

**MINUTES OF A REGULAR MEETING**

**URBANA PLAN COMMISSION**

**APPROVED**

**DATE:** May 20, 2021

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

**PLACE:** City Council Chambers | Zoom Webinar

**MEMBERS ATTENDING REMOTELY:** Dustin Allred, Andrew Fell, Lew Hopkins, Debarah McFarland

**MEMBER ATTENDING AT CITY BUILDING:** Tyler Fitch

**MEMBER EXCUSED:** Jane Billman, Jonah Weisskopf, Chenxi Yu

**STAFF PRESENT:** City of Urbana (Host); Brianna Gaspar, UPTV Camera Operator, Kevin Garcia, Principal Planner; Kat Trotter, Planner I

**OTHERS ATTENDING REMOTELY:** Mary Pat McGuire, Karen Perrine, Chris Saunders

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

Chair Fitch called the meeting to order at 7:01 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 22, 2021 regular Plan Commission meeting were presented for approval. Mr. Fell moved that the Plan Commission approve the minutes as written. Mr. Allred seconded the motion.

Roll call on the motion was as follows:

Mr. Allred	-	Yes	Mr. Fell	-	Yes
Mr. Fitch	-	Yes	Mr. Hopkins	-	Yes
Ms. McFarland	-	Yes			

The minutes were approved by a vote of 5 ayes and 0 nays.

#### 4. COMMUNICATIONS

Chair Fitch announced that he was retiring from the Plan Commission effective June 30, 2021. Kevin Garcia, Principal Planner, stated that the City appreciated his service and professionalism during the years that he had served.

#### 5. CONTINUED PUBLIC HEARINGS

There were none.

#### 6. OLD BUSINESS

There was none.

#### 7. NEW PUBLIC HEARINGS

##### **Plan Case No. 2420-M-21 – A request by Tailwind Holdings, LLC to rezone 802 West Oregon Street from R-7, University Residential, to R-4, Medium Density Multiple Family Residential Zoning District.**

Chair Fitch opened the public hearing for Plan Case No. 2420-M-21. Kat Trotter, Planner I, presented the staff report to the Plan Commission. She began by explaining the purpose of the rezoning, which is to allow the existing building to be used as apartments as it was intentionally built for. She showed the location of the subject property on a map noting the zoning and land uses of the subject property as well as the adjacent properties. She stated that the Future Land Use designation was “University Residential”. She mentioned that the applicants held a neighborhood meeting on May 13, 2021, to discuss their plans with the residents in the neighborhood. She reviewed how the rezoning criteria relate to the proposed map amendment. She read the options of the Plan Commission and presented City staff’s recommendation for approval. She said that Chris Saunders, applicant, was available to answer any questions.

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

Mr. Allred asked if by approving the proposed rezoning, would they be creating a legally non-conforming use with regards to the Floor Area Ratio (FAR). Ms. Trotter replied yes; however, the building is already non-conforming with the existing development regulations in the R-7 Zoning District. If they allow the rezoning, then it would allow for compatibility with the R-4 zoned property to the north should it ever be demolished and rebuilt. Mr. Hopkins added that they would not be changing the non-conformities with the development regulations because they do not plan to make any changes to the building; however, they would be making the use conforming by rezoning the property to R-4.

With there being no further questions for City, Chair Fitch opened the hearing for public input and reviewed the procedure for a public hearing.

Chris Saunders, applicant, raised his hand to speak. He congratulated Mr. Fitch on his retirement from the Plan Commission. He explained that the goal of the rezoning is to occupy the building. It makes sense to rezone to R-4 to match the zoning of some other properties in the nearby neighborhood. The intent is not to develop the property but to maintain the property. They have been undergoing a remodel of the building in hopes that they will be able to rent units out to students this upcoming fall.

Mr. Saunders stated that the building cannot be used as part of the Certified Housing Program anymore based on the changes to the program. He said the previous owners did a great job maintaining the building, and the renovations he is making are cosmetic improvements.

Mr. Saunders talked about the R-7 Zoning District. He mentioned that he had heard that the City was intending to make changes to the district; however, COVID hit and had delayed the City's plans.

There was no further public input. Chair Fitch closed the public input portion of the hearing. He then opened the hearing for Plan Commission discussion and/or motion(s).

Mr. Hopkins moved that the Plan Commission forward Case No. 2420-M-21 to the Urbana City Council with a recommendation for approval. Mr. Fell seconded the motion. Roll call on the motion was as follows:

Ms. McFarland	-	Yes	Mr. Allred	-	Yes
Mr. Fell	-	Yes	Mr. Fitch	-	Yes
Mr. Hopkins	-	Yes			

The motion passed by unanimous vote.

Ms. Trotter noted that Plan Case No. 2420-M-21 would be forwarded to the Committee of the Monday, June 7, 2021.

**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**

The meeting was adjourned at 7:21 p.m.

Respectfully submitted,

---

Kevin Garcia, Secretary  
Urbana Plan Commission