

**MINUTES OF A REGULAR MEETING**

**URBANA PLAN COMMISSION**

**DRAFT**

**DATE:** June 9, 2022

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

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

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**PLAN COMMISSION**

**MEMBERS ATTENDING:** Dustin Allred, Jane Billman, Andrew Fell, Lew Hopkins, Debarah McFarland, Karen Simms

**PLAN COMMISSION**

**MEMBER REMOTING:** Will Andresen (via Phone)

**MEMBERS EXCUSED:** Chenxi Yu

**STAFF PRESENT:** UPTV Camera Operator; Marcus Ricci, Planner II; Kat Trotter, Planner II

**PUBLIC PRESENT:** Jim Hampton, Dustin Heuerman, Eric Kraft, Adrienne Kim, Darlene Kloepfel, Brant Muncaster, Chuck Reifsteck

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

Chair Allred called the meeting to order at 7:03 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**

The minutes of the April 21, 2022 meeting were presented for approval. Mr. Fell moved that the Plan Commission approve the minutes as written. Mr. Hopkins seconded the motion. The minutes were approved by unanimous voice vote.

**4. COMMUNICATIONS**

- Updated Site Plan for Plan Case No. 2447-SU-22

## 5. CONTINUED PUBLIC HEARINGS

There were none.

## 6. OLD BUSINESS

There was none.

## 7. NEW PUBLIC HEARINGS

**Plan Case No. 2447-SU-22 – A request by Andrew Fell on behalf of BWC Tundra, LLC for a Special Use Permit to allow operation and expansion of a towing service at 810 East Perkins Road and 1002 East Perkins Road in the B-3, General Business Zoning District.**

Chair Allred opened Plan Case No. 2447-SU-22. Andrew Fell recused himself from the case because he is the applicant for this case.

Marcus Ricci, Planner II, presented the staff report for the case. He began by stating the purpose of the proposed Special Use Permit, which is to allow the construction of a towing service building, parking area, and access drive at the subject property. He mentioned the communications that were received and noted that one additional one was submitted after the packet of information for this meeting was emailed to the list of recipients. He talked about the history of the subject property and noted the zoning, existing land use and future land use designations of the property and for the adjacent properties. He talked about the existing use of the subject property and showed photos of the site. He described the existing landscape and County screening requirements. He said that a revised Site Plan was submitted, and he noted the changes that were made. He reviewed the requirements for a Special Use Permit according to Section VII-4.A of the Urbana Zoning Ordinance and read the options of the Plan Commission. He presented City staff's recommendation for approval with the following condition: *Construction must be in general conformance with the revised site plan entitled, "Tatman's Towing, New Construction, 810 East Perkins Road, Urbana, IL, Sheet A2 – Site Plan dated 06/08/2022".*

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

Mr. Hopkins asked if there were any restrictions or requirements on what can be done with the remaining undeveloped land under the proposed special use permit. Mr. Ricci said no; however, they would not be allowed to park vehicles on an unapproved surface.

Mr. Allred asked if the condition on the staff recommendation is for the revised site plan. Mr. Ricci confirmed this.

Mr. Allred stated that it appears the parking was shifted to be in the setback. He wondered if this was allowed in the Zoning Ordinance. Mr. Ricci stated that parking is allowed in the required setback up to 18 inches from the property line.

Mr. Allred asked about stormwater management and there being an existing basin on the proposed site. Mr. Ricci said that there is a stormwater detention basin that operates on a scale larger than the

proposed individual parcel. He said that as Public Works Engineering staff review the proposed plans, they will be looking more into the basin on a regional scale. Using an overhead map, Mr. Ricci showed where the detention basin is located on a neighboring lot, and he explained that stormwater flows from the proposed site to the detention basin.

Mr. Allred said he realized that the existing use existed prior to the annexation agreement was approved on the property. He asked if there was a previous special use permit or if it was decided by the Zoning Administrator at the time of the annexation agreement that the use was legally conforming. Mr. Ricci stated that Robert Myers, Planning Manager at the time, signed off to the existing use being okay in the current zoning district when there was a change in ownership. So, current staff considers the existing use to be legally conforming.

Chair Allred reviewed the procedure for a public hearing. He then opened the hearing for public input.

Adrienne Kim, representative on behalf of the applicant, approached the Plan Commission to answer any questions that the Commission members may have.

Ms. Billman asked what the exterior of the building would look like. Ms. Kim pulled up the Elevation Drawings to show the exterior of the proposed building. She stated that the building would be made of metal.

With there being no further public input, Chair Allred declared the public input portion closed and opened the hearing for Plan Commission discussion and/or motion(s).

Ms. Billman said she wondered if the public hearing satisfied any of the concerns expressed in the written communications that were included in the packet of information. Chair Allred shared his list of concerns that he understood while reading through the communications. The concerns were as follows: 1) screening, 2) lighting, and 3) stormwater. He believed that the concerns were addressed. Ms. Billman commented that it seems the owner wants to construct a new building and clean up the place.

Mr. Hopkins moved that the Plan Commission forward Plan Case No. 2447-SU-22 to the City Council with a recommendation for approval with the following condition: *Construction must be in general conformance with the revised site plan entitled, "Tatman's Towing, New Construction, 810 East Perkins Road, Urbana, IL, Sheet A2 – Site Plan dated 06/08/2022"*. Ms. Billman seconded the motion. Roll call on the motion was as follows:

Mr. Hopkins	-	Yes	Ms. Billman	-	Yes
Ms. Simms	-	Yes	Ms. McFarland	-	Yes
Mr. Allred	-	Yes	Mr. Andresen	-	Yes

The motion passed by a unanimous vote.

Ms. Trotter said she believed that this case would be forwarded to the City Council on July 11, 2022. She later noted a correction, stating that the case would be forwarded to the City Council on June 27, 2022.

Mr. Fell rejoined the other Commission members at the dais.

**Plan Case No. 2449-SU-22 – A request by Chris Bieser, Reifsteck Reid Architects, on behalf of Champaign County, for a Special Use Permit to allow an expansion of the Champaign County detention center at 502 South Lierman Avenue in the CRE, Conservation-Recreation-Education Zoning District.**

Chair Allred opened Plan Case No. 2449-SU-22. Kat Trotter, Planner II, presented this case to the Plan Commission. She began by stating the purpose for the proposed Special Use Permit, which is to allow the expansion of the existing satellite adult detention center so Champaign County can consolidate operations that are currently split between the existing satellite detention center and the downtown adult detention centers. She noted the location of the proposed expansion on the subject property. She stated the zoning, existing land use and Future Land Use designations of the property and of the adjacent neighboring properties. She talked about and showed the layout of the proposed expansion of the existing building. She reviewed the requirements for a Special Use Permit according to Section VII-4.A of the Urbana Zoning Ordinance and read the options of the Plan Commission members. She presented staff's recommendation for approval with the following condition: *The addition to the satellite jail generally conforms to the Site Plan, Exhibit D of the staff report.* She stated that the applicants were available to answer questions from the Plan Commission.

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

Ms. Billman asked if there was a drawing or photo of what the exterior of the addition would look like. Ms. Trotter explained that the applicant had submitted drawings of the exterior during the pre-application process; however, staff mainly focused on floor plans and site plans for the development.

Chair Allred stated that this area has been used for sports fields in the past. Ms. Trotter said that the Urbana Park District was notified about the proposed expansion plans. She said that the Park District had not made any comment to her about the plans. The Park District is planning to do some prairie park renovations, and they will be closing down a few of the sports fields.

Ms. Billman stated that she drove out to the site and noticed there was not much close to the existing center. Ms. Trotter stated that it is a large site, measuring at least 20 acres for the detention center.

Chair Allred reviewed the procedure for a public hearing. He then opened the hearing for public input.

Chuck Reifsteck, Brant Muncaster, and Darlene Kloepfel approached the Plan Commission to speak on behalf of the applicant, Reifsteck Reid Architects.

Ms. Kloepfel stated that they are very conscious that the space they use is shared with the Urbana Park District. They will continue the relationship with them as much as possible. The area where the expansion will occur is not currently used as one of the sports fields.

Mr. Reifsteck stated that the exterior of the building would be brick masonry, and the forms would be consistent with the existing building; however, it will have exterior windows. The new expansion would be one level.

Ms. Billman asked what agency sets the requirements for the building. Mr. Reifsteck replied that the State of Illinois inspectors will check the new expansion to see if it complies with the Illinois Jail Standards. He mentioned that they plan to go for American Correctional Association accreditations as well, which will help Champaign County.

Ms. Billman asked about the landscaping. Mr. Reifsteck stated that it will be a grass lawn to avoid people hiding behind bushes, etc. trying to see their friends or look in windows. Part of the landscape will be the expansion of the stormwater detention.

With there being no further public input, Chair Allred declared the public input portion closed and opened the hearing for Plan Commission discussion and/or motion(s).

Ms. Billman moved that the Plan Commission forward Case No. 2449-SU-22 to the City Council with a recommendation for approval with the following condition: *The addition to the satellite jail generally conforms to the Site Plan, Exhibit D of the staff report.* Mr. Hopkins seconded the motion. Roll call on the motion was as follows:

Ms. Billman	-	Yes	Mr. Hopkins	-	Yes
Mr. Allred	-	Yes	Ms. McFarland	-	Yes
Ms. Simms	-	Yes	Mr. Adresen	-	Yes
Mr. Fell	-	Yes			

The motion passed by unanimous vote. Ms. Trotter noted that because this case involves new construction, it will be forwarded to the Committee of the Whole on June 20, 2022 and to the City Council on June 27, 2022.

## 8. NEW BUSINESS

There was none.

## 9. AUDIENCE PARTICIPATION

There was none.

## 10. STAFF REPORT

Ms. Trotter reported on the following:

- The R-7 text amendment and the solar text amendment were both approved by City Council on May 23, 2022. Mr. Ricci noted that there was one change in the solar text amendment. He stated that City Council wanted solar farms to require a special use permit for any of the zoning districts that they would be permitted in. The Council also removed solar farms from being permitted in zoning districts such as the R-7 (University Residential) and the B-1 (Neighborhood Business).

**11. STUDY SESSION**

There was none.

**12. CLOSED SESSION**

**To Consider Security Procedures, Pursuant to 5 ILCS 120/2(c)(8)**

Chair Allred opened this item. Ms. Simms moved to go into closed session at 8:00 p.m. The motion was seconded by Ms. McFarland. The motion passed by unanimous voice vote.

At 8:23 p.m., Mr. Hopkins moved to re-enter regular session. Mr. Fell seconded the motion. The motion passed by unanimous vote.

**13. ADJOURNMENT OF MEETING**

The meeting was adjourned at 8:23 p.m.

Respectfully submitted,



Kevin Garcia, Secretary  
Urbana Plan Commission