

MEETING MINUTES

URBANA DESIGN REVIEW BOARD

DATE: November 1, 2018

APPROVED

TIME: 4:15 p.m.

PLACE: Urbana City Building – City Council Chambers
400 South Vine Street
Urbana, IL 61801

MEMBERS PRESENT: Matt Cho, Scott Kunkel, Adam Rusch, Jonah Weisskopf

MEMBERS EXCUSED: Mary Pat McGuire, Nancy Ouedraogo

STAFF PRESENT: Lorrie Pearson, Planning Manager; Kevin Garcia, Planner II; Teri Anel, Administrative Assistant II

OTHERS PRESENT: Andrew Fell, Hao Jan Liu

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

Scott Kunkel called the meeting to order at 4:15 p.m. Roll call was taken and a quorum was declared present.

2. CHANGES TO THE AGENDA

City staff requested the items under New Business to be considered next in the order of the meeting. The Design Review Board agreed to the change.

3. NEW BUSINESS

Lorrie Pearson, Planning Manager, stated that this is a new board as a result of the merging of the former Design Review Board and the MOR Development Review Board. So, the new Design Review Board must elect a new Chairperson and a new Vice-Chairperson and adopt new bylaws. She noted that she handed out a revised copy of the bylaws prior to the start of the meeting.

ELECTION OF CHAIR

Mr. Rusch moved to nominate Scott Kunkel as Chairperson for the new Design Review Board. Mr. Weisskopf seconded the motion. The motion was passed unanimously.

ELECTION OF VICE CHAIR

Mr. Kunkel moved to nominate Adam Rusch as Vice-Chair. Mr. Weisskopf seconded the motion. The motion was passed unanimously.

DESIGN REVIEW BOARD BYLAWS

Mr. Rusch moved that the Design Review Board adopt the revised bylaws as presented to them at this meeting. Mr. Cho seconded the motion. The motion was passed unanimously. Chair Kunkel announced that the Revised Bylaws drafted on 11/01/2018 were adopted.

4. APPROVAL OF THE MINTUES

The minutes from the January 25, 2018 special meeting of the Dissolved Design Review Board were presented for approval. Chair Kunkel moved to approve the minutes with the amendment to add “Dissolved” to the title of the board. Mr. Rusch seconded the motion. The motion was approved by unanimous voice vote.

The minutes from the January 25, 2018 joint meeting of the Dissolved Design Review Board and the Dissolved MOR Development Review Board were presented for approval. Mr. Kunkel moved to approve both sets of minutes as presented. Mr. Rusch moved to approve the minutes with the amendment to add “Dissolved” to the title of each board. Mr. Cho seconded the motion. The motion was approved by unanimous voice vote.

The minutes from the March 1, 2018 special meeting of the Dissolved MOR Development Review Board were presented for approval. Mr. Rusch moved to approve the minutes with the amendment to add “Dissolved” to the title of the board. Mr. Cho seconded the motion. The motion was approved by unanimous voice vote.

5. COMMUNICATIONS

- Design Review Board By-Laws – Revised 11/01/2018

6. CONTINUED PUBLIC HEARINGS

There were none.

7. UNFINISHED BUSINESS

There was none.

8. NEW PUBLIC HEARINGS

Case No. 2018-MORDRB-02 – A request by Andrew Fell Architecture for approval of a residential development in the MOR (Mixed Office Residential) Zoning District at 408 West Green Street.

Chair Kunkel opened this item on the agenda.

Kevin Garcia, Planner II, presented the staff report to the Design Review Board. He began by presenting background information on the subject property. He reviewed the criteria for new development in the MOR Zoning District, which included the following:

- Compatibility with Surrounding Neighborhood
- Parking and Access
- Screening and Landscaping
- Site Details

He then reviewed how the proposed development complies with the MOR Design Guidelines regarding the following:

- Façade Zone
- Building Orientation & Patterns
- Massing and Scale
- Openings
- Outdoor Living Space
- Materials
- Parking Areas
- Landscaping
- Commercial Site Design

He read the options of the Design Review Board and presented City staff's recommendation for approval including the following condition:

The building and site shall be constructed in general conformance with the plans attached to the written staff memo as Exhibit E.

Chair Kunkel asked if the Board members had any questions for City staff.

Mr. Weisskopf asked what the parking requirement is in the MOR Zoning District. Mr. Garcia replied that it is based on the use, so the owner would need to provide seven parking spaces for the proposed development based on the unit mix. Mr. Weisskopf stated that he only saw six spaces on the Site Plan. Mr. Garcia noted that the owner would be renting one parking space from Timothy John Salon & Spa.

With no further questions, Chair Kunkel opened the hearing for public input. He invited the applicant to speak and provide any additional evidence.

Andrew Fell, applicant, approached the Design Review Board to speak. He explained why this case was being brought back with revisions for approval. When the proposed development was initially brought to the Design Review Board about a year ago, they were planning to locate one of the units in the basement. During the review process, it was discovered that the basement unit would have to count towards the Floor Area Ratio (FAR). So, they asked the Zoning Board of Appeals for a variance to allow the basement unit to not be included in the FAR. However, tariffs for the building materials had increased and made the costs for construction about 20%

more. This made the project not economically feasible. To reverse this, they had to simplify the structure.

Mr. Rusch inquired if the new plans included an extra unit on the third floor or is the layout of the third floor different. Mr. Fell answered saying that the layout is different. To simplify the structure, they had to remove the funky roof angles and square the building up.

Mr. Kunkel asked about the material palette for the triple window in front. Mr. Fell explained that it would be clad in metal.

With no additional input from the audience, Chair Kunkel closed the public input portion of the hearing. He then opened the hearing for Design Review Board discussion and/or motion(s).

Mr. Rusch wondered what the purpose was for adding the condition that *the building and site shall be constructed in general conformance with the plans attached in Exhibit E*. Mr. Garcia replied that it is a general condition that is added to any Site Plan being approved. He thought the condition might give approval more force. The condition does say in general conformance so if there is a slight change, then it would be determined by the Zoning Administrator if it was in general conformance with the approved plans or if it warranted further review by the Design Review Board. Mr. Fell added that without this condition, they would have to seek approval for any changes made from the initial plans, including minor changes. This condition permits the Zoning Administrator to allow minor changes. It protects the Board from having to review the same project 50 times because say a window is a little smaller or a little bigger than initially planned. Minor changes often occur from the initial planning stage to the end of a project.

Mr. Rusch moved that the Design Review Board approve Case No. 2018-MORDRB-02 along with the following condition: *The building and site shall be constructed in general conformance with the plans attached in Exhibit E* based on City staff’s findings of fact. Mr. Weisskopf seconded the motion. Roll call was as follows:

Mr. Cho	-	Yes	Mr. Kunkel	-	Yes
Mr. Rusch	-	Yes	Mr. Weisskopf	-	Yes

The motion was approved by unanimous vote.

9. AUDIENCE PARTICIPATION

There was none.

10. STAFF REPORT

There was none.

11. STUDY SESSION

There was none.

12. ADJOURNMENT

The meeting was adjourned at 4:45 p.m.

Respectfully submitted,

Lorrie Pearson, Planning Manager