program, as described above, is exactly mirrored by the definition of a CHILD RESIDENTIAL CARE HOME provided in the City Code: Child Residential Care Home “shared by 4-8 unrelated persons, exclusive of staff, under the age of 21, who require assistance and/or supervision while pursuing a primary or secondary education
curriculum, and who reside together in a family-type environment as a single housekeeping unit."

b) Will the requested special use interfere with or diminish the value of property in the neighborhood? Will it cause cumulative negative effect on the neighborhood?

No. BHGH’s proposed special use would not diminish property values on Gaffield or the surrounding area. For nearly 40 years, BHGH has maintained the two properties directly across the street, 823 & 827 Gaffield. The home we are seeking the purchase and permit is on the market for $975,000, a price comparable to or above similar homes in similar condition on nearby streets that do not have Child Residential Care Homes across the street. Our current homes on this block are quiet and fit in with character and upkeep of the surrounding properties. We are good neighbors, shoveling snow and otherwise keeping the yard maintained. On Hinman, our girls babysit for their neighbors and are a welcome part of the community. Prices in this neighborhood are buoyed by proximity to Northwestern University and the train and are not depressed or negatively affected by our presence.

The subject property at 820 Gaffield is currently occupied by the owner and her multiple tenants in three apartments. The property adjacent to the west, 824 Gaffield, is also a three-unit residence housing 8 or 9 tenants, all college students. The balance of Gaffield Street is inhabited primarily by college students in multi-unit subdivided homes and apartment buildings. There are a few single family homes amidst these multi-unit dwellings. To the north, between Noyes and Gaffield, the residences are high density commercial apartment buildings. The elevated rail tracks bisect Gaffield to the west of the subject property.

Our special use would not cause any negative cumulative effect on the neighborhood. The property in question is already occupied by multiple tenants and nearby properties are used by college students in a manner similar to our proposed special use. Notably, the young college students living on the block are not supervised, whereas our Scholars have constant adult supervision (as required by DCFS), attend local middle and high schools every weekday, and do not have cars.

It is worthwhile to note that if BHGH operated an adult residential care home Category II, for 9-15 persons, exclusive of staff, as defined in Chapter 18, it would be
permitted as of right in this R4a district. Given the structured nature of our scholarship program, and DCFS rules about staff/student ratio, our Scholars and staff would have less impact on the surrounding neighborhood than 15 disabled adults and their required staff who would be welcomed without question per the Zoning Ordinance.

c) Will the requested special use be adequately served by public facilities and services?
Yes. Our proposed use will not burden public facilities or services. Our scholars do not attend Evanston public schools or use any city services other than fire and life safety, water and sewer, for which we would make a payment in lieu of taxes as we have done for 40 years on our other Gaffield properties. Our long track record demonstrates that we have not burdened life safety services other than DCFS-required fire inspections (and maybe a burnt batch of cookies) and would not expect to use these services any more than the tenants currently renting the units within the property.

d) Will the requested use cause undue traffic congestion?
No. There will be no added traffic of any kind. We have two cars minivans for program use. These would be parked off of the street in the four car garage. Our Scholars do not have cars. There is adequate garage parking for the occasional tutor, mentor or other visitor. When we host a graduation or college send-off picnic for our Scholars, one or two days per year, train line usage and street parking will be the same as if we'd hosted it across the street, as we have been doing for 40 years.

e) Will the requested use preserve significant historical or architectural resources?
Yes. 820 Gaffield is a landmarked property and we intend to preserve and maintain the exterior character as required. The Victorian architecture and room layouts within are compatible with our use and we do not expect to make significant changes except to update the functionality of bathrooms and kitchen, none of which are original or historically significant.

f) Will the requested special use preserve significant natural and environmental features?
Yes. The current owner has invested considerable time and care into creating lovely gardens, water features, and an apiary on her large lot. We intend to maintain these natural and environmental features for the enjoyment of our Scholars and enrichment of the natural environment on the street.

g) Will the requested use comply with all other applicable regulations of the district in which it is located and other applicable ordinances?

Yes. The City Zoning Analysis did not surface any other rules or zoning regulations requiring variance for compliance. We know of no other rules or regulations governing the R4a district or of any other applicable city ordinances that should limit or prohibit our requested special use. We would of course apply for and comply with the City Department of Health and Human Services Food Establishment License as we do in our other homes.
The Evanston City Code, Title 1, Chapter 18, requires any persons or entities who request the City Council to grant zoning amendments, variations, or special uses, including planned developments, to make the following disclosures of information. The applicant is responsible for keeping the disclosure information current until the City Council has taken action on the application. For all hearings, this information is used to avoid conflicts of interest on the part of decision-makers.

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

Karen Croteau, President Boys Hope Girls Hope of Illinois
1100 Laramie, Wilmette IL 60091
Cell 773 610 8417
Office 847 920 2783
keroteau@bhgh.org

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

N/A

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

Barbara Harris - owner 1426 Chicago Ave #4N, Evanston IL 60201
barbharrisallen@gmail.com
847 722 8845

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

N/A
If Applicant or Proposed Land User is a Corporation

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

a. Names and addresses of all officers and directors.

see attached list


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

N/A


If Applicant or Proposed Land User is not a Corporation

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


Page 6 of 6
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<th>Name</th>
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THIRD FLOOR PLAN

1/16" = 1'-0"

820 GAFFIELD PL
Proposal:

CONVERT EXISTING DUPLEX INTO A CHILD RESIDENTIAL CARE HOME

Zoning Section: 6-18-3

CHILD RESIDENTIAL CARE HOME:

A dwelling unit shared by 4 to 8 unrelated persons, under the age of 21 years, exclusive of staff, who require assistance and/or supervision while pursuing a primary or secondary education curriculum, and who reside together in a family-type environment as a single housekeeping unit. "Child residential care home" shall not include a home for persons who are currently addicted to alcohol or narcotic drugs or who are criminal or juvenile offenders serving on work release, probationary or court-ordered supervisory programs for offenders; nor a dormitory, fraternity/sorority dwelling, boarding house, rooming house or nursing home.

If the mentors/supervisors will be residing in one dwelling while the scholars are residing in a separate dwelling, keep the following in mine, Evanston Zoning Code defines a FAMILY as:

A. Type A Family: One or more persons related by blood, marriage, or adoption living together as a single housekeeping unit in a dwelling unit.

B. Type B Family: Two unrelated persons and their children living together as a single housekeeping unit in a dwelling unit.

C. Type C Family: A group of not more than 3 unrelated persons living together as a single housekeeping unit in a dwelling unit.

D. Type D Family: A group of 2 or more persons containing within it one or more families, as defined in Subsections (A) and (B) of this definition, including a husband and wife married to one another and their children, as well as adults, living together in a dwelling unit as a single housekeeping unit and management, in premises in which the adult occupants are affiliated with a bona fide not for
profit corporation organized for religious purposes chartered by the state of Illinois, that owns or rents the property and has been in existence for at least 5 years prior to seeking certification by the director of planning and zoning as provided herein; provided, that in no case shall the total occupancy of the dwelling unit exceed 2 persons per bedroom, nor shall the premises be utilized for religious public assembly. This type (D) family may occupy a dwelling unit only in accordance with the procedures in Section 6-4-1-14 of this Title.

"Family" shall not be construed to mean a club, a lodge or a fraternity/sorority house.

6-8-6-3  In the R4a zoning district, a Child Residential Care Home requires special use approval by the City Council.

6-16-1-2  Concerning off-street parking requirement, change in use does not trigger additional parking requirement.

6-4-4-3  A separation requirement between a child residential care home, residential care home, transitional treatment facility, or an existing childcare institution does not apply in the R4a zoning district.

Special Use Process:
- Submit completed application, application fee, and required documents. Please provide complete answers to application questions. Financial disclosure questions are simply trying to flush out whether applicants have conflicts of interest with decision makers.
- Design and Project Review Committee (DAPR): Staff committee, reviews the special use application; provides a recommendation to the Zoning Board of Appeals (ZBA).
- ZBA: Holds public hearing, reviews the special use application, provides a recommendation to the City Council.
- Planning & Development Committee: City Council Committee, reviews the ZBA’s recommendation, provides a recommendation to the full City Council.
- City Council: Final action. City Council approves, approves with conditions, or denies the special use application.
- The process takes about 2-3 months.
- Once the completed application is submitted, staff will schedule the case for all required meetings. DAPR meets weekly, ZBA meets once a month.

Items to submit:
- Application.
- Application fee: $385.00. We use a local print shop to mail public notices, they bill applicants directly. Notices are mailed to all those who own property within 500'.
- Proof of ownership. Acceptable items include: deed, mortgage statement, contract to purchase, closing documents (financial details can be blacked out).
- Plat of survey that shows current improvements on the property.
- Site plan, if any proposed changes to improvements on the property.
- Floor plan, existing and proposed, with rooms labeled.
- Operational details, briefly describe the proposed use, how many dwelling units, # of persons under 21 residing in each dwelling unit, # of on-site staff in each dwelling, # of parking spaces needed (staff, visitors, etc.) and # of spaces provided.
QUIT CLAIM DEED

THE GRANTORS: Scott A. Harris, divorced and
not since remarried, and Barbara W. Harris,
divorced and not since remarried, both of the City
of Evanston, County of Cook, State of Illinois, for
and in consideration of Ten and 00/100 Dollars,
and other good and valuable consideration in hand paid,

CONVEY AND QUIT CLAIM TO:

BARBARA W. HARRIS, 820 Gaffield Place, Evanston, Illinois.

the following described Real Estate situated in the County of Cook in the State of
Illinois, to wit:

Lot 31 in Gaffield's Subdivision of part of the South half of the South East quarter of
the South West Quarter of Section 7, Township 41 North, Range 14, East of the Third
Principal Meridian, in Cook County, Illinois.

hereby releasing and waiving all rights under and by virtue of the Homestead Exemption
Laws of the State of Illinois.

Permanent Real Estate Index Number: 11-07-121-011-0000

Address of Real Estate: 820 Gaffield Place, Evanston, Illinois 60201

DATED this ___ day of December, 1992.

SCOTT A. HARRIS

BARBARA W. HARRIS

STATE of ILLINOIS

COUNTY of COOK

I, the undersigned, a Notary Public in and for said County, in the State aforesaid, DO HEREBY
CERTIFY that SCOTT A. HARRIS, divorced and not since remarried, personally known to me to be the
same person whose name is subscribed to the foregoing instrument, appeared before me this day in person,
and acknowledged that he signed, sealed and delivered the said instrument as his free and voluntary act,
for the uses and purposes therein set forth, including the release and waiver of the right of homestead.

Given under my hand and official seal this __ day of December, 1992.

Commission expires __/__/1992

MARY E. HAMIS
Notary Public

STATE of ILLINOIS

COUNTY of COOK

I, the undersigned, a Notary Public in and for said County, in the State aforesaid, DO HEREBY
CERTIFY that BARBARA W. HARRIS, divorced and not since remarried, personally known to me to be
the same person whose name is subscribed to the foregoing instrument, appeared before me this day in
person, and acknowledged that she signed, sealed and delivered the said instrument as her free and voluntary
act, for the uses and purposes therein set forth, including the release and waiver of the right of homestead.

Given under my hand and official seal, this __ day of December, 1992.

Commission expires __/__/1993

MARY E. HAMIS
Notary Public

This instrument was prepared by Karen S. Osando, Esq., 825 Green Bay Road, Suite 270, Wilmette, IL
60091

Mail to:
Karen S. Osando, Esq.
825 Green Bay Road, Suite 270
Wilmette, Illinois 60091

Send subsequent tax bills to:
Barbara W. Harris
820 Gaffield Place
Evanston, IL 60201
STATEMENT BY GRANTOR AND GRANTEE

The grantor or his agent affirms that, to the best of his knowledge, the name of the grantee shown on the deed or assignment of beneficial interest in a land trust is either a natural person, an Illinois corporation or foreign corporation authorized to do business or acquire and hold title to real estate in Illinois, a partnership authorized to do business or acquire and hold title to real estate in Illinois, or other entity recognized as a person and authorized to do business or acquire title to real estate under the laws of the State of Illinois.

Dated 12/11/92 Signature: [Signature]

Grantor or Agent, Scott A. Harris

Subscribed and sworn to before me by the said this 11th day of December, 1992.
Notary Public [Signature: Mary E. Hamus]

The grantee or his agent affirms and verifies that the name of the grantee shown on the deed or assignment of beneficial interest in a land trust is either a natural person, an Illinois corporation or foreign corporation authorized to do business or acquire and hold title to real estate in Illinois, a partnership authorized to do business or acquire and hold title to real estate in Illinois, or other entity recognized as a person and authorized to do business or acquire and hold title to real estate under the laws of the State of Illinois.

Dated 12/11/92 Signature: [Signature]

Grantee or Agent, Barbara W. Harris

Subscribed and sworn to before me by the said this 11th day of December, 1992.
Notary Public [Signature: Mary E. Hamus]

NOTE: Any person who knowingly submits a false statement concerning the identity of a grantee shall be guilty of a Class C misdemeanor for the first offense and of a Class A misdemeanor for subsequent offenses.

(Attach to deed or ABI to be recorded in Cook County, Illinois, if exempt under the provisions of Section 4 of the Illinois Real Estate Transfer Tax Act.)
May 26, 2020

- User drawn points
- Tax Parcels

City of Evanston IL, Imagery courtesy Cook County GIS

Copyright 2018 City of Evanston

This map is not a plat of survey. This map is provided "as is" without warranties of any kind. See www.cityofevanston.org/mapdisclaimers.html for more information.
DESIGN AND PROJECT REVIEW COMMITTEE (DAPR) MINUTES  
April 22, 2020


Staff Present: M. Parker

Others Present:

Presiding Member: J. Leonard

A quorum being present, J. Leonard called the meeting to order at 2:30 p.m.

Suspension of the Rules

1. Members participate electronically or by telephone.

L. Biggs made a motion to suspend the rules to allow members to participate electronically or by telephone, seconded by J. Hyink.

The Committee voted, 12-0, to suspend the rules allowing members to participate electronically or by telephone.

4. 820 & 824 Gaffield Place  
Recommendation to ZBA
Karen Croteau, applicant, submits for a special use permit for a Child Residential Care Home, Boys Hope Girls Hope of Illinois, at both locations in the R4a Residential District (Zoning Code Section 6-8-6-2). The Zoning Board of Appeals makes a recommendation to City Council, the determining body for this case.

APPLICATION PRESENTED BY: Karen Croteau, applicant 
Jennifer Downs O’Shaughnessy, applicant  
Christopher Canning, attorney for applicant

DISCUSSION:
- Applicant stated they have owned and operated two homes on the street, the girls home for 20 years and the boys home for 40 years.
- Applicant described the organization’s mission. The homes provide a residence for the scholars and staff. The homes function similar to a typical family setting. The scholars attend school, are required to participate in extracurricular activities, do chores, study, have dinners together, and have nightly curfews.
- Applicant stated the new homes will not be a burden. The scholars do not have vehicles, they do not attend Evanston schools, the homes function similar to a single-family residence.
- Applicant stated each home will have 8 scholars and 3 staff.
- Applicant stated these homes allow them to accommodate more scholars.
- Applicant stated they plan to clean up the properties.
- Applicant stated the boys will occupy 820 Gaffield temporary so that minor renovations can be done to their existing home. The girls will then occupy 820 and 824 Gaffield. They plan to sell their 1127 Hinman property.
- Applicant stated the scholars and staff need to live on separate floors. The attic levels of both homes provide living space for the staff. The homes provide adequate living space for both the scholars and staff and common areas which is difficult to find. There are 8 garage spaces.
- Applicant stated the most likely alternative use is for someone to buy the homes and rent to Northwestern students.
- G. Gerdes asked if 820 Gaffield needs to be renovated, if so, a building permit is required.
- Applicant stated the bathroom needs work and to remove the kitchen on the 2nd floor.
- S. Mangum asked how many dwelling units the homes have and if the plan is to maintain that setup.
- Applicant stated 824 Gaffield has 3 dwelling units, 820 Gaffield has 2 dwelling units. The first two floors of each home will be altered so it is one space, the attic dwellings with kitchens will remain for the staff.

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

The Committee voted, 12-0, to recommend approval to ZBA.
May 28, 2020

Dear members of the Evanston Zoning Commission,

By way of introduction, my name is Martha Idler. My husband and I along with our two children have been living in Evanston for 8 years. When searching for a Chicago suburb to call home, we wanted a community that celebrates diversity and embraces inclusion; we found that here in Evanston.

I have been a member of the Boys Hope Girls Hope Women’s Board and Governing Board for 5 years. I became involved in the organization because I truly believe in its mission; to nurture and guide motivated young people in need to become well-educated men and women, and to rise above what others have defined for them. Graduates have gone on to become leaders and mentors, and I am proud of the Evanston community for embracing the three existing properties.

Additionally, I am a real estate broker for @properties so I believe real estate should be used at its highest and best use. I can think of no greater example than a residential home for the Boys Hope Girls Hope scholars in Evanston.

For these reasons, along with countless others, I am writing in support of a special use permit for the house at 820 Gaffield. The entire BHGH family including the scholars, scholars’ families, house parents, board members, and staff are dedicated to provide the best outcome and has a proven track record for creating better lives for the scholars. As an Evanston resident, I am proud to call BHGH my neighbors.

Thank you for your kind consideration,

Martha Idler
2681 Sheridan Rd.
Evanston, IL 60201
Monday, May 25, 2020

Dear City of Evanston,

We are writing to you today to show our support for the proposal before the zoning committee for the move to Gaffield Place of Girls Hope.

We have lived at 813 Gaffield Place for close to 30 years and Boys Hope has had 2 houses on our street the entire time we have lived here. They have been good neighbors and we do not have any reason to believe an additional property or properties would alter their commitment to our neighborhood.

We strongly support the mission of Boys Hope Girls Hope and the organization. We also support this proposal.

Best,

Jane and Tim Evans
813 Gaffield Place
Evanston, IL 60201
Re: BHGH Letter of Support; ZBA Hearing; Car Parade

Jane Evans <janebevans@gmail.com>
Tue 5/26/2020 12:20 PM
To: Croteau Karen <kcroteau@bhgh.org>

1 attachments (13 KB)
BHGH.docx

Hi Karen
Please see attached.
Good luck!
Jane
May 28, 2020

Re: Boys Hope Girls Hope - 820 Gaffield Street, Evanston

Dear City of Evanston:

I write this letter in support of the Special Use Permit sought by Boys Hope Girls Hope (BHGH) for the property located at 820 Gaffield Street, Evanston. We have been neighbors of the Girls Hope property located at 1127 Hinman Avenue for more than a decade. The young ladies that live there are polite and engaging. In addition, they really do a nice job of maintaining the property.

In addition, our sons have attended school (St. Athanasius and Loyola Academy) and are friends with several of the young men and young ladies from BHGH. Without question, these individuals are academically motivated and involved in numerous extra-curricular activities. They definitely strive to fulfill the Jesuit motto of men and women for others.

If you have any questions, please don’t hesitate to contact me.

Regards,

Karin Torain
1140 Hinman Avenue
May 22, 2020

City of Evanston
Zoning Board of Appeals

Dear Board of Appeals:

For the past 8 years, we’ve had the good fortune of living next door to Girls Hope on the 1100 block of Hinman Avenue. They’ve been spectacular neighbors in every regard, and we’ll miss them tremendously once they relocate to North Evanston. As you likely know, the scholars are inspiring young women with exceptional promise. They’re also wonderful people to have next door. For many years, when our son was young, the scholars would take him out for trick-or-treat on Halloween and practice sports with him in the yard. Several were regular weekend babysitters for us, and they became like extended family. As our son moved into his teenage years, we had less need for babysitters. However, because of the wonderful relationships we’d had with the scholars - as well as the house parents and foundation leadership - we’ve continued to stay involved in the girls’ lives as mentors, helping them to find colleges where they can thrive academically and socially. It’s been fantastic to be part of that process.

Living in a vibrant community like Evanston has many perks. One is the opportunity to meet exceptional people, who make our community a better place and bring happiness into our daily lives. Girls Hope does all of those things, and more. We are grateful to have lived next door to them for 8 years.

Sincerely,

Greg Miller and Edith Chen
May 28, 2020

City of Evanston Zoning Board
Re: Purchase of 820 Gaffield

To the Board,

Thank you so much for taking the time to consider the purchase of 820 Gaffield for a Girls house, part of Boys Hope Girls Hope of Illinois. Who’s purpose has been to guide and support exceptional young people, to achieve excellence in all aspects of life. Individuals that are already leaders.

I am an Evanston resident since 2004. And I am an active part and member of the Women’s Board since 2014. My children have gone to school with the scholars, St As in Evanston and Loyola Academy. They have first-hand experiences and only great stories to tell about them. The scholars are an asset to the schools they attend and the community. Their pride in excellence, positivity, great energy, and support for others are traits that we can all emulate and aspire to achieve.

Having a house to be able to provide more space for inspirational young Girls, and having that home be in Evanston, is more than fitting. Evanston’s character aligns with those of the organization and its purpose.
Our city and country is known for its community, and those who see the need to help and respond.

Thank you so much for your consideration,

Leticia Guerra-Shinozaki
1020 Dempster St.
Evanston, Il
847-431-0119
Brian Flanagan
2419 Colfax Street
Evanston, IL 60201
May 28, 2020

City of Evanston Zoning Board
Evanston, IL

Dear City of Evanston Zoning Board:

I wanted to write on behalf of Boys Hope Girls Hope and their purchase of the property at 820 Gaffield. I write to you as member of the Evanston community for the past 15 years as well as a supporter of Boys Hope Girls Hope. My wife and I have been big supporters of the organization over the years. The opportunity this organization provides these at-risk youth’s is extraordinary. Year in and year out, they help develop wonderful young adults who have and continue to be great assets for Evanston and the surrounding area. I am always impressed and inspired by the growth and achievements of these young adults. I sincerely hope that Evanston continues to support this worthy cause.

Sincerely,

Brian Flanagan
May 26, 2020

Dear members of the Evanston Zoning Commission,

My name is Cathy Giella and I have been a resident of Evanston for over 21 years. I love living in Evanston. It has been a wonderful city to raise my four children. I have also been a member of Boys Hope Girls (“BHGH”) Hope for 10 years and I am currently serving as co-president of the women’s board of BHGH. I am also a mentor to a scholar in the program who is a rising Sophmore. I have been her mentor since she was in eighth grade and I am extremely proud of her.

I write in support of a special use permit for the house at 820 Gaffield. The scholars have been a positive influence on me and my family and the city of Evanston. The scholars are hard working and dedicated. They take their academic studies seriously and strive to succeed in the program. The scholars are good neighbors who take part in volunteer activities in the community.

By approving this permit you would help ensure the continued success of this
program and the success of so many young individuals who deserve a chance to fulfill their academic promise.

Thank you,
Cathy Giella

Sent from my iPhone
May 25, 2020

Zoning Board
City of Evanston

To whom it may concern:

I am writing to express my support of the request by the Boys Hope Girls Hope (BHGH) organization for a special use permit for the property at 820 Gaffield Place.

I am a life-long resident of Evanston now raising my own family here in Evanston. I love this city because of its diverse and welcoming citizens who care for one another. I have been involved with Boys Hope Girls Hope for many years, and have served as a member of the Women’s Board for the past four years. Based on my extensive experience with this organization and my contact with the Boys Hope Girls Hope scholars over the years, it is my strong belief that Evanston is lucky to have such wonderful groups of students living within its borders.

The neighborhood where 820 Gaffield Place is located includes a number of properties designed for rental to Northwestern University students. This property has been one such house, with a rotating group of students living under its roof. However, unlike some of the Northwestern students that reside in the area, the BHGH scholars adhere to a very structured schedule that is coordinated and managed by well-trained, committed house parents. Indeed, BHGH scholars have been good neighbors on this block in a different house for 40 years. The BHGH scholars, year after year, succeed in middle school, high school, and upon moving from Evanston, in college. These important results are due in large part to a residential environment that focuses on academic excellence, service and engagement, and faith-inspired values. The scholars do not have cars, so any impact on parking in the neighborhood would be positive.

For BHGH, the addition of a home at 820 Gaffield is important for several reasons; the most important of which is that it will open programming to eight more deserving, motivated girls. Having a home located in proximity to the existing boys’ home will provide numerous programming benefits, including carpool arrangements to and from school, shared tutoring, and staff training.

I urge the Zoning Board to approve a special use permit for 820 Gaffield Place as it will help support Boys Hope Girls Hope’s mission of cultivating youth empowerment through education and holistic support while contributing to Evanston’s mission of promoting the highest quality of life for its residents.

Sincerely,

Amy Ward
Jen--

Here is my letter of support. I'd love to have you review it as I may have some of the details incorrect (zoning board, special use permit, facts about the scholars house, etc.). If you see anything that stands out as factually incorrect, please feel free to make any adjustments. Thanks-

Google Docs: Create and edit documents online.
Google LLC, 1600 Amphitheatre Parkway, Mountain View, CA 94043, USA
You have received this email because amyhward1@gmail.com shared a document with you from Google Docs.
I have been an Evanston resident for 40 years now with family, friends and neighbors. My family continues to help keep Evanston an attractive and energized City. I also have over 20 years of history with the Boys Hope Girls Hope of Illinois (BHGH). Many of these years have been spent on the BHGH Boards. We are now interested in a special use permit for 820 Gaffield property in the heart of Evanston which is across the street from existing BHGH Homes. We have long and meaningful exposure to both Evanston and BHGH, I believe there is no better combination of purpose, partnership and vision than offered by these two great communities.

Boys Hope Girls Hope helps academically capable and motivated children-in-need to meet their full potential and become men and women for others by providing value-centered, family-like homes, opportunities and education through college. We believe in the Partnership with the Community, Parents, and Guardians to give others the opportunity to make a difference. The Evanston Community has been a supporter of our three residence’s. We have appreciated the inclusion of our youth in various activities in this community and our opportunity to give back as well to our neighborhood and look forward to continuing those efforts.

I was introduced to BHGH by my own Children. They were in school with the scholars St. Athanasius. They have established lifelong friendships. The Scholars are kind, respectful, helpful and role models for other children in our community as they were for mine. Their hard work and dedication to making a difference in their own life and their families is a great partnership with the Evanston Community has been a perfect match. Evanston Community we believe in inclusion and equity for all. This is so important for the BHGH Scholar’s. It has been seen time and again that the development of our young residents is advanced in Community settings in healthy and inviting neighborhoods changes lives. Evanston provides these neighborhoods and we ask that you support the special purpose of this property. There are great opportunities for both Evanston and the BHGH participants.

Mary Ann Harvey
2944 Grant Street
Evanston
Mathty22@gmail.com
824 Gaffield Place
20ZMJV-0017

ZBA Recommending Body
Memorandum

To: Members of the Zoning Board of Appeals

From: Johanna Leonard, Community Development Director
Scott Mangum, Planning and Zoning Manager
Melissa Klotz, Zoning Administrator
Cade W. Sterling, Planner I

Subject: 824 Gaffield Place – ZBA 20ZMJV-0017
ZBA Recommending Body
City Council Determining Body

Date: May 28, 2020

Notice – Published in the May 14, 2020 Evanston Review:
Karen Croteau, applicant, submits for a special use permit for a Child Residential Care Home, Boys Hope Girls Hope of Illinois, in the R4a Residential District (Zoning Code Section 6-8-6-2). The Zoning Board of Appeals makes a recommendation to the City Council, the determining body for this case.

Recommendation
City Staff and DAPR recommend approval for a special use permit for a Child Residential Care Home, Boys Hope Girls Hope of Illinois, in the R4a General Residential District. The applicant has complied with all zoning requirements, and meets all of the standards of a special use for this district.

Site Background
824 Gaffield Place is located on the south side of Gaffield Place between Sherman Avenue to the east and Maple Avenue to the west in the R4a General Residential District. The subject property is two blocks west of Northwestern University sited amongst a mix of residential building types and densities including single and two-family detached residential and three to four story vintage multi-family buildings. It is immediately surrounded by the following zoning districts:

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<tr>
<th>Direction</th>
<th>District</th>
<th>Description</th>
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<tbody>
<tr>
<td>North</td>
<td>R4a</td>
<td>General Residential District</td>
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<tr>
<td>South</td>
<td>R4a</td>
<td>General Residential District</td>
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<tr>
<td>East</td>
<td>R4a</td>
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<tr>
<td>West</td>
<td>R4a</td>
<td>General Residential District</td>
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Proposal
The applicant proposes operating Boys Hope, Girls Hope of Illinois, a Child Residential Care Home, at 824 Gaffield Place. The Zoning Ordinance defines a Child Residential
Care Home as:

A dwelling unit shared by four (4) to eight (8) unrelated persons, under the age of twenty-one (21) years, exclusive of staff, who require assistance and/or supervision while pursuing a primary or secondary education curriculum, and who reside together in a family-type environment as a single housekeeping unit. "Child residential care home" shall not include a home for persons who are currently addicted to alcohol or narcotic drugs or who are criminal or juvenile offenders serving on work release, probationary or court-ordered supervisory programs for offenders; nor a dormitory, fraternity/sorority dwelling, boarding house, rooming house or nursing home. (Ord. 40-0-95)

Boys Hope Girls Hope of Illinois is a privately funded 501 (c)(3) college persistence program, providing group homes, private education, and mentorship to academically-talented students from challenged socio-economic backgrounds. Boys Hope Girls Hope has been operating in Evanston for over 40 years and currently has two boys homes on Gaffield Place (823 and 827 Gaffield) as well as one girls home on Hinman Avenue (1127 Hinman). Across the three locations, Boys Hope Girls Hope has 24 scholars and 9 staff. Each home has two full time and two part time Residential Counselors, living in the same building as the scholars and providing 24/7 supervision in a family type setting. The applicant proposed to utilize 824 Gaffield Place as one of two girls residence homes, the other planned for 820 Gaffield Place to the west. The organization plans to sell its Hinman Avenue location, creating an institutional core on Gaffield Place, allowing for improved efficiency and level of service for its resident scholars. The home is well suited for the proposed use as it currently contains separate dwelling units on each floor. With minor renovations, this will allow for separation of Residential Counselors and resident scholar living space as well as a shared common space.

Ordinances Identified for Requested Relief:
The following uses may be allowed in the R4a General Residential District, subject to the provisions set forth in Section 6-8-6-3, “Special Uses,” of this Title:

Child Residential Care Home (among other listed uses)

Comprehensive Plan:
The Evanston Comprehensive General Plan encourages supporting the growth and evolution of institutions so long as the growth does not have an adverse impact upon the residentially zoned adjacent neighborhoods.

Objective: Assure that institutional development enhances surrounding neighborhoods as well as the economic development of Evanston.

Staff believes that the use is low in intensity, and is indiscernible from typical residential uses in the R4a General Residential District, thus not adversely impacting the surrounding neighborhood. Although other zoning districts mandate a separation requirement between Child Residential Care Homes, none is applicable in the R4a District. Proposed modifications to the interior of the structure are reversible, and the
subject property can easily be adapted to traditional residential use in the future.

Design and Project Review (DAPR) Discussion and Recommendation:
On April 22, 2020, the Design and Project Review Committee found the proposal to be an appropriate use in the R4a General Residential District and voted unanimously to recommend approval to the Zoning Board of Appeals.

Special Use Standards:

For the ZBA to recommend that City Council grant a special use, the ZBA must find that the proposed special use:

a) **Is one of the listed special uses for the zoning district in which the property lies;** Standard met: *Child Residential Care Home* is specifically listed as a use that may be allowed in the R4a General Residential District (Code Section 6-8-6-3).

b) **Complies with the purposes and the policies of the Comprehensive General Plan and the Zoning ordinance;** Standard met: The use is compliant with the Zoning ordinance and Comprehensive General Plan. The proposed use promotes the growth of a long-time Evanston institution and staff believes no adverse impact to the neighborhood will occur.

c) **Does not cause a negative cumulative effect in combination with existing special uses or as a category of land use;** Standard met: Staff has not received any comments opposing the proposal. The proposed use is appropriate in intensity and scale for the extant mix of residential uses and densities in the neighborhood.

d) **Does not interfere with or diminish the value of property in the neighborhood;** Standard met: The proposed use would occupy the existing residential structure in a similar way and will be indiscernible from proximate residential uses and structures.

e) **Is adequately served by public facilities and services;** Standard met: The subject property is adequately served by public facilities and services including alley trash and recycling service.

f) **Does not cause undue traffic congestion:** Standard met: The proposed use will not impose any more traffic than a residential use.

g) **Preserves significant historical and architectural resources; N/A**

h) **Preserves significant natural and environmental resources; N/A**

i) **Complies with all other applicable regulations;** Standard met: The project complies with all other applicable regulations to move forward with the next
steps in the special use process.

Attachments
Special Use Application
Special Use Addendum
Plat of Survey
Floor Plan
Image of Property
Aerial View of Property
Zoning Map of Property
DAPR Meeting Minutes Excerpt – April 22, 2020
1. PROPERTY

Address: 824 Gaffield Place, Evanston, IL 60201
Permanent Identification Number(s):
PIN 1: 11-07-121-010-000
PIN 2: 11-07-121-028-000
(Note: An accurate plat of survey for all properties that are subject to this application must be submitted with the application.)

2. APPLICANT

Name: KAREN CROTEAU, PRESIDENT
Organization: Boys Hope Girls Hope of Illinois
Address: 1100 Laramie
City, State, Zip: Wilmette, IL 60091
Phone: Work: 847-920-2781 Home: 
Fax: Work: Home: 
E-mail: kcroteau@bhgh.org

What is the relationship of the applicant to the property owner?
☐ same ☐ architecture ☐ potential purchaser ☐ potential lessee
☐ architect ☐ attorney ☐ lessee ☐ real estate agent
☐ officer of board of directors ☐ other:

☐ Please circle the primary means of contact.

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

Name(s) or Organization: Barbara Harris
Address: 820 Gaffield Place
City, State, Zip: Evanston, IL 60201
Phone: Work: Home: 
Fax: Work: Home: 
E-mail: barbharrissallen@gmail.com

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

[Signature]
[Date]

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

4. SIGNATURE

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

[Signature]
[Date]
February 24, 2020

City of Evanston
Zoning Department
2100 Ridge Avenue, Suite #3700
Evanston, Illinois 60201

Re: Support of the Special Use Application for 820 & 824 Gaffield, Evanston, Illinois, PINS 11-07-121-011-0000 and 11-07-121-010-0000 (the “Properties”)

To Whom it May Concern,

My Name is Barbara Harris and I am the record owner of the above referenced Properties.

I am aware of and am cooperating with the potential purchasers of the Properties in the effort to obtain a Special Use Permit to allow the Properties to be used as a Child Residential Care Home.

Note that the Properties are not yet under contract to be sold, but I am offering my full cooperation with Boys Hope Girls Hope as well as the City of Evanston to proceed with the process through the Zoning Department.

If you have any questions or concerns, you can reach me at barbharrisallen@gmail.com.

Very truly yours,

[Signature]

Barbara Harris
5. REQUIRED DOCUMENTS AND MATERIALS

The following are required to be submitted with this application:

- [ ] (This) Completed and Signed Application Form
- [ ] Plat of Survey  Date of Survey:  unknown
- [ ] Project Site Plan  Date of Drawings:  2/10/20
- [ ] Plan or Graphic Drawings of Proposal (If needed, see notes)
- [ ] Non-Compliant Zoning Analysis
- [ ] Proof of Ownership  Document Submitted:  Quit Claim Deed
- [ ] Application Fee  Amount: $385.02

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

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

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

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

Proof of Ownership
Accepted documents for Proof of Ownership include: a deed, mortgage, contract to purchase, closing documents (price may be blacked out on submitted documents).
- Tax bill will not be accepted as Proof of Ownership.

Non-Compliant Zoning Analysis
This document informed you that the proposed change of use is non-compliant with the Zoning Code and requires a variance.

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

A. Briefly describe the proposed Special Use:

see attached

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APPLICANT QUESTIONS

a) Is the requested special use one of the special uses specifically listed in the Zoning Ordinance? What section of the Zoning Ordinance lists your proposed use as an allowed special use in the zoning district in which the subject property lies? (See Zoning Analysis Review Sheet)

see attached

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b) Will the requested special use interfere with or diminish the value of property in the neighborhood? Will it cause a negative cumulative effect on the neighborhood?

see attached

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c) Will the requested special use be adequately served by public facilities and services?

see attached

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Page 3 of 6
d) Will the requested special use cause undue traffic congestion?

see attached


e) Will the requested special use preserve significant historical and architectural resources?

see attached


f) Will the requested special use preserve significant natural and environmental features?

see attached


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

see attached
City of Evanston  
Special Use Application for 824 Gaffield Place

6. PROPOSED PROJECT
   A. Briefly describe the proposed Special Use:

   With this application, BoysHopeGirlsHope of Illinois "BHGH" seeks a Special Use Permit to open another Child Residential Care Home in Evanston at 824 Gaffield Place and expand the number of girls our program serves. This proposed use is an allowed special use specifically listed in Zoning Ordinance Section 6-8-6-3 governing the R4a district. If this Special Use Permit is granted along with the requested permit for 820 Gaffield we intend to sell our property at 1127 Hinman and move our current girls' home to 824 Gaffield.

   BHGH is a 501(c)(3), privately-funded, DCFS-licensed, college persistence program providing family-like group homes, excellent private education, and mentorship to academically-talented students from challenged socio-economic backgrounds. We are associated with BHGH International, which provides similar educational opportunities through affiliates in 15 domestic and 3 international locations.

   We have a long track record of success in Evanston. Our girls' home houses 8 scholars and 3 staff and has operated without incident at 1127 Hinman in Evanston's R1 Lakeshore Historic District for more than 20 years. Our two boys' homes at 823 & 827 Gaffield in the R4a zone, housing 8 scholars and 3 staff each and have been a healthy part of this neighborhood for 40 years. Each of our three homes currently operates under a Special Use Permit for a Child Residential Care Home exactly like the one we seek for 824 Gaffield.

   Our program has a competitive application process and selected students come highly recommended by their elementary school principals and counselors. The students invited into our program, hereafter our "Scholars," attend Regina Dominican High School, Loyola Academy and St. Athanasius School on scholarships provided by BHGH and the respective schools. They live with their fellow Scholars as a family under the 24/7 supervision of 2 full time and 2 part time adults hired as Residential
Counselors but usually called “House Parents.” BHGH provides a warm environment including family meals, first-rate education, medical care, tutoring, chores, extracurricular activities and organized volunteer opportunities for each of our Scholars. Each child also has a volunteer life mentor and college mentor from the community. We support our Scholars through high school graduation and provide a college scholarship and career mentoring beyond graduation.

While BHGH is high-impact for our scholars, we are low-impact on our neighbors. Our Scholars attend middle or high school full-time so there is no added noise, parking congestion, foot traffic or other disruption to the neighborhood. Our Scholars go home to their parents at least one weekend per month and most of their time at BHGH is structured. We are good neighbors, providing now shoveling, babysitting and other friendly interactions that would be expected of any family on the block. We maintain just two vehicles per house for use by the adult Residential Counselors. Scholars do not have cars. All vehicles will have garaged space on the property.

Our scholars are inspiring. They are not wards of the state, are not in any kind of legal trouble, and are selected from a competitive applicant pool based upon their academic potential. They show grit and determination as they move away from impoverished homes in the Chicago area to take advantage of BHGH’s transformational educational opportunity. Indeed, 100% of our graduates go on to college and we support them through college with mentorship and additional scholarship funding. Of these, more than 75% graduate from a 4-year university, breaking the cycle of poverty and forever changing their life trajectories.

a) Is the requested special use one of the special uses specifically listed in the Zoning Ordinance?
Yes. Per Section 6-8-6-3 of the Evanston Zoning Ordinance, a CHILD RESIDENTIAL CARE HOME is specifically listed as a use that may be allowed in the R4a district. Per Section 6-4-4-3 (and as noted in the City’s Zoning Analysis) there is no separation requirement between Child Residential Care Homes applicable in the R4a district. Our program, as described above, is exactly mirrored by the definition of a CHILD
RESIDENTIAL CARE HOME provided in the City Code: Child Residential Care Home "shared by 4-8 unrelated persons, exclusive of staff, under the age of 21, who require assistance and/or supervision while pursuing a primary or secondary education curriculum, and who reside together in a family-type environment as a single housekeeping unit."

b) Will the requested special use interfere with or diminish the value of property in the neighborhood? Will it cause cumulative negative effect on the neighborhood?

No. BHGH's proposed special use would not diminish property values on Gaffield Place or the surrounding area. For nearly 40 years, BHGH has maintained the two properties directly across the street, 823 & 827 Gaffield Place. Our current homes on this block are quiet and fit in with character and upkeep of the surrounding properties. We are good neighbors, shoveling snow and otherwise keeping the yard maintained. On Hinman, our girls babysit for their neighbors and all of our Scholars are a welcome part of the community. Prices in this neighborhood are buoyed by proximity to Northwestern University and the train and are not depressed or negatively affected by our presence.

The subject property at 824 Gaffield is currently occupied by 8-9 college students in three apartments. The property adjacent to the east, 820 Gaffield, is also a three-unit residence housing the owner of both properties and her multiple tenants. The balance of Gaffield Place is inhabited primarily by college students in multi-unit subdivided homes and apartment buildings. There are a few single family homes amidst these multi-unit dwellings. To the north, between Noyes and Gaffield, the residences are high density commercial apartment buildings. The elevated rail tracks bisect Gaffield to the west of the subject property.

Our special use would not cause any negative cumulative effect on the neighborhood. The property in question is already occupied by multiple tenants and nearby properties are used by college students in a manner similar to our proposed special use. Notably, the young college students living on the block are not supervised, whereas our Scholars have constant adult supervision (as required by DCFS), attend local middle and high schools every weekday, and do not have cars.
It is worthwhile to consider that if BHGH operated an adult residential care home Category II, for 9-15 persons, exclusive of staff, as defined in Chapter 18, such a use would be permitted as of right in this R4a district. Given the structured nature of our scholarship program, our Scholars and staff would have less impact on the surrounding neighborhood than 15 disabled adults and their required staff who would be welcomed without question per the Zoning Ordinance.

c) Will the requested special use be adequately served by public facilities and services?
Yes. Our proposed use will not burden public facilities or services. Our scholars do not attend Evanston public schools or use any city services other than fire and life safety, water and sewer, for which we would make a payment in lieu of taxes as we have done for 40 years on our other Gaffield properties. Our long track record demonstrates that we have not burdened life safety services other than DCFS-required fire inspections (and maybe a burnt batch of cookies) and would not expect to use these services any more than the tenants currently renting the units within the property.

d) Will the requested use cause undue traffic congestion?
No. There will be no added traffic of any kind. We have two minivans for program use. These would be parked off of the street in the four-car garage. Our Scholars do not have cars. There is adequate garage parking for the occasional tutor, mentor or other visitor. When we host a graduation or college send-off picnic for our Scholars, one or two days per year, train line usage and street parking will be the same as if we’d hosted it across the street, as we have been doing for 40 years.

e) Will the requested use preserve significant historical or architectural resources?
Not Applicable. 824 Gaffield is not a landmarked property and we intend to maintain and upgrade the stucco exterior as needed to maintain the value and functionality of the property. The interior has been subdivided into apartments and we intend to bring it back to its former family-centered floorplan.
f) Will the requested special use preserve significant natural and environmental features?

Not Applicable. The current owner has a lovely hen house. It remains to be seen whether we have the urban farming skills to maintain it.

g) Will the requested use comply with all other applicable regulations of the district in which it is located and other applicable ordinances?

Yes. The City Zoning Analysis did not surface any other rules or zoning regulations requiring variance for compliance. We know of no other rules or regulations governing the R4a district or of any other applicable city ordinances that should limit or prohibit our requested special use. We would of course apply for and comply with the City Department of Health and Human Services Food Establishment License as we do in our other homes.
The Evanston City Code, Title 1, Chapter 18, requires any persons or entities who request the City Council to grant zoning amendments, variations, or special uses, including planned developments, to make the following disclosures of information. The applicant is responsible for keeping the disclosure information current until the City Council has taken action on the application. For all hearings, this information is used to avoid conflicts of interest on the part of decision-makers.

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

   Boys Hope, Girls Hope of Illinois
   Karen Croteau, President
   1100 Laramie, Wilmette, IL 60091
   Office 847 920 2783
   Cell 773 610 8417
   kcroteau@bhgo.org

   Does not apply.

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

   N/A

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

   Barbara Harris
   1426 Chicago Ave. #3N, Evanston, IL 60201
   Cell 847 722 8845
   barbharris.allen@gmail.com

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

   N/A
If Applicant or Proposed Land User is a Corporation

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

a. Names and addresses of all officers and directors.

SEE ATTACHED

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

NONE

If Applicant or Proposed Land User is not a Corporation

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

N/A
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<tr>
<th>Name</th>
<th>Role</th>
<th>Street</th>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
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<td>Jennifer Downs O'Shaughnessy</td>
<td>Vice Chair</td>
<td>321 Davis Street</td>
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<tr>
<td>Michael J. Halikitis</td>
<td>Treasurer</td>
<td>6116 N Knox Ave</td>
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<tr>
<td>George P. Sullivan, Jr.</td>
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<td>1040 Locust Road</td>
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<td>Catherin F. Giella</td>
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<td>Joe Hartsgt</td>
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<td>Martha I. Idler</td>
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<td>Peter C. Lee</td>
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<tr>
<td>Kerri Lin</td>
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<td>416 W Deming Pl, Apt 2W</td>
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<tr>
<td>Kelly Lomas</td>
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<tr>
<td>Tammy Lundal</td>
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<td>Thomas Morchhead</td>
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<td>Elizabeth Schuster</td>
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<td>2550 N Lakeview Unit S904</td>
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<td>Andrew Shackelford</td>
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<td>James W. Wilson</td>
<td>Board Member</td>
<td>150 Woodley Road</td>
<td>Glenview</td>
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</table>

LOT 32 IN GAFIELD'S SUBDIVISION OF PART OF THE SOUTH 1/3 OF THE SOUTHEAST 1/4 OF SECTION 7, TOWNSHIP 41 NORTH, RANGE 14, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

TOTAL LAND AREA = 8,678 sq.ft.

GAFFIELD PLACE

LEGEND:

- Wire Fence
- Wood Fence
- Steel Fence
- Concrete Pavement
- Concrete Block Masonry
- Driveway
- Enclosed Frame Porch
- Open Frame Porch

STATE OF ILLINOIS  SS
COUNTY OF COOK

MM SURVEYING CO., INC.
PROFESSIONAL DESIGN FIRM NO.184-003233

FOR REVEALING LINES, CONDOENTS AND OTHER RESTRICTIONS NOT SHOWN HEREIN, REFER TO YOUR DEEDS, TITLE POLICY AND LOCAL ZONING.
**Zoning Analysis**

**Summary**

Case Number: 20ZONA-0003 – 824 GAFFIELD PLACE

Case Status/Determination: SPECIAL USE APPROVAL REQUIRED

**Proposal:**

CONVERT EXISTING DUPLEX INTO A CHILD RESIDENTIAL CARE HOME

**Zoning Section:**

**Comments:**

Zoning analysis application indicates 8 scholars and 3 mentors/supervisors will reside in the home. The application indicates the structure contains 2-dwelling units, however, the County Assessor indicates the structure contains 3 dwelling units. Please clarify the existing and proposed number of dwelling units.

A dwelling unit is a room or group of contiguous rooms that include facilities used for living, sleeping, cooking and eating, arranged, designed or intended for use exclusively as living quarters.

6-18-3 CHILD RESIDENTIAL CARE HOME:

A dwelling unit shared by 4 to 8 unrelated persons, under the age of 21 years, exclusive of staff, who require assistance and/or supervision while pursuing a primary or secondary education curriculum, and who reside together in a family-type environment as a single housekeeping unit. "Child residential care home" shall not include a home for persons who are currently addicted to alcohol or narcotic drugs or who are criminal or juvenile offenders serving on work release, probationary or court-ordered supervisory programs for offenders; nor a dormitory, fraternity/sorority dwelling, boarding house, rooming house or nursing home.

If the mentors/supervisors will be residing in one dwelling while the scholars are residing in a separate dwelling, keep the following in mind, Evanston Zoning Code defines a FAMILY as:

A. Type A Family: One or more persons related by blood, marriage, or adoption living together as a single housekeeping unit in a dwelling unit.

B. Type B Family: Two unrelated persons and their children living together as a single housekeeping unit in a dwelling unit.

C. Type C Family: A group of not more than 3 unrelated persons living together as a single housekeeping unit in a dwelling unit.

D. Type D Family: A group of 2 or more persons containing within it one or more families, as defined in Subsections (A) and (B) of this definition, including a husband and wife married to one another and their children, as well as adults, living together in a dwelling unit as a single housekeeping unit and management, in premises in which the adult occupants are affiliated with a bona fide not for
profit corporation organized for religious purposes chartered by the state of Illinois, that owns or rents the property and has been in existence for at least 5 years prior to seeking certification by the director of planning and zoning as provided herein; provided, that in no case shall the total occupancy of the dwelling unit exceed 2 persons per bedroom, nor shall the premises be utilized for religious public assembly. This type (D) family may occupy a dwelling unit only in accordance with the procedures in Section 6-4-1-14 of this Title.

"Family" shall not be construed to mean a club, a lodge or a fraternity/sorority house.

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
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<tbody>
<tr>
<td>6-8-6-3</td>
<td>In the R4a zoning district, a Child Residential Care Home requires special use approval by the City Council.</td>
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<tr>
<td>6-16-1-2</td>
<td>Concerning off-street parking requirement, change in use does not trigger additional parking requirement.</td>
</tr>
<tr>
<td>6-4-4-3</td>
<td>A separation requirement between a child residential care home, residential care home, transitional treatment facility, or an existing childcare institution does not apply in the R4a zoning district.</td>
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**Special Use Process:**
- Submit completed application, application fee, and required documents. Please provide complete answers to application questions. Financial disclosure questions are simply trying to flush out whether applicants have conflicts of interest with decision makers.
- **Design and Project Review Committee (DAPR):** Staff committee, reviews the special use application; provides a recommendation to the Zoning Board of Appeals (ZBA).
- **ZBA:** Holds public hearing, reviews the special use application, provides a recommendation to the City Council.
- **Planning & Development Committee:** City Council Committee, reviews the ZBA’s recommendation, provides a recommendation to the full City Council.
- **City Council:** Final action. City Council approves, approves with conditions, or denies the special use application.
- The process takes about 2-3 months.
- Once the completed application is submitted, staff will schedule the case for all required meetings. DAPR meets weekly, ZBA meets once a month.

**Items to submit:**
- **Application.**
- Application fee: $385.00. We use a local print shop to mail public notices, they bill applicants directly. Notices are mailed to all those who own property within 500’.
- Proof of ownership. Acceptable items include: deed, mortgage statement, contract to purchase, closing documents (financial details can be blocked out).
- Plat of survey that shows current improvements on the property.
- Site plan, if any proposed changes to improvements on the property.
- Floor plan, existing and proposed, with rooms labeled.
- Operational details, briefly describe the proposed use, how many dwelling units, # of persons under 21 residing in each dwelling unit, # of on-site staff in each dwelling, # of parking spaces needed (staff, visitors, etc.) and # of spaces provided.
QUIT CLAIM DEED

The Grantors, MARK W. ALLEN, divorced and not re-married AND BARBARA W. HARRIS, divorced and not re-married, for and in consideration of Ten and no/100 ($10.00) DOLLARS, and other good and valuable consideration in hand paid, CONVEY(S) and QUIT CLAIMS to BARBARA W. HARRIS, an unmarried woman, the following described Real Estate situated in the County of Cook in the State of Illinois to wit:

SEE LEGAL DESCRIPTION ATTACHED HERETO AND HEREBY MADE A PART HEREOF.

Permanent Real Estate Index Number: 11-07-121-010-0000

Address of Real Estate: 824 Gaffield Place, Evanston, Illinois 60201

Dated this 15th day of April, 2017

By: Mark W. Allen

By: Barbara W. Harris
STATEMENT BY GRANTOR AND GRANTEE

The grantor or his agent affirms that, to the best of his knowledge, the name of the grantee shown on the deed or assignment of beneficial interest in a land trust is either a natural person, an Illinois corporation or foreign corporation authorized to do business or acquire and hold title to real estate in Illinois, a partnership authorized to do business or acquire and hold title to real estate in Illinois, or other entity recognized as a person and authorized to do business or acquire title to real estate under the laws of the State of Illinois.

Dated APRIL 15, 2017

Signature: ____________________________
Grantor or Agent

Subscribed and sworn to before me
By the said ____________________________

This 15 day of ________________________
Notary Public

The grantee or his agent affirms and verifies that the name of the grantee shown on the deed or assignment of beneficial interest in a land trust is either a natural person, an Illinois corporation or foreign corporation authorized to do business or acquire and hold title to real estate in Illinois, a partnership authorized to do business or acquire and hold title to real estate in Illinois or other entity recognized as a person and authorized to do business or acquire title to real estate under the laws of the State of Illinois.

Date APRIL 15, 2017

Signature: ____________________________
Grantee or Agent

Subscribed and sworn to before me
By the said ____________________________

This 15 day of ________________________
Notary Public

Note: Any person who knowingly submits a false statement concerning the identity of a Grantee shall be guilty of a Class-C misdemeanor for the first offense and of a Class A misdemeanor for subsequent offenses.

(Attach to deed or ABI to be recorded in Cook County, Illinois if exempt under provisions of Section 4 of the Illinois Real Estate Transfer Tax Act.)
State of Illinois

SS.

County of Cook

I, the undersigned, a Notary Public in and for said County, in the State aforesaid, do hereby certify that Mark W. Allen and Barbara W. Harris are personally known to me to be the same persons whose name is subscribed to the foregoing instrument, appeared before me this day in person, and acknowledge that they signed, sealed and delivered the said instrument as their free and voluntary act, for the uses and purposes therein set forth.

Given under my hand and official seal, this 15th day of April, 2017.

[Signature]
Notary Public

OFFICIAL SEAL
AKASHA'S TERRIER
NOTARY PUBLIC - STATE OF ILLINOIS
MY COMMISSION EXPIRES: 09/09/20

This instrument was prepared by Stephanie D. Uhler, 4709 West Golf Road, Suite 475, Skokie, Illinois 60076

Mail to:

Stephanie D. Uhler
4709 West Golf Road, Suite 475
Skokie, Illinois 60076

Send Subsequent Tax Bills To:

Barbara Harris
This map is not a plat of survey. This map is provided "as is" without warranties of any kind. See www.cityofevanston.org/mapdisclaimers.html for more information.
DESIGN AND PROJECT REVIEW COMMITTEE (DAPR) MINUTES
April 22, 2020


Staff Present: M. Parker

Others Present:

Presiding Member: J. Leonard

A quorum being present, J. Leonard called the meeting to order at 2:30 p.m.

Suspension of the Rules

1. Members participate electronically or by telephone.

L. Biggs made a motion to suspend the rules to allow members to participate electronically or by telephone, seconded by J. Hyink.

The Committee voted, 12-0, to suspend the rules allowing members to participate electronically or by telephone.

4. 820 & 824 Gaffield Place

Karen Croteau, applicant, submits for a special use permit for a Child Residential Care Home, Boys Hope Girls Hope of Illinois, at both locations in the R4a Residential District (Zoning Code Section 6-8-6-2). The Zoning Board of Appeals makes a recommendation to City Council, the determining body for this case.

APPLICATION PRESENTED BY: Karen Croteau, applicant
Jennifer Downs O’Shaughnessy, applicant
Christopher Canning, attorney for applicant

DISCUSSION:

- Applicant stated they have owned and operated two homes on the street, the girls home for 20 years and the boys home for 40 years.
- Applicant described the organization’s mission. The homes provide a residence for the scholars and staff. The homes function similar to a typical family setting. The scholars attend school, are required to participate in extracurricular activities, do chores, study, have dinners together, and have nightly curfews.
- Applicant stated the new homes will not be a burden. The scholars do not have vehicles, they do not attend Evanston schools, the homes function similar to a single-family residence.
- Applicant stated each home will have 8 scholars and 3 staff.
- Applicant stated these homes allow them to accommodate more scholars.
Applicant stated they plan to clean up the properties.
Applicant stated the boys will occupy 820 Gaffield temporary so that minor renovations can be done to their existing home. The girls will then occupy 820 and 824 Gaffield. They plan to sell their 1127 Hinman property.
Applicant stated the scholars and staff need to live on separate floors. The attic levels of both homes provide living space for the staff. The homes provide adequate living space for both the scholars and staff and common areas which is difficult to find. There are 8 garage spaces.
Applicant stated the most likely alternative use is for someone to buy the homes and rent to Northwestern students.
G. Gerdes asked if 820 Gaffield needs to be renovated, if so, a building permit is required.
Applicant stated the bathroom needs work and to remove the kitchen on the 2nd floor.
S. Mangum asked how many dwelling units the homes have and if the plan is to maintain that setup.
Applicant stated 824 Gaffield has 3 dwelling units, 820 Gaffield has 2 dwelling units. The first two floors of each home will be altered so it is one space, the attic dwellings with kitchens will remain for the staff.

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

The Committee voted, 12-0, to recommend approval to ZBA.
Monday, May 25, 2020

Dear City of Evanston,

We are writing to you today to show our support for the proposal before the zoning committee for the move to Gaffield Place of Girls Hope.

We have lived at 813 Gaffield Place for close to 30 years and Boys Hope has had 2 houses on our street the entire time we have lived here. They have been good neighbors and we do not have any reason to believe an additional property or properties would alter their commitment to our neighborhood.

We strongly support the mission of Boys Hope Girls Hope and the organization. We also support this proposal.

Best,

Jane and Tim Evans
813 Gaffield Place
Evanston, IL 60201
May 22, 2020

City of Evanston
Zoning Board of Appeals

Dear Board of Appeals:

For the past 8 years, we’ve had the good fortune of living next door to Girls Hope on the 1100 block of Hinman Avenue. They’ve been spectacular neighbors in every regard, and we’ll miss them tremendously once they relocate to North Evanston. As you likely know, the scholars are inspiring young women with exceptional promise. They’re also wonderful people to have next door. For many years, when our son was young, the scholars would take him out for trick-or-treat on Halloween and practice sports with him in the yard. Several were regular weekend babysitters for us, and they became like extended family. As our son moved into his teenage years, we had less need for babysitters. However, because of the wonderful relationships we’d had with the scholars - as well as the house parents and foundation leadership - we’ve continued to stay involved in the girls’ lives as mentors, helping them to find colleges where they can thrive academically and socially. It’s been fantastic to be part of that process.

Living in a vibrant community like Evanston has many perks. One is the opportunity to meet exceptional people, who make our community a better place and bring happiness into our daily lives. Girls Hope does all of those things, and more. We are grateful to have lived next door to them for 8 years.

Sincerely,

Greg Miller and Edith Chen