

**MINUTES OF A REGULAR MEETING
URBANA ZONING BOARD OF APPEALS**

DATE: October 20, 2021

APPROVED

TIME: 7:00 p.m.

PLACE: Zoom Webinar

MEMBERS ATTENDING REMOTELY: Joanne Chester, Ashlee McLaughlin, Nancy Uchtmann

MEMBERS ATTENDING IN PERSON: Harvey Welch

MEMBERS EXCUSED: Matt Cho, Adam Rusch, Charles Warmbrunn

STAFF PRESENT: Marcus Ricci, Planner II; Katherine Trotter, Planner I; UPTV Camera Operator

OTHERS PRESENT: Robert Wease

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

Chair Welch called the meeting to order at 7:01 p.m. Roll call was taken, and he declared a quorum of the members present.

2. CHANGES TO THE AGENDA

There were none.

3. APPROVAL OF THE MINUTES

The minutes from the September 15, 2021 regular meeting were presented for approval. Ms. Chester moved that the Zoning Board of Appeals approve the minutes as written. Ms. Uchtmann seconded the motion. Roll call on the motion was as follows:

Ms. McLaughlin	-	Yes	Ms. Uchtmann	-	Yes
Mr. Welch	-	Yes	Ms. Chester	-	Yes

The minutes of the September 15, 2021 regular meeting were approved as written.

4. COMMUNICATIONS

- Email from Judy Gillespie regarding Case No. ZBA-2021-MAJ-07

5. CONTINUED PUBLIC HEARINGS

There were none.

6. NEW PUBLIC HEARINGS

ZBA-2021-MAJ-07: A request by Robert Wease for a major variance to allow an accessory parking space in the required 25-foot front yard at 1005 Philo Road in the R-3, Single and Two-Family Residential Zoning District.

Chair Welch opened the public hearing for Case No. ZBA-2021-MAJ-07. Kat Trotter, Planner I, introduced the case by stating the purpose for the proposed request, which is to allow an accessory parking space to be paved in the required front yard. She noted the location and gave a brief description of the subject property. She stated the zoning of the property and of surrounding properties. She discussed the proposed accessory parking space and pointed out that 11 of the 16 properties on this block of Philo Road have access to either the rear or side yard, of which 10 have parking in the rear or side yard. She said three of the five properties that do not have access or parking in either the rear or side yard have illegally non-conforming accessory parking in their front yard. She reviewed some of the criteria from Section XI-3 of the Urbana Zoning Ordinance and summarized staff findings. She read the options of the Zoning Board of Appeals and presented staff's recommendation for approval with the following conditions:

1. The accessory parking space will generally conform to the submitted site plan, as shown in Exhibit C of the staff report.
2. The access drive, apron and driveway will be paved with an approved surface and meet the City of Urbana right-of-way standards, subject to Public Works approval.

She stated that the applicant was available to answer questions.

Chair Welch asked if any members of the Zoning Board of Appeals had questions for City staff. With there being no questions for City staff from the Board members, Chair Welch opened the hearing for public input. He invited the applicant to speak.

Robert Wease, applicant, stated that he has no other way to put in additional parking.

Ms. Uchtmann asked if the additional space would be for a turn-around or would an additional vehicle be parked there. Mr. Wease replied that he does not plan to park one of his vehicles in the space; however, he has three children and they could use the space to park when they come to visit. He stated that it is a safety issue because it can be difficult to exit his driveway. The additional space would make it easier.

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

Ms. McLaughlin moved that the Zoning Board of Appeals forward Case No. ZBA-2021-MAJ-07 to the Urbana City Council with a recommendation for approval with the following conditions:

- 1. The accessory parking space will generally conform to the submitted site plan, as shown in Exhibit C of the staff report.
- 2. The access drive, apron and driveway will be paved with an approved surface and meet the City of Urbana right-of-way standards, subject to Public Works approval.

Ms. Uchtmann seconded the motion. Roll call on the motion was as follows:

Mr. Welch	-	Yes	Ms. Chester	-	Yes
Ms. McLaughlin	.	Yes	Ms. Uchtmann	-	Yes

The motion passed by unanimous vote. Ms. Trotter stated that this case would be forward to the Urbana City Council on November 8, 2021.

7. OLD BUSINESS

There was none.

8. NEW BUSINESS

There was none.

9. AUDIENCE PARTICIPATION

There was none.

10. STAFF REPORT

There was none.

11. STUDY SESSION

There was none.

12. ADJOURNMENT OF MEETING

Chair Welch adjourned the meeting at 7:19 p.m.

Respectfully submitted,

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