



# City of Chicago



O2010-7072

Office of the City Clerk

## City Council Document Tracking Sheet

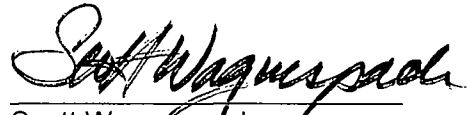
<b>Meeting Date:</b>	12/8/2010
<b>Status:</b>	Introduced
<b>Sponsor(s):</b>	Waguespack, Scott
<b>Type:</b>	Ordinance
<b>Title:</b>	Loading/Standing/Tow Zones - 2033 N Western Ave
<b>Committee(s) Assignment:</b>	Committee on Traffic Control and Safety

Committee on Traffic Control and Safety

MEMORANDUM FOR TRAFFIC REGULATIONS  
15 MINUTE STANDING ZONE/TOW ZONE  
EXCEPT WITH FLASHING LIGHTS

Street, etc: North Western Avenue  
Location, etc: 2033 (adjacent to driveway)  
Distance: One vehicle space  
Days/Hours: All Days  
6:30 AM – 9:00 PM

Ipsento (2035 N Western)  
Bridget Quigley  
5905 W Eastwood Ave.  
Chicago, IL 60630  
(708) 704-5752  
20-5032553

  
\_\_\_\_\_  
Scott Waguespack  
Alderman, 32nd Ward



**Alderman Scott Waguespack  
32nd Ward – City of Chicago**

2657 N Clybourn  
Chicago, IL 60614  
Tel: 773-248-1330  
Fax: 773-248-1360  
32ndward@gmail.com

**Standing/Loading Zone Application**

**CHECKLIST**

In order for your request to be reviewed, your application must be complete and include (please check off):

- ☐ Letter on company letterhead requesting a standing zone or loading zone, specifically detailing the reasons for the zone. If there is not enough room on this application to answer all questions fully, please provide this information in your letter.
- ☒ Two photographs of the proposed location: one from across the street directed at your location and the second from the sidewalk at a property adjacent to your business.
- ☒ A diagram detailing the building, sidewalk, street, proposed location of the zone and all other parking restrictions on adjacent properties, including measurements. (Example provided)
- ☒ Completed Business Information Section.
- ☒ Completed Loading, Standing or Valet Zone Section.
- ☒ Signed Certification Section.

**BUSINESS INFORMATION**

Business Name: Iponto

Business Address/Signs Location: 2035 N. Western Ave Zip: 60630

Billing Address (if different): 5905 W. Eastwood Ave Zip: 60630

Federal Identification Number: 26-5032553 Occupancy Limit: 18

Present parking regulations at your location (meters, etc): N/A

**Business Hours:**

Monday: 6:30 AM - 10:00 PM	Thursday: 6:30 AM - 10 PM	Sunday: 3 AM - 8 PM
Tuesday: 6:30 AM - 10:00 PM	Friday: 6:30 AM - 10 PM	
Wednesday: 6:30 AM - 10 PM	Saturday: 7 AM - 10 PM	

Length of Time at Location: 2.5 years Number of Full-Time Equivalent Employees: 5

Scope of Business Activity: coffee shop and cafe

Business licenses Held: from city of Chicago

Contact Name: Bridget Waguespack Title: Project/Events Coordinator

Contact Phone Number: (708) 704-5752 Email: bwaguespack@gmail.com

Please fill out one of the following sections according to the type of zone you are requesting.

☒ Check if Applying

## LOADING ZONE

Please understand that:

Loading zones are designated areas in the curb lane for the loading and unloading of deliveries by commercial vehicles only.

Any commercial vehicle can utilize any loading zone for up to 30 minutes.

Any passenger vehicle parking in a loading zone during the restricted hours is in violation of the Chicago Municipal Code and is liable to receive a citation.

It is illegal to post additional signage in the public way, including signage which would cause one to assert that the loading zone is reserved solely for your business.

Restriction Times Requested:

Monday: 6:30AM - 10PM	Thursday: 6:30AM - 10PM	Sunday: 8AM - 3PM
Tuesday: 6:30AM - 10PM	Friday: 6:30AM - 10PM	
Wednesday: 6:30AM - 10PM	Saturday: 7AM - 10PM	

Length of Zone: \_\_\_\_\_ feet or approximately 1 vehicle space(s) (minimum)

Do you have access to an alley from your business space? ☒ Yes ☐ No

If no, why not? / If yes, why is loading not possible from the rear? The access and walkway is far too narrow to load what we need to.

Types of items un/loaded: 150lb bags of coffee, all of our products, shipping orders, food delivery etc

Size/Type of commercial vehicles un/loading in the zone: mini vans (Ford Windstar) (GMC Safari)

Please provide a description or attach a delivery schedule, or invoice record showing frequency and volume of

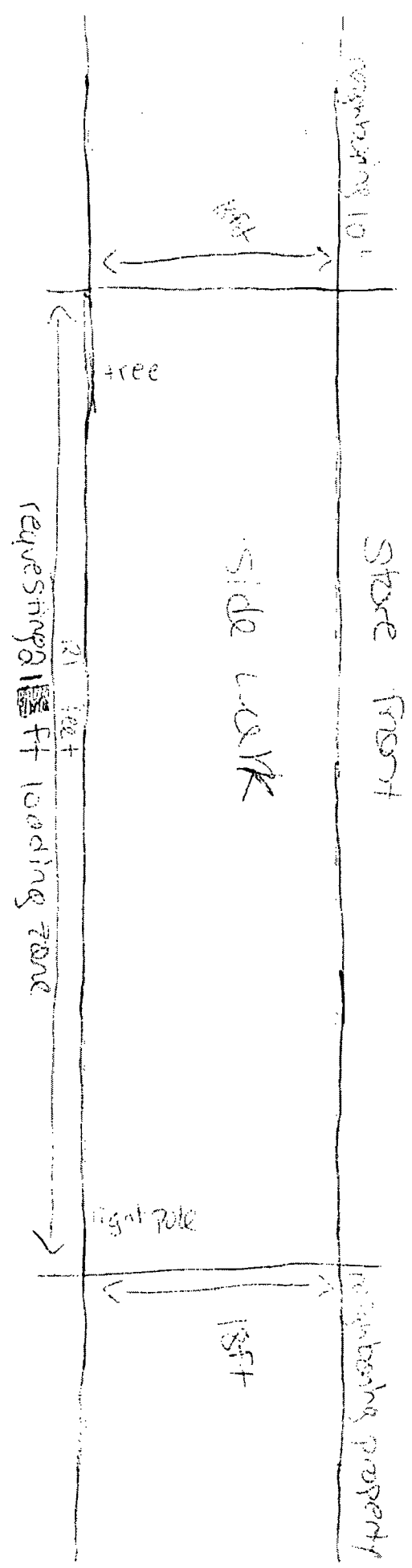
deliveries: M-F In the morning at 6:45AM we receive pastry deliveries, 9AM a grocery run is made 2PM UPS picks up deliveries, 3:30 we load company car for local deliveries. Sat + Sunday will soon be the same schedule (now it is minus the 6:45 drop off)

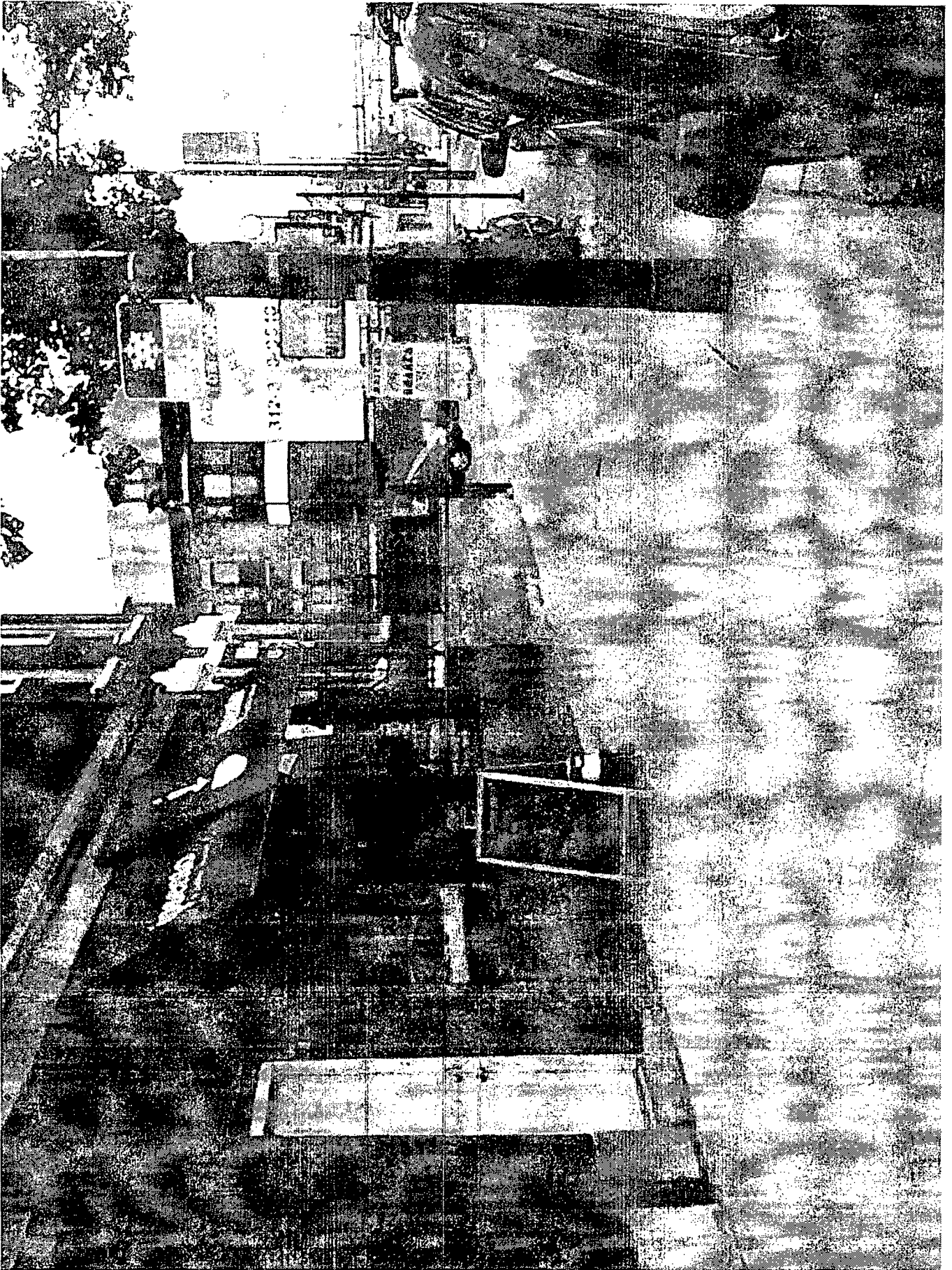
Number of daily pickups and deliveries: depends... 2 or 3 now but will be 5 or 6

Inventory

Loading Zone Diagram

June 1, 2004







Ipsento, LLC  
2035 N Western  
Chicago, IL 60647

June 1, 2009

Alderman Scott Waguespack  
32<sup>nd</sup> Ward, City of Chicago  
2657 N Clybourn  
Chicago, IL 60614

Re: Request for Standing/Loading Zone

Alderman Waguespack, we are seeking approval of a standing/loading zone immediately in front of our coffee house establishment, in order that we might more effectively and efficiently unload our bags of green coffee (150 lbs), and food and other supplies. It would also ease our shipping and receiving by means of UPS.

Thank you for your consideration of our request.

Sincerely,

Timothy S. Taylor  
Owner

Attachments: Standing/Loading Zone Application  
Loading Zone Diagram  
Photo of Ipsento