

## MINUTES OF A REGULAR MEETING

### URBANA PLAN COMMISSION

### APPROVED

**DATE:** August 24, 2023

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

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

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**MEMBERS ATTENDING:** Will Andresen, Andrew Fell, Lew Hopkins, Debarah McFarland, Karen Simms

**MEMBERS EXCUSED:** Dustin Allred, Chenxi Yu

**STAFF PRESENT:** Kevin Garcia, Principal Planner; Marcus Ricci, Planner II; Kimberly Smith, Director of Community Development Services; Andrea Ruedi

**PUBLIC PRESENT:** Tom Clarkson, Michael Friend, Scott White

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#### 1. CALL TO ORDER and ROLL CALL

Kevin Garcia, Principal Planner, called the meeting to order at 7:06 p.m. Roll call was taken, and there was a quorum of the members present.

NOTE: In the absence of Chair Allred, Mr. Fell nominated Mr. Hopkins to serve as Acting Chair. The nomination was approved by unanimous voice vote.

#### 2. CHANGES TO THE AGENDA

There were none.

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

The minutes of the June 22, 2023 regular meeting were presented for approval. Mr. Hopkins suggested the following correction to the minutes: Page 7, Paragraph 2, the minutes should read as “could not be figured out that quickly.” Ms. Simms moved that the Plan Commission approve the minutes as amended. Mr. Andresen seconded the motion. The minutes were approved as amended by unanimous voice vote.

#### 4. CONTINUED PUBLIC HEARINGS

**Plan Case No. 2477-M-23 – An application by Tom Clarkson, on behalf of Urbana Country Club (UG&CC, LLC), to rezone 601 Killarney Street from B-3 (General Business) to R-4 (Medium Density Multiple Family Residential).**

Acting Chair Hopkins opened Plan Case No. 2477-M-23. Mr. Fell recused himself from the case due to conflict of interest. He mentioned that he had done work on the property before and possibly could again in the future.

Marcus Ricci, Planner II, presented the details of the case to the Plan Commission from the written staff memo. He reviewed the options for the Plan Commission and presented staff's recommendation to forward Plan Case No. 2477-M-23 to the City Council with a recommendation for approval.

Acting Chair Hopkins asked if members of the commission had any questions for staff. Being none, Acting Chair Hopkins reviewed the procedures for a public hearing and opened the hearing for public input. He invited the applicant or the applicant's representative to address the Plan Commission.

Tom Clarkson, applicant, approached the Plan Commission. He stated that he did not have anything to add because Mr. Ricci did a great job laying out the details of his request. He stated that he wanted to continue to work with City staff to make his project work.

With no further input from the audience, Acting Chair Hopkins closed the public portion of the hearing. He opened the public hearing up for Plan Commission discussion and/or motion(s).

Mr. Andresen moved that the Plan Commission forward Case No. 2477-M-23 to the City Council with a recommendation of approval. Ms. Simms seconded. Roll call on the motion was as follows:

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

The motion passed by unanimous vote.

Mr. Garcia noted that Case No. 2477-M-23 would be forwarded to the Committee of the Whole on September 18, 2023.

#### 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**

Mr. Garcia reported on the following:

- Case No. 2476-PU-23 – Request for a Preliminary Planned Unit Development to construct residential units was approved by City Council with amended conditions.

NOTE: Mr. Fell rejoined the meeting.

**10. STUDY SESSION**

**Comprehensive Plan Community Engagement Results**

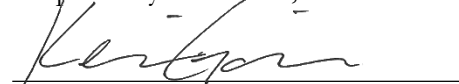
Andrea Ruedi, Senior Advisor for Integrated Strategy Development, and Tarek Azim, Management Analyst, presented an update on the Comprehensive Plan update and the most recent public engagement activity. Ms. Ruedi briefly summarized the first two phases of the process before focusing on the third phase, which is called *Balancing Act*, which is where we are currently. She talked about the activities that City staff held to gather input from the public during this phase. She discussed the next steps.

Ms. Simms asked how the amount of public input compares to different variables. Mr. Azim explained how to get a good statistical response and stated that they are looking for something a little more directional to guide the comprehensive planning process along with a large number of other data points that they will be getting. Ms. Ruedi added that the last phase is built on what City staff has already done.

**11. ADJOURNMENT OF MEETING**

The meeting was adjourned at 7:52 p.m.

Respectfully submitted,



Kevin Garcia, Secretary  
Urbana Plan Commission