

**MINUTES OF A REGULAR MEETING**

**URBANA PLAN COMMISSION**

**DRAFT**

**DATE:** May 18, 2023

**TIME:** 7:00 P.M.

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

---

**MEMBERS ATTENDING:** Dustin Allred, Will Andresen, Andrew Fell, Lew Hopkins, Chenxi Yu

**MEMBERS EXCUSED:** Debarah McFarland, Karen Simms

**STAFF PRESENT:** Kevin Garcia, Principal Planner; Nick Olsen, Planner I; Kimberly Smith, Director of Community Development Services

**PUBLIC PRESENT:** Chris Tritsis

---

**1. CALL TO ORDER and ROLL CALL**

Chair Allred called the meeting to order at 7:00 p.m. Roll call was taken, and there was a quorum of the members present.

**2. CHANGES TO THE AGENDA**

There were none.

**3. APPROVAL OF MINUTES of PREVIOUS MEETING**

The minutes of the April 20, 2023 regular meetings were presented for approval. Ms. Yu moved that the Plan Commission approve the minutes as written. Mr. Hopkins seconded the motion. The minutes were approved by unanimous voice vote.

**4. CONTINUED PUBLIC HEARINGS**

**Plan Case No. 2468-T-23 – An application by the Urbana Zoning Administrator to amend the Urbana Zoning Ordinance to allow more than one residential building on any lot zoned for multifamily use.**

Mr. Garcia stated that this case may eventually be withdrawn by staff, but for the time being, it would be continued to the July 6, 2023, meeting.

**Plan Case No. 2469-SU-23 – An application by 1919 Architects, on behalf of the Housing Authority of Champaign County, for a special use permit to allow renovation of Steer Place apartments at 1202 East Harding Drive, a property in the Southeast Urbana Overlay District.**

Chair Allred opened Plan Case No. 2469-SU-23. Nick Olsen, Planner I, gave a presentation going over the details of the request to renovate Steer Place apartments. He explained that major renovations within the Southeast Urbana Overlay District require a special use permit. He explained that the overlay district criteria primarily concern site exteriors, and he discussed how proposed maintenance to the exterior of Steer Place conforms to the district’s guidelines and the goals of the 2005 Comprehensive Plan. He said that staff recommended that the Plan Commission forward the case to City Council with a recommendation of approval, conditional on general conformance with the submitted project scope and site plans.

Chair Allred asked if any of the members of the Plan Commission had questions for City staff.

Mr. Fell asked staff if the condition of general conformance with the submitted project scope and site plans would allow for adjustment depending on the amount of funding ultimately received. Staff stated that some adjustment would be allowed, as the project scope is a list of all planned work if fully funded. In the event of receiving a lower level of funding, some work would be removed, but no major work would be added that is not included on the submitted plans and scope. This would be within the bounds of general conformance.

Chair Allred reviewed the procedures for a public hearing. He then opened the hearing for public input. There was none, so he closed the public input portion of the hearing and opened it for Plan Commission discussion and/or motion(s).

Mr. Hopkins moved that the case be forwarded to City Council with a recommendation of approval, with the condition that the renovations generally conform to the submitted project scope and site plans. Mr. Andresen seconded the motion.

Roll call on the motion was as follows:

Mr. Allred	-	Yes	Ms. Andresen	-	Yes
Mr. Fell	-	Yes	Mr. Hopkins	-	Yes
Ms. Yu	-	Yes			

The motion passed by unanimous vote.

**5. UNFINISHED BUSINESS**

There was none.

**6. NEW PUBLIC HEARINGS**

There were none.

**7. NEW BUSINESS**

There was none.

**8. PUBLIC INPUT**

There was none.

**9. STAFF REPORT**

Kevin Garcia introduced the new Director of Community Development Services, Kimberly Smith.

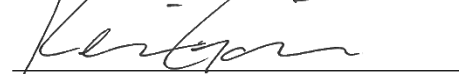
**10. STUDY SESSION**

There was none.

**11. ADJOURNMENT OF MEETING**

The meeting was adjourned at 7:11 p.m.

Respectfully submitted,



Kevin Garcia, Secretary  
Urbana Plan Commission