DESIGN AND PROJECT REVIEW COMMITTEE (DAPR) MINUTES
June 10, 2020


Staff Present: M. Rivera, I. Ogbo, D. Stoneback, L. Hemingway, M. Griffith

Others Present:

Presiding Member: J. Nyden

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 M. Tristan.

The Committee voted by roll call, 10-0, to suspend the rules allowing members to participate electronically or by telephone.


Nays:

Approval of Minutes

1. June 3, 2020, DAPR Committee meeting minutes.

L. Biggs made a motion to approve the meeting minutes, seconded by M. Tristan.

The Committee voted by roll call, 7-0, to approve the meeting minutes, three abstentions.


Nays:

Abstentions: G. Gerdes, M. Jones, C. Sterling
New Business

1. **2425 Oakton Street**  
   Preliminary/Final Review  
   Maqbool Kahn, applicant, submits for a building permit to construct a car wash facility with 20 vacuum spaces and 4 parking spaces in the I1 Industrial/Office District and oRD Redevelopment Overlay District. The development was originally approved by ordinance 30-O-19.

   APPLICATION PRESENTED BY:  Mark Daniel, attorney for applicant

   DISCUSSION:
   - M. Daniel stated there are no significant changes to the plan from the last time DAPR reviewed the plan, only change relate to signs. Plan provides right-in/right-out onto Oakton Street, internal circulation, tunnel car wash and vacuum stations. Will comply with the City’s water management requirements. Only a few trees are on the site, mostly along the perimeter.
   - S. Mangum noted the site plan shows the freestanding sign with an 11’ setback from the front property line but the variation application requests a different setback.
   - M. Daniel stated the sign variation requests a 5’ setback for visibility.
   - G. Gerdes stated the Construction Management Plan needs to be reviewed by staff, this can be done at the staff level, the Construction Management Plan needs to be approved prior to the building permit being issued.
   - G. Gerdes noted the signage shown in the building permit plans are not the approved signage.

   L. Biggs made a motion to grant preliminary and final approval of the project with the exception of the signage shown on the building permit plan, seconded by J. Nyden.

   The Committee voted by roll call vote, 10-0, to grant preliminary and final approval of the project with the exception of the signage shown on the building permit plan.


   Nays:

2. **2425 Oakton Street**  
   Sign Variation  
   Robert Haddon, applicant, submits for sign variation to install a 11’-6” tall freestanding sign with a 5’ setback from the property line where the maximum permitted sign height is 5’, a freestanding sign height may not exceed the distance between the sign and the lot line.

   APPLICATION PRESENTED BY:  Mark Daniel, attorney for applicant

   DISCUSSION:
   - M. Daniel stated the variation application requests a 5’ setback from the front property line to the freestanding sign. He stated the 5’ setback is needed to provide visibility to the sign from westbound traffic on Oakton Street. He stated the Shell sign is 1’ from the property line and signs for Gordon Foods and Steak-N-Shake are larger signs than the one proposed for this site.
M. Daniel stated the proposed sign height of 11’-6" is needed to identify the entrance for motorists.

C. Sterling stated his concern with the sign size, noted this location is a gateway into Evanston. He questioned how many visits to the car wash are spontaneous vs. planned visits.

M. Daniel stated a traffic study was done during the planned development review process. He stated the location may be a gateway into Evanston but the property is zoned industrial. He stated the sign needs to be visible, a lower sign would be difficult to see. He stated about 30% of visits are expected to be convenience visits after visiting other nearby businesses.

M. Daniel noted the building to the east has a loading dock on their west side and the building is relatively closer to the street. He stated their sign needs to be located close to the street for visibility. He stated it is not possible to shift the sign further away from the property line since it would obstruct the site triangle at the intersection of internal driveways and a stop sign.

G. Gerdes stated the applicant has reduced the number of sign variations and an electronic message board sign from previous proposals.

S. Mangum stated the freestanding sign is located away from the east property line, the loading dock to the east does not appear to be used, and the site plan for the building permit shows a compliant sign location.

J. Nyden stated the sign height is okay but the setback should be increased. She stated traffic on Oakton Street is slow. She stated the proposed sign location is close to the public sidewalk.

G. Gerdes made a motion to approve the sign variation, seconded by L. Biggs.

The Committee voted by roll call, 4-6. The motion did not pass.

Ayas: I. Eckersberg, M. Tristan, L. Biggs, G. Gerdes

Nyas: C. Sterling, M. Jones, J. Hyink, E. Cano, S. Mangum, J. Nyden

J. Nyden informed the applicant they could appeal the decision to the City Council.

3. 1639 Orrington Avenue  Sidewalk Cafe

Jun Ahn, applicant, submits for a sidewalk cafe, Kokomo, in the D3 Downtown Core Development District.

APPLICATION PRESENTED BY: Applicant not present

DISCUSSION:

- D. Stoneback questioned the door location.
- L. Biggs stated trees and the light pole next to the bike rack are not shown, questions measurements and if a 6’ wide straight pedestrian path is maintained.
- C. Sterling stated more details are needed.
- S. Mangum stated permission to use the sidewalk space in front of the adjacent business is needed.
- J. Nyden stated she is fine approving this with conditions that they maintain a 6’ straight pedestrian path and get permission from the adjacent business to use the sidewalk space in from of their store.
L. Biggs made a motion to approve the sidewalk cafe subject to: 1) A 6’ wide straight pedestrian path to be provided and 2) Written permission provided from the adjacent business for use of the sidewalk area in front of their business.

The Committee voted by roll call, 10-0, to approve the sidewalk cafe subject to the conditions noted above.


Nays:

4. 1709 Benson Avenue
   Sylvia Jimenez, applicant, submits for a sidewalk cafe, Tereneo, in the D2 Downtown Retail Core District.

APPLICATION PRESENTED BY: Applicant not present

DISCUSSION:
- J. Nyden stated the plan shows the sidewalk cafe extending into the street. She stated the City Council is discussing the use of streets for this purpose.
- D. Stonback stated there are overhead doors at the north end of the building not shown on the site plan,
- L. Biggs stated trees and other obstructions are not shown. She stated the street space may be the only adequate area of a sidewalk cafe.
- J. Hyink noted there is an ADA parking space next to the proposed sidewalk cafe.
- C. Sterling stated there needs to be 1’-1.5’ separation between the sidewalk cafe and the travel lane.
- D. Stonback stated if they are going to use their own barriers, then the City should not provide barriers.
- J. Nyden stated this item should be held in Committee pending additional details.

Item held in Committee to allow additional time for the applicant to provide additional details.

5. 1936 Maple Avenue
   Zinnia Iglesias, applicant, submits for a sidewalk cafe, Ovo Frito Cafe, in the B1 Business District.

APPLICATION PRESENTED BY: Zinnia Iglesias, applicant

DISCUSSION:
- M. Jones asked for the table size.
- Z. Iglesias stated tables are 24”, 36” chairs.
- J. Nyden asked if there needs to be a setback from the alley.
- E. Cano stated there should be a setback from the alley.

J. Nyden made a motion to approve the sidewalk cafe subject to: 1) Tables/chairs dimensioned on the site plan and 2) Work with staff to provide a setback between the alley and sidewalk cafe, seconded by L. Biggs.
The Committee voted by roll call, 10-0, to approve the sidewalk cafe subject to the conditions noted above.


**Nays:**

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**Adjournment**

L. Biggs made a motion to adjourn, seconded by M. Jones. The Committee voted by roll call, 10-0, to adjourn. The Committee adjourned at 3:49 p.m.


**Nays:**

The next DAPR meeting is scheduled for Wednesday, June 17, 2020, at 2:30 p.m. via a virtual meeting. Additional information will be provided on that meeting agenda.

Respectfully submitted,
Michael Griffith