

## MINUTES OF A REGULAR MEETING

### URBANA ZONING BOARD OF APPEALS

**DATE:** April 19, 2023

**APPROVED**

**TIME:** 7:00 p.m.

**PLACE:** City Council Chambers, City Building, 400 South Vine Street, Urbana, IL

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**MEMBERS ATTENDING:** Joanne Chester, Adam Rusch, Charles Warmbrunn, Harvey Welch

**MEMBERS ABSENT:** Matt Cho, Ashlee McLaughlin, Nancy Uchtmann

**STAFF PRESENT:** Kim Smith, Director of Community Development Services; Nick Olsen, Planner I; Marcus Ricci, Planner II; UPTV Camera Operator

**OTHERS PRESENT:** Samuel Beshers, Jacob Gullquist, Adrienne Kim, Lydia Roberts

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#### 1. CALL TO ORDER, ROLL CALL AND DECLARATION OF QUORUM

Chair Welch called the meeting to order at 7:07 p.m. Roll call was taken, and he declared a quorum of the members present.

#### 2. CHANGES TO THE AGENDA

Due to a time conflict for one of the applicants, the public hearing for Case No. ZBA-2023-MIN-01 will be held first under New Public Hearings.

#### 3. APPROVAL OF THE MINUTES

The minutes from the February 15, 2023 regular meeting were presented for approval. Mr. Warmbrunn moved that the Zoning Board of Appeals approve the minutes as written. Mr. Rusch seconded the motion. The minutes were approved as written by unanimous voice vote.

#### 4. CONTINUED PUBLIC HEARINGS

There were none.

NOTE: Chair Welch swore in members of the audience who wished to speak during a hearing.

**5. NEW PUBLIC HEARINGS**

**ZBA-2023-MIN-01 – A request by Samuel Beshers and Lynn Wiley to reduce the minimum required front yard by 4 feet, 10 inches, to allow for expansion of the house at 606 West Washington Street in the R-2 (Single-Family Residential) Zoning District.**

Chair Welch opened the public hearing for Case No. ZBA-2023-MIN-01. Marcus Ricci, Planner II, presented the staff report to the Zoning Board of Appeals. He began by stating the purpose for the proposed minor variance. He gave a brief background on the history of the existing house, noting that there is no bathroom on the main floor. He showed location and zoning maps of the subject property noting the zoning, existing use, and future land use of the proposed property and of adjacent properties. He showed photos of the subject property and talked about the average of the front yard property lines for the existing buildings on the block face. He summarized how the proposed request for a minor variance relates to the variance criteria in Section XI-3 of the Urbana Zoning Ordinance. He referred to the Site Plan when discussing the front yard setback and how the proposed plans affect the existing setback. He mentioned staff’s outreach to the public through posting legal ads in the News-Gazette, mailing notices to residents within 250 feet, and posting a sign on the subject property. He stated that City staff received one email in opposition after the packet was sent out, from Ed and Sue Rogowski. He read the options of the Zoning Board of Appeals and presented staff’s recommendation for approval. He noted that the applicant was available to answer questions.

Chair Welch asked if any members of the Board had questions for staff regarding this case. With there being no questions, Chair Welch opened the hearing for input from the audience. He invited the applicant to approach the Board to speak on behalf of his request.

Samuel Beshers approached the Zoning Board of Appeals. He thanked the Board members for considering his case, and he thanked Mr. Ricci for his help and being easy to work with. He stated that he and his wife find that the front of their house will be more attractive with the proposed changes to the entrance.

Lydia Roberts, representative of Andrew Fell Architecture, approached the Zoning Board of Appeals to state her support of the proposed minor variance.

With there being no additional input from the audience, Chair Welch closed the public input portion of the hearing and opened it for discussion and/or motion(s) of the Board.

Mr. Rusch moved that the Zoning Board of Appeals approve Case No. ZBA-2023-MIN-01 with the condition that the work generally conforms to the Site Plan as shown in Exhibit D of the written staff report. Ms. Chester seconded the motion. Roll call on the motion was as follows:

Mr. Rusch	-	Yes	Mr. Warmbrunn	-	Yes
Mr. Welch	-	Yes	Ms. Chester	-	Yes

The motion was passed by unanimous vote.

**ZBA-2023-C-02 – A request by Jacob Gullquist for a Conditional Use Permit to allow the expansion of an existing self-storage facility, including new drive-up units, at 1808 South Philo Road, located in the B-3 (General Business) Zoning District.**

Chair Welch opened the public hearing for Case No. ZBA-2023-C-02. Nick Olsen, Planner I, presented the staff report to the Zoning Board of Appeals. He began by stating the purpose for the proposed minor variance. He gave a brief background on the history of the subject property. He showed location and zoning maps of the subject property noting the zoning, existing use, and future land use of the proposed property and of adjacent properties. He showed photos of the subject property. He summarized how the proposed request for a conditional use permit relates to the criteria in Section VII-2 of the Urbana Zoning Ordinance. He read the options of the Zoning Board of Appeals and presented staff's recommendation for approval. He noted that the applicant was available to answer questions.

Chair Welch asked if any members of the Board had questions for staff regarding this case.

Mr. Rusch asked if pods would not be allowed. Mr. Olsen replied that any other self-storage would need to be reviewed by the Zoning Board of Appeals.

Mr. Warmbrunn stated the Site Plan does not show the south property line. Mr. Olsen pulled up the Zoning Map, Exhibit B, to show the property lines for the subject parcel. They talked about the grassy island with parking. Mr. Olsen noted that CVS has an easement to use these parking spaces. The proposed expansion of the self-storage facility would meet all of the setback and parking requirements.

With there being no further questions, Chair Welch opened the hearing for input from the audience. He invited the applicant to approach the Board to speak on behalf of his request.

Jacob Gullquist approached the Zoning Board of Appeals. He thanked the Board members for considering his case, and he thanked Mr. Olsen and Mr. Ricci for helping him prepare his proposal. He apologized for the poor quality of the Site Plan and noted that he is working on getting a more elaborate plan prepared.

Mr. Gullquist stated that approval of the proposed conditional use permit would allow him to grow his business and also bring more of a supply to a local market where there is a demand. He addressed Mr. Warmbrunn's question about the south property line by stating that the grassy island with parking spaces are part of his property. There is a 20-foot drive that he plans to keep. He plans to put the proposed expansion on parking spaces near the grassy island parking area.

Mr. Welch asked if they own the entire parking lot. Mr. Gullquist said yes, they own the parking lot up to the grassy lot. Mr. Welch stated that the parking lot was originally constructed to meet the requirements for a grocery store and now is largely vacant except for the parking being used by Development Services Center (DSC).

Mr. Warmbrunn asked if there is an agreement with CVS to allow CVS to use the access drive for their drive-thru. Also, how close would the proposed structure be to the edge of the drive? Is this a consideration that the Zoning Board of Appeals should be considering? Mr. Olsen stated that as long as the aisle drive south of the proposed building complies with aisle width

requirements, then it would be allowed. Mr. Gullquist added that the current layout of the parking lot should meet the requirements for aisle width. He plans to place the proposed building over some of the parking spaces and keep the aisle as it is. When he applies for a building permit, if they find that the aisle does not comply with the Zoning Ordinance requirements, then he will either need to shift the proposed building to the north or narrow down the building. Mr. Olsen noted that the plans were reviewed by the Fire Chief and the City Engineer, and the plans met their approval.

Mr. Gullquist stated that they had no intentions of doing anything that would negatively affect CVS. Their business is free advertisement for his business.

With there being no additional input from the audience, Chair Welch closed the public input portion of the hearing and opened it for discussion and/or motion(s) of the Board.

Mr. Rusch moved that the Zoning Board of Appeals approve Case No. ZBA-2023-C-02 with the following conditions:

1. The self-storage use shall be limited to the existing building and the proposed building shown in the submitted site plan.
2. The placement and dimensions of the proposed self-storage building shall generally conform to the submitted Site Plan as shown in Exhibit C of the written staff report.

Mr. Warmbrunn seconded the motion. Roll call on the motion was as follows:

Ms. Chester	-	Yes	Mr. Welch	-	Yes
Mr. Warmbrunn	-	Yes	Mr. Rusch	-	Yes

The motion was passed by unanimous vote.

**6. UNFINISHED BUSINESS**

There was none.

**7. NEW BUSINESS**

There was none.

**8. PUBLIC INPUT**

There was none.

**9. STAFF REPORT**

Mr. Olsen introduced Kim Smith as the new Director of Community Development Services.

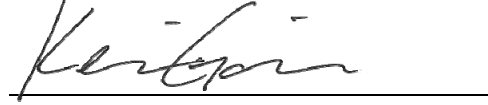
**10. STUDY SESSION**

There was none.

**11. ADJOURNMENT**

Chair Welch adjourned the meeting at approximately 8:03 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Kevin Garcia", is written above a solid horizontal line.

Kevin Garcia, AICP  
Principal Planner and Zoning Administrator  
Secretary, Urbana Zoning Board of Appeals