



PLAN COMMISSION REGULAR MEETING

DATE: Thursday, September 3, 2026

TIME: 7:00 PM

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

AGENDA

A. Call to Order, Roll Call, and Declaration of Quorum

B. Changes to the Agenda

C. Approval of Minutes of Previous Meeting(s)

Minutes of June 18, 2026 Regular Meeting

D. Communications

E. Continued Public Hearings

F. Old Business

G. New Public Hearings

Plan Case No. 2530-SU-26 - A request by Silver Street Capital for a Special Use Permit to renovate multi-family apartment buildings at 1302 and 1304 Silver Street, in the R-5 Medium High Density Multiple-Family Residential District.

Plan Case No. 2531-SU-26 - A request by Silver Street Capital for a Special Use Permit to renovate multi-family apartment building at 1401 Silver Street, in the R-5 Medium High Density Multiple-Family Residential District.

H. New Business

I. Audience Participation

J. Staff Report

K. Study Session

L. Adjournment of Meeting

PUBLIC INPUT

The City of Urbana welcomes Public Input during open meetings of the City Council, the City Council's Committee of the Whole, City Boards and Commissions and other City-sponsored meetings. Our goal is to foster respect for the meeting process, and respect for all people participating as members of the public body, city staff, and general public. The City is required to conduct all business during public meetings. The presiding officer is responsible for conducting those meetings in an orderly and efficient manner.

Public Input will be taken in the following ways:

Email Input

In order to be incorporated into the record, emailed public comments must be received prior to 5:00 pm on the day preceding the meeting and sent to the following email address: **Planning@urbanail.gov**. The subject line of the email must include the words **“PLAN COMMISSION - PUBLIC INPUT”** and the meeting date. Emailed public comments labeled as such will be incorporated into the public meeting record, with personal identifying information redacted.

Written Input

Any member of the public may submit their comments addressed to the members of the public body in writing. If a person wishes their written comments to be included in the record of Public Input for the meeting, the writing should state so. Written comments must be received prior to the closing of the meeting record (at the time of adjournment unless otherwise noted).

Public Hearing

Any person desiring to appear at the public hearing and present testimony may speak during each public hearing at the time they appear on the agenda. This shall not count towards regular Public Input for the meeting. The Public Hearing is an opportunity for comments and questions to be addressed specifically to each case. Board or Commission members are permitted to respond and engage during this time and/or the Chairperson may direct the applicant to respond during rebuttal. Comments unrelated to any of the public hearings listed on an agenda should be shared during the Public Input portion of the meeting where Verbal Input guidelines shall apply.

Verbal Input

Protocol for Public Input is one of respect for the process of addressing the business of the City. Obscene or profane language, or other conduct that threatens to impede the orderly progress of the business conducted at the meeting is unacceptable.

Public comment shall be limited to no more than five (5) minutes per person. The Public Input portion of the meeting shall total no more than one (1) hour, unless otherwise shortened or extended by majority vote of the public body members present. The presiding officer or the city clerk or their designee shall monitor each speaker's use of time and shall notify the speaker when the allotted time has expired. A person may participate and provide Public Input once during a meeting and may not cede time to another person or split their time if Public Input is held at two (2) or more different times during a meeting.

The presiding officer or public body members shall not enter into a dialogue with citizens. Questions from the public body members shall be for clarification purposes only. Public Input shall not be used as a time

for problem solving or reacting to comments made but, rather, for hearing citizens for informational purposes only.

In order to maintain the efficient and orderly conduct and progress of the public meeting, the presiding officer of the meeting shall have the authority to raise a point of order and provide a verbal warning to a speaker who engages in the conduct or behavior proscribed under “Verbal Input”. Any member of the public body participating in the meeting may also raise a point of order with the presiding officer and request that they provide a verbal warning to a speaker. If the speaker refuses to cease such conduct or behavior after being warned by the presiding officer, the presiding officer shall have the authority to mute the speaker’s microphone and/or video presence at the meeting. The presiding officer will inform the speaker that they may send the remainder of their remarks via e-mail to the public body for inclusion in the meeting record.

Accommodation

If any accommodation is needed to participate in a City meeting, please contact the City at least 48 hours in advance using one of the following methods:

Phone: 217.384.2440

Email: Planning@urbanail.gov

Watching the Meeting via Streaming Services

All City meetings are broadcast on Urbana Public Television and live-streamed on the web. Details on how to watch are found on the UPTV webpage located at **<https://www.urbanail.gov/executive-department/page/urbana-public-television>**.



**MINUTES OF REGULAR MEETING
URBANA PLAN COMMISSION**

DRAFT

DATE: June 18, 2026

TIME: 7:00 P.M.

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

MEMBERS ATTENDING: Dustin Allred, Will Andresen, Andrew Fell

MEMBERS EXCUSED: Klayton Matlock, Bill Rose

STAFF PRESENT: Evan Alvarez, Principal Planner; Teri Andel, Administrative Assistant II

OTHERS PRESENT: None

A. CALL TO ORDER and ROLL CALL

Chair Allred called the meeting to order at 7:02 p.m. Roll call was taken, and a quorum of the members was present.

B. CHANGES TO THE AGENDA

There were none.

C. APPROVAL OF MINUTES OF PREVIOUS MEETING

Minutes of April 10, 2025 Special Meeting

The minutes of April 10, 2025 special meeting were presented to the Plan Commission. Mr. Fell moved that the Plan Commission approve the minutes as written. Mr. Andresen seconded the motion. The motion passed by unanimous voice vote.

Minutes of December 18, 2025 Regular Meeting

The minutes of December 18, 2025 regular meeting were presented to the Plan Commission. Mr. Andresen moved that the Plan Commission approve the minutes as written. Mr. Fell seconded the motion. The motion passed by unanimous voice vote.

Minutes of May 21, 2026 Regular Meeting

The minutes of May 21, 2026 regular meeting were presented to the Plan Commission. Mr. Fell moved that the Plan Commission approve the minutes as written. Mr. Andresen seconded the motion. The motion passed 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. 2525-T-26 – An application by the Urbana Zoning Administrator to amend Article II (Definitions) and Article VIII (Parking and Access) of the Urbana Zoning Ordinance to bring requirements for parking into compliance with the People Over Parking Act.

Chair Allred opened the public hearing for Plan Case No. 2525-T-26. He reviewed the procedures for a public hearing.

Evan Alvarez, Principal Planner, presented Plan Case No. 2525-T-26 to the Plan Commission. He began by stating the purpose for the proposed Text Amendment. He noted that the People Over Parking Act originally entered the General Assembly as SB2111 and was passed on October 31, 2025, signed into law on December 16, 2025, and went into effect on June 1, 2026. The Act states, *“Except as otherwise provided, a unit of local government may not impose or enforce any minimum automobile parking requirements on a development project if the project is located within one (1) half mile of a public transportation hub or 1/8 mile of a public transportation corridor.”* The Act defines a *“public transportation corridor”* as a street on which one or more bus routes have a combined frequency of bus service interval of 15 minutes or less during the morning and afternoon peak commute periods and a *“public transportation hub”* as an intersection of two or more bus routes with a combined bus service interval of 15 minutes or less during the morning and afternoon peak commutes. Referring to the map included with the staff memo for this case, he showed what would be considered public transportation corridors and hubs in the City of Urbana. He pointed out that there are areas on the map that are not considered a *public transportation corridor* or *hub*; however, they still may have service. It just does not meet the 15-minute requirement.

Mr. Alvarez stated that the key definitions for *“public transportation corridor”* and for *“public transportation hub”* from the legislation would be added to the Definitions section of the Zoning Ordinance. He noted that as staff look to the Zoning Ordinance for guidance, they have noticed that there are many terms the Zoning Ordinance does not offer definitions for. He stated that the proposed text amendment would also add a note (a) to Section A of the Parking Ordinance in the Zoning Ordinance stating, *“Per the regulations of the state People Over Parking Act, no minimum parking is required for lots within 1/8 of a mile of a public transportation corridor, defined as a street on which one or more bus routes have a combined frequency of bus service of 15 minutes or less during peak commute periods. Additionally, no parking shall be required within 1 half of a mile of public transportation hub, defined as any intersection of two or more bus routes with a combined bus service frequency of 15 minutes or less during the morning and afternoon peak commute periods. Any voluntarily developed parking within the areas mentioned above shall be subject to any and all relevant site regulations under this Section.”* so that would just speak to the materials, any screening requirements, things like that.

He talked about how the proposed text amendment relates to *Imagine Urbana* Comprehensive Plan. Staff feel that the text amendment aligns with Big Move 6, which is Make Walkability a Priority, because reducing surface parking increases density, which has positive outcomes for pedestrian access.

The text amendment also relates to Little Move 6.2, Amend development regulations to support walkability using *Walkable City Rules* as a guide, because it reinforces the same type of thought process around parking or surface parking lots. In addition, the proposed text amendment is a step towards Little Move 6.9, Evaluate the elimination of minimum parking requirements. He read the options of the Plan Commission and presented staff's recommendation as follows:

The Plan Commission forward Plan Case No. 2525-T-26 to City Council with a recommendation of approval.

Mr. Alvarez noted that staff tried to keep the wording as exact as possible to the Parking Over People Act to ensure compliance and not to introduce any other changes that would complicate approval of the proposed text amendment.

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

Mr. Fell asked if the map that Mr. Alvarez showed is the official "no parking required" map. Mr. Alvarez said at this point, it would be a guide. If someone were to apply that was close but not quite in that sphere, then staff would look more closely at the parcel. Mr. Fell stated that with having to work with this in the future, he has a little problem with subdividing a block where half the block requires parking and the other half does not. In a way, that is not the City of Urbana's fault, but it is kind of punitive to the people that live there through no fault of theirs. So, it is not fair.

He mentioned that another concern is that Champaign-Urbana Mass Transit District (MTD) changes their routes frequently. How do we calculate if a route is 15 minutes or now 20 minutes? Will we have to contact MTD for every case? Mr. Alvarez replied that the services shown on the map reflect the University of Illinois having semester services because that is the service that runs most of the year. He pointed out that part of why we chose to do a text amendment instead of an overlay district was exactly for this reason. An overlay district would have to be edited every time the service changed; where a text amendment would require the map to be updated internally so that it could reflect the current service.

Mr. Fell asked why staff decided to leave some neighborhoods partially covered under this, and some are partially not. Why not just blanket the whole neighborhood? Mr. Alvarez stated that this is the type of recommendation that is welcomed as this text amendment goes to City Council. The map staff created reflects the buffer like made in GIS of properties within the set distances. The key, at this point, is that the City really wants to be compliant and wants the text amendment to be easy to approve; so, staff followed the Act to the letter of the regulation as much as possible. Mr. Alvarez stated that he does understand the complications of splitting blocks and would be willing to revisit.

Chair Allred asked what the risk is to the City if the changes are not made to comply with the People Over Parking Act. Mr. Alvarez replied that if someone came in and staff told them that there was a minimum amount of parking that they had to build and they did not want to and knew that legally they were not required to, then they would have the ability to seek legal action.

Chair Allred stated that the statute carves out some exceptions which come into play in the way that they define some terms like development. Specifically, it seems they have an exception for hotels and some other related uses. He asked if it is a purposeful policy decision not to include that. Mr. Alvarez stated that the only exceptions that he saw were listed for developments that started before June 1st and had already been approved at different stages of the process. Chair Allred added that it is unique in the statute and is in their definition of “development project” as including certain things and not including a project where any portion is designated as a hotel, motel, bed and breakfast inn, and then some other transient lodging. If a hotel is in one of these areas that are identified as meeting the criteria, the City can still require a minimum amount of parking, which may make sense and may be something that the Plan Commission and staff want to think about. Chair Allred went on to say that since this is not included in the text amendment, he assumed that staff had looked at it and decided it is not necessary. Mr. Alvarez stated that the Plan Commission may attach conditions to the proposed text amendment when forwarding to City Council, and this would be a valid one. He agrees these are uses where having minimum parking requirements is more justifiable.

Chair Allred stated the next issue is being nitpicky about format ... usually when there is an “A” in writing, then there will be a “B”. He suggested turning “A” into another paragraph since there is no “B”. Mr. Alvarez stated that in this case, it is simply a readability factor.

With there being no additional questions for City staff and no one in the audience, Chair Allred declared the public comment portion closed and opened the hearing for Plan Commission discussion and/or motion(s).

Mr. Fell stated his concern about the map changing all of the time. He believes it will be too hard for staff to manage. It will be too hard on an individual basis to look up MTD’s schedule every time; however, if staff is willing to manage this effort, then he is okay with it. Chair Allred stated that the City has to comply with the Act, so there will have to be an analysis and identification of parcels to comply with the statute. It may be good to add language to the map saying that the parking requirement is based on in-semester bus route schedules to give the development community or landowners a greater sense of predictability for when people apply for a development in the summertime that parking requirements will be different than in the fall, winter, and spring times. Mr. Alvarez pointed out that a developer could still choose to construct as much parking as they want.

Mr. Fell said that he is still concerned about splitting blocks. He did not know how we should mitigate this. Chair Allred pointed out that it is a stated goal and policy directive/statement in the Comprehensive Plan that the City wants to look at reducing or eliminating parking minimums. So, adding more parcels into this category is not something that goes against the Comprehensive Plan in any way. It is just where do you draw the line? Is it by block? Mr. Fell stated that there is no good place to draw the line other than the map. He is not 100% uncomfortable with the map. He stated that it not necessarily the City of Urbana's map but rather the State of Illinois' map. So, a resident who gets upset about his parking requirement really has to be upset with the State of Illinois, not with the City of Urbana. In this sense, he is okay with the map. His biggest concern is having staff manage it. The number of times that staff will have to manage it will be minimal; however, when staff does have to manage it, it will potentially be a big job. If staff is comfortable with that potential future effort, then he is happy to give it to them.

Chair Allred stated that the State has tied staff's hands by defining criteria in the statute. Those are the criteria that have to be used to identify which parcels this applies to and which do not. We have

not done anything to involve the public more generally to get their feedback about whether or not they like that idea other than what is in the Comprehensive Plan. He stated that he leans towards going with this tonight, but looking for more directive in the Comprehensive Plan to explore eliminating parking minimums that might lead to something that simplifies this in the future and takes the burden off staff having to track what MTD is doing and updating this map.

Mr. Andresen asked if the Plan Commission were to pass the proposed text amendment now, it would be based off this current map. Mr. Alvarez replied that the map is at this point the more literal interpretation of the wording. Since it is a text amendment, it would be the text being voted on. The map is the text being taken as literally as possible.

Chair Allred wondered if the language should say that parking requirements will be based on the maximum service levels in a calendar so people are not looking to apply during the summer when MTD's service is less frequent and the proposed text amendment would not apply. Mr. Fell asked if the language could just refer to the People Over Parking Act.

Mr. Fell moved that the Plan Commission forward Plan Case No. 2525-T-26 to City Council with a recommendation for approval as written. Mr. Andresen seconded the motion. Roll call on the motion was as follows:

Mr. Andresen	-	Yes	Mr. Fell	-	Yes
Mr. Alred	-	Yes			

The motion passed by unanimous vote 3-0.

Mr. Alvarez stated that Plan Case No. 2525-T-26 would be forwarded to the Committee of the Whole on July 6, 2026 and to City Council on July 13, 2026.

Plan Case No. 2526-T-26 – An application by the Urbana Zoning Administrator to amend Article II (Definitions) and Article VIII (Parking and Access) of the Urbana Zoning Ordinance to lower minimum parking requirements for Workshops.

Chair Allred opened the public hearing for Plan Case No. 2526-T-26. Evan Alvarez, Principal Planner, presented Plan Case No. 2526-T-26 to the Plan Commission. He began by giving a brief background of the process when a new development use is proposed. City staff will use Table V-1. List of Uses in the Zoning Ordinance to determine which use is closely related to the proposed new use. Once a use is determined, staff will then find the corresponding parking requirement from Table VIII-7 in the Zoning Ordinance. He mentioned that for any use that is not listed in Table VIII-7, then the Zoning Administrator will determine the closest use that is listed.

He stated the purpose of the proposed text amendment, which would be to add an additional category to Table VIII-7 for “commercial workshop” requiring one parking space for every thousand square feet and to add a definition to Section II to ensure appropriate use. A *Commercial Workshop* would be defined as a facility providing workspace for manufacturing, repair, and production of material goods often including storage for supplies, materials and equipment.

Mr. Alvarez talked about how the *Contractor Shop and Showroom* category has become a catch-all for all trade work uses that are not listed or have been defined in the Zoning Ordinance. Staff wanted to clarify what a *Contractor Shop and Showroom* is, so they needed to find a bit more about what the

original intent was for its place in the Zoning Ordinance. A *contractor shop and showroom* is a conditional use in the B-1 (Neighborhood Business) and B-2 (Neighborhood Business – Arterial) Zoning Districts and is permitted by right in the B-3 (General Business), B-4 (Central Business), B-4E (Central Business – Expansion), CMU (Campus Mixed Use), I-1 (Light Industrial/Office), and I-2 (Heavy Industrial) Zoning Districts. It requires one parking space for every 400 square feet. This use would be too low-impact or small in scale to be considered an industrial use.

Mr. Alvarez talked about the additional definitions being added for *Building Material Sales* and *Contractor Supply and Showroom* to ensure that they are being used appropriately. He reviewed how the proposed text amendment aligns with Big Idea 2, Big Move 7, and Little Move 7.1 in the *Imagine Urbana* Comprehensive Plan. He read the options of the Plan Commission and presented staff's recommendation as follows:

The Plan Commission forward Plan Case No. 2526-T-26 to the City Council with a recommendation of approval.

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

Chair Allred asked, if they would be adding a new parking category, should they not also add it to the Table of Uses. Mr. Alvarez stated that there were concerns that introducing a new topic to the Table of Uses would introduce questions about where it would be appropriate and not. Since there are various other catch-all categories in the parking table, staff feel this would be considered similarly, though it certainly could also be added to the Table of Uses.

Chair Allred asked if there is not a one-to-one correspondence of uses that are listed in the Parking Table to those found in the Table of Uses. Mr. Alvarez said that the Parking Table is much shorter than Table V-1 and consolidates many of the land uses into the same parking category. He mentioned that we do have the ability to add it to Table V-1. He went on to further explain that there are many types of uses in the Table of Uses which do not have a corresponding parking requirement. The commercial uses in the parking table are lumped into the categories of food service, retail, and then personal and financial services.

Chair Allred stated that he is just trying to understand the flow of how it would work. If someone comes in, they have a use that is on the Table of Uses that they want to open and they want to know what the parking requirement is, then it would be up to the Zoning Administrator to look at that use, look at the Parking Table and determine what use fits most closely into this category of parking.

Mr. Alvarez pointed out that there is a *Warehouse* in the parking category that does require one spot for every 2,000 square feet. There are concerns about this category becoming a catch-all, since it requires the least parking and has been argued for many new buildings that have any kind of storage. *Warehouses* have become a catch-all in many city planning departments, because it often has the lowest requirement. Staff also wanted to make the proposed text amendment to protect that from being overused where it was not appropriate.

With there being no additional questions for City staff and no one in the audience, Chair Allred declared the public comment portion closed and opened the hearing for Plan Commission discussion and/or motion(s).

Mr. Fell stated that he believes staff should add the use to Table V-1 because in his profession they look in the Table of Uses first to see what zoning district they can put a specific development in. He would not look at parking first because he may not be able to do the development if the zoning does

not allow it. Chair Allred said that it is predictability over flexibility. The development community and landowners want predictability, while the City wants to maintain some flexibility.

Chair Allred asked how many uses in the Table of Uses would apply to the commercial workshop Category. Mr. Alvarez read off the uses.

Chair Allred stated that it would be good to provide some kind of indication to people in advance so that they know if we are talking about removing the barriers to infill. He thinks the knowledge that those barriers have been removed needs to be communicated somehow. He said that the proposed changes are all good, but it needs to be thought through a little more to see how that can best be communicated to people that are looking at the Table of Uses.

Mr. Fell stated that in some ways he is comfortable putting the proposed text amendment forward with no amendments or other clarifications because many uses are not in the Table of Uses, so he calls staff to find what use it is most similar to. Chair Allred asked staff to still take a look at this to make it easier for someone who is not a professional. However, he is fine with moving forward with this case.

Mr. Andresen moved that the Plan Commission forward Plan Case No. 2526-T-26 to City Council with a recommendation for approval. Mr. Fell seconded the motion. Roll call on the motion was as follows:

Mr. Fell	-	Yes	Mr. Allred	-	Yes
Mr. Andresen	-	Yes			

The motion passed by unanimous vote 3-0. Mr. Alvarez noted that Plan Case No. 2526-T-26 would be forwarded to Committee of the Whole on July 6, 2026.

H. NEW BUSINESS

There was none.

I. AUDIENCE PARTICIPATION

There was none.

J. STAFF REPORT

Mr. Alvarez reported on the following:

- Staff Update on Previous Cases – He mentioned that Planning staff will be providing updates on previous cases at future meetings.

K. STUDY SESSION

There was none.

L. ADJOURNMENT

The meeting was adjourned at 7:58 pm.

Respectfully submitted,

June 18, 2026

A handwritten signature in black ink, appearing to read "Evan Alvarez". The signature is fluid and cursive, with a large, sweeping flourish at the end.

Evan Alvarez, Secretary
Urbana Plan Commission



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

Planning Division

m e m o r a n d u m

TO: The Urbana Plan Commission

FROM: Evan Alvarez, Principal Planner

DATE: September 3, 2026

SUBJECT: **Plan Case 2530-SU-26:** A request by Silver Street Capital, LLC for a Special Use Permit to renovate multi-family apartment buildings at 1302 and 1304 Silver Street, in the R-5 Medium High Density Multiple-Family Residential District.

Plan Case 2531-SU-26: A request by Silver Street Capital, LLC for a Special Use Permit to renovate multi-family apartment buildings at 1401 Silver Street, in the R-5 Medium High Density Multiple-Family Residential District.

Introduction

Silver Street Capital, LLC has recently purchased six multi-family apartment buildings located at 1302, 1304, 1305, and 1401 Silver Street; 2018 Fletcher Street; and 2017 S Philo Road with the intention of renovating and continuing to lease them as multi-family apartment buildings.

These properties are located in the Southeast Urbana Overlay District, a special development district specifically for the area southwest of the Philo & Colorado intersection as outlined in Section XIII-8 of the Zoning Ordinance. Within the Southeast Urbana Overlay District, any new multi-family apartment development, or existing apartment with renovation costs over 50% of the building's market value, must be granted a Special Use Permit, with additional design considerations related to safety outlined in the Zoning Ordinance. Of the larger collection of properties, 1302, 1304, and 1401 Silver Street would meet the threshold of renovation requiring a Special Use Permit.

The Plan Commission must review the Special Use Permit applications, hold a public hearing, and make a recommendation to the City Council for each application. The City Council must then approve, approve with certain conditions, or deny the request.

Background

Description of the Site and Surrounding Properties

The three properties are located near the intersection of Silver Street and Vawter Street, with 1302 and 1304 Silver Street (two generally identical buildings) at the northwest corner of the intersection, and 1401 Silver Street at the south side. The three properties are similar in size, with lot sizes between 11,326 and 11,474 sq. ft., and were all developed originally as apartment buildings between 1968 and 1970. The properties at 1302 and 1304 contain twelve units each, with 1401 containing eleven.

The properties are located near the southern end of the Southeast Urbana Overlay District. All three properties are zoned R-5 Medium High Density Multiple-Family Residential. As shown in Exhibit B, the properties east and north of this area are also zoned R-5, containing multifamily residential apartment buildings of a similar size to the subject properties. The neighborhood southwest of the intersection of Silver and Fletcher (including the properties immediately west of 1302 and

immediately south of 1401) are zoned R-3 Single- and Two-Family Residential, consisting of single-family homes, duplexes, and small condominiums.

	Zoning	Land Use
Site	R-5, High Medium Density Multiple Family Residential	Multiple-family residential
North	R-5, High Medium Density Multiple Family Residential	Multiple-family residential
East	R-5, High Medium Density Multiple Family Residential	Multiple-family residential
South	R-3 Single- and Two-Family Residential	Condominiums, duplexes, and single-family homes
West	R-3 Single- and Two-Family Residential	Condominiums, duplexes, and single-family homes

Proposed Use/Activities

Silver Street Capital, LLC is proposing renovations to the existing multifamily apartment buildings at 1302, 1304, and 1401 Silver Street. Section XIII-8.C.d of the Zoning Ordinance states that a Special Use Permit is required for any development within the Southeast Urbana Overlay District which involves “renovations of a multiple-family residential structure that would result in an estimated construction cost of more than 50% of the current estimated market value of the improvements on the property.” These properties would meet that threshold.

The planned renovations are essentially an update of the units inside the existing structures, maintaining the same number of units and layout. Section XIII-8.E of the Zoning Ordinance outlines Guidelines for Construction within the overlay district, primarily focused on safety, lighting, visibility, and access, outlined in the following section.

Figure XIII-1 Southeast Urbana Overlay District



Figure XIII-1 of the Urbana Zoning Ordinance, showing the boundaries of the Southeast Urbana Overlay District

Southeast Urbana Overlay Guidelines for Construction

Section XIII-8.E outlines guidelines for construction, addressing environmental design and safety of multi-family properties within the district. These guidelines (outlined in Exhibit F) broadly call for clear visibility and lighting, encouraging “eyes on the street” in an open, secure space across nine specific areas:

- a. Pedestrian Access Networks and Points
- b. Landscaping and Screening
- c. Facades
- d. Lighting
- e. Entrances/Exits
- f. Public versus Private Spaces
- g. Materials
- h. Natural Imperatives
- i. Security

The existing buildings at 1302 and 1304 have no fences, railing, or other barriers blocking access points into the units. Each unit has a large window facing the street to encourage visibility and natural sightlines onto the street. There is no screening, fencing, or landscaping to block sightlines. There is a shared parking lot to the north, behind the two buildings, with access points around each building. Each unit also has a window facing the parking lot.

The third property at 1401 Silver Street is similar in layout to the properties at 1302 and 1304, as another two-story building with units opening directly outside. It matches the same pattern in fenestrations, with each door opening towards Silver Street with an accompanying window next to it (though facing north, as 1401 is on the south side of Silver Street). The front yard of the property, like 1302 and 1304, consists of only grass and trees, with no additional landscaping.

The key differences between the properties are that 1401 Silver Street 1) has eleven units instead of twelve, and 2) has a parking lot east of the building, which is visible from the street, in addition to parking behind the building to the south.

While the renovations for the properties are primarily interior, staff finds that the exterior changes contribute meaningfully to the goals of the overlay district. The applicant’s scope of work includes:

- a. Reinforcing the existing doors and windows
- b. Replacing and improving the lighting
- c. Installing security cameras
- d. Enhancing the visual appeal of the properties with low landscaping
- e. Partitioning private and public spaces with wrought-iron fencing

While the existing layout of the building largely complies with the guidelines for the Southeast Urbana Overlay District, the proposed renovations are planned to reinforce compliance and address any gaps with the guidelines related to lighting and access.

Previous Relevant Cases

On May 18, 2023, the Plan Commission heard an application from the Housing Authority of Champaign County for the renovations of Steer Place Apartments at 1202 East Harding Drive, which is also located within the Southeast Urbana Overlay District. This was a similar case in that the scope of the renovations was primarily updating and improving the interior of the building. Plan

Commission forwarded it to City Council with a recommendation for approval, where it was approved on the consent agenda.

Discussion

Comprehensive Plan

The Imagine Urbana Comprehensive Plan, designates this area's place type and envisioned future land use as "Neighborhood II," which is defined as: "...neighborhoods [containing] a mix of housing types, with single houses alongside duplexes, townhouses, and apartments. They may also include some small businesses and institutional uses."

The proposal aligns well with the intent of the district. Neighborhood II allows for apartment buildings, and these three apartment buildings have been in the neighborhood for over fifty years. Furthermore, the renovations would respond to various Big and Little Moves under Imagine Urbana.

- Big Move 1: Address Urbana's Diverse Housing Needs
- Little Move 1.8: Allow a variety of housing types in every neighborhood at scales appropriate to each neighborhood.
- Big Move 7: Promote Incremental Development
- Little Move 7.1: Identify and resolve barriers to incremental and infill development.
- Little Move 8.3: Prioritize development in areas already served by services and infrastructure.

Requirements for a Special Use Permit

According to Section VII-4.A. of the Zoning Ordinance, an application for a Special Use Permit shall demonstrate the following criteria:

1. That the proposed use is conducive to the public convenience at that location.

The proposed use is conducive to the public convenience at that location. These apartment buildings have been present in this area for over fifty years, and the proposed renovations would allow them to continue serving that function while improving the housing stock in the area. The scope of the Southeast Urbana Overlay District as it relates to multi-family housing developments also reinforces the intention of thoughtful design of multi-family residential properties in the area.

Staff find this criterion met.

2. That the proposed use is designed, located, and proposed to be operated so that it will not be unreasonably injurious or detrimental to the district in which it shall be located, or otherwise injurious to the public welfare.

The properties have already been in place as multi-family apartments, which are allowed by right in the zoning district. They are being deliberately renovated to improve the quality of the housing while still remaining affordable units for existing residents.

Staff find this criterion met.

3. That the proposed use conforms to the applicable regulations and standards of, and preserves the essential character of, the district in which it shall be located, except where such regulations and standards are modified by Section VII-7.

The character of the R-5 High Medium Density Multiple Family Residential zoning district would be preserved with the proposed use, as apartment buildings of this size and design are permitted by right.

The proposed use and design also conform to the applicable regulations and standards of the R-5 district, and off-street parking requirements are already met by parking on site.

Staff find this criterion met.

Overview

The subject properties meet the standard criteria for a Special Use Permit approval, as they have been in use as multifamily residential apartments since approximately 1970, and are located as part of a larger multifamily district. As outlined in the Zoning Ordinance, a Special Use Permit is required due to the design guidelines to promote safety in the Southeast Urbana Overlay District. The proposed improvements attached to the scope of this renovation meaningfully contribute to that goal. If approved, the proposed Special Use Permits would allow renovations at the 1302, 1304, and 1401 Silver Street properties, contributing thirty-five (35) units of improved, affordable housing units to Urbana's housing stock.

In response to the requirements in Section VII-4.A of the Zoning Ordinance, the Plan Commission shall make a recommendation to the City Council for or against the proposed Special Use, and may also recommend such additional conditions and requirements on the operation of the proposed use as are appropriate or necessary for the public health, safety, and welfare, and to carry out the purposes of this Ordinance, including but not limited to conditions that:

1. Regulate the location, extent, and intensity of such use;
2. Require adherence to an approved site plan;
3. Require landscaping and the screening of such use by means of fences, walls, or vegetation;
4. Stipulate a required minimum lot size or yards, and maximum height of buildings and structures;
5. Regulate vehicular access and volume, and the design and location of parking and loading areas and structures;
6. Require conformance to health, safety, and sanitation requirements as necessary;
7. Regulate signs and outdoor lighting; and
8. Any other conditions deemed necessary to affect the purposes of the Zoning Ordinance.

Summary of Findings

1. The proposed use would be conducive to the public convenience, as the location and surrounding district currently form a buffer of medium- to high-density apartments along Colorado and Philo, offering a transition to the single-family housing further south and west of the intersection.
2. The proposed project would not be injurious or detrimental to the R-5 zoning district as a use that would be permitted by right.
3. The proposed project would conform to the regulations and standards of the R-5 zoning district and would preserve its essential character. The proposed clinic does not alter the built form of the apartment buildings, which have been open as housing units since the 1970s.
4. The proposed project implements the requirements of the construction guidelines of the Southeast Urbana Overlay District, as outlined in Section XIII-8 of the Zoning Ordinance.

5. The proposed project is generally consistent with the Imagine Urbana Comprehensive Plan, and place types designation of “Neighborhood II.”

Options

The Plan Commission has the following options in Plan Case 2530-SU-26:

1. Recommend approval of the Special Use Permit without any conditions.
2. Recommend approval of the Special Use Permit with any conditions deemed appropriate or necessary for the public health, safety, and welfare, and to carry out the purposes of the City’s municipal code.
3. Recommend denial of the Special Use Permit. If the Plan Commission elects to do so, it must articulate the findings supporting its denial.

The Plan Commission has the following options in Plan Case 2531-SU-26:

1. Recommend approval of the Special Use Permit without any conditions.
2. Recommend approval of the Special Use Permit with any conditions deemed appropriate or necessary for the public health, safety, and welfare, and to carry out the purposes of the City’s municipal code.
3. Recommend denial of the Special Use Permit. If the Plan Commission elects to do so, it must articulate the findings supporting its denial.

Recommendation

Based on the evidence presented in the discussion above, and without the benefit of considering additional evidence that may be presented at the public hearing, staff recommends that the Plan Commission recommend APPROVAL of the proposed Special Use Permit for the renovations of the multi-family residential buildings at 1302, 1304, and 1401 Silver Street.

Attachments: Exhibit A: Location Map and Land Uses
Exhibit B: Zoning Map
Exhibit C: Place Types
Exhibit D: Application for Special Use Permit
Exhibit E: Site Photos
Exhibit F: Zoning Ordinance Section XIII-8: Southeast Urbana Overlay District

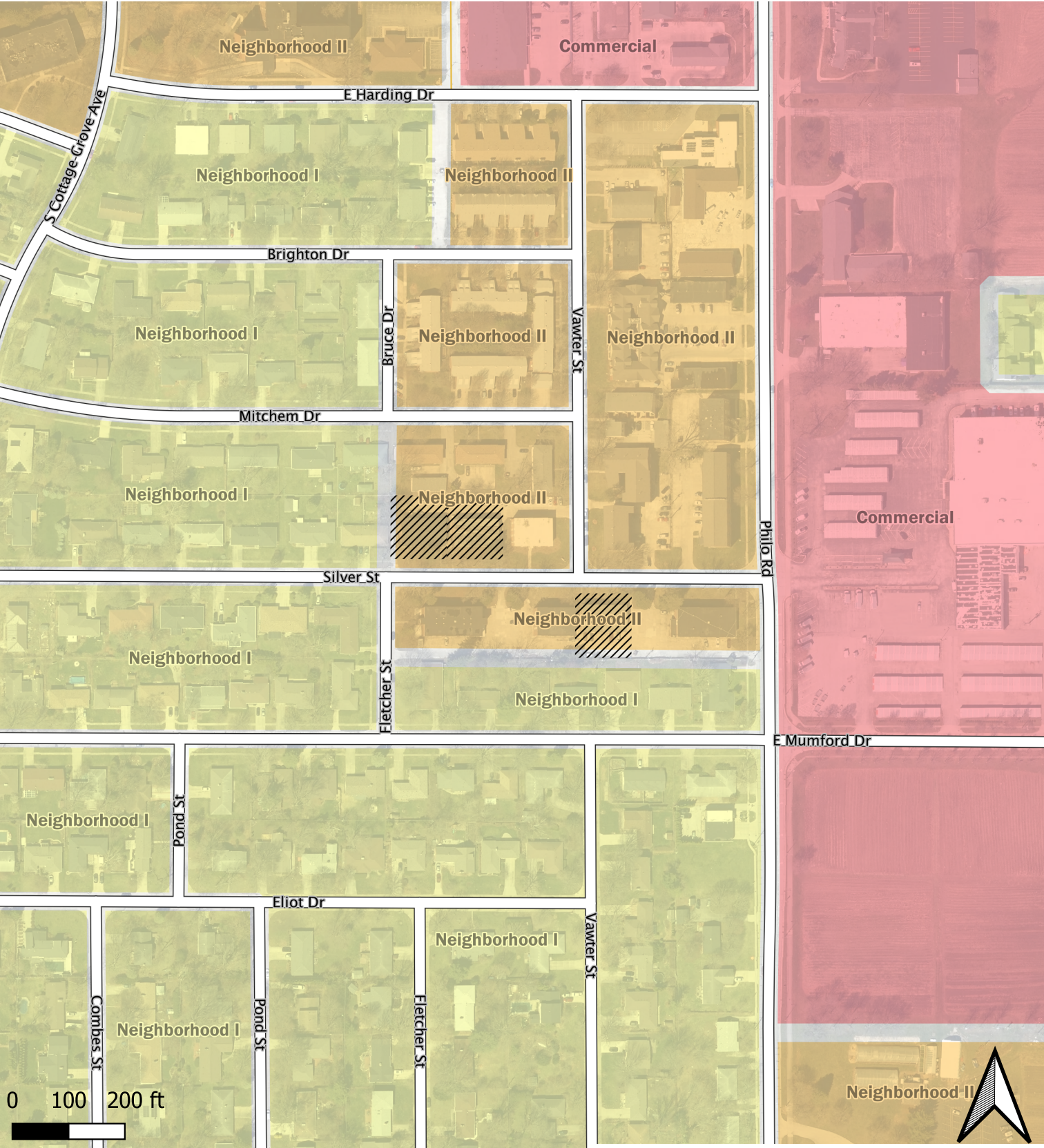
Location Map



Case: PC 2530-SU-26, PC 2531-SU-26
Subject: Special Use Permit - Southeast Urbana
Location: 1304, 1306, and 1401 Silver Street
Applicant: Silver Street Capital, LLC

//// Subject Property

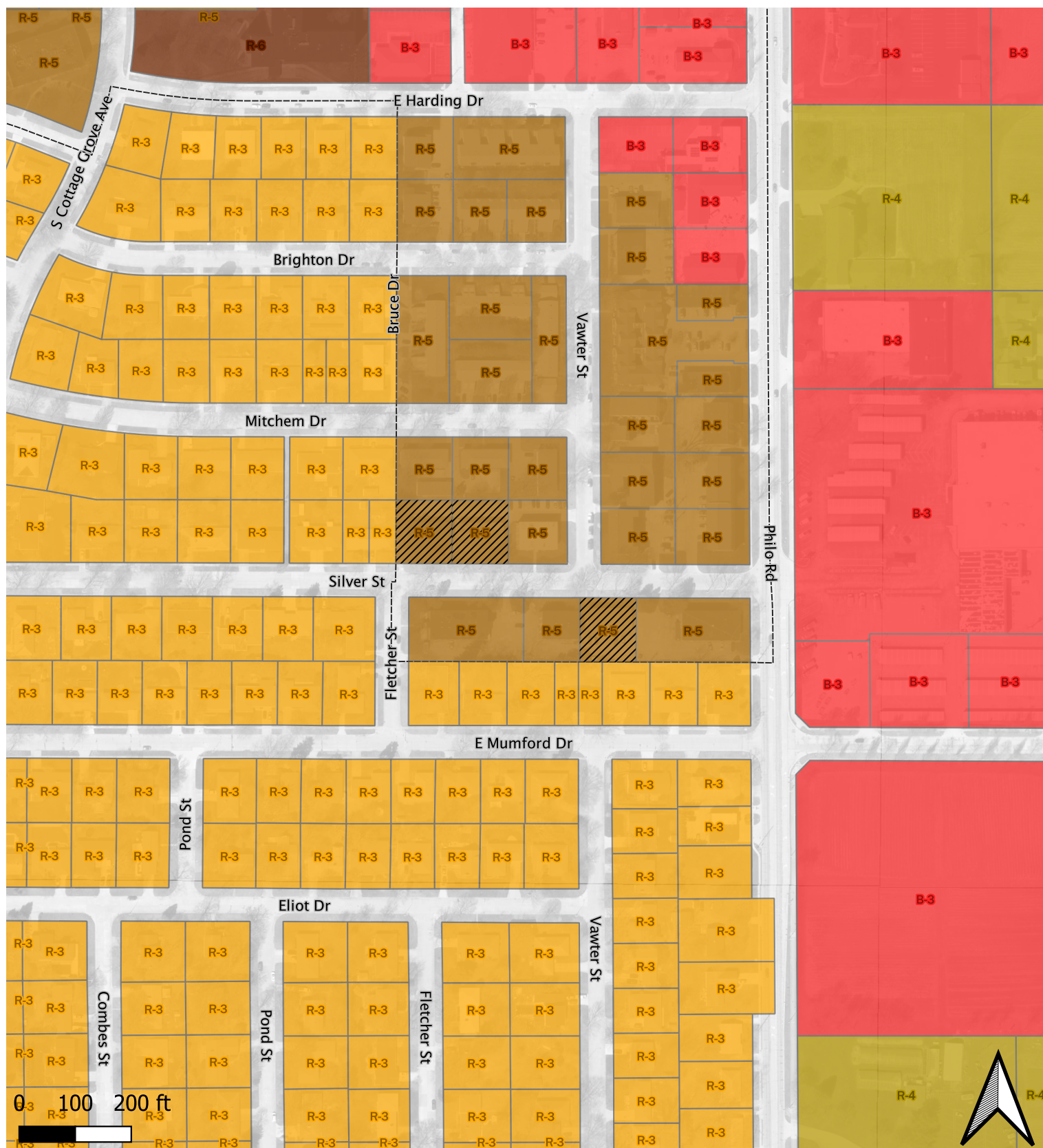
Exhibit A - Location & Land Use



Case: PC 2530-SU-26, PC 2531-SU-26
Subject: Special Use Permit - Southeast Urbana
Location: 1304, 1306, and 1401 Silver Street
Applicant: Silver Street Capital, LLC

- | | | |
|-----------------------|---------------|---------------|
| //// Subject Property | Commercial | Mass assembly |
| Land use | Institutional | Leisure |
| Residential | Parking | |

Exhibit B - Zoning



Case: PC 2530-SU-26, PC 2531-SU-26
 Subject: Special Use Permit - Southeast Urbana
 Location: 1304, 1306, and 1401 Silver Street
 Applicant: Silver Street Capital, LLC

	Subject Property		B-3		R-2
	B-1		B-4		R-3
	B-2		CRE		R-4
			MOR		R-5



Exhibits	Neighborhood II (N2)	—
Exhibit C - Place Types	Commercial (C)	—
Place Types		
Neighborhood I (N1)		—



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Permit #: SUP26-000003

Project #: 26-002754

Status: Online Application Received

Balance Due: \$0.00

Address: 1302 East Silver Street



Description: Silver Street



Google

Google

Permit

Reviews

Documents

Inspections

Permit #:

SUP26-000003

Permit Type:

Special Use Permit

Sub Type:

Special Use

Issue Date:

Expiration Date:

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PROPOSED USE

Describe the proposed use and its activities. In other words, what do you plan to do? Are there existing buildings you will use, change, or demolish? Will you build new buildings? What activities will take place on site, and where? If you are planning a business, what will your hours of operation be?

Current Zoning District:

R-5 - Medium High Density Multiple Family Residential

Current Land Use:

Multi Family Residential

Proposed Use:

Primary focus is on renovating to a safe and habitable state. This includes but is not limited to: Ensuring all pedestrian access points are updated and accessible as needed. Landscaping shall be properly maintained and if any changes are made, it will be to ensure safe and accessible sightlines to review the main street, parking lot and surrounding areas. Lighting shall be appropriately returned to service to ensure clear visibility at night. Security cameras will be installed that will monitor the building grounds. If fencing is placed, it will be to appropriately separate public from private property and will use durable material and be at a height that would be considered medium to low.

PROPERTY LEGAL DESCRIPTION

A legal description is the geographical description of a real estate property for the purpose of identifying the property for legal transactions such as deeds, mortgages and other legal documents. A legal description will refer to the name of the subdivision and the lot number.

If your legal description is long, please type "See Attached Legal Description," in the Legal Description Provided by Applicant field and upload a separate document with legal description.

Legal Description Provided by Applicant:

LOT 543 IN ENNIS RIDGE SIXTH SUBDIVISION AS PER PLAT RECORDED IN PLAT BOOK "O" AT PAGE 12, IN CHAMPAIGN COUNTY, ILLINOIS.

Legal Description attachment:

PERMIT INFORMATION

Purpose for Request:

To be in compliance with the Southeast Urbana Overlay District

Number of Applicants:

1

Applicant Name:

Silver Street Capital, LLC

OWNER INFORMATION

If the applicant is not the sole owner, please attach documentation for contact information including **name, email and phone numbers** of every owner.:

Owner Contact Information.pdf

CONSULTANT INFORMATION

If you are working with an architect, engineer, surveyor, site planner, or attorney, please fill in their information below.

Architect Name, Email and Phone:

Engineer Name, Email and Phone:

Surveyor Name, Email and Phone:

Dana Mann, PE, PLS Mann Engineering & Surveying, LLC ph. (217) 433-4537 mannengr@yahoo.com

Site Planner Name, Email and Phone:

Attorney Name, Email and Phone:

Gary L. Plotnick gplotnick@thompsoncoburn.com P: 312 580 2236

REASONS FOR SPECIAL USE PERMIT

Below are the criteria that the Plan Commission will base their decision on. Your answers should be as detailed as possible.

Explain how the proposed use is conducive to the public convenience at the location of the property. In other words, why is this a good location for what you are proposing, for the overall good of the community and for people coming to the property? Is it easy to get to? Does it fill a need that is missing in the neighborhood? Are there other similar or complementary uses nearby?:

Restoring safe affordable housing that conveys that value and respect of the future tenants is a benefit to the local neighborhood, as well as the economy as the density of the project will increase the number of people living the in the neighborhood by 2-4X it's current population.

Explain how the proposed use is designed, located and proposed to be operated, so that it will not be unreasonably injurious or detrimental to the district in which it shall be located, or otherwise injurious or detrimental to the public welfare. In other words, how will the building and site design, and the operation of the proposed use be done so they do not cause a nuisance to the neighborhood and the community in general? Will it operate at hours similar to surrounding uses? Will it generate excessive noise, light, odor, waste, or traffic, and if so, how do you plan to deal with it?:

The complex will be restored to its original use to provide safe and affordable housing and having local management and significant investment in it's renovation that will encourage being a good neighbor to the local neighborhood and community.

Explain how the proposed use conforms to the applicable regulations and standards of, and preserves the essential character of, the district in which it shall be located. In other words, how well will the proposed use fit into the neighborhood? Will buildings be similar in size and scale to others in the area? Does the site layout (e.g. location of buildings and parking areas) fit in with surrounding properties?:

The use will be restored to its previous use as a medium density multi-family apartment complex which is similar to how it has always been in the local neighborhood.

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Please include any attachments relevant to your special use permit request: supporting documents, site plans, photos, etc.:

CERTIFICATION

I am:

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I certify all the information contained in this application form or any attachment(s), document(s) or plan(s) submitted herewith are true to the best of my knowledge and belief.

Agree:

Yes

I acknowledge that my electronic or digital signature on this application has the full legal effect as that of my written signature.

Agree:

Yes

I grant permission for City staff to post a temporary yard sign on the subject property announcing the public hearing to be held for my request.

Agree:

Yes

Applicant Signature Upload:

signature.png

Signer Name:

John Armstrong

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Permit #: SUP26-000004

Project #: 26-002759

Status: Online Application Received

Balance Due: \$0.00

Address: 1304 East Silver Street 

Description: Silver Street



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Permit

Reviews

Documents

Inspections

Permit #:

SUP26-000004

Permit Type:

Special Use Permit

Sub Type:

Special Use

Issue Date:

Expiration Date:

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Current Land Use:

Multifamily Residential

Proposed Use:

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Legal Description attachment:

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To be in compliance with the Southeast Urbana Overlay District

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Permit #: SUP26-000005

Project #: 26-002760

Status: Online Application Received

Balance Due: \$0.00

Address: 1401 East Silver Street 

Description: Silver Street



Permit	Reviews	Documents	Inspections
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Permit #:

SUP26-000005

Permit Type:

Special Use Permit

Sub Type:

Special Use

Issue Date:

Expiration Date:

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Legal Description attachment:

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Purpose for Request:

To be in compliance with the Southeast Urbana Overlay District

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signature.png

Signer Name:

John Armstrong

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Privacy Policy (<https://www4.citizenserve.com/Portal/PrivacyPolicy.pdf>)

Exhibit E: Site Photos

Photo 1: 1302 Silver Street (from southeast)



Photo 2: 1304 Silver Street (from southwest)



Photo 3: Rear parking lot behind 1302 and 1304 Silver Street the west entrance



Photo 4: 1401 Silver Street (from northwest)



Photo 4: Rear Parking Lot Behind 1401 Silver Street (from east entrance)



on which the system is located, the City may execute the bond posted at the time of approval of the system.

N. *Pre-Existing Wind Energy Systems*

1. Pre-existing wind energy systems shall be allowed to continue. Routine maintenance shall be permitted on such pre-existing systems.
2. A building permit and any other necessary zoning and development approvals shall be obtained to alter, enlarge, extend, replace or relocate a pre-existing wind energy system.
3. If a pre-existing wind energy system is nonconforming with this Section, it shall not be altered, enlarged, extended or relocated such that the nonconformity of the system is increased.
4. Pre-existing wind energy systems that are substantially damaged or destroyed must be rebuilt to conform to this Section.

Section XIII-8 Southeast Urbana Overlay District

A. *Background and Intent*

1. *Location.* Generally bounded by Colorado Avenue to the north; Philo Road to the east; East Harding Drive and East Mumford Drive to the south; and Fletcher Street, Bruce Drive, and Anderson Street to the west. The exact boundaries of the Southeast Urbana Overlay District are shown in Figure XIII-1.
2. *Land use.* This area is primarily comprised of medium-to-high density residential and commercial land uses and is located adjacent to low density residential. The area is nearby and to the west of the Philo Road Commercial Area.
3. *Intent.* To improve the quality of life within the District and in the surrounding neighborhood, specific environmental design standards are established and which apply to certain properties in the District. These standards are referred to herein as the Guidelines for Construction, and are set forth in Section XIII-8.E below. The guidelines for construction focus on four key areas: Natural Surveillance, Maintenance, Territoriality, and Accessibility.
4. *Exemptions.* The provisions listed within this section only apply to multiple-family residential principal use structures within the District; Lower density residential and commercial principal use structures are exempt.

B. *The Purposes of the Southeast Urbana Overlay District are as follows:*

1. To ensure that planning and development are consistent with the goals and objectives of the Urbana Comprehensive Plan, particularly as this plan relates to the protection of neighborhoods.
2. To protect the health, life, safety and welfare of the residents residing within and nearby the District.
3. To ensure that any new development or substantive redevelopment is constructed so as to be compatible with the fabric and character of the surrounding neighborhood.
4. To build residential pride through the promotion of development and redevelopment that residents and visitors recognize as being of a high quality.

5. To encourage the incorporation of design elements in new developments and redevelopments that contributes to and improves the functionality and appearance of the area.
6. To protect property owners' investments in the area by encouraging the timely and appropriate maintenance of property within the District.
7. To preserve and enhance the overall quality and condition of the neighborhood.
8. To prevent and ameliorate any evidence of blight within the area.

C. Applicability to Urbana Zoning Ordinance and Zoning Map

1. Definitions and requirements of the Urbana Zoning Ordinance are applicable within the District unless specifically modified pursuant to this section; however, no lawful existing use or building shall be made nonconforming by virtue by the provisions of this section so long as the existing use or building is not modified and remains in compliance with Article X. Nonconformities in Zoning Ordinance.
2. The provisions of this section are applicable to all properties within the Southeast Urbana Overlay District, the boundaries of which are shown in Figure XIII-1 and which shall be shown as an overlay district on the Official Zoning Map of the City.
3. This section establishes new standards for the development of property within the District and may require the obtainment of a Special Use Permit for such development as identified in Section XIII-8.D.

D. Special Use Permits Required

1. No building permits within the Southeast Urbana District shall be granted except in compliance with the provisions of this section.
2. A special use permit shall be required for any development which involves:
 - a) Construction of a new principal use multiple-family residential structure; or
 - b) Increasing the building footprint or the floor area ratio of an existing multiple-family residential structure by more than 15%; or
 - c) Renovations of a multiple-family residential structure that would result in an estimated construction cost of more than 50% of the current estimated market value of the improvements on the property, as calculated by the Champaign County Assessor.
3. Construction of single family homes, duplexes, and structures used solely for commercial purposes shall be exempt from the provisions in this section.

E. Guidelines for Construction

1. *Generally.* The provisions of the City of Urbana Zoning Ordinance, as amended, apply to all new construction, major additions, and major renovations of multiple-family residential structures in the Southeast Urbana District, except as otherwise stated or modified in this section. The following are Guidelines for Construction:
 - a) *Pedestrian Access Networks and Points.* Development patterns that are appropriate and of human scale for pedestrians shall be promoted. Access provisions that are connected and continuous without the need to cross barriers to and from sidewalks, carports, parking lots, bus stops, entrances and exits of buildings shall be ensured.

- b) **Landscaping and Screening.** Each Special Use Permit application shall include a landscape plan indicating the type, number, size and location of trees, shrubs and any other landscaping features to be retained or provided. The use of low maintenance landscaping is encouraged. Placement of landscape materials should be such that it does not interfere with sight lines. For example, shrubs should be no higher than three (3) feet tall and tree canopies shall be no lower than eight (8) feet, especially around entryways and windows.
- c) **Facades.** Blank facades should be avoided in order to encourage natural surveillance of the area. As a general guideline, no more than one third of a façade should be blank. In addition, windows that look out on streets and alleys should not be blocked by landscaping.
- d) **Lighting.** Lighting shall be appropriately placed and oriented and should not result in excessive shadow or glare. For example, pedestrian access networks should not have unnecessarily tall, upwards-facing lighting. Lighting fixtures should be well spaced and kept in good working order. Alleys, walkways, and parking lots should be well lit. Lighting should be placed in outdoor common spaces and apartment lobbies and should reflect the intended hours of operation. Motion sensing lights are optimal for these common areas. (Refer to Section VI-8 Outdoor Lighting Requirements for more detailed lighting standards.)
- e) **Entrances/ Exits.** Entrances and exits should be clearly visible and well-lit both internally and externally, without excessive shadow or glare. Entrances and exits should be located such that they can be clearly legible from the street. Signage should be clearly legible from the street, with lobbies that are visible from the outside. Recessed doorways should be avoided.
- f) **Public versus Private Spaces.** A thoughtful separation between public and private property should be created, taking into consideration fencing, landscaping, screening and sight lines. These distinctions may be made using features such as low walls, fencing, seating, landscape features, and changes of material and texture. Unnecessarily high fences and “keep out” signs should be avoided.
- g) **Materials.** The use of context appropriate, durable and low-maintenance building materials are encouraged. Materials should also be graffiti and vandalism-resistant.
- h) **Natural Imperatives.** Additional items not listed herein should be considered to promote healthy behaviors and reduce mental fatigue. These can include such measures as providing adequate natural lighting, ventilation for fresh air, additional, landscaping, and access to water features. In addition, proximity to bus stop locations, provision of tenant amenities, and access to exercise equipment can improve health outcomes.
- i) **Security.** The installation of appropriately placed security cameras is encouraged, such as in stairwells and elevators and other locations where sight lines may be blocked or which may feel isolated. Elements should be employed which help to clearly define private property from the public domain. When considering fencing, medium to low heights and use of transparent durable materials should be considered.

F. *Approval Criteria*

In addition to the criteria of approval for Special Use Permits set forth in Section VII-4. A, the Plan Commission shall also find that the following criteria are met:

1. That the proposed use is consistent with the 2005 Comprehensive Plan, as amended, as it pertains to the protection and preservation of Urbana’s Neighborhoods.

2. That the location, size, and type of proposed development is appropriate to and compatible with the area in which it is to be located.
3. That the proposed use is designed and located so that it is in conformance with the intent of the guidelines for construction as contained herein.
4. That the proposed development meets the standards contained herein without creating an unreasonable burden on the property owners.

G. Application Procedures

The procedures for a special use permit within the Southeast Urbana Overlay District shall be the same as those required in Section VII-4, except as modified herein.

H. Submittal Requirements

In addition to the submittal requirements listed in Section VII-4, the Special Use Permit application for this District shall also demonstrate conformance with the approval criteria contained herein.

Figure XIII-1 Southeast Urbana Overlay District

