



## **AGENDA**

**ADA Advisory Committee**

**Thursday, July 25, 2024**

**3:00 PM**

**Evanston Public Library: 1703 Orrington Ave.**

**First Floor Community Room / Zoom**

**(I) CALL TO ORDER/ROLE CALL**

**(II) APPROVAL OF MINUTES**

**(III) PUBLIC COMMENTS**

**(IV) ITEMS FOR DISCUSSION**

Updates about previous inquiries/grievances

- Sidewalk cafes: review and vote on recommended updates to the City code
- CTA Accessibility
- Metra accessibility: ramps vs. elevators, discussion request
- Dog beach, Lara Biggs to visit in Sept.

Review of new inquiries/grievances

- Detectable warning paver at 718 Ridge
- Accessible parking sign at 839 Dodge lot
- Accessible parking at 1426 Oak

Other items

- Upcoming events/event review:
  - Disability Film Event July 23
  - Library Deaf Author visit July 27
- Inclusion & Accessibility Division updates:

- South End open
- Sensory and communication tools
- Upcoming fall catalog
- ADA Transition Plan updates
  - Picnic pad
  - Web accessibility
  - Being proactive for 2025
- Disability Pride Month
- Next meeting: September 26

**(V) COMMENTS FROM THE COMMITTEE**

**(VI) ADJOURNMENT**

## ORIGINAL CODE

### 7-2-6. OCCUPATION OF PUBLIC WAYS FOR BUSINESS PURPOSES; PERMITS.

3. *Permit Application.* At the time of making application for a permit, the applicant shall furnish the following information to the City Manager or his/her designee:

- b. A detailed drawing to scale of the proposed site indicating the following: the existing facade; the points of ingress and egress; and the proposed location of the tables, chairs, serving equipment, planters, awnings, lighting, delimiting ropes or chains and other facilities to be included in the cafe operation. The detailed scale drawing must indicate the location of the existing public improvements including the following: fire hydrants, parking meters or parking pay boxes, streetlights, utility structures, traffic signals, street signs, bus shelters, trees, tree grates, planting boxes and/or planting areas, landscaping, and any other public or private obstruction. A plat of survey is required.

*Unobstructed Passage.* At all times the operator of any licensed food service establishment or licensed retail food store shall:

- a. Maintain a clear distance of a minimum of six (6) unobstructed feet in width, measured from the sidewalk curb and from any public improvements within the right-of-way, including, but not limited to, parking meters, signs, and planters to the ropes or chains delimiting the sidewalk cafe area as indicated on the approved permit. If the sidewalk cafe has permanent infrastructure, the permittee must maintain a clear distance of eight (8) unobstructed feet in width. Clearance should provide for a lineal path for pedestrian travel. Cafe area shall be two (2) feet minimally from inside of street curb and shall not encroach into streetscape paver band.
- b. Not interfere with the passage of pedestrians, vehicle flow, or access to buildings.
- c. Not place sidewalk tables, benches, or chairs in a location that interferes with the operation of fire hydrants, pedestrian crosswalks, intersections, bus stops, or taxi stands, or in a location that is harmful to trees or other plantings.
- d. Not utilize any of the required or nonrequired parking space area for sidewalk tables, benches, chairs, or other furniture and materials associated with the sidewalk cafe.

5. *Rules and Regulations for All Sidewalk Cafes.*

- f. Generally, Sidewalk tables, benches, or chairs may not be attached by any means to the public sidewalk or any other public property. If a restaurant has a right-of-way space that is rectangular and is larger than six hundred (600) square feet, the restaurant can apply to install permanent infrastructure for its sidewalk cafe.
- i. The outdoor seating area shall be accessible to the disabled, and the licensee shall at all times comply with all applicable federal, state, and City laws, ordinances, and regulations concerning accessibility and nondiscrimination in the providing of services.
- r. If a boundary is installed enclosing the permitted area from the remainder of the public way, the boundary shall be no less than twenty-four (24) inches or more than thirty-six (36) in height and shall include cane detectable barriers located twenty-seven (27) inches or less above ground.
- s. Non-permissible enclosure of City property within the boundaries of the sidewalk cafe shall include, but not limited to parking meters/boxes, fire hydrants, newspaper

stands/boxes, trees, planters and bike racks. These types of items must be accessible to the public or to the City for emergency services.

- t. No portion of the sidewalk cafe shall expand to include neighboring businesses, residences or empty lots. No portion of the sidewalk cafe shall be elevated. Sidewalk cafes cannot operate under scaffolding or construction canopies.

*Rules for Year-Round Sidewalk Cafe.* If a sidewalk cafe permittee chooses to offer cafe service year-round, the following additional regulations shall be complied with:

- h. *Clearance:* Sidewalk cafes with permanently attached fixtures are required to maintain a minimum of eight (8) unobstructed feet in width measured from any public improvement within the right-of-way, including but not limited to parking meters and boxes, signs, planters to any barrier delimiting the sidewalk cafe area as indicated on the approved site plan. Clearance should provide for a lineal path for pedestrian traffic. Cafe area shall be two (2) feet minimally from the inside of the street curb and shall not encroach the streetscape paver band

## PROPOSED UPDATES (HIGHLIGHTED BELOW)

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Maintain a minimum vertical clearance of 80 inches along the entire width of the pedestrian right-of-way.

b. Not interfere with the passage of pedestrians, vehicle flow, or access to buildings.

c. Not place sidewalk tables, benches, or chairs in a location that interferes with the operation of fire hydrants, pedestrian crosswalks, intersections, bus stops, or taxi stands, or in a location that is harmful to trees or other plantings.

d. Not utilize any of the required or nonrequired parking space area for sidewalk tables, benches, chairs, or other furniture and materials associated with the sidewalk cafe.

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i. The outdoor seating area shall be accessible to individuals with disabilities, and the licensee shall at all times comply with all applicable federal, state, and City laws, ordinances, and regulations concerning accessibility and nondiscrimination in the providing of services. The applicable federal, state, or local standards or guidelines that provide the highest level of accessibility shall govern.

Any alternate pedestrian route created due to placement of a sidewalk cafe must follow all unobstructed passage requirements listed above. In addition, any alternate pedestrian route must have a maximum cross slope of 2.1% and must be provided on a

stable, firm, and slip-resistant surface.

- r. If a boundary is installed enclosing the permitted area from the remainder of the public way, the boundary shall be no less than twenty-four (24) inches or more than thirty-six (36) in height and shall include cane detectable barriers located twenty-seven (27) inches or less above ground.
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City of  
**Evanston™**  
**MINUTES**

**ADA Advisory Committee**

**Thursday, June 27, 2024 @ 3:00 PM**

Evanston Public Library / Zoom

**1. CALL TO ORDER/ROLL CALL**

Members present: Mark Karlin, Matt Dinerstein, Tom Bobowski, Jim Johnson, Julia Pantoga, Jack Kleisner, Murphy Monroe, Litrea Hunter, Donna Stevens, Adrienne Allen

Guests: Carol Schreier, Fred Wittenberg

Staff present: Amy Kellogg (Senior Services Division Manager,) Audrey Thompson (Director of Parks & Recreation,) Lauren Ruiz (Inclusion & Accessibility Division Manager)

**2. APPROVAL OF MINUTES**

The June 27 minutes were approved by Tom Bobowski and Jack Kleisner.

**3. PUBLIC COMMENTS**

No public comments were shared.

**4. ITEMS FOR DISCUSSION**

Updates about previous inquiries/grievances

- Communication updates from Sarah FioRito re: CTA accessibility: Update from Sarah to note she has begun the process of researching what possibilities there are for increasing ADA transit access to the new NU stadium.

Review of new inquiries/grievances

- Sidewalk cafes: communication to be sent to sidewalk cafes with notice about ADA requirements, public works interns to begin visiting to evaluate
- Residential "accessible" parking and pick up areas: in communication with public works about future action we can take to ensure reserved accessible parking is truly accessible. Residents can specifically request need to be close to an intersection to have a curb cut available.
- Farmers' Market parking: there are 3 designated accessible parking spots along Railroad Ave. Reserved accessible parking signs are placed weekly.
- Main Street sidewalk construction: working with public works staff to ensure that

alternative route signs are posted and alternative routes are accessible to all pedestrians

Training/education updates

- Hidden Disabilities Sunflower training, June 7. Parks & Rec team has been trained, City staff to be trained in July. Public announcement to follow about the City embracing the Sunflower program.
- Inclusion Panel at Camp Directors' training, June 8
- Disability Awareness training for CARE team, June 18
- Verbal Intervention training for Library security team, June 20
- Verbal Intervention training for CARE team, June 28

Other items:

- Upcoming events:
  - Disability Pride Parade: July 20
  - ReelAbilities Film Showing: July 23. Four short documentaries will be shared along with discussion segments featuring facts about disabilities, info about the ADA Committee.
- Inclusion & Accessibility Division updates:
  - South End Community Center Open House: June 22. Official opening day: July 15 for front desk, drop in play area.
  - Sensory room: ready at South End.
  - Adapted boccia: meeting weekly this summer at South End.
- Thank you letter to Mayor approved
- Next meeting: July 25

## 5. COMMENTS FROM THE COMMITTEE

- A Committee member suggested putting together petitions to be signed by community members for CTA access
- The importance of Committee members/community members continuing to advocate and making their voices heard at City Council meetings, via inquiry/grievance communication was emphasized

## 6. ADJOURNMENT