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## Fwd: Zoning Consultant RFP

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Meagan Jones <mmjones@cityofevanston.org>  
To: Meagan Jones <mmjones@cityofevanston.org>

Wed, Feb 18, 2026 at 4:38 PM

----- Forwarded message -----

From: [rossjaltman@gmail.com](mailto:rossjaltman@gmail.com) <[rossjaltman@gmail.com](mailto:rossjaltman@gmail.com)>  
Date: Wednesday, February 18, 2026 at 11:50:14 AM UTC-6  
Subject: Zoning Consultant RFP  
To: [EnvisionEvanston2045@cityofevanston.org](mailto:EnvisionEvanston2045@cityofevanston.org) <[EnvisionEvanston2045@cityofevanston.org](mailto:EnvisionEvanston2045@cityofevanston.org)>

Envision Evanston 2045:

Regarding the Draft RFP for a Zoning Consultant, I have the following observations:

1. The Scope of Services.

- The document discusses the importance of community engagement, but it does not state clearly either what is required/expected or that the Consultant is to propose how best to accomplish this in its response to the RFP. That should be clarified, as well as that what the Consultant proposes will be part of the selection criteria.
- The Consultant should be required to identify the existing infrastructure in Evanston and correlate its proposed zoning to such existing infrastructure, identifying where infrastructure is adequate and where improvements are needed to support the proposed zoning. The zoning ordinance should be consistent with what the City can support or at the very least identify the changes/improvements that are needed.

2. Selection Criteria. Why not use a standard industry form to elicit pertinent information regarding qualifications (the potential Consultants will be accustomed to responding to such questions and providing information requested by such a form, e.g., AIA Document B305). I also think the listed Criteria should be more robust and inquire regarding the following (some of this can be found in the AIA Document B305):

- Current Certificate of Insurance. Identify any significant exclusions to each policy. Identify all deductibles and SIRs.
- List all other names under which the Firm has or currently conducts business.
- Commitment to use the Key Personnel identified in the response to the RFP.
- Financial statements for last 3 years prepared in accordance with GAAP, consistently applied.
- Has the Firm or any affiliate been the subject of any bankruptcy proceeding.
- Prior or current claims (i.e., formal claims that were settled, or any arbitration, litigation) in last 5 years and a description of the dispute.
- Has the Firm or any affiliate entered into a contract that has been terminated, and reasons for such termination.
- Any judgments or awards entered against the Firm or an affiliate, or any settlement payment.
- Any arbitration or litigation filed by the Firm.
- Has any business or employee been convicted of any crime, disciplinary action (professional), fined by a public or professional authority.
- How do you propose to staff this work.

- Estimated fees (including method of calculation) and any other costs to be paid by City.

The above is a bit stream of consciousness, but hopefully provides some useful information for consideration. If desired, I am sure any of the architects/consultants with whom the City works can provide a copy of the AIA document that I mention above.

Kind regards, RJA

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**Fwd: Feedback on Envision**

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**Meagan Jones** <mmjones@cityofevanston.org>  
To: Meagan Jones <mmjones@cityofevanston.org>

Thu, Feb 19, 2026 at 9:49 AM

----- Forwarded message -----

From: Camille Blachowicz <CBlachowicz@nl.edu>  
Date: Wednesday, February 18, 2026 at 8:41:42 PM UTC-6  
Subject: Feedback on Envision  
To: [envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org) <[envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org)>

I could never get the survey to open.

Reactions-

No zoning changes should be considered until a land analysis is carried out to see where all this extra land cited IS and what its limits are. No taking parkland. Evanston is already low compared to other communities.

Single family zoning is a big draw for Evanston and part of the character of the community.

Duplexes are not the only way to expand housing. There is no mention of stimulating and organizing non-related intergenerational housing within the existing home profiles. That word is only used in relation to parks and other amenities. Many of us older Evanstonians who want to stay in our homes do not have families who can take care of us. Long-term shared housing could work for both older and newer residents and Evanston has enough brain power to develop some wonderful models.

Only Evanston residents and businesses should be counted in analyses of feedback data. You might also do exit interviews of residents who are leaving and ask them why they are leaving.

What about rent control? Cities with rent control in the United States include New York City, San Francisco, Los Angeles, and Washington, D.C. Additionally, some cities in California, New Jersey, Maryland, Maine, and Minnesota also have various forms of rent control laws. For many Evanstonians, Evanston is a first place to live and they move on. Rent control might make it possible for them to stay.

Respectfully submitted,

Camille Błachowicz

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**Fwd: selection of zoning consultant**

1 message

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**Meagan Jones** <mmjones@cityofevanston.org>  
To: Meagan Jones <mmjones@cityofevanston.org>

Thu, Feb 19, 2026 at 9:52 AM

----- Forwarded message -----

From: Paul Breslin <p-breslin@northwestern.edu>  
Date: Wednesday, February 18, 2026 at 11:17:31 PM UTC-6  
Subject: selection of zoning consultant  
To: [envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org) <[envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org)>

When you choose a zoning consultant, I ask that you will:

- 1) frame the task as a zoning update rather than a complete rewriting of the zoning code;
- 2) Choose an independent third-party consultant ( NOT the same consultant that will be doing the rest of the zoning work ) to impartially review the housing and affordability impacts of any proposed zoning changes BEFORE the draft zoning update is reviewed by the Land Use Commission and City Council.
- 3) I do not want to see a consultant like ZoneCo, which came in with a pre-set agenda and applied it to Evanston. The consultant should begin with careful study of the present situation in Evanston, not an ideological program set in advance.
- 4) **Public engagement should be limited to Evanston residents and local business owners.**
- 5) **The process should not allow any staff- or mayor-appointed focus groups** that create the perception of preferential access or influence. A more neutral selection process should be determined. (p. 5)

(Some of these points are presented by others with the same or similar wording. Since I agree with these statements, I have repeated them here.)

Thank you for your consideration,

Paul Breslin  
[1635 Hinman Avenue, Apt. 1](#)  
Evanston, IL 60201-6043

First Ward

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**Fwd: Evanston zoning consultant RFP**

1 message

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**Meagan Jones** <mmjones@cityofevanston.org>  
To: Meagan Jones <mmjones@cityofevanston.org>

Wed, Feb 18, 2026 at 4:34 PM

----- Forwarded message -----

From: Joseph Caprile <jpcaprile@gmail.com>  
Date: Monday, February 16, 2026 at 3:14:17 PM UTC-6  
Subject: Evanston zoning consultant RFP  
To: [envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org) <[envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org)>, Thomas Suffredin <[tsuffredin@cityofevanston.org](mailto:tsuffredin@cityofevanston.org)>, Joseph Caprile <[jpcaprile@gmail.com](mailto:jpcaprile@gmail.com)>

Ms. Williams,

Thank you for sharing the well developed Zoning Consultant RFP for comment.

It's apparent that a lot of time was spent developing it and in my professional opinion, well written.

Based upon my experience, listed below are a few items that might be considered or incorporated in the draft for clarity which would be beneficial.

- Considering adding a Community Member or two to the Working Group. It would add a different perspective from staff, appointed or elected officials. Also it would be helpful in outreach to Community members for clarity of comments or concerns. Council meetings and public comment sessions tend to be a bit regimented.
- It should be clarified in a number of sections that the Consultant should hold meetings with each Ward, not just Community Meetings. Community meetings draw a lot of third party comments, which are helpful but the Wards are the ones impacted. It is referenced in Phase 3, but should be included in Phase 1 and throughout the document. It's important that the Consultant is aware of this so the Consultant's proposal includes the appropriate time and costs.
- In section 6-3-4-5 of the Evanston current zoning ordinance there is specific criteria of what must be determined before amending the existing zoning code. In a number of sections existing codes are referenced to be reviewed, but this section is critically important.
- Under "Unique attributes of the City" it would be beneficial to emphasize certain current conditions such as the age of our existing infrastructure, including age and capacity of sewers and water lines, established roadway capacities, availability of vacant land to develop all which would help the Consultant determine the best method to propose any changes.
- Under selection criteria, Project Team; add Principal in Charge or Project Executive. This is who the Project Manager would report to and who the City would hold responsible for their performance.
- Which Draft of the Comprehensive Plan will be included in the RFP. The Draft that was approved by Council on January 26, 2026 needed to incorporate several comments from Council members that were important. Given all the discussion, the current document went through a new updated draft and should be included in the RFP. It could save a lot of future discussion on the matter.

The above are offered for your and Staff's thoughtful consideration and as always glad to discuss further.

Yours very truly,

Joseph Caprile FAIA  
2615 ColfaxStreet

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**Fwd: Comments regarding RFP**

1 message

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**Meagan Jones** <mmjones@cityofevanston.org>  
To: Meagan Jones <mmjones@cityofevanston.org>

Thu, Feb 19, 2026 at 9:52 AM

----- Forwarded message -----

From: Sonia Cohen <[sonia.cohen@gmail.com](mailto:sonia.cohen@gmail.com)>

Date: Wednesday, February 18, 2026 at 10:42:46 PM UTC-6

Subject: Comments regarding RFP

To: [envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org) <[envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org)>

1. **The city should pursue a zoning code update, not a full rewrite.**
2. **Eliminate any staff potential directive to align zoning with existing conditions.**
3. **Housing and affordability impact analysis of the proposed zoning should be conducted by a third-party independent from the zoning consultant**
4. **Remove Staff directive (page 5 ) asking the Consultant to “identify locations where infill development, TOD, missing-middle housing, and adaptive reuse opportunities are feasible,” as it presupposes policy direction and exceeds staff’s role. Public engagement should be limited to Evanston residents and local business owners. .**
5. **No “weighting” of public input.**
6. **The process should not allow any staff- or mayor-appointed focus groups**
7. **No special access to staff or mayor by paid staff advocacy lobbying groups.**
8. **Public input should meaningfully inform zoning recommendations—not be relegated to less consequential sections of the plan.**

**Sonia Cohen**  
7th ward

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**Fwd: Comments re: Draft Scope of Services for Zoning Consultant RFP**

4 messages

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**Meagan Jones** <mmjones@cityofevanston.org>  
To: Meagan Jones <mmjones@cityofevanston.org>

Thu, Feb 19, 2026 at 9:55 AM

----- Forwarded message -----

From: L. G. Damashek <lgdamashek@gmail.com>  
Date: Wednesday, February 18, 2026 at 5:00:32 PM UTC-6  
Subject: Comments re: Draft Scope of Services for Zoning Consultant RFP  
To: [envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org) <[envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org)>

I will be submitting my comments consecutively regarding the draft scope of services for the zoning consultant.

Zoning Update-

Most importantly, I believe the scope of services should be for a Zoning Update only rather than a total rewrite. Evanston does not need to slash and burn /destroy the way the federal government is doing currently. There have been many fine local community plans made that should continue to be incorporated In the zoning. We should be continuing to improve upon a strong base Zoning code, making targeted improvements.

More coming,  
Linda Damashek

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**Meagan Jones** <mmjones@cityofevanston.org>  
To: Meagan Jones <mmjones@cityofevanston.org>

Thu, Feb 19, 2026 at 9:55 AM

----- Forwarded message -----

From: L. G. Damashek <lgdamashek@gmail.com>  
Date: Wednesday, February 18, 2026 at 5:55:28 PM UTC-6  
Subject: Comments re: Draft Scope of Services for Zoning Consultant RFP  
To: [envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org) <[envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org)>

I will be submitting my comments consecutively regarding the draft scope of services for the zoning consultant.

Zoning Update-

Most importantly, I believe the scope of services should be for a Zoning Update only rather than a total rewrite. Evanston does not need to slash and burn /destroy the way the federal government is doing currently. There have been many fine local community plans made that should continue to be incorporated Into the zoning decisions. We should be continuing to improve upon a strong base Zoning code, making targeted improvements.

Localized Zoning Change Decision Making- Do Not Create Overarching Citywide Zoning Change Strategy To Align With Current Existing Conditions-

In determining the scope of services, proposers should understand from the beginning that Evanston zoning change strategy should be determined in a targeted and localized manner and not in a blanket citywide manner. A community as old as Evanston has developed over time with changing economic conditions. As a result, we already have a large array of different housing typologies to meet varying housing needs all over the city. IZoning changes should not be made in a blanket, citywide manner. Proposers should be made aware of the additional time that will be required to address zoning change proposals in a ward by ward and neighborhood by neighborhood manner.

An Independent Third Party Consultant must be retained to conduct a Housing and Affordability Impact Analysis to avoid any conflict of interest and to Ensure Impartiality-

This impact analysis must reflect Evanston land valuation, development cost, trends, and local market conditions, rather than relying primarily on generalized national research. The proposers must understand that they will be receiving this information from a separate zoning consultant in preparation for review and discussion in Land Use Commission hearings and City Council meetings prior to any decision-making by City Council on this issue.

More coming,  
Linda Damashek

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**Meagan Jones** <mmjones@cityofevanston.org>  
To: Meagan Jones <mmjones@cityofevanston.org>

Thu, Feb 19, 2026 at 9:55 AM

----- Forwarded message -----

From: L. G. Damashek <lgdamashek@gmail.com>  
Date: Thursday, February 19, 2026 at 12:01:30 AM UTC-6  
Subject: Fwd: Comments re: Draft Scope of Services for Zoning Consultant RFP  
To: [envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org) <[envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org)>

I will be submitting my comments consecutively regarding the draft scope of services for the zoning consultant.

Zoning Update-

Most importantly, I believe the scope of services should be for a Zoning Update only rather than a total rewrite. Evanston does not need to slash and burn /destroy the way the federal government is doing currently. There have been many fine local community plans made that should continue to be incorporated into the zoning decisions. We should be continuing to improve upon a strong base Zoning code, making targeted improvements.

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An Independent Third Party Consultant must be retained to conduct a Housing and Affordability Impact Analysis to avoid any conflict of interest and to Ensure Impartiality-

This impact analysis must reflect Evanston land valuation, development cost, trends, and local market conditions, rather than relying primarily on generalized national research. The proposers must understand that they will be receiving this information from a separate zoning consultant in preparation for review and discussion in Land Use Commission hearings and City Council meetings prior to any decision-making by City Council on this issue.

Professional Ethics related to Public Engagement-

Consultants responding to this Request for Proposal should be required to agree to Ethical Public Engagement Requirements:

- Public Engagement should be limited to Evanston residents and business owners (Non- residents and Advocacy/Lobby organization staff who do not live in Evanston should not be included)

- Public Engagement process should not allow any Mayor or Staff appointed focus groups which create the perception of preferential influence

More coming,  
Linda Damashek

**Meagan Jones** <mmjones@cityofevanston.org>  
To: Meagan Jones <mmjones@cityofevanston.org>

Thu, Feb 19, 2026 at 9:56 AM

----- Forwarded message -----

From: L. G. Damashek <lgdamashek@gmail.com>  
Date: Thursday, February 19, 2026 at 7:51:02 AM UTC-6  
Subject: Comments re: Draft Scope of Services for Zoning Consultant RFP  
To: [envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org) <[envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org)>

Comments regarding the Evanston Draft Scope of Services for the Zoning Consultant RFP

1) Zoning Update-

Most importantly, the Scope of Services must be for a Zoning Update ONLY rather than a total rewrite. Evanston does not need to slash and burn /destroy the way the federal government is doing currently. There have been many thorough local neighborhood area plans made with extensive community input that must continue to be incorporated into the zoning decision making. We should be continuing to improve upon a strong base Zoning code, making targeted improvements.

2) Localized Zoning Change Decision Making- Do NOT Create an Overarching Citywide Zoning Change Strategy To "Align With Current Existing Conditions"

In determining the Scope of Services, proposers must understand from the beginning that Evanston's zoning change strategy must be determined in a targeted and localized manner and NOT in a "blanket" overarching citywide manner. A community as old as Evanston has developed over time with changing economic conditions. As a result, we already have a large array of different housing typologies to meet varying housing needs all over the city. Zoning changes must NOT be made in a blanket, citywide manner. Proposers must be made aware of the additional time that will be required to address zoning change proposals in a ward by ward and neighborhood by neighborhood manner.

3) An Independent Third Party Consultant must be retained to conduct a Housing and Affordability Impact Analysis to avoid any conflict of interest and to Ensure Impartiality-

This Impact Analysis of the final draft zoning text and map must reflect Evanston's land valuation, development cost, trends, and local market conditions, rather than relying primarily on generalized national research. It should also evaluate Evanston's infrastructure capacity (water, sewer, stormwater), schools, public safety, redevelopment feasibility, and long-term tax base implications.

The Zoning RFP proposers must understand that they will be receiving this information from a separate Consultant in preparation for review and discussion in Land Use Commission hearings and City Council meetings prior to any decision-making by City Council on this issue.

4) Professional Ethics related to Public Engagement-

Zoning Consultants responding to this Scope of Services Request For Proposal must be REQUIRED to agree to these Ethical Public Engagement Requirements:

- A) Public Engagement process participation will be limited to Evanston residents and business owners (Non-residents and Advocacy/Lobby organization staff who do not live in Evanston will NOT be included)
- B) Public Engagement process will NOT allow any Specially Appointed, closed door, by invitation only, focus groups which create the perception of preferential influence
- C) Public Engagement process will NOT allow Advocacy/Lobbying organization staff to have preferential access to determining Zoning policy strategy, including submitting draft zoning code for consideration
- D) Public Engagement process will NOT "weight" Public Input, devaluing some residents input and amplifying others. (especially when advocacy /lobbying organizations large paid staff with robust organizing/ turn out efforts negate the need for such "weighting")

#### 5) Consultant Qualifications- Illinois Experience

Consultant selection criteria should be expanded to require demonstrated experience drafting and implementing zoning ordinances in Illinois municipalities, including familiarity with Illinois zoning enabling statutes, required public hearing procedures, and relevant state case law. Knowledge of state specific legal context is essential for all candidates.

#### 6) Consultant Conflict of Interest Protections-

Consultant selection criteria should be expanded to include requirement to disclose any current or recent financial relationships with Developers, Institutional Landowners, Advocacy/Lobbying entities, or other organizations that may have a material interest in potential zoning changes within Evanston or adjacent municipalities. Assigned conflict of interest certification, submitted prior to contract execution and made publicly available will strengthen public confidence in the neutrality of the selection process.

Linda Damashek

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**Fwd: Respect Central Street**

1 message

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**Meagan Jones** <mmjones@cityofevanston.org>  
To: Meagan Jones <mmjones@cityofevanston.org>

Wed, Feb 18, 2026 at 4:42 PM

----- Forwarded message -----

From: Bruce Delahorne <[bdelahorne@yahoo.com](mailto:bdelahorne@yahoo.com)>  
Date: Wednesday, February 18, 2026 at 2:58:35 PM UTC-6  
Subject: Respect Central Street  
To: [envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org) <[envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org)>

Dear City of Evanston:

I am writing to submit comments on the hiring of consultants for the zoning portion of the Envision Evanston Plan.

It is worrisome that explicit planning for the Central Street corridor was eliminated in the final draft of the Envision plan, although no citizens asked for that elimination.

In providing direction to consultants, I ask that the following be included:

- **Legislative Direction Should Come First**  
ID of specific development types (infill, TOD, missing middle, adaptive reuse, etc.) should follow explicit direction, not be consultant-driven.
  - **Transparent Public Engagement**  
How any public input is “weighted” should be publicly disclosed and authorized by City Council, with both raw and adjusted results available.
  - **Independent Impact Review**  
Housing and affordability impact analysis should be independent and should inform the final draft zoning text and map before adoption.
  - **Infrastructure & Fiscal Impacts**  
Impact analysis should evaluate Evanston-specific conditions, including infrastructure capacity (water, sewer, stormwater), schools, public safety, redevelopment feasibility, and long-term tax base implications.

Thank you for your attention.

Bruce Delahorne  
[2148 Lincolnwood Drive](#)  
Evanston

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**Fwd: feedback on Draft Scope of Services**

1 message

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**Meagan Jones** <mmjones@cityofevanston.org>  
To: Meagan Jones <mmjones@cityofevanston.org>

Wed, Feb 18, 2026 at 4:34 PM

----- Forwarded message -----

From: Kyla Ebels-Duggan &lt;kebelsduggan@gmail.com&gt;

Date: Sunday, February 15, 2026 at 4:09:02 PM UTC-6

Subject: feedback on Draft Scope of Services

To: [envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org) <[envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org)>Cc: [jnieuwsma@cityofevanston.org](mailto:jnieuwsma@cityofevanston.org) <[jnieuwsma@cityofevanston.org](mailto:jnieuwsma@cityofevanston.org)>, [dbiss@cityofevanston.org](mailto:dbiss@cityofevanston.org) <[dbiss@cityofevanston.org](mailto:dbiss@cityofevanston.org)>

Congratulations on the passage of Envision Evanston. I urge you to **expedite the adoption** of a progressive zoning policy, in accord with this comprehensive plan.

I am not convinced that we need to use tax-payer dollars for additional consulting in this process or gather more public input after the lengthy--and, by the standard of these things, fairly inclusive--process associated with the development of the comprehensive plan. I wanted to see zoning changes passed with the comprehensive plan, and I am suspicious that this is a delay tactic and an attempt at an end run around the agreed-to guidelines in the comprehensive plan. The public has given a lot of input and you know what we want: zoning policy that will allow us to increase supply and so address [the crisis in affordability](#). I am proud of Evanston for getting to this decision, given all of the structural ways in which advocates for affordability are disadvantaged in these sorts of deliberations.

If the council judges that a consultant is absolutely necessary for this next phase, I urge a **minimal scope of work and short timeline**. Our job is to act as soon as we responsibly can on the aims we have agreed on by removing barriers to expanding housing supply.

We have already waited too long to address the mounting housing crisis, which is having a significant effect on the demographics of our city. I am very concerned about [the loss of multi-generational Evanston families--particularly in the historic 5th ward](#)--due to rising housing costs. I want to be in a community where everyone who makes the city, its businesses, schools, and institutions, work can afford to live.

Sincerely,  
Kyla Ebels-Duggan  
4th Ward

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**Fwd: Comments on RFP for zoning update**

1 message

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**Meagan Jones** <mmjones@cityofevanston.org>  
To: Meagan Jones <mmjones@cityofevanston.org>

Wed, Feb 18, 2026 at 4:47 PM

----- Forwarded message -----

From: Freddi Greenberg <[flgreenberg@flglaw.com](mailto:flgreenberg@flglaw.com)>  
Date: Wednesday, February 18, 2026 at 3:37:02 PM UTC-6  
Subject: Comments on RFP for zoning update  
To: [envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org) <[envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org)>

To the Evanston City Council:

I live in the third ward and have an office in the Chase Bank Building. I respectfully offer the following comments regarding the RFP proposed to be issued in connection with a zoning update for Evanston.

1. The existing zoning code should be updated but a total rewrite should not be undertaken.
2. A housing and affordability analysis should be conducted but not by the zoning consultant. The analysis should be conducted by an independent third party and should consider local conditions such as development costs and local market conditions, rather than being based on national research. If the analysis includes comparison with other cities it is important that those cities should have characteristics similar to Evanston, including density and market characteristics. This analysis should be completed and considered by the City Council (with citizen input) before any action is taken on zoning reform, including the Final Draft Zoning Text and Map.
3. The analysis should be reviewed in open session by the City Council, including consideration of citizen input, before action is taken on a Final Draft Zoning Text and Map.
4. On page 5, the consultant is directed to identify locations where infill development, TOD, missing-middle housing and adaptive reuse opportunities are feasible. Apparently Staff has identified these policy goals. Policy goals should not be identified by Staff, but instead should be identified by the Evanston community together with the City Council, which is the community's elected leadership.
5. It is important that public input to the plan be limited to Evanston residents and owners of local businesses so that the plan is not based on input by non-residents or advocacy groups with a policy goal.
6. Public input should not be weighted. Instead the selected consultant should reach out to the entire community including hard-to-reach segments of the community. The proposed weighting of public input should be deleted as such weighting can create a situation where the views of some residents or local business owners are deemed more valuable than others and also can allow shaping or justification of a desired result. The only desired result should be a plan that fully reflects the views of residents and local businesses.
7. Focus groups should not be selected by Staff or the mayor but using a neutral selection process that invites resident participation.
8. Lobbying or paid advocacy groups should not be permitted to offer a draft zoning code or draft language for inclusion in a zoning code. Such entities should not have any special access to the mayor or staff.
9. It should be recognized that public input is important (in fact necessary and critical to a successful outcome) and should be deemed the most significant input considered in developing the Plan. After all, Evanston residents will continue to be impacted by the plan and by a revised zoning code long after the consultants, lobbyists, city staff and paid advocacy groups have moved on.

Thank you for this opportunity to offer comments.  
Respectfully submitted,  
Freddi Greenberg

**Freddi L. Greenberg**

Attorney at Law  
Suite 1050  
<1603 Orrington Avenue>  
<Evanston, Illinois 60201>  
Mobile 847.612.8331

Sent from my iPad



Meagan Jones <[mmjones@cityofevanston.org](mailto:mmjones@cityofevanston.org)>

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## Fwd: Respect Central Street

1 message

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**Meagan Jones** <[mmjones@cityofevanston.org](mailto:mmjones@cityofevanston.org)>  
To: Meagan Jones <[mmjones@cityofevanston.org](mailto:mmjones@cityofevanston.org)>

Wed, Feb 18, 2026 at 4:41 PM

----- Forwarded message -----

From: Paul Hirsch <[paulhirsch@kellogg.northwestern.edu](mailto:paulhirsch@kellogg.northwestern.edu)>

Date: Wednesday, February 18, 2026 at 2:23:17 PM UTC-6

Subject: Respect Central Street

To: [envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org) <[envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org)>

Honor and read the Central Street Master Plan, as submitted to the city, before recommending any changes from it.

Paul Hirsch  
[1610 Lincoln St](#)  
Evanston 60201

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**Fwd: Commentary for your consideration**

1 message

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**Meagan Jones** <mmjones@cityofevanston.org>  
To: Meagan Jones <mmjones@cityofevanston.org>

Wed, Feb 18, 2026 at 4:37 PM

----- Forwarded message -----

From: Greg Hummel <[ghummel@ppp-law.com](mailto:ghummel@ppp-law.com)>  
Date: Wednesday, February 18, 2026 at 8:13:07 AM UTC-6  
Subject: Commentary for your consideration  
To: [envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org) <[envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org)>  
Cc: kiera.kelly1000 <[kiera.kelly1000@gmail.com](mailto:kiera.kelly1000@gmail.com)>

And more to follow once I have reviewed the RFP for the zoning consultant.

Respectfully submitted,

Greg Hummel

1. **The city should pursue a zoning code update, not a full rewrite.** A full code rewrite involves too much risk of unknown impacts and unintended consequences. Further, on page 2, the RFP says "The City encourages consultant teams to recommend whether this takes the form of a complete rewrite or a markup of the existing regulations," but on page 8, the direction calls for a draft map to rezone the entire city. The preference is for a code update, not a complete rewrite, but at minimum, the consultant should make that determination.
2. **Eliminate any staff potential directive to align zoning with existing conditions.** Zoning is a prescriptive policy tool that determines what can be built in the future, not simply a reflection of current conditions. The "alignment" language reads as a potential call or justification for broad upzoning. The RFP should not begin with alignment language until policy direction is established [p. 4].
3. **Housing and affordability impact analysis of the proposed zoning should be conducted by a third-party independent from the zoning consultant** to align the intent of the amendment and to avoid conflicts of interest. It should not be prepared concurrently with the code, so that the analysis is not used merely to justify the document. The impact analysis must reflect Evanston land valuation, development costs, trends, local market conditions, rather than relying primarily on generalized national research. If comparison cities are used, they should include those with similar density and market characteristics. The process should include language consistent with the amendment in the "Implementation" section: "City Council shall review and debate this analysis in open session before taking final action on any major zoning reform." Thus, an analysis should be conducted before final action is taken on the Final Draft Zoning Text and Map.
4. **Remove Staff directive (page 5) asking the Consultant to "identify locations where infill development, TOD, missing-middle housing, and adaptive reuse opportunities are feasible," as it presupposes policy direction and exceeds staff's role.** Specific goals/directives like this must be established through community input and elected leadership.
5. **Public engagement should be limited to Evanston residents and local business owners.** During the comprehensive plan process, input from paid advocacy groups (staff members and advocates) and even non-residents appeared to influence and shape outcomes more significantly than that of residents.
6. **No "weighting" of public input.** Instead of "weighting" public input, devaluing some resident input and upvaluing others, the selected consultant should be required to conduct robust, targeted outreach to underrepresented or hard-to-reach populations to broaden participation. The proposed "weighting" of public input raises significant concerns about fairness, transparency, and practical application, especially in a college town with a large number of students who may not participate yet fall under the underrepresented categories. "Weighting" undermines public trust and creates an opportunity to shape or justify a desired outcome. Expanding participation, rather than re-scaling responses after the fact, is consistent with best practices. (p. 6 & 8)

7. **The process should not allow any staff- or mayor-appointed focus groups** that create the perception of preferential access or influence. A more neutral selection process should be determined. (p. 5)
8. **No special access to staff or mayor by paid staff advocacy lobbying groups.** Advocacy lobbying groups should have preferential access to the mayor and staff teams and should NOT be permitted to submit draft zoning code as happened in the last round for the Comprehensive Plan.
9. **Public input should meaningfully inform zoning recommendations—not be relegated to less consequential sections**

Sent from my iPhone

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**Fwd: RFP feedback**

1 message

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**Meagan Jones** <mmjones@cityofevanston.org>  
To: Meagan Jones <mmjones@cityofevanston.org>

Thu, Feb 19, 2026 at 9:51 AM

----- Forwarded message -----

From: Kiera Kelly &lt;kiera.kelly1000@gmail.com&gt;

Date: Wednesday, February 18, 2026 at 10:09:37 PM UTC-6

Subject: RFP feedback

To: [envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org) <[envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org)>

Hello Envision Evanston team,

I submitted the following through the online form, but I did not include any demographic information so am concerned it may not have been counted, so here is my comment via email as a back up.

Can you please register the following as feedback on the RFP Scope of Services?

1. **The city should pursue a zoning code update, not a full rewrite.** A full code rewrite involves too much risk of unknown impacts and unintended consequences. Further, on page 2, the RFP says "The City encourages consultant teams to recommend whether this takes the form of a complete rewrite or a markup of the existing regulations," but on page 8, the direction calls for a draft map to rezone the entire city. The preference is for a code update, not a complete rewrite, but at minimum, the consultant should make that determination.
2. **Eliminate any staff potential directive to align zoning with existing conditions.** Zoning is a prescriptive policy tool that determines what can be built in the future, not simply a reflection of current conditions. The "alignment" language reads as a potential call or justification for broad upzoning. The RFP should not begin with alignment language until policy direction is established [p. 4].
3. **Housing and affordability impact analysis of the proposed zoning should be conducted by a third-party independent from the zoning consultant** to align the intent of the amendment and to avoid conflicts of interest. It should not be prepared concurrently with the code, so that the analysis is not used merely to justify the document. The impact analysis must reflect Evanston land valuation, development costs, trends, local market conditions, rather than relying primarily on generalized national research. If comparison cities are used, they should include those with similar density and market characteristics. The process should include language consistent with the amendment in the "Implementation" section: "City Council shall review and debate this analysis in open session before taking final action on any major zoning reform." Thus, an analysis should be conducted before final action is taken on the Final Draft Zoning Text and Map.
4. **Remove Staff directive (page 5 ) asking the Consultant to "identify locations where infill development, TOD, missing-middle housing, and adaptive reuse opportunities are feasible,"** as it presupposes policy direction and exceeds staff's role. Specific

goals/directives like this must be established through community input and elected leadership.

5. **Public engagement should be limited to Evanston residents and local business owners.** During the comprehensive plan process, input from paid advocacy groups (staff members and advocates) and even non-residents appeared to influence and shape outcomes more significantly than that of residents.
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7. **The process should not allow any staff- or mayor-appointed focus groups** that create the perception of preferential access or influence. A more neutral selection process should be determined. (p. 5)
8. **No special access to staff or mayor by paid staff advocacy lobbying groups.** Advocacy lobbying groups should have preferential access to the mayor and staff teams and should NOT be permitted to submit draft zoning code as happened in the last round for the Comprehensive Plan.
9. **Public input should meaningfully inform zoning recommendations—not be relegated to less consequential sections of the plan.**

Thank you!  
Kiera Kelly  
Evanston Resident

## Comments on Zoning Consultants Draft Scope of Services document

The comments below are intra-text comments in the accompanying PDF document. The PDF also includes suggested text edits for consistency in describing expectations for consultants' deliverables.

### **Page 2**

- Note 1: The consultant's document for public review needs to have all amendments and changes to the past zoning code presented in a way that is easy to compare the original code to changes.
- Note 2: The consultant's draft and final documents must show how plans and recommendations specifically align to the 2045 Comprehensive Plan.
- Note 3: The consultant's document needs to specifically outline criteria used to determine the choice for a rewrite vs. markup and explain why the choice was made.
- Note 4: Wording needs to be adjusted to clarify whether consultants are expected to include "quality design" requirements in the new code and define specifically what "quality design" means in terms of the zoning code.
- Note 5: Document should stipulate here or elsewhere that the City Council is able to enforce adjustments and extensions of the timeline if determined that the process is not achieving desired outcomes within designated phases.

### **Page 3**

- Note 6: Rather than "anticipate," document should require monthly meetings, with more frequent if needed.
- Note 7: More specific requirements for reporting needed, i.e., Work Group agendas and minutes/ outputs need to be required as part of web page content.

### **Page 4**

- Note 8: Stipulate this will be available for for community access on the project web site.
- Note 9: Consultant is required to define "community informed" in proposal documents. As is, this is a vague term that can be easily undercut as it was in the Envision 2045 Plan development.
- Note 10: Assessment by ward AND neighborhood as mandatory requirements unless the consultant can demonstrate that the two are essentially co-terminus.
- Note 11: Consultants are required to develop and present multiple scenarios for the future code.

### **Page 5**

- Note 12: Consultants are required to specifically enumerate community member values and fully capture minority or contrary points of view. The drafts and final presentation may not represent the appearance of a uniform point of view unless there are not dissenting viewpoints.
- Note 13: Proposal documents must include a detailed plan for public engagement and input.

Note 14: This paragraph is critical. Too many city projects fail in this regard and as a result there is a presumption of community input and engagement when there is, in fact, relatively little.

Note 15: Important that this is presented as “feasible” and not “advisable.”

### **Page 6**

Note 16: Consultants’ responses need to include information on how they will acquire information for weighting variables and insure these data are statistically valid.

Note 17: I believe this is the first reference to consultants providing recommended updates. If so, it should be made clear throughout the document that the city is looking for recommended updates.

Note 18: Include in this requirement that minutes and recordings will be posted for public access.

Note 19: Stipulate more clearly how many community engagement events are required. As stated, by ward and neighborhood means “several opportunities” will be too few.

Note 20: The new code must be internally consistent, i.e., provisions should reinforce each other and not conflict. Code terms should emphasize clarity and simplicity, with ease of compliance a primary goal.

### **Page 7**

Note 21: Add that for transparency, feedback will also be incorporated into the public facing website.

Note 22: As stated, the ward-by-ward and by neighborhood either/or is vague. Specific criteria need to be included to determine how these community events will be defined, scheduled, and held.

Note 23: Clarify whose feedback will be collected, documented, and responded to, i.e., LUC and Council only, or community as well?

Note 24: “Should” allows consultants to opt out. This needs to be a requirement.

Note 25: Evaluation of impacts needs to include impacts on community and neighborhood values and priorities, i.e., shall require clear statements of when proposed changes will support and when will run counter to stated ward and neighborhood values and priorities.

### **Page 8**

Note 26: Interactive map must be highly user friendly. For example, the bike plan comment map is NOT user friendly and is difficult to use to input suggestions and feedback. The interactive map design needs user acceptance testing with sample target groups

Note 27: Evaluation of impacts needs to include impacts on community and neighborhood values and priorities, i.e., shall require clear statements of when proposed changes will support and when will run counter to ward and neighborhood values and priorities.

### **Page 9**

Note 28: The final zoning map should be a fully interactive web site and not a PDF. A static PDF, even web viewable, will never be dynamically interactive enough to facilitate easy use.

The City of Evanston is beginning the next phase of Envision Evanston 2045, a community-led effort to guide how our city develops over the next 20 years. The Community Development Department is requesting your input on a draft Scope of Services for the Zoning Update. This document outlines the work we are seeking from consultant firms and teams to update Evanston's zoning rules to align with and implement the new Comprehensive General Plan.

Community input will help ensure that this scope is clear, effective, and community-focused when it goes to the City Council for review and approval. Please share your feedback by Wednesday, February 18, 2026. We will use it to refine the draft before submitting it to the City Council. Community members may also provide input at the City Council's regular meeting on February 23, 2026.

Thank you in advance for taking the time to review this draft and share your thoughts. We look forward to working with the community on this important project for Evanston's future.

### **What is the Envision Evanston Zoning Update?**

On January 26, 2026, the City Council adopted a new Comprehensive General Plan, which sets a shared vision and policy direction for land use and development through 2045. The Zoning Update is the process of revising Evanston's zoning regulations and zoning map to reflect and support the new plan. In simple terms, this work helps ensure that the rules governing what can be built and where match the community's long-term goals.

### **How can I share feedback on the Draft Scope of Services?**

You can submit comments:

- Online: [Click to access the feedback form](#)
- By email: [envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org)
- In Person: City Council Meeting on February 23, 2026

### **When will the City Council review the Draft Scope of Services?**

The City Council will review the draft at its regular meeting on February 23, 2026.

## City of Evanston Zoning Update - Draft Scope of Services

Evanston invites professional consulting firms and teams to submit a written proposal for the City of Evanston’s Zoning Update. This is a critical, community-centered effort that will shape the evolution of Evanston’s built environment. In January 2026, the City Council adopted a new Comprehensive General Plan as part of the Envision Evanston 2045 initiative. The last significant update to the City’s zoning code was completed in 1993. There have been several substantial amendments, including the addition of various overlay districts, and numerous smaller amendments, since then. Evanston seeks a holistic update to align the Zoning Ordinance and Map with the 2026 Comprehensive General Plan. Central to this effort is robust, inclusive community engagement that meaningfully involves residents, businesses, and other stakeholders throughout the project. The City encourages consultant teams to recommend whether this takes the form of a complete rewrite or a markup of the existing regulations. Regardless of approach, the resulting code must be easy to understand, intuitive to navigate for users of all experience levels, produce predictable outcomes, use clear graphics and visuals wherever possible to communicate intent, and consider the unique attributes of the city, which include but are not limited to, lakefront access, university and business district transitions with residential areas, diverse housing types and needs, and quality design.

### Anticipated Project Phasing and Schedule

The City anticipates the project will include four phases and be completed by mid to late 2028. However, the City emphasizes that quality is prioritized over expediency. Proposals should articulate the anticipated project schedule and any adjustments recommended to the proposed phasing.

1. Work Plan and Project Launch
2. People, Places, and Policy Assessment
3. Drafting the Code with the Community
4. Adoption/Legislative Process

	2026		2027				2028			
	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Phase 1	Plan & Launch									
Phase 2			Engage and Assess							
Phase 3					Engage and Draft					
Phase 4							Adopt			

## **Phase 1 - Work Plan and Project Launch**

The City of Evanston will establish a Work Group to provide active oversight of each phase of the Zoning Update. The primary role of the Work Group is to track project milestones, engagement activities, and decision points to ensure they are carried out as intended. It is not responsible for conducting a technical review of individual project deliverables. Getting the process right, particularly the approach to community engagement, is critical to the success of this project and to building public trust in the outcomes. The Work Group will be composed of two representatives from both the City Council and the Land Use Commission, and staff from the Community Development Department.

The City anticipates that the Work Group will convene virtually on a monthly basis to receive status updates from the consultant team and discuss progress, challenges, and upcoming engagement activities. In addition to reviewing the consultant's proposed work plan before project launch, the Work Group will monitor implementation throughout the project and make recommendations to the City Council regarding any process adjustments needed to ensure meaningful community involvement and a successful outcome.

### Phase 1 Deliverables

- I. **Draft and Final Work Plan:** The work plan must highlight key dates for each project phase and deadlines for draft and final deliverables. It must also identify specific consultant team members who are responsible for developing deliverables and deadlines. A public engagement plan that outlines key dates and deadlines for draft and final materials and events must be included.
- II. **Monthly Work Group Meetings:** The consultant will be responsible for hosting and scheduling the virtual meetings. Agendas must be provided one week in advance of each meeting.
- III. **Work Group Minutes and Recordings:** The consultant will be responsible for minutes and providing a recording within one week of each meeting.
- IV. **Project Webpage Content:** The consultant will develop content for a project webpage hosted on the City's website. The site content will be updated throughout the project by the consultant and will serve as the main hub for information.
- V. **City Council, Land Use Commission, and Community Meetings:** The consultant will present an overview of the process to the City Council, Land Use Commission, and community. Meetings can be attended virtually as a cost-saving measure.

- VI. **Presentation Materials & Video:** The consultant will prepare a slide deck that provides an overview of the process. The consultant team will use these presentation materials to record a video for City staff and elected officials to communicate with local community members and interested parties regarding what to expect throughout the process. The video will also be posted on the project webpage.
- VII. **Monthly Consultant Progress Report:** Consultant invoices with task budget, percent complete, and earned value.

## **Phase 2 - People, Places, and Policy Assessment**

This phase will result in a comprehensive, community-informed assessment of Evanston's built environment and its alignment with the current zoning code and map. The assessment will combine technical analysis with local knowledge to develop a shared understanding of the physical characteristics, patterns, and neighborhood attributes. The assessment should be conducted by ward or neighborhood, as appropriate, and evaluate housing and building types, height, setbacks, lot size, and uses. In coordination with community input, the consultant will evaluate how existing development patterns align with the current zoning regulations within each ward or neighborhood. This analysis should identify areas where current zoning aligns with neighborhood characteristics and areas where it may fail to reflect established conditions.

Using this information, the consultant shall develop clear, accessible visual representations of the existing built environment that accurately reflect current conditions and support informed discussion and scenario planning in later phases. The consultant team shall also prepare visualizations of what can be built under the current zoning code to help residents, decision-makers, and stakeholders understand existing development potential within each ward or neighborhood. This will also inform the development of regulations to address nonconforming properties that exist today and that could result from a future zoning framework.

This phase shall also include a review of relevant local, regional, state, and federal policies, regulations, and case law to inform potential zoning changes. This review shall include, but not be limited to:

- Envision Evanston 2045 (Comprehensive General Plan), Housing4All (Strategic Housing Plan), and other adopted City planning and policy documents
- Adopted building codes, recent amendments, and upcoming code releases that may relate to or conflict with the Zoning Code
- Zoning application relief and entitlement history from the past 10 years
- Zoning text amendment history from the past 10 years

- State law changes, including the People over Parking Act
- Relevant state and federal case law

Public engagement and community outreach will be a core component of this phase and will begin early in the process. The purpose of engagement is to gather qualitative information from residents, business owners, and other stakeholders about Evanston's neighborhoods, including the physical characteristics, development patterns, and neighborhood qualities that community members value most and want to protect, or enhance through the zoning update. Engagement activities should be designed to help participants understand existing conditions and zoning regulations while also capturing local knowledge about what works well today and what changes they would like to see in the future. These opportunities should encourage broad participation, be tailored to each neighborhood, and reach as many people as possible.

The consultant shall demonstrate the ability to design and conduct engagement processes that are transparent, accessible, and meaningful, with clear methods for documenting, synthesizing, retaining, and reporting community input. Community feedback collected during this phase must be clearly traceable and used to inform subsequent analysis, scenario development, and regulatory recommendations.

## Phase 2 Deliverables

- I. **Engagement and Outreach Materials:** The consultant will be responsible for preparing and supplying draft and final versions of all engagement and outreach materials related to this phase.
- II. **People, Places, and Policy Assessment:** This report should summarize existing conditions as defined by the data, literature review, and public engagement, and identify both strengths and areas for improvement in the existing code. The following should also be included in the report:
  - A. Complete inventory of land use patterns, building typologies, transportation networks, use data, etc.
  - B. Locations where infill development, TOD, missing-middle housing, and adaptive reuse opportunities are feasible.
  - C. Impact and resulting externalities of City policies, plans, and regulations on the built environment (e.g., land use type, building type, transit access, public improvements, etc.).
  - D. Impact and resulting externalities of City policies, plans, and regulations on surrounding natural resources, parks, and infrastructure systems
  - E. Impact and resulting externalities of institutional land uses, including but not limited to Northwestern University, St. Francis and Evanston Hospitals, public school districts, etc.

- F. A quantitative and qualitative analysis of all responses received from public engagement activities during this phase, alignment with Evanston's demographics (including calculated weighted data based on tenure, income, and other key demographic variables), and how information was used to inform recommendations in the report.
  - G. List of federal, state and appellate court cases used to inform recommended updates.
  - H. Relevant citations, data sources, and policy and planning documents that were used to inform the report.
- II. **Built Environment Model:** A model of the existing built environment shall be developed to visualize and support scenario planning and impact assessment during Phase 3. The mapping tool should enable scenario planning with three-dimensional modeling capabilities to support the development of the Zoning Code.
  - III. **Video and Audio Recordings:** (as applicable) that capture community engagement events, individual interviews, focus groups, etc.
  - IV. **Monthly Work Group Meetings:** the consultant will be responsible for hosting and scheduling the virtual meetings. Agendas must be provided one week in advance of each meeting.
  - V. **Work Group Minutes and Recordings:** The consultant will be responsible for providing minutes and a recording within one week of each meeting.
  - VI. **Monthly Consultant Progress Report:** Consultant invoices with task budget, percent complete, and earned value.

### Phase 3 - Drafting of the Code and Map Together

The City is open to using the existing zoning framework or innovative approaches to the organization and structure of the Zoning Ordinance, including chapters and overall layout. The primary goal is to create a zoning code that is clear, accessible, and predictable for users of all experience levels. The use of graphics, diagrams, and other visual tools throughout the code is essential to aid understanding.

Phase 3 is intended to be an iterative and highly interactive drafting process. At a minimum, the consultant team shall prepare an initial draft, present that draft for public review, collect and document feedback, revise the draft in response, and present the updated draft so the community can see how their feedback was incorporated. As the draft evolves, the consultant shall host several community engagement opportunities, anticipated to occur on a ward-by-ward or neighborhood-by-neighborhood basis, to review draft concepts, explain key regulatory changes, and gather feedback on code provisions. These meetings shall be structured to support two-way dialogue, encourage broad participation, and clearly communicate how community input is shaping

subsequent revisions. The consultant shall be responsible for documenting feedback received and incorporating it into revised draft materials. [REDACTED]

Throughout Phase 3, the consultant shall also conduct in-person working sessions with the Land Use Commission and the City Council (in separate meetings) at key milestones to review draft code concepts and discuss how community feedback has been incorporated. The consultant shall revise the draft zoning code in response to feedback from these bodies and may be required to attend follow-up meetings as the draft continues to evolve. Draft materials shall be updated on an ongoing basis as feedback is received, ensuring that each subsequent version reflects prior input and discussion.

This phase will also include preparing a draft zoning map, which shall be developed and refined through the same iterative engagement process. The draft map shall be presented during working sessions with the Land Use Commission and City Council and shared with the community through various engagement opportunities, anticipated on a ward-by-ward [REDACTED] neighborhood-by-neighborhood basis. The consultant shall collect, document, and respond to feedback on the draft map and revise it accordingly. They [REDACTED] should also prepare an interactive mapping tool that summarizes the existing and proposed zoning regulations on a lot-by-lot basis.

Advancement to the next phase will be contingent upon completion of iterative engagement and refinement cycles and clear documentation of how community and advisory body feedback informed the evolving draft. The consultant team shall also complete an independent analysis, grounded in national and regional research and adapted to Evanston's local conditions, that evaluates the likely impacts of proposed zoning changes on housing supply, density, population growth, affordability, displacement risk, and fiscal sustainability. All assumptions must be clearly documented, and findings shall be made publicly available in advance of final engagement and decision-making milestones to support informed deliberation by the City Council, Land Use Commission, and the community.

### Phase 3 - Deliverables

- I. **Engagement and Outreach Materials:** The consultant will be responsible for preparing and supplying draft and final versions of all engagement and outreach materials related to this phase.
- II. **Draft Zoning Code:** This will include the text and any infographics or illustrations that facilitate the interpretation and application of the Code. The draft Code should be in both English and Spanish.

- III. **Draft Zoning Map:** This ~~should~~ be the draft Map to rezone the entire City, including overlay districts (if applicable) and local historic districts.
- IV. **Interactive Zoning Map:** As part of the public outreach, a mapping tool ~~should~~ be developed to display the proposed zoning map and compare current and proposed regulations for individual parcels. Community members ~~should~~ be able to provide feedback via this interactive map to help inform refinements throughout this phase.
- V. **Impact Analysis:** This report ~~should~~ evaluate the likely impacts of proposed zoning changes on housing supply, density, population growth, affordability, displacement risk, and fiscal sustainability.
- VI. **Graphic Comparison of Current and Proposed Regulations** - The consultant ~~should~~ prepare graphic comparisons of current and proposed regulations to aid in conversations with the Land Use Commission, City Council, and community.
- VII. **Engagement Summary:** A quantitative and qualitative analysis of all responses received from the various public engagement opportunities during this phase, how it aligns with the demographics in Evanston (including calculating weighted data based on tenure, income, and other key demographic variables), and how this information was used to inform the draft zoning code.
- VIII. **Monthly Work Group Meetings:** The consultant will be responsible for hosting and scheduling the virtual meetings. Agendas must be provided one week in advance of each meeting.
- IX. **Work Group Minutes and Recordings:** The consultant will be responsible for providing minutes and a recording within one week of each meeting.
- X. **Monthly Consultant Progress Report:** Consultant invoices with task budget, percent complete, and earned value.

#### **Phase 4 - Adoption/Legislative Process**

The consultant team will be responsible for facilitating, with City staff support, several public hearings with the Land Use Commission to review the final draft zoning ordinance and map amendment. The consultant will be responsible for tracking and incorporating any amendments made by the Land Use Commission throughout the public hearing process. Upon receiving a final recommendation from the Land Use Commission, the consultant will be responsible for facilitating, with City staff support, the introduction and adoption of a final Ordinance and map amendment with the City Council. It ~~should be~~ expected that several City Council meetings (regular or special) will be required before a final vote. The consultant will be responsible for tracking and incorporating any amendments made by the City Council throughout their review.

#### Phase 4 - Deliverables

- I. **Land Use Commission Draft Code, Map, and Amendment Tracking:** The consultant will provide a final draft zoning code and map for the Land Use Commission Public Hearing. They will also be responsible for tracking any amendments made throughout the public hearing process.
- II. **City Council Draft Code, Map, and Amendment Tracking:** The consultant will provide a final draft zoning code and map incorporating the Land Use Commission amendments. They will also be responsible for tracking any amendments made throughout the City Council review and adoption process.
- III. **Final Zoning Code:** The adopted Code ~~should~~ include all applicable charts, graphics, and other inserts to accurately depict the Code for its daily application and use by City staff. The draft Code ~~should~~ be in both English and Spanish.
- IV. **Final Zoning Map:** The adopted Map ~~should~~ be in full color and show the level of detail in current Maps, at a minimum. A digital  F for City use (web-viewable for scrolling and printing). This will also include a shapefile and any other necessary files for future management.
- V. **All other data, GIS shapefiles, etc., in all formats:** Collected and developed throughout the process for City records.
- VI. **Monthly Consultant Progress Report:** Consultant invoices with task budget, percent complete, and earned value.

## **Consultant Selection Criteria**

### Community and Project Understanding

- Understanding of local conditions and what makes Evanston special
- Understanding of CMP recommendations

### Proposed Scope of Services

- Degree of innovation proposed
- Thoroughness of engagement approach
- Commitment to engaging a representative sample
- Thoroughness of phases and tasks
- Innovation of engagement approach
- Focus on data-driven recommendations
- Demonstrated experience in analyzing and incorporating public engagement
- Identification of deliverables
- Appropriateness of the project schedule
- Commitment to proper editing

### Project Team

- Structure of organizational chart
- Experience of the project manager
- Experience of other key personnel
- Experience of the project team
- Inclusion and identification of team members with expertise in the following:
  - Planning and zoning
  - Public engagement
  - Built environment assessment and visualization
  - Media, public relations, and professional writing
  - Meeting facilitation
  - Spanish interpretation and translation

### Project Experience

- Experience with writing zoning ordinances in communities with similar attributes (urban/suburban mix, lakefront access, universities, and diverse demographics)
- Experience creating an online, map-based tool, scenario planning, and visualization
- Experience engaging diverse communities
- Experience with innovative public engagement techniques

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**Fwd: Fw: Zoning Scope of Work**

1 message

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**Meagan Jones** <mmjones@cityofevanston.org>  
To: Meagan Jones <mmjones@cityofevanston.org>

Wed, Feb 18, 2026 at 4:39 PM

----- Forwarded message -----

From: Michael Lohr &lt;lohmf@msn.com&gt;

Date: Wednesday, February 18, 2026 at 12:55:53 PM UTC-6

Subject: Fw: Zoning Scope of Work

To: [envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org) <[envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org)>, Matt Rodgers <[mrodgers@cityofevanston.org](mailto:mrodgers@cityofevanston.org)>Cc: Stephanie Mendoza <[smendoza@cityofevanston.org](mailto:smendoza@cityofevanston.org)>

Resending this email has had some inaccurate email addresses.

Michael Lohr

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**From:** Michael Lohr <[lohmf@msn.com](mailto:lohmf@msn.com)>**Sent:** Wednesday, February 18, 2026 12:49 PM**To:** [envisionevanston45@cityofevanston.org](mailto:envisionevanston45@cityofevanston.org) <[envisionevanston45@cityofevanston.org](mailto:envisionevanston45@cityofevanston.org)>**Cc:** Clare Kelly <[ckelly@cityofevanston.org](mailto:ckelly@cityofevanston.org)>; Parielle Davis <[parielledavis@cityofevanston.org](mailto:parielledavis@cityofevanston.org)>;[mrodgers@cityofevanston.org](mailto:mrodgers@cityofevanston.org) <[mrodgers@cityofevanston.org](mailto:mrodgers@cityofevanston.org)>; Tom Suffredin<[tsuffredin@cityofevanston.org](mailto:tsuffredin@cityofevanston.org)>; Bobby Burns <[bburns@cityofevanston.org](mailto:bburns@cityofevanston.org)>; Jonathan Nieuwsma<[jnieuwsmas@cityofevanston.org](mailto:jnieuwsmas@cityofevanston.org)>; Kristian Harris <[kharris@cityofevanston.org](mailto:kharris@cityofevanston.org)>; Juan Geracaris<[jgeracaris@cityofevanston.org](mailto:jgeracaris@cityofevanston.org)>; Shawn Iles <[siles@cityofevanston.org](mailto:siles@cityofevanston.org)>; Stephanie Mendoza<[smendoza@cityofevanston.org](mailto:smendoza@cityofevanston.org)>**Subject:** Zoning Scope of Work

- **I ask the Council to take into account the following factors in connection with the EE45 zoning scope of work currently under consideration:**

**The city should pursue a zoning code update, not a full rewrite.** A full code rewrite involves too much risk of unknown impacts and unintended consequences. Further, on page 2, the RFP says "The City encourages consultant teams to recommend whether this takes the form of a complete rewrite or a markup of the existing regulations," but on page 8, the direction calls for a draft map to rezone the entire city. The preference is for a code update, not a complete rewrite, but at minimum, the consultant should make that determination in full consultation with Council.

- **Eliminate any staff potential directive to align zoning with existing conditions.** Zoning is a prescriptive policy tool that determines what can be built in the future, not simply a reflection of current conditions. The "alignment" language reads as a potential call or justification for broad upzoning. The RFP should not begin with alignment language or other preconceived notions until policy direction is established [p. 4].
- **Housing and affordability impact analysis of the proposed zoning should be conducted by a third-party independent from the zoning consultant** to align the intent of the amendment and to avoid conflicts of interest. It should not be prepared concurrently with the code, so that the analysis is not used merely to justify the document. The impact analysis must reflect Evanston land valuation, development costs, trends, local market conditions, rather than relying primarily on generalized national research. If comparison cities are used, they should include those with similar density and market characteristics. The process should include language consistent with the

amendment in the "Implementation" section: "City Council shall review and debate this analysis in open session before taking final action on any major zoning reform." Thus, an analysis should be conducted before final action is taken on the Final Draft Zoning Text and Map.

- **Remove Staff directive (page 5 ) asking the Consultant to “identify locations where infill development, missing-middle housing, and adaptive reuse opportunities are feasible,” as it presupposes policy direction and exceeds staff’s role.** Specific goals/directives like this must be established through community input and elected leadership.
- **Public engagement should be limited to Evanston residents and local business owners.** During the comprehensive plan process, input from outside, paid advocacy groups (their staff members and advocates) and even non-residents appeared to influence and shape outcomes more significantly than that of tax paying residents.
- **No “weighting” of public input.** Instead of "weighting" public input, devaluing some resident input and upvaluing others, the selected consultant should be required to conduct robust, targeted outreach to underrepresented or hard-to-reach populations to broaden participation. The proposed “weighting” of public input raises significant concerns about fairness, transparency, and practical application, especially in a college town with thousands of students who may not participate yet fall under the underrepresented category. "Weighting" undermines public trust and creates an opportunity to shape or justify a desired outcome. Expanding participation, rather than re-scaling responses after the fact, is consistent with best practices. (p. 6 & 8)
- **The process should not allow any staff- or mayor-appointed focus groups** that create the perception of preferential access or influence. A neutral selection process should be determined and used for such groups. (p. 5)
- **No special access to staff or mayor by paid staff advocacy lobbying groups.** Advocacy lobbying groups should not have preferential access to the mayor or city staff and should not be permitted to submit a draft zoning code as seemed obvious to many in the last round for the Comprehensive Plan.
- **Public input should consistently and meaningfully inform zoning recommendations—not be relegated to less consequential sections of the plan or regarded as an afterthought.**

Regards, Michael Lohr

Ward 7

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**Fwd: Scope of Services feedback**

1 message

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**Meagan Jones** <mmjones@cityofevanston.org>  
To: Meagan Jones <mmjones@cityofevanston.org>

Thu, Feb 19, 2026 at 9:51 AM

----- Forwarded message -----

From: Ed Madden &lt;emadden@hbschaumburg.com&gt;

Date: Wednesday, February 18, 2026 at 10:42:14 PM UTC-6

Subject: Scope of Services feedback

To: [envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org) <[envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org)>

Hello,

Following please find feedback on the Scope of Services/RFP that I hope you will consider:

1. **The city should pursue a zoning code update, not a full rewrite.** A full code rewrite involves too much risk of unknown impacts and unintended consequences. Further, on page 2, the RFP says "The City encourages consultant teams to recommend whether this takes the form of a complete rewrite or a markup of the existing regulations," but on page 8, the direction calls for a draft map to rezone the entire city. The preference is for a code update, not a complete rewrite, but at minimum, the consultant should make that determination.
2. **Eliminate any staff potential directive to align zoning with existing conditions.** Zoning is a prescriptive policy tool that determines what can be built in the future, not simply a reflection of current conditions. The "alignment" language reads as a potential call or justification for broad upzoning. The RFP should not begin with alignment language until policy direction is established [p. 4].
3. **Housing and affordability impact analysis of the proposed zoning should be conducted by a third-party independent from the zoning consultant** to align the intent of the amendment and to avoid conflicts of interest. It should not be prepared concurrently with the code, so that the analysis is not used merely to justify the document. The impact analysis must reflect Evanston land valuation, development costs, trends, local market conditions, rather than relying primarily on generalized national research. If comparison cities are used, they should include those with similar density and market characteristics. The process should include language consistent with the amendment in the "Implementation" section: "City Council shall review and debate this analysis in open session before taking final action on any major zoning reform." Thus, an analysis should be conducted before final action is taken on the Final Draft Zoning Text and Map.
4. **Remove Staff directive (page 5 ) asking the Consultant to "identify locations where infill development, TOD, missing-middle housing, and adaptive reuse opportunities are feasible," as it presupposes policy direction and exceeds staff's role.** Specific goals/directives like this must be established through community input and elected leadership.

5. **Public engagement should be limited to Evanston residents and local business owners.** During the comprehensive plan process, input from paid advocacy groups (staff members and advocates) and even non-residents appeared to influence and shape outcomes more significantly than that of residents.
6. **No “weighting” of public input.** Instead of "weighting" public input, devaluing some resident input and upvaluing others, the selected consultant should be required to conduct robust, targeted outreach to underrepresented or hard-to-reach populations to broaden participation. The proposed “weighting” of public input raises significant concerns about fairness, transparency, and practical application, especially in a college town with a large number of students who may not participate yet fall under the underrepresented categories. "Weighting" undermines public trust and creates an opportunity to shape or justify a desired outcome. Expanding participation, rather than re-scaling responses after the fact, is consistent with best practices. (p. 6 & 8)
7. **The process should not allow any staff- or mayor-appointed focus groups** that create the perception of preferential access or influence. A more neutral selection process should be determined. (p. 5)
8. **No special access to staff or mayor by paid staff advocacy lobbying groups.** Advocacy lobbying groups should have preferential access to the mayor and staff teams and should NOT be permitted to submit draft zoning code as happened in the last round for the Comprehensive Plan.
9. **Public input should meaningfully inform zoning recommendations—not be relegated to less consequential sections of the plan.**

Best,  
Ed Madden  
Evanston Resident, 7<sup>th</sup> ward

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## Fwd: Zoning Update Draft Scope of Services Feedback

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**Meagan Jones** <mmjones@cityofevanston.org>  
To: Meagan Jones <mmjones@cityofevanston.org>

Thu, Feb 12, 2026 at 3:39 PM

----- Forwarded message -----

From: Jennifer Packman <vstricta@pm.me>  
Date: Thursday, February 12, 2026 at 12:29:23 PM UTC-6  
Subject: Zoning Update Draft Scope of Services Feedback  
To: [envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org) <[envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org)>  
Cc: Thomas Suffredin <[tsuffredin@cityofevanston.org](mailto:tsuffredin@cityofevanston.org)>, Hillside neighbors <[hillsideneighbors@googlegroups.com](mailto:hillsideneighbors@googlegroups.com)>

Hi! Below are the changes that seem most important to me in the Draft Scope of Services. Thank you for asking for input on this!

Jennifer Packman  
2744 Crawford  
Evanston 60201

The Envision Evanston 2045 Comprehensive Plan strongly emphasizes the city's commitment to environmental concerns, encompassing all aspects of urban ecology. However, the Zoning Update- Draft Scope of Services does not reflect that. The words "ecology," "wildlife," and "ecosystem" are absent, and the word "environment" appears only in the phrase "built environment." This will not convey the values of our city to any applicants.

The following additions would help the zoning document eventually produced align with the Comprehensive plan:

-Most importantly, on page 10, under "Inclusion and identification of team members with expertise in the following," add "Urban Ecology and Ecosystems."

-On page 8, section V reads: "Impact Analysis: This report should evaluate the likely impacts of proposed zoning changes on housing supply, density, population growth, affordability, displacement risk, and fiscal sustainability." This list should include "local ecosystems."

-on page 7, the draft directs the consultant team to evaluate "the likely impacts of proposed zoning changes on housing supply, density, population growth, affordability, displacement risk, and fiscal sustainability." This list must include the local ecosystem.

-On page 5, the draft directs the consultant team to "gather qualitative information from residents, business owners, and other stakeholders about Evanston's neighborhoods, including the physical characteristics, development patterns, and neighborhood qualities that community members value most and want to protect, or enhance through the zoning update." This list should include a reference to ecology, wildlife, or urban ecosystems.

-On page 4, under phase 2, the directive to "evaluate housing and building types, height, setbacks, lot size, and uses" should include lot coverage. This is critical because the percentage of lot coverage varies tremendously by neighborhood, and is not tightly tied to what is permitted under current zoning rules. Changes in the percentage of ACTUAL lot coverage, not permitted lot coverage, will disproportionately impact local wildlife.

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**Fwd: Selection of a Zoning Consultant**

1 message

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**Meagan Jones** <mmjones@cityofevanston.org>  
To: Meagan Jones <mmjones@cityofevanston.org>

Thu, Feb 19, 2026 at 9:53 AM

----- Forwarded message -----

From: Holly David <[hdreynolds@homesteadventure.net](mailto:hdreynolds@homesteadventure.net)>

Date: Wednesday, February 18, 2026 at 11:28:53 PM UTC-6

Subject: Selection of a Zoning Consultant

To: [EnvisionEvanston2045@cityofevanston.org](mailto:EnvisionEvanston2045@cityofevanston.org) <[EnvisionEvanston2045@cityofevanston.org](mailto:EnvisionEvanston2045@cityofevanston.org)>

Please hire a consultant who has no bias and allow residents rather than mission-oriented organizations to determine what we want our community to be. It is a long climb back from the disaster that was the previous consultant and process. Do it right so all resident's views can be incorporated and appreciated.

Holly and David Reynolds

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**Fwd: Zoning comments**

1 message

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**Meagan Jones** <mmjones@cityofevanston.org>  
To: Meagan Jones <mmjones@cityofevanston.org>

Thu, Feb 19, 2026 at 9:47 AM

----- Forwarded message -----

From: Mary Rosinski &lt;maryrosinski@gmail.com&gt;

Date: Wednesday, February 18, 2026 at 6:27:28 PM UTC-6

Subject: Zoning comments

To: [envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org) <[envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org)>

Hello Evanston Staff

I have some comments regarding the proposed zoning change process. Because Evanston and neighboring North Shore communities were designed around excellent planning principles with recently near transportation, less parking near transportation hubs, pic as I bus districts to serve needs for shopping within 5-10 walk or drive, with similar uses near each other and priority of neighborhoods as building block of the community. There was gradual transition from high to lower impact uses. Because of the planning principles which give us a well planned out city i urge you all to respect the wisdom of our earlier plans and zoning and work toward moderate updates rather than a full rezoning or upzoning which would take years Fa and requires careful consideration of the impacts on other zones. There is no isolated impact of zoning changes so I implore you to move slowly and with careful deliberation. We should update not upzone the city and take into consideration the Enviornmental implication of any changes.

Thank you very much  
Mary Rosinski  
847 293-6167

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**Fwd: Scope of Services Comments**

1 message

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**Meagan Jones** <mmjones@cityofevanston.org>  
To: Meagan Jones <mmjones@cityofevanston.org>

Thu, Feb 19, 2026 at 9:50 AM

----- Forwarded message -----

From: Helen B Schwartzman &lt;hsjsls@northwestern.edu&gt;

Date: Wednesday, February 18, 2026 at 10:02:24 PM UTC-6

Subject: Scope of Services Comments

To: [envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org) <[envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org)>

To: Evanston City Council

I am including below my comments about Scope of Services issues that should be included in the city's RFP for the zoning consultant firm that the city will hire.

First, a question, what happened to the Central Street Master Plan which was included in previous drafts but is not included in the final draft of Envision Evanston? This raises the important issue that the zoning consultants **must** be directed to review any relevant planning documents (like the Central Street Master Plan) that already exist.

Additional issues for the consultants to consider are the following:

1. The types of developments that are recommended need to come from directions that have been legislated which means that the consultants are following the directions given by the legislation and not designing the recommended development types themselves.
2. How will public input about these issues be evaluated and disclosed by the City Council?
3. The housing and affordability impact of the zoning recommendations must be evaluated independently and this evaluation must be included in the final draft of the zoning text and zoning map.
4. Likewise, the impact on Evanston's existing infrastructure as well as tax base (long-term) must be examined.

I hope that you will thoughtfully consider all of my comments.

*Helen B. Schwartzman*

Helen B. Schwartzman

[900 Lincoln Street](#)[Evanston, Illinois 60201](#)



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**Fwd: Comments on the Draft Scope of Services for Zoning Update**

1 message

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**Meagan Jones** <mmjones@cityofevanston.org>  
To: Meagan Jones <mmjones@cityofevanston.org>

Wed, Feb 18, 2026 at 4:35 PM

----- Forwarded message -----

From: Sheila Sullivan &lt;sheilasullivan17@gmail.com&gt;

Date: Tuesday, February 17, 2026 at 7:34:14 PM UTC-6

Subject: Comments on the Draft Scope of Services for Zoning Update

To: [sflax@cityofevanston.org](mailto:sflax@cityofevanston.org) <[sflax@cityofevanston.org](mailto:sflax@cityofevanston.org)>, [envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org) <[envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org)>

Dear Evanston City Staff,

The attached letter contains a statement from the Southeast Evanston Association (SEA) concerning the Draft Scope of Services for the Zoning Update. This statement focuses solely on the Draft Scope of Services, not on specific zoning outcomes. We emphasize governance, transparency, legal compliance, and the need for clear analytical guardrails given the unique conditions in Southeast Evanston. The process needs to be rigorous, legally sound, and respectful of established community frameworks before it proceeds to City Council. Thank you for the opportunity to provide feedback.

Sincerely,

Sheila Sullivan  
Vice President, SEA

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 **SEA \_ Statement on Draft Zoning Update Scope of Services FINAL DRAFT.pdf**  
95K

# **Southeast Evanston Association**

## **Statement on Draft Zoning Update Scope of Services**

Submitted to: Community Development Department

Date: February 17, 2026

The Southeast Evanston Association (SEA) appreciates the opportunity to provide feedback on the City of Evanston Zoning Update – Draft Scope of Services (February 6, 2026).

SEA is a longstanding neighborhood organization representing approximately 680 members and households in Southeast Evanston. For decades, SEA has engaged in local planning, preservation, infrastructure, lakefront stewardship, and land use matters affecting our area. SEA maintains standing committees focused on zoning, lakefront stewardship, and historic preservation. Our membership includes homeowners, renters, business owners, and residents who live within and in proximity to Evanston's lakefront, Northwestern University, the Lakeshore Historic District, and mixed residential areas. We are committed to constructive participation in planning processes that affect our community's built environment.

Because zoning regulations shape long-term physical outcomes, property rights, and neighborhood form, the Draft Scope of Services must provide clarity, transparency, and legal rigor before it proceeds to City Council for approval.

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## **Consultant Qualifications and Conflict of Interest**

The Consultant Selection Criteria outline general experience categories but do not specify Illinois-specific zoning expertise or conflict-of-interest protections.

SEA recommends that the Draft Scope of Services require demonstrated experience drafting and implementing zoning ordinances in Illinois municipalities, including familiarity with Illinois zoning enabling statutes, required public hearing procedures, and relevant state case law. Given the complexity of a zoning code update, state-specific legal context is essential.

We also recommend that consultants be required to disclose any current or recent financial relationships with developers, institutional landowners, lobbying entities, or other organizations that may have a material interest in potential zoning changes within Evanston or adjacent municipalities. A signed conflict-of-interest certification, submitted prior to contract execution and made publicly available, would strengthen public confidence in the neutrality of the process.

Finally, as professional drafting tools evolve, SEA believes it is appropriate to require all proposed regulatory language be professionally reviewed and legally vetted prior to submission

for public consideration, with clear attribution of authorship and technical responsibility. This will help ensure technical accuracy, accountability, and legal durability.

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## **Ward-Based Assessment and Unique Community Conditions**

The Draft Scope of Services provides that assessment will be conducted by ward and neighborhood, as appropriate. Southeast Evanston contains unique attributes that warrant careful, explicit treatment, including the lakefront, riparian and lake-adjacent properties, the Lakeshore Historic District, locally and nationally landmarked structures, overlay districts, institutional edges such as Northwestern University, and mixed-use corridors transitioning into low-intensity R1 and R3 residential areas. The SEA community is split between the 1st, 3rd, and 4th wards.

The September 2025 Housing Gap Analysis identifies Census Tract 8100—located entirely within Southeast Evanston—as having added the largest number of housing units during the study period. Additional SEA tracts, including 8094.01 and 8099, have also experienced significant multifamily growth. The analysis further notes that the downtown 8094 and 8095 tracts, Northwestern-adjacent 8093, and southeastern lakefront tract 8100 contain far higher proportions of non-family households than the rest of Evanston.

Given this recent concentration of development within Southeast Evanston, the Draft Scope of Services should require a tract-level evaluation of development outcomes before recommending zoning changes. This evaluation should assess affordability impacts, cost burden trends, vacancy levels, demographic changes, and whether recent housing supply production has meaningfully reduced identified housing affordability gaps.

SEA requests that the Draft Scope of Services explicitly require historic preservation impact analysis before recommending zoning changes in designated historic districts, as well as lakefront-specific regulatory analysis. Where overlay districts or long-standing regulatory structures are modified, written justification should be provided explaining the rationale and anticipated impacts.

Recognition of unique community conditions should be paired with clear analytical limitations so that citywide revisions do not inadvertently override carefully established neighborhood frameworks.

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## **Scope Boundaries and Public or Institutional Land**

The Draft Scope of Services references institutional land uses but does not clearly define whether public lands, institutional campuses, or other specialized districts are subject to

potential rezoning. Greater clarity regarding what is included and excluded from consideration would reduce ambiguity later in the process.

Southeast Evanston includes significant public and institutional assets, including lakefront parkland and City-owned properties such as municipal parking lots. SEA therefore requests that the Draft Scope of Services clearly define the geographic and regulatory boundaries of the update and specify how public lands, institutional properties, historic districts, and City-owned parcels will be addressed. Publicly-owned land presents distinct policy considerations and should not be subject to rezoning or redevelopment analysis without explicit legislative direction.

With respect to lakefront areas, the Draft Scope of Services should confirm consistency with established lakefront protection policies, public trust obligations, and the preservation of public access and open space. Clear parameters will help avoid unintended encroachment, incremental commercialization, or regulatory ambiguity affecting sensitive public assets.

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## **Engagement Transparency and Weighting Methodologies**

The Draft Scope of Services indicates that public engagement responses will be analyzed both quantitatively and qualitatively and may include demographic weighting.

SEA requests that any weighting methodology be publicly disclosed and Council-authorized in advance of its use, and clearly explained. The methodology should clearly explain how responses are categorized, adjusted, or weighted, including how demographic, tenure, or stakeholder classifications are defined and applied.

To ensure fairness and neutrality, the Draft Scope of Services should require that weighting methodologies not systematically privilege or discount any lawful class of residents or stakeholders. Engagement data should be made publicly accessible, and the process for translating engagement feedback into draft regulatory language should be transparent and traceable so residents can understand how input informs outcomes.

Transparency in methodology is essential to maintaining public trust in policy changes of this magnitude.

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## **Acceptance Criteria and Legal Compliance**

The Draft Scope of Services contemplates Land Use Commission public hearings and City Council adoption. Given the magnitude of a comprehensive zoning update, the Draft Scope of Services should expressly require compliance with all applicable provisions of the Illinois Municipal Code, the Open Meetings Act, and including related statutory notice and hearing requirements at each stage of the process.

SEA recommends that advancement between project phases be contingent upon documented completion of required deliverables. Before proceeding to a subsequent phase, the City should publicly confirm that statutory obligations have been satisfied and that engagement findings and technical analyses have been incorporated into draft materials.

Prior to releasing any draft zoning text or map for public hearing, the Draft Scope of Services should require a written legal compliance review confirming consistency with Illinois zoning enabling statutes, relevant case law, and constitutional limitations on municipal zoning authority. That review should be completed before Land Use Commission and City Council hearings are scheduled.

Given the duration and scope of the proposed Zoning Update, the City should also maintain a complete administrative record, including technical analyses, engagement materials, draft iterations, and documented decision rationales sufficient to support legislative findings and ensure the long-term legal durability of the proposed ordinance updates.

These safeguards will help ensure that the final zoning ordinance is procedurally sound, transparent, and legally rigorous.

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## **Closing**

SEA advocates for a thoughtful and transparent planning process—one that reflects the lived realities of our unique community, respects established physical patterns and regulatory frameworks, and ensures that Evanston maintains a zoning code that protects the health, safety, and welfare of its residents.

A zoning update of this magnitude requires clearly defined scope boundaries, transparent engagement practices, professional accountability, and explicit legal boundaries. We respectfully request that these clarifications and refinements be incorporated before the Draft Scope of Services proceeds to City Council.

Respectfully submitted,

**Southeast Evanston Association**

John Kennedy, President  
On behalf of the Board of Directors

Date: February 17, 2026

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**Fwd: Zone with real planning**

1 message

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**Meagan Jones** <mmjones@cityofevanston.org>  
To: Meagan Jones <mmjones@cityofevanston.org>

Wed, Feb 18, 2026 at 4:39 PM

----- Forwarded message -----

From: Jeff Smith <jeff@jefflaw.com>  
Date: Wednesday, February 18, 2026 at 2:56:21 PM UTC-6  
Subject: Zone with real planning  
To: [envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org) <[envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org)>

Friends:

On paper the scope of services for the zoning RFP looks better than Envision Evanston 2045. However, as the draft may recognize, trust is broken. What many now believe is that what is publicly presented **does not matter**.

I noticed two errors that need to be corrected. One is a reference on P.10 to "CMP" that is not prefaced in the document. Is CMAP what is meant? CMAP has been spectacularly wrong about Evanston and regional predictions for some time.

The other is the statement that the plan adopted was the product of a "shared vision" and community-driven. We know that wasn't true. There was a series of divided votes — the most divided ever on a City plan — after a long, divisive process, cooked up out of public sight. The result would not have been what it was without a series of top-down political moves, ranging from merging the LUC and ZBA to aldermanic and LUC and staff appointments. The paper record now shows the degree to which grants sought pre-ordained the outcome. So the zoning part of the process needs to make amends for, and correct, those procedural flaws. If it builds on or compounds them, the result will be ugly.

What is needed going forward, and that probably needs to be incorporated into the scope of zoning services, is the following:

1. **Past to Present.** a 10,000' overview of existing land use
  - o a cohesive, respectful, and comprehensive historical narrative of how that developed, and why
  - o cohesive and objective narrative of past demographic trends
  - o cohesive and objective narrative of past demand drivers
  - o *assessment of impacts* of past policies
2. **Going Forward.** a cohesive and objective assessment of possible/likely future land use
  - o Analysis of relevant demographic trends
  - o Analysis of trends in demand drivers
  - o Analysis of trends in community needs
  - o Analysis of opportunities and challenges (including necessary priorities) presented by the trends identified
  - o Analysis of general ramifications for land use
3. **Review of resident values/priorities/desires/vision**
  - o Review of methodology of assessment techniques used (e.g. surveys), with discussion of limitations, flaws
  - o changes over time (if any)
  - o Actual survey of resident desires re community size and character, urban v. Suburban, large v. small, tall v. short, etc.
  - o Actual survey of resident transportation usage and reasons for those choices
  - o candid presentation of conflicts between values/priorities/desires (e.g., services v. costs, control v. revenue, character v. growth)
4. **Policy options.** Lay out a *range of policy directions/options*
  - o Non-judgmentally list typical approaches whether used in Evanston or not
  - o ID emerging or innovative approaches
  - o For each policy tool:
    - ID pros and cons

- Assess likely impacts of each if applied to Evanston (not always seen, but best practices for transparency and public buy-in)
- Include illustrative graphics, renderings for changes in land use
- 5. **Synthesis:** Putting all of the foregoing together, lay out in broad brush format a general path forward, with:
  - candid assessment of likelihoods, risks, and unknowns
  - Best assessment of impacts
    - # units of various formats constructed
    - Impacts to prices/rents of various housing formats
    - Lifecycle carbon footprint of development
    - Impacts on population, demographics
    - Impacts on civic character
    - traffic
    - parking
    - schools
    - business
    - taxes
    - gentrification and displacement
    - impacts on value of existing stock
    - impacts to city services and infrastructure)
    - Impacts by neighborhood, of where which of the above would occur (since it is never even)
  - honest summary of tradeoffs
  - metrics

All zoning has to follow from all of that. Each of the above, when skipped, magnifies likelihood of error. Irreversible error.

The proposed “weighting” is a mistake. Any constituency that is going to be most impacted has the right to be heard, arguably the most. Otherwise policy becomes over-majoritarian bullying. “First do no harm” ought be an operant principle. Also, zoning is not an election. There is no sound reason why uninformed opinion, or marshaled/organized input, ought to count the same as expertise.

Jeff Smith

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**Fwd: Zoning in Envision Evanston Plan**

1 message

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**Meagan Jones** <[mmjones@cityofevanston.org](mailto:mmjones@cityofevanston.org)>  
To: Meagan Jones <[mmjones@cityofevanston.org](mailto:mmjones@cityofevanston.org)>

Thu, Feb 19, 2026 at 9:57 AM

----- Forwarded message -----

From: Mary Anne Wexler <[maryanneishome@gmail.com](mailto:maryanneishome@gmail.com)>

Date: Thursday, February 19, 2026 at 8:17:28 AM UTC-6

Subject: Zoning in Envision Evanston Plan

To: [envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org) <[envisionevanston2045@cityofevanston.org](mailto:envisionevanston2045@cityofevanston.org)>Cc: Parielle Davis <[parielledavis@cityofevanston.org](mailto:parielledavis@cityofevanston.org)>

It's important that housing and land studies be done by independent professionals before any zoning changes are made!  
It's also important that the City Council approve that contract!  
Mary Anne Wexler

Sent from my iPhone