



**MINUTES OF REGULAR MEETING
URBANA PLAN COMMISSION**

APPROVED

DATE: November 6, 2025

TIME: 7:00 P.M.

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

MEMBERS ATTENDING: Dustin Allred, Will Andresen, Andrew Fell, Bill Rose, Chenxi Yu

MEMBERS ABSENT: Karen Simms

STAFF PRESENT: Olivia Jovine, Director of Community Development Services; Teri Andel, Planning Administrative Assistant II

OTHERS PRESENT: Chad Tady (via telephone)

A. 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.

B. CHANGES TO THE AGENDA

There were none.

C. APPROVAL OF MINUTES OF PREVIOUS MEETING

Minutes of October 16, 2025 Regular Meeting

The minutes of the October 16, 2025 regular meeting were presented to the Plan Commission. Mr. Rose moved that the Plan Commission approve the minutes as written. Mr. Fell seconded the motion. The motion was approved by unanimous voice vote.

D. COMMUNICATIONS

There were none.

E. CONTINUED PUBLIC HEARINGS

There were none.

F. OLD BUSINESS

There was none.

G. NEW PUBLIC HEARING

Plan Case No. 2513-SU-25 - A request by Scott Tess, on behalf of the City of Urbana, to allow a solar farm in the AG (Agriculture) and CRE (Conservation-Recreation-Education) Zoning Districts.

Chair Allred opened Plan Case No. 2513-SU-25. He reviewed the procedure for a public hearing. Olivia Jovine, Director of Community Development Services and Zoning Administrator, presented the case to the Plan Commission. She began by stating the reason for the proposed special use permit request. She noted the location and zoning of the proposed site. She briefly talked about the special use permit that was approved in 2018 allowing the construction and operation of a 20-acre solar farm approximately 500 feet away. She stated that the special use permit expired after one year since construction had not begun. She presented City staff's recommendation for approval with the following condition: *The proposed construction and use must generally conform to the site plan submitted in the application as shown in Exhibit D: Application – Site Plan, including a minimum of 80-foot buffer to the centerline of the Saline Branch Drainage Ditch, except where modified to meet City regulation.*

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

Mr. Rose asked for someone to point out the Saline Branch Drainage Ditch on one of the maps in the staff report. Chair Allred stated that it is just below the yellow line to the northwest of the proposed solar array on the Site Plan.

Mr. Fell asked if the Site Plan showed other infrastructure, existing solar arrays or buildings, access road, etc. or will there be additional impact. Chad Tady, of Total Energies, stated that the scope of the new solar project would be entirely within the yellow area. The only new addition would be the Ameren line along the service road that is just to the north of the yellow southern area. So, there would be no new impacts or new additions outside of the existing footprint. He noted that there will be some improvement where they will be resurfacing the service road as a part of the post installation work for the City.

With there being no further questions for City staff, Chair Allred opened the hearing for public input. There was none. So, Chair Allred closed the public input portion of the hearing. He opened the hearing for Plan Commission discussion and/or motion(s).

Mr. Rose complimented the quality and completeness of the material provided to the Plan Commission for their review.

Mr. Fell said that his understanding is that they are not doing anything new from what was approved before. They just did not install the solar arrays in time, and are here to get approval again.

Mr. Rose moved that the Plan Commission forward Plan Case No. 2513-SU-25 to the City Council with a recommendation for approval with the following condition: *The proposed construction and use must generally conform to the site plan submitted in the application as shown in Exhibit D: Application – Site Plan, including a minimum of 80-foot buffer to the centerline of the Saline Branch Drainage Ditch, except where modified to meet City regulation.* Mr. Andresen seconded the motion.

Chair Allred reiterated that they are not approving anything new. It is the same application that was previously approved.

Roll call on the motion was as follows:

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

The motion passed by unanimous vote.

Ms. Jovine noted that Plan Case No. 2513-SU-25 would be forwarded to Committee of the Whole on Monday, November 17, 2025.

H. NEW BUSINESS

There was none.

I. AUDIENCE PARTICIPATION

There was none.

J. STAFF REPORT

Ms. Jovine reported on the following:

- Staffing – She stated that they have a conditional offer out for the Planner II position. The candidate would be coming from out-of-state so there may be some time between accepting the offer and when that candidate would start.
- Consultant Planner, Dr. Adebayo “Bayo” Adanri, has been contracted to work on site for about 12 days starting last week through early January 2026.
- Planner I position is still open, and staff will be doing more interviews hopefully next week.
- Previous three cases were forwarded by the Committee of the Whole to the regular agenda for the upcoming City Council meeting. Regarding the Preliminary Planned Unit Development on Windsor Road, the Committee of the Whole has requested additional information on the dry basin and has recommended that the roads be private.

K. STUDY SESSION

There was none.

L. ADJOURNMENT

The meeting was adjourned at 7:18 pm.

Respectfully submitted,

Olivia M. Jovine

Olivia Jovine, Interim Secretary
Urbana Plan Commission