



DATE: Monday, December 18, 2023
TIME: 7:00 PM
PLACE: 400 South Vine Street, Urbana, IL 61801

AGENDA

Chair: *Grace Wilken, Ward 6*

A. Call to Order and Roll Call

B. Approval of Minutes of Previous Meeting

1. 07-31-2023 Minutes
2. 08-14-2023 Minutes
3. 08-28-2023 Minutes
4. 09-11-2023 Joint Special Meeting Minutes
5. 09-11-2023 Minutes
6. 09-25-2023 Minutes

C. Additions to the Agenda

D. Presentations and Public Input

1. Proposed Changes to HOPE Village Site - Robert Lewis
2. Presentation: Champaign County Continuum of Service Providers to the Homeless - Katie Harmon, LCSW
3. Project Labor Agreements - CM's Bishop & Kolisetty, Kevin Sage, United Association Local 149 Plubers and Pipefitters

E. Staff Report

F. New Business

1. **Ordinance No. 2023-12-050:** An Ordinance Approving a Final Development Plan for a Planned Unit Development - Plan Case No. 2480-PUD-23 - CD
2. **Ordinance No. 2023-12-051:** An Ordinance Approving a Preliminary/Final Subdivision Plat - Hope Village Subdivision / Plan Case 2479-S-23 -CD

- [3.](#) **Resolution No. 2023-12-096R:** Resolution Approving and Authorizing the Execution of an Economic Development Agreement (Champaign County Economic Development Corporation, Fiscal Year 2023-2024) - CD
- [4.](#) **Resolution No. 2023-12-097R:** Resolution Approving and Authorizing the Execution of an Economic Development Agreement (Experience Champaign Urbana, Fiscal Year 2023-2024) - CD

G. Council Input and Communications

H. Adjournment

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 the 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

Public comments must be received prior to the closing of the meeting record (at the time of adjournment unless otherwise noted) at the following: citycouncil@urbanaininois.us. The subject line of the email must include the words "PUBLIC INPUT" and the meeting date. Your email will be sent to all City Council members, the Mayor, City Administrator, and City Clerk. Emailed public comments labeled as such will be incorporated into the public meeting record, with personal identifying information redacted. Copies of emails will be posted after the meeting minutes have been approved.

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 so state. Written comments must be received prior to the closing of the meeting record (at the time of adjournment unless otherwise noted).

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 two (2) hours, 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 may give priority to those persons who indicate they wish to speak on an agenda item upon which a vote will be taken.

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 an accommodation is needed to participate in a City meeting, please contact the City Clerk's Office at least 48 hours in advance so that special arrangements can be made using one of the following methods:

- Phone: 217.384.2366
- Email: CityClerk@urbanillinois.us



City of Urbana
400 S Vine Street, Urbana, IL 61801
www.urbanailinois.us

MEMORANDUM TO THE MAYOR AND CITY COUNCIL

Meeting: December 18, 2023 Committee of the Whole
Subject: An Ordinance Approving a Final Planned Unit Development
(Hope Village / Plan Case No. 2480-PUD-23)

Summary

Action Requested

Council is being asked to approve the Final Development Plan for the Hope Village Planned Unit Development.

Plan Commission Recommendation

The Plan Commission reviewed the Final Development Plan for the Hope Village Planned Unit Development on November 9, 2023, and December 7, 2023, and voted with three ayes and two nays to recommend that:

“City administration continue to work closely with the applicant organizations, the neighborhood residents (including residents of Champaign), the City of Champaign, and others to mitigate the effects of construction and operation of Hope Village.”

The Plan Commission based their recommendation on the following:

1. Much of the PUD has already been physically built, before a PUD permit was granted, contrary to XVI-7, which says that, "No building permit or certificate of occupancy if no building permit is required shall be issued before issuance of a planned unit development permit."
2. The Plan Commission has exhausted its discretionary and persuasive capabilities, and held the public hearing that it is required to hold because of the PUD process.
3. The proposal is an innovative, unusual proposal and project, potentially very valuable, but also therefore with less predictable consequences both on the effects of construction and its operation.
4. The location chosen is arguably not conducive to the public convenience in the sense of the residents, and therefore these less predictable effects will be effects on a vulnerable neighborhood.
5. The City of Urbana, through funding, is a participant in this project, not merely a disinterested regulatory body.

Relationship to City Services and Priorities

Impact on Core Services

Approval of the Final Development Plan for Hope Village will have a minimal impact on City services. The development does not include any public infrastructure that the City would ultimately be responsible for maintaining. It is likely to have marginal impact on emergency or other core services due to the limited number of residents. However, because those residents would generally otherwise be unhoused, fewer calls for emergency services would be anticipated.

Strategic Goals & Plans

Hope Village would contribute to the following Mayor/City Council Strategic Goals:

1.3 – Promote Community Well-Being

2.1 – Support Housing Security and Equity

2.2 – Improve Housing Quality

Previous Council Actions

On February 27, 2023, City Council allocated \$850,000 in ARPA funds to Carle Foundation Hospital for Hope Village (Res. No. 2023-02-013R). In addition, on July 31, 2023, City Council approved the Preliminary Planned Unit Development (Ord. No. 2023-07-023). At the time that the Preliminary PUD was approved by Council, it was made clear that the construction of two buildings (the community center and a single model dwelling) could proceed as a matter of right. The only construction that has occurred to date is the construction of the community center.

Discussion

See the attached Plan Commission Staff Report for background information and discussion.

Additional Background Information

Staff is aware of a proposal by members of the community to shift the proposed structures to the north side of the larger parcel of which the PUD Site is a part, and then to access the project through Federal Drive. After consultation with the City Attorney, staff has determined that such a shift is outside the purview of the Council.

The vote on the PUD must a) be consistent with the Preliminary PUD and b) must be on the final proposal as presented by the applicant. Additional conditions may be imposed, however, changing the PUD site itself without the consent of the applicant is not legally permitted.

Community Impact

The project will provide quality housing for some of our community's most vulnerable residents. There are members of the community proximate to the PUD Site, both in Champaign and Urbana, who are opposed to the project as proposed.

Recommendation

As stated above, the Plan Commission voted to forward the case to the City Council, with a recommendation to ensure that the City is involved in mitigating any negative effects of the construction and operation of Hope Village. More specifically, the Commission indicated that once Hope Village is built (if the PUD is approved), City administration should continue to work closely with the applicant organizations, the neighborhood residents (including residents of Champaign), the City of Champaign, and others to mitigate the effects of construction and operation of Hope Village.

Staff concurs with the Plan Commission recommendation, and asks Council to Approve the Final Development Plan, with the following conditions:

1. That construction be in general conformance with the attached plans in Ordinance Attachment A.
2. That the preliminary/final plat is approved for Hope Village (Plan Case No. 2479-S-23).

Next Steps

If approved, the applicant can apply for the necessary permits to allow the development to be built per the approved plans.

Attachments

1. An Ordinance Approving a Final Planned Unit Development (Hope Village / Plan Case No. 2480-PUD-23)
2. Ordinance Attachment A (Site Plans)
3. Plan Commission Staff Report and Meeting Minutes (11/9/2023)
4. Plan Commission Supplemental Memorandum and Meeting Minutes (DRAFT) (12/7/2023)
5. Communications Received After Public Hearing on 11/9/2023.

Originated by: Kevin Garcia, Principal Planner

Reviewed: Kim Smith, Community Development Services Director

Approved: Carol Mitten, City Administrator

ORDINANCE NO. 2023-__-__**AN ORDINANCE APPROVING A FINAL DEVELOPMENT PLAN
FOR A PLANNED UNIT DEVELOPMENT****(Plan Case No. 2480-PUD-23)**

WHEREAS, the City of Urbana (“City”) is a home rule unit of local government pursuant to Article VII, Section 6, of the Illinois Constitution, 1970, and may exercise any power and perform any function pertaining to its government and affairs, and the passage of this Ordinance constitutes an exercise of the City’s home rule powers and functions as granted in the Illinois Constitution, 1970; and

WHEREAS, Marty Smith, on behalf of The Carle Foundation, has applied for a residential Planned Unit Development located south of Federal Drive and north of Dorie Miller Drive and Carver Drive in the R-3 (Single and Two-Family Residential) and R-4 (Medium Density Multiple Family Residential) Zoning Districts; and

WHEREAS, Section XIII-3 of the Urbana Zoning Ordinance requires the submission and approval of a preliminary and a final development plan for planned unit developments, and that all requested waivers from development standards be expressly written; and

WHEREAS, the applicant has submitted a final development plan; and

WHEREAS, after due publication, the Urbana Plan Commission held a public hearing on such petition at 7:00 p.m. on November 9, 2023, and December 7, 2023, in Plan Case No. 2480-PUD-23; and

WHEREAS, the Plan Commission voted with three (3) ayes and two (2) nays to forward the case to the Urbana City Council with a recommendation that City administration continue to work closely with the applicant organizations, the neighborhood residents (including residents of Champaign), the City of Champaign, and others to mitigate the effects of construction and operation of Hope Village, based on the following:

1. Much of the PUD has already been physically built, before a PUD permit was granted, contrary to XVI-7, which says that, "No building permit or certificate of

occupancy if no building permit is required shall be issued before issuance of a planned unit development permit."

2. The Plan Commission has exhausted its discretionary and persuasive capabilities, and held the public hearing that it is required to hold because of the PUD process.
3. The proposal is an innovative, unusual proposal and project, potentially very valuable, but also therefore with less predictable consequences both on the effects of construction and its operation.
4. The location chosen is arguably not conducive to the public convenience in the sense of the residents, and therefore these less predictable effects will be effects on a vulnerable neighborhood.
5. The City of Urbana, through funding, is a participant in this project, not merely a disinterested regulatory body.

WHEREAS, the City Council finds that the requested final development plan is consistent with Section XIII-3 of the Urbana Zoning Ordinance, Planned Unit Developments, and with the definitions and goals of this Section of the Ordinance.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Urbana, Illinois, as follows:

Section 1.

A final development plan for the PUD, as attached hereto in Ordinance Attachment A, is hereby approved with the following conditions and waivers:

1. That construction be in general conformance with the attached plans in Ordinance Attachment A.
2. That the preliminary/final plat is approved for Hope Village (Plan Case No. 2479-S-23).

The subject property is more accurately described as follows:

Tract 1: Beginning At An Iron Rod Situated In The South One-Half Of Section 6, Township 19 North, Range_ 9 East, Of The Third Principal Meridian, City .Of Urbana, Champaign County, Illinois, Said Iron Pipe Also Being A Part Of The

Boundary Monuments Of The "Church Of The Living God Plat Of Survey, Recorded As Document No. 2011R22983, In The Office Of The Champaign County Recorder, Said Pipe Also Being Situated At The Southwest Corner Of Park 74 Industrial Development No.2; Thence North 89°12'55" East, Along The South Line Of Said Subdivision, A Distance Of 766.77 Feet To A Chiseled Cross Situated At The Northwest Corner Of The Replats Of Lots 1 And 2 Of Melrose Of Urbana; Thence South 00°44'22" East, Along The West Line Of Said Replats Of Lots 1 And 2, A Distance Of 725.77 Feet To An Iron Rod . Bearing A Damaged Cap Situated At The Northeast Corner Of Carver Park Subdivision To-Urbana; Thence South 89°26'00" West, Along The North Line Of Said Subdivision, A Distance Of 229,91 Feet To An Iron Pipe Found Situated At The Northeast Corner Of Lot 18 Of Said Subdivision; Thence North 00°45'06" West, A Distance Of 114.84 Feet To An Iron Rod Bearing A Cap Stamped 2537 Said Rod Also Being Situated On The Easterly Extension Of The North Line Of Lot 48 Of Said Carver Park Subdivision; Thence South 89°27'06" West, Along Said Extension, A Distance Of 535.15 Feet To A Rod Bearing A Cap Stamped 2537 Situated On The East Line Of The Baptist Missionary Church Property; Thence . North 00°41 '20" W., Along Said East Line Of The Church Property, A Distance Of 323.63 Feet To An Iron Rod Bearing A Cap Stamped 1462; _ Thence North 01°08'16" West, A Distance Of 218.22.Feet To an Iron Rod Situated At The Southeast Corner Of "The Bishop Crawford . Subdivision", As Said Subdivision Is Recorded As Document No. 2013R27410, Dated 11/21/2013, In The Office Of The Aforesaid Champaign County Recorder; Thence Continuing North 01 °08' 16" West, A Distance Of 66.00 Feet To The Point Of Beginning, Being Situated Within The Limits Of The City Of Urbana, In Champaign, County, Illinois.

PIN: 91-21-06-451-005

Tract 2: That part of the Southwest Quarter of the Southeast Quarter of Section 6, Township 19 North, Range 9 East of the Third Principal Meridian, more particularly described as follows: Beginning 55.00 feet East of the Northeast corner of Lot 48 of Carver Park Addition to the City of Champaign, Illinois, as a point of beginning; thence Easterly parallel with the North line of Lots 20, 19 and 18 of said subdivision, 165.00 feet; thence Southerly parallel to the East line of the aforesaid Lot 48, 115.00

feet to the Northeast corner of Lot 18 of said subdivision; thence Westerly along the North line of Lots 18, 19 and 20 of said subdivision, 165.00 feet to the Northeast corner of Lot 21 of said subdivision; thence Northerly parallel to the East line of Lot 48 of said subdivision, 115.00 feet to the point of beginning, Champaign County, Illinois.

PIN: 91-21-06-451-004

Section 2.

Upon approval of this Ordinance, the City Clerk is directed to record a certified copy of this Ordinance with the Champaign County Office of Recorder of Deeds. The City Clerk is directed to publish this Ordinance in pamphlet form by authority of the corporate authorities, and this Ordinance shall be in full force and effect from and after its passage and publication in accordance with Section 1-2-4 of the Illinois Municipal Code.

This Ordinance is hereby passed by the affirmative vote, the “ayes” and “nays” being called of a majority of the members of the Council of the City of Urbana, Illinois, at a meeting of said Council.

PASSED BY THE CITY COUNCIL this ____ day of _____, 2023.

AYES:

NAYS:

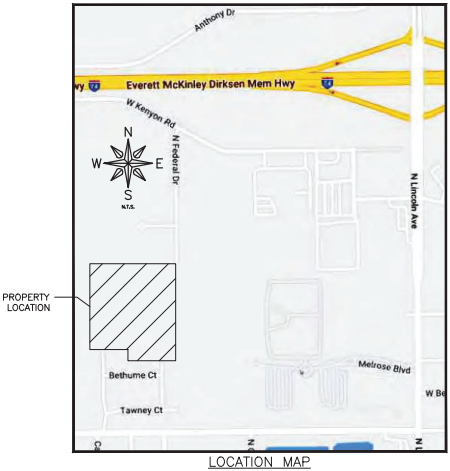
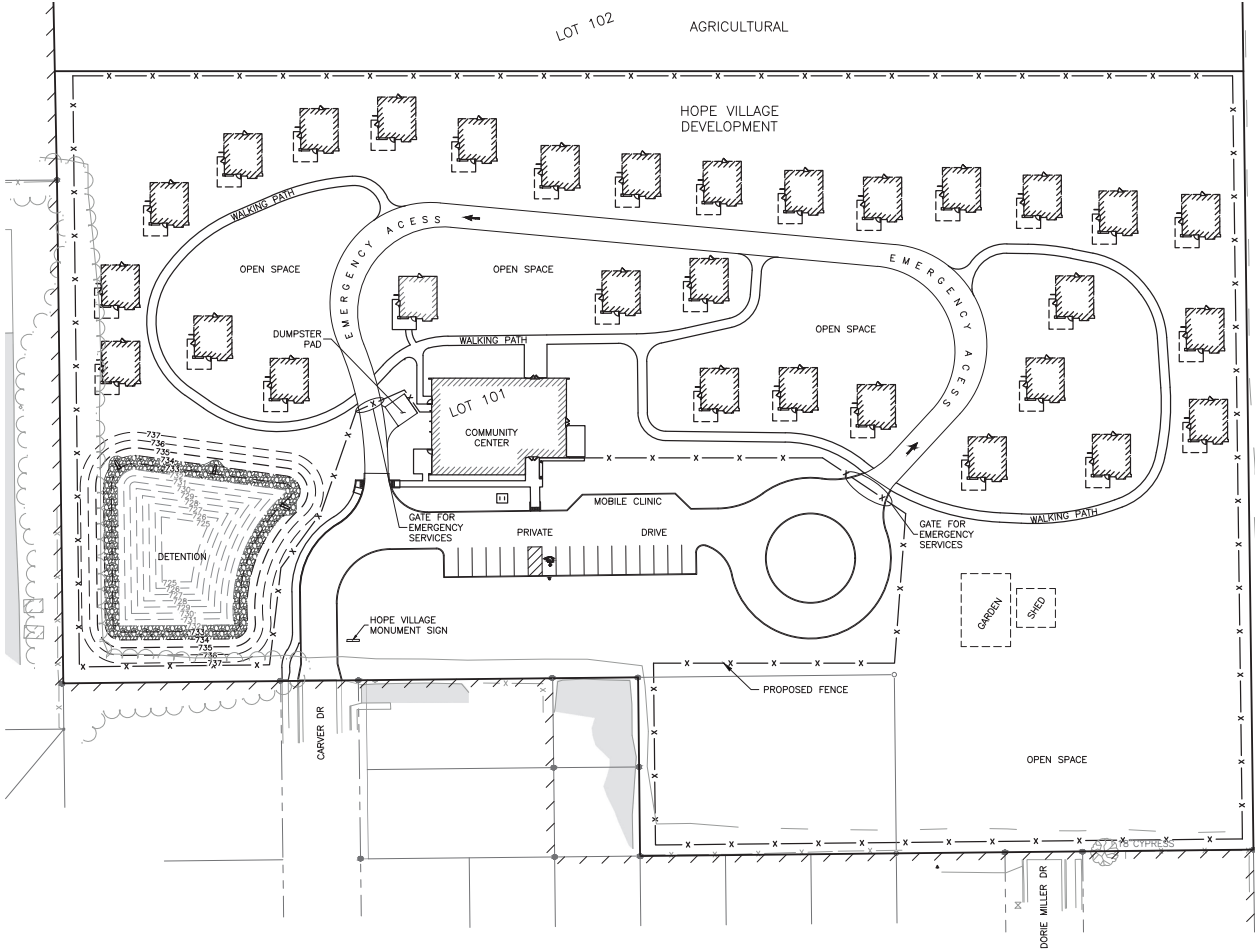
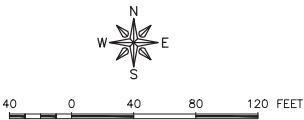
ABSTENTIONS:

Darcy E. Sandefur, City Clerk

APPROVED BY THE MAYOR this ____ day of _____, 2023.

Diane Wolfe Marlin, Mayor

FINAL PUD - SITE PLAN



PROJECT #23-826

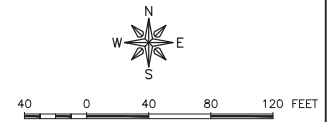
SHEET 1 OF 3

FEHR GRAHAM
ENGINEERING & ENVIRONMENTAL
ILLINOIS DESIGN FIRM NO. 184-003525
1610 BROADMOOR DR, CHAMPAIGN, IL 61821
(217)352-7688

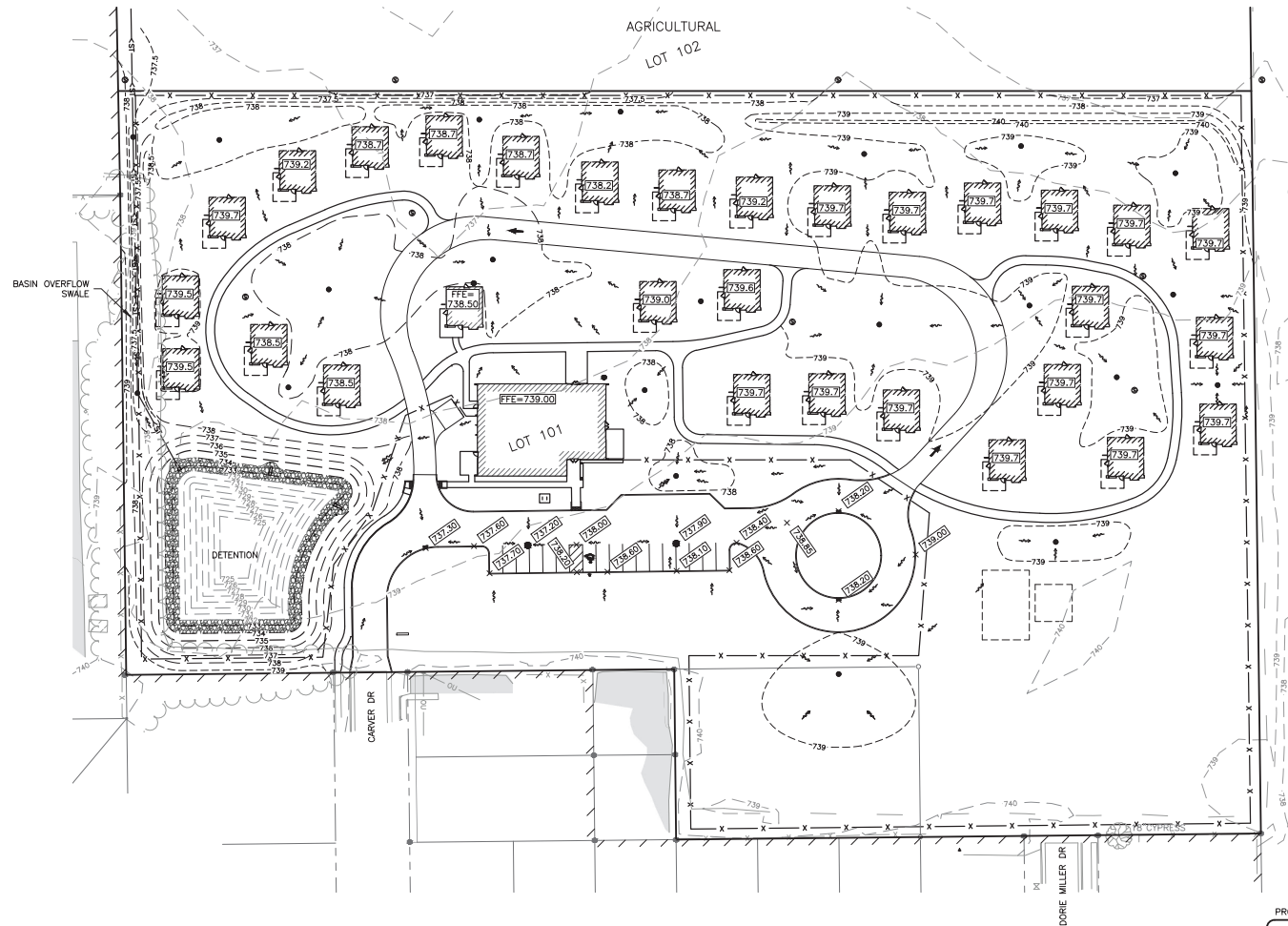
ILLINOIS
IOWA
WISCONSIN

© 2023 FEHR GRAHAM

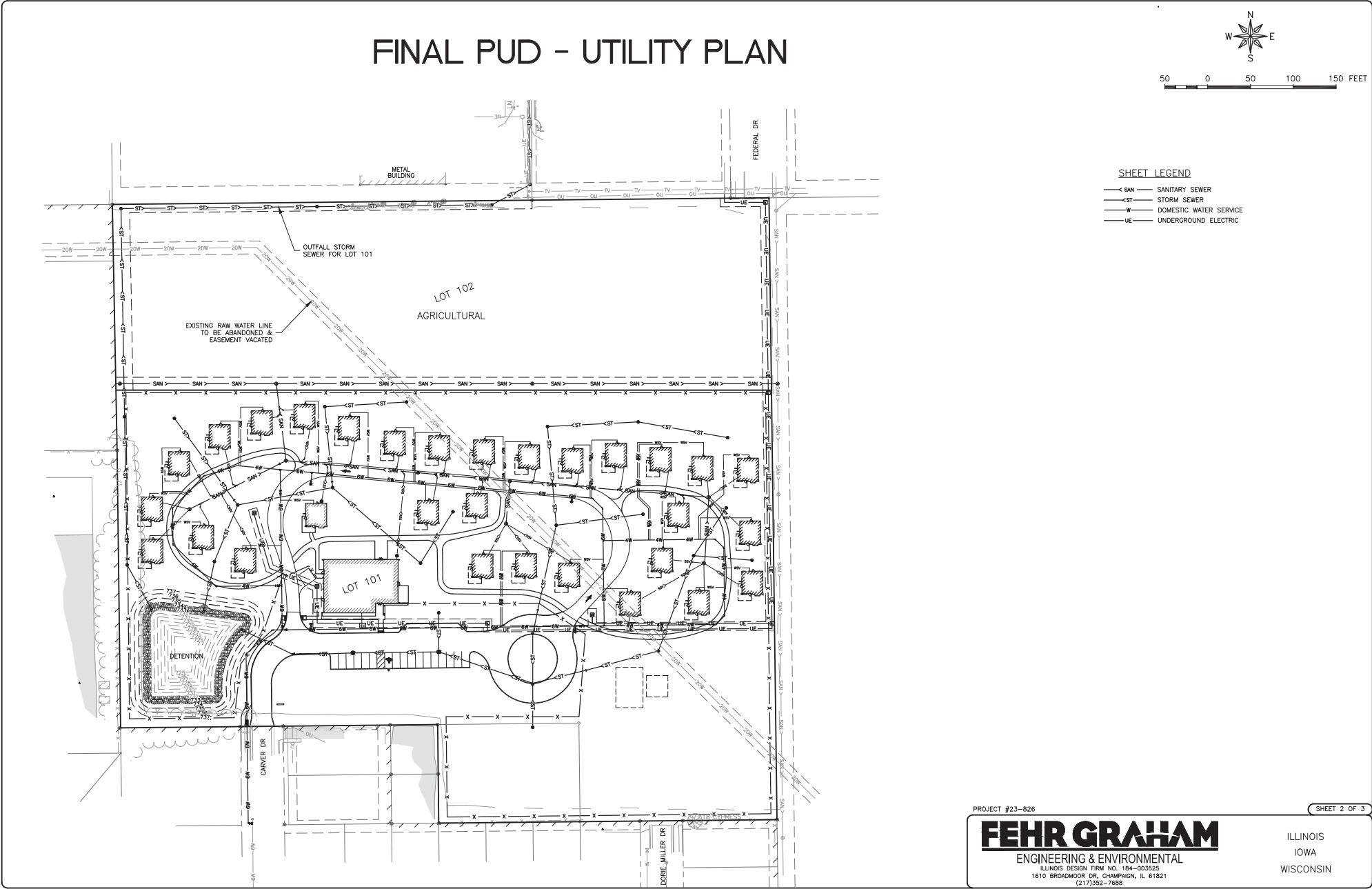




---739--- PROPOSED CONTOUR
 ---739--- EXISTING CONTOUR
 --->--- DIRECTION OF SURFACE FLOW
 X PROPOSED PARKING LOT SPOT ELEVATION





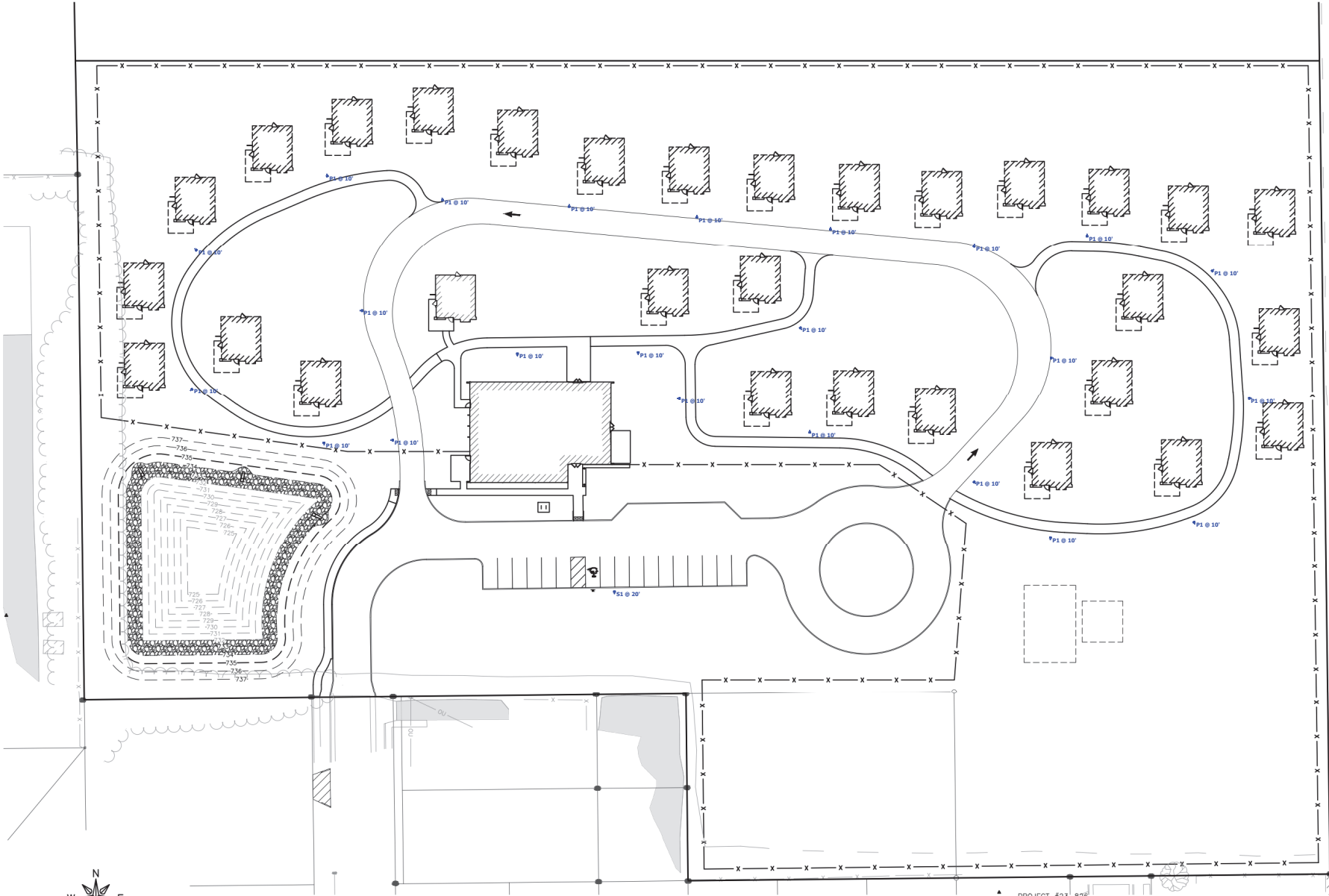
14



ORDINANCE ATTACHMENT A

Item F1.

Schedule									
Symbol	Label	Image	Quantity	Manufacturer	Catalog Number	Description	Number Installed	Lumens Per Luminaire	Light Loss Factor
P1			23	Lithonia Lighting	OS90 LED P2 40K 70CRI 12W 165	O-Series Slim 2 Area Luminaire P2 Performance Package 4000K CCT 70 CRI Type 2 Medium Housewide Shield	1	5381	0.89
S1			1	Lithonia Lighting	OS90 LED P6 40K 70CRI 12W	O-Series Slim 2 Area Luminaire P6 Performance Package 4000K CCT 70 CRI Type 2 Medium	1	17115	0.89



PROJECT #23-826

FEHR GRAHAM
ENGINEERING & ENVIRONMENTAL
ILLINOIS DESIGN FIRM NO. 184-003525
1610 BROADMOOR DR, CHAMPAIGN, IL 61821
(217)352-7688

ORDINANCE ATTACHMENT A

Item F1.

COPYRIGHT © BY ARCHITECTURAL EXPRESSIONS, LLP

ORIGINAL SHEET SIZE: 22 X 34

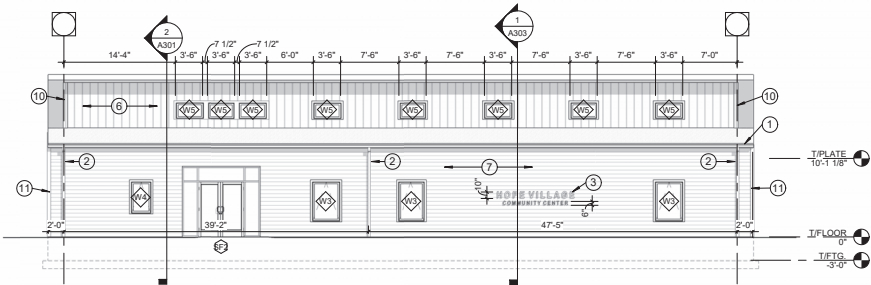
SIDING COLOR SCHEDULE

LP VERTICAL SIDING COLOR 1 "GLACIER FOG"
LP CEDAR TEXTURE LAP SIDING COLOR 2 "GRAPHITE"
LP CEDAR TEXTURE LAP SIDING ACCENT COLOR 3 "CANYON"

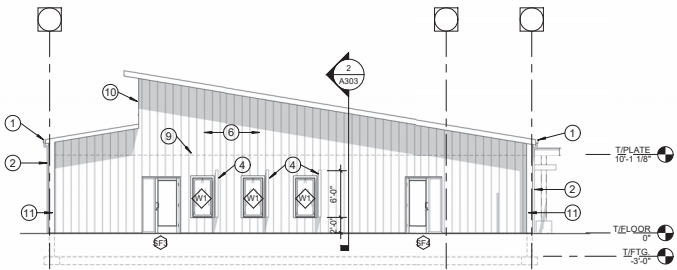
BUILDING HEIGHT - 1-STORY, 20'-10"
BUILDING AREA - 4,930 SF

KEYED NOTES

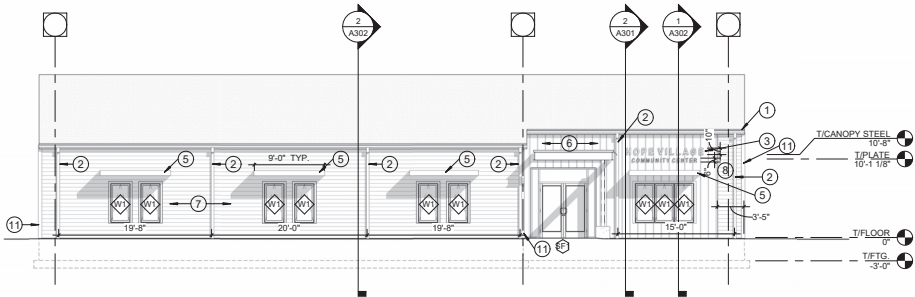
- 1 BOX GUTTER, SIZING BY ROOFING CONTRACTOR
- 2 DOWNSPOUT, SIZING BY ROOFING CONTRACTOR
- 3 FINAL BUILDING SIGNAGE TO BE COORDINATED WITH OWNER AND ELECTRICIAN IF REQUIRED.
- 4 VERTICAL SHADE FIN
- 5 CANTILEVERED SHADE STRUCTURE
- 6 LP VERTICAL SIDING WITH BATTEN TRIM, COLOR 1
- 7 LP LAP SIDING 6.84 WIDTH, COLOR 2
- 8 LP LAP SIDING 6.84 WIDTH, ACCENT COLOR 3
- 9 VERTICAL PANEL SEAM IN LINE WITH T/PLATE, SEE SECTION 2/A303
- 10 TRIM TO MATCH ADJACENT COLOR 1
- 11 TRIM TO MATCH COLOR 2



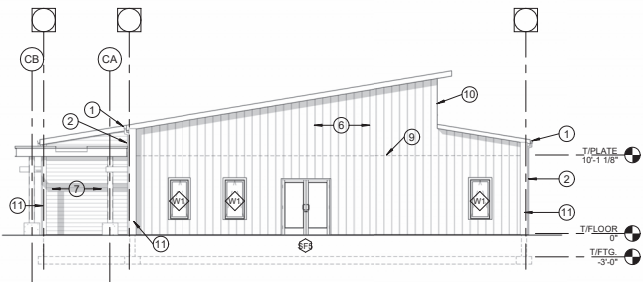
4 NORTH ELEVATION
1/8" = 1'-0"



2 WEST ELEVATION
1/8" = 1'-0"



3 SOUTH ELEVATION
1/8" = 1'-0"



1 EAST ELEVATION
1/8" = 1'-0"



ARCHITECTURAL EXPRESSIONS, LLP
100 CHESTNUT, SUITE 300,
CHAMPAIGN, IL 61820
PHONE: 217-378-0300 FAX: 217-378-8512
www.aexp.com
IL DESIGN FIRM No. 184-001487

DATE: _____
LIC. EXP.: _____

EXTERIOR ELEVATIONS

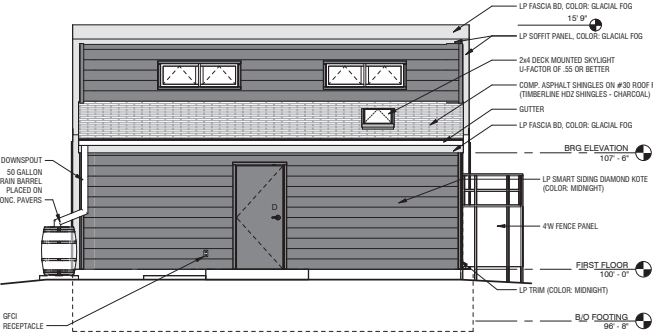
HOPE VILLAGE COMMUNITY CENTER
SHELL
CHAMPAIGN COUNTY HEALTHCARE
CONSUMERS
1799 N. FEDERAL DR. URBANA, IL

No.	Description	Date
2	TRIM COLOR UPDATES	09/25/23

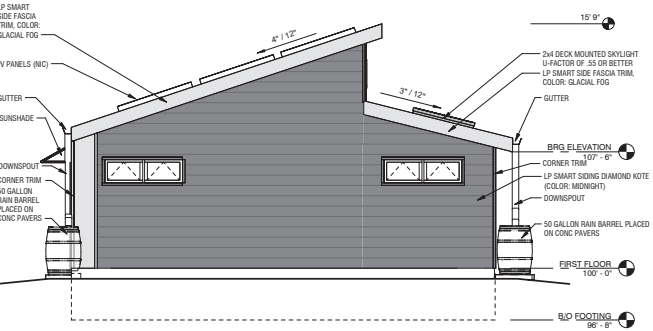
PERMIT SET

Project Number 6760
Date 07/31/23
Drawn By JAK
Checked By BAK

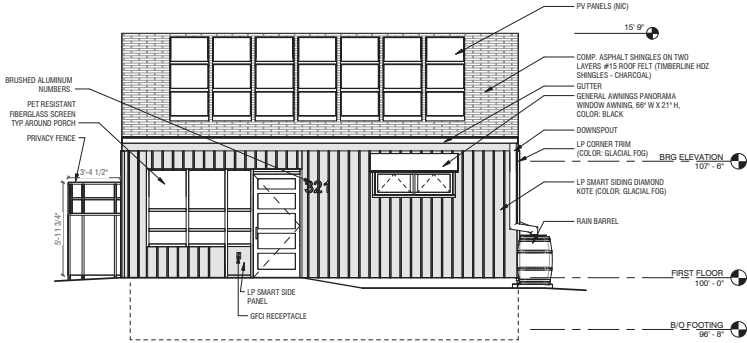
A201



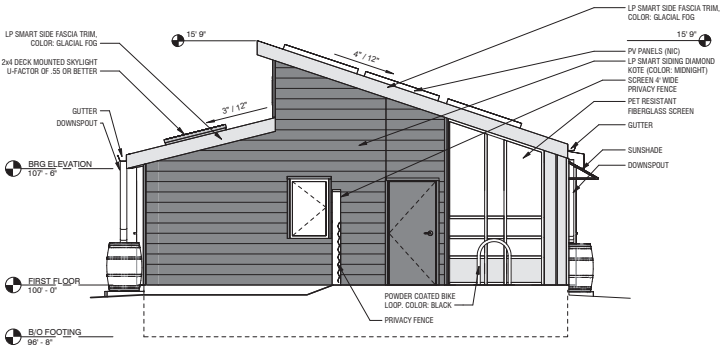
BUILDING ELEVATION
NORTH ELEVATION
1/4" = 1'-0"



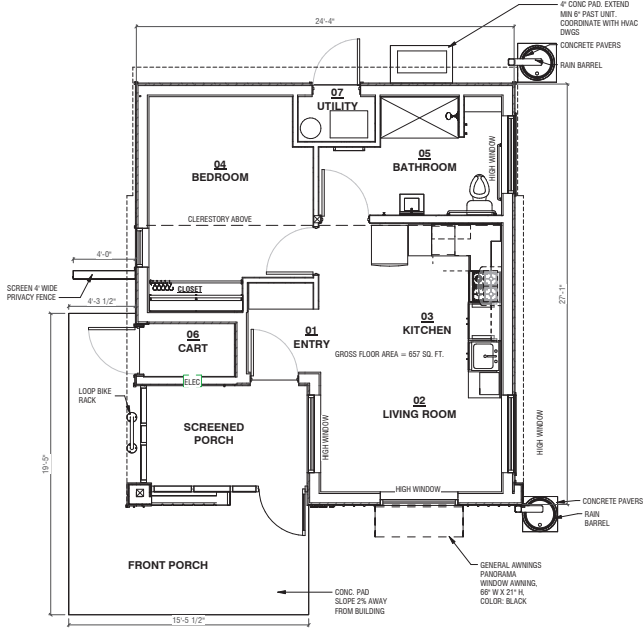
BUILDING ELEVATION
EAST ELEVATION
1/4" = 1'-0"



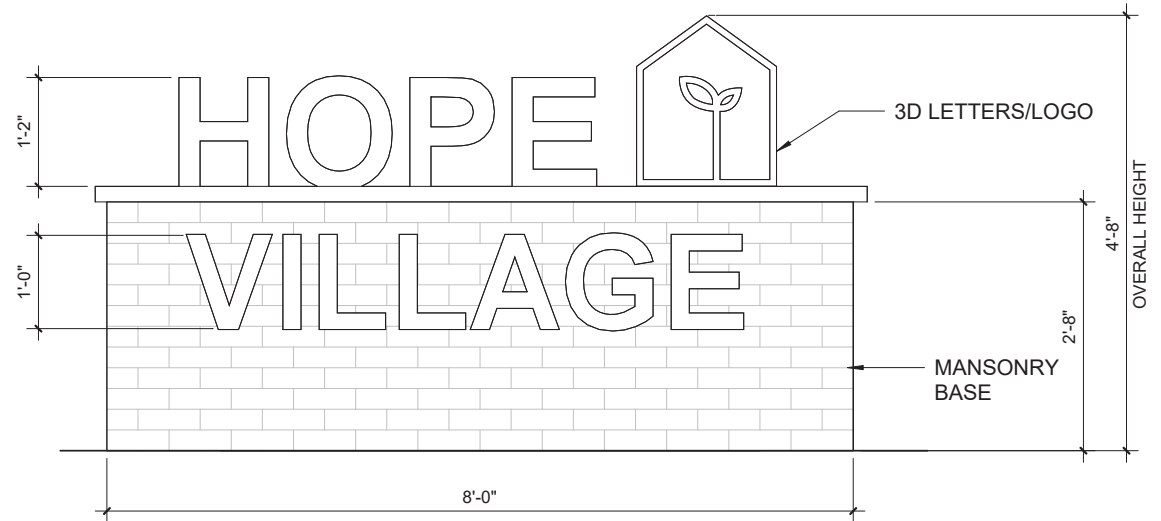
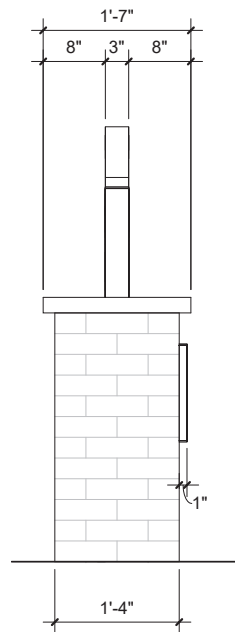
BUILDING ELEVATION
SOUTH ELEVATION
1/4" = 1'-0"



BUILDING ELEVATION
WEST ELEVATION
1/4" = 1'-0"



FLOOR PLAN
FIRST FLOOR
1/4" = 1'-0"





DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

Planning Division

m e m o r a n d u m

TO: Urbana Plan Commission

FROM: Kevin Garcia, Principal Planner

DATE: November 3, 2023

SUBJECT: **Plan Case Nos. 2480-PUD-23:** A request by Marty Smith, on behalf of Carle Foundation, for approval of a Final Residential Planned Unit Development located south of Federal Drive and north of Carver Drive in the R-3 (Single and Two-Family Residential) and R-4 (Medium Density Multiple Family Residential) Zoning Districts.

Introduction & Background

Marty Smith, on behalf of the Carle Foundation, has submitted an application for final approval of a Residential Planned Unit Development on the farmland south of Federal Drive in Urbana, and north of Dorie Miller Drive and Carver Drive in Champaign.

The development would include 30 small homes and a community center to provide permanent supportive housing for medically-fragile homeless people. Construction is currently underway on the community center and one model home, as these are considered “by right” development.

Section XIII-3 of the Urbana Zoning Ordinance requires review and approval of both a Preliminary and a Final Planned Unit Development (PUD). This request is for final approval only.

Based on an analysis of the Final PUD criteria, staff recommends that the Plan Commission recommend APPROVAL of the Final PUD application to the City Council.

Preliminary PUD Approval

The City Council approved the Preliminary Planned Unit Development for Hope Village on July 31, 2023 (Ord. No. 2023-07-023) with three conditions and one waiver:

1. The final site plan is not constrained by the preliminary site plan.
2. The final site plan is responsive to the concerns of neighboring residents.
3. Parking requirements are waived.
4. The applicant will hold an additional meeting with the public prior to submitting the final PUD application.

Overall, staff find that the applicant has met the intent of the conditions of the Preliminary Planned Unit Development approval. *(See Exhibit M for a detailed staff analysis regarding these conditions.)*

Discussion

Applicability

Per Section XIII-3 of the Urbana Zoning Ordinance, this proposal qualifies for consideration as a Residential Planned Unit Development, as it is on a site larger than a half-acre, and can be considered a “Unique Development”:

Unique Development – Development that significantly responds to the goals and objectives of the Comprehensive Plan and other relevant plans and policies and/or addresses unique features of the site.

Comprehensive Plan

The property is shown in the 2005 Comprehensive Plan on Future Land Use Map #3. As illustrated in Exhibit C, the parcels are listed as “Institutional”:

Institutional uses generally include public, quasi-public, and private uses, such as governmental, educational, medical, religious, or university facilities as well as cemeteries. Institutional uses may range from single buildings to campuses.

The proposed PUD would help meet the following Goals and Objectives of the Comprehensive Plan:

- 2.4 Promote development that residents and visitors recognize as being of high quality and aesthetically pleasing.
- 3.0 New development should be consistent with Urbana’s unique character.
- 3.1 Encourage an urban design for new development that will complement and enhance its surroundings.
- 3.2 Promote new developments that are unique and capture a “sense of place.”
- 4.1 Encourage a variety of land uses to meet the needs of a diverse community.
- 4.2 Promote the design of new neighborhoods that are convenient to transit and reduce the need to travel long distances to fulfill basic needs.
- 4.3 Encourage development patterns that offer the efficiencies of density and a mix of uses.
- 5.0 Ensure that land use patterns conserve energy.
- 5.1 Encourage development patterns that help reduce dependence on automobiles and promote different modes of transportation.
- 11.1 Encourage the inclusion of open spaces and recreational facilities in new residential and mixed-use developments.
- 15.1 Plan for new growth and development to be contiguous to existing development where possible in order to avoid “leapfrog” development.
- 16.0 Ensure that new land uses are compatible with and enhance the existing community.
- 16.3 Encourage development in locations that can be served with existing or easily extended infrastructure and city services.
- 19.0 Provide a strong housing supply to meet the needs of a diverse and growing community.
- 19.1 Ensure that new residential development has sufficient recreation and open space, public utilities, public services, and access to commercial and employment centers.
- 28.5 Encourage University efforts to promote public-private partnerships that can benefit multiple parties.
- 29.2 Strengthen Urbana’s standing as a regional health-care center by supporting appropriately sited development opportunities and encouraging supportive services and amenities to benefit the sector.
- 34.0 Encourage development in areas where adequate infrastructure already exists.
- 39.1 Make social services available to residents in need.

- 39.2 Implement strategies to address social issues related to housing, disabilities, poverty and community development infrastructure.
- 39.3 Implement strategies to address chronic homelessness and to provide permanent shelter.
- 40.3 Work to distribute affordable housing opportunities throughout the community to avoid the effects of concentrated poverty.
- 42.0 Promote accessibility in residential, commercial and public locations for disabled residents.
- 42.1 Ensure that new developments are sensitive to the mobility and access needs of the disabled.
- 42.3 Ensure that new developments include adequate access for the disabled through compliance with ADA requirements and adaptable units.
- 49.0 Avoid development patterns that can potentially create an over-dependency on the automobile.

PUD Ordinance Goals

Every proposed Planned Unit Development must be reviewed for consistency with nine general goals outlined in Section XIII-3.C of the Zoning Ordinance.

The proposed development is generally consistent with goals 2, 3, 4, 5, 6, 7, and 8, as follows:

1. *To encourage high quality non-traditional, mixed-use, and/or conservation development in areas identified in the Comprehensive Plan.*

The project is not identified in the Comprehensive Plan as an area for any of these types of development.

This goal is not applicable to this proposal.

2. *To promote infill development in a manner consistent with the surrounding area;*

While gated communities are typically not encouraged for Planned Unit Developments, in this case it is appropriate. Having a secure, limited-access community is considered a best practice for developments that serve the targeted population. In addition, the Carle Mobile Clinic and grocery bus will regularly visit the site, and will be available for people from Carver Park and other neighborhoods.

The decision to connect Hope Village, a residential community, to the existing Carver Park neighborhood to the south, is more consistent with the surrounding area than if it were connected to the office and light industrial area to the north.

The proposed PUD is generally consistent with this goal.

3. *To promote flexibility in subdivision and development design where necessary;*

The residents of Hope Village will not own cars. As such, the already-approved waiver to remove minimum parking requirements is warranted.

The proposed PUD is generally consistent with this goal.

4. *To provide public amenities not typically promoted by the Zoning Ordinance;*

Building 30 homes and providing on-site services for some of our most vulnerable residents is a huge benefit to the public. In addition, the Mobile Clinic and grocery bus will be open to anyone.

The proposed PUD is generally consistent with this goal.

5. *To promote development that is significantly responsive to the goals, objectives, and future land uses of the Urbana Comprehensive Plan;*

The project is significantly responsive to many of the goals and objectives, and aligns with the future land use designation in the Comprehensive Plan.

The proposed PUD is generally consistent with this goal.

- 6. To provide a higher level of street and pedestrian connectivity within the development and the surrounding neighborhood in accordance with the Urbana Comprehensive Plan.*

The development will have walking paths throughout, and aside from emergency vehicles, there will be no vehicles traveling through the site. It will be, essentially, a pedestrian-only development.

The development will connect to Carver Drive, and includes a sidewalk connecting Carver Drive to the site, as recommended in the staff memo for the Preliminary PUD.

The proposed PUD is generally consistent with this goal.

- 7. To coordinate architectural styles, building forms, and building relationships within the development and the surrounding neighborhood.*

The architectural style and building form of the homes will be consistent. They will be placed throughout the site on walking paths, which should give the development a consistent, specific aesthetic. In addition, the design of the buildings, their layout on the lot, and their orientation have been designed to maximize natural heating and cooling, and to provide semi-private, enclosed porches for each resident.

The proposed PUD is generally consistent with this goal.

- 8. To encourage the inclusion of a variety of public and private open space, recreational facilities, greenways and trails not typically promoted by the Zoning Ordinance;*

The plans include recreational facilities, trails, outdoor gathering spaces and other open space, and community gardening plots, all of which are not typically promoted by the Zoning Ordinance.

The proposed PUD is generally consistent with this goal.

- 9. To conserve, to the greatest extent possible, unique natural and cultural features, environmentally sensitive areas, or historic resources, and to utilize such features in a harmonious fashion.*

There are no known cultural features, environmentally sensitive areas, or historic resources on the site.

This goal is not applicable to this proposal.

Criteria for Approval

According to Section XIII-3 of the Urbana Zoning Ordinance, the Plan Commission shall determine whether reasons outlined in the submitted application and the evidence presented during the public hearing, justify approval based on the following criteria. (Please see Exhibit D for the petitioner's specific response to each question.)

- 1. That the proposed development is conducive to the public convenience at that location.*

The proposed project would be a residential development on a site, connected to an existing neighborhood. It will have nearby access to MTD bus service along Bradley Avenue, and is conveniently-located near OSF and Carle Hospitals. Overall, the site is convenient for people walking, biking, and taking transit.

2. *That the proposed development is designed, located, and proposed to be operated so that it will not be unreasonably injurious or detrimental to the surrounding areas, or otherwise injurious or detrimental to the public welfare.*

The proposed development would not be unreasonably injurious to the surrounding area or the public welfare. The scale, massing, and architectural style fit in with the surrounding neighborhood, and the residential densities would be one-third to one-half of the adjacent neighborhood. Since most, if not all, residents will not own cars, the traffic generated by the site will be minimal, and far less than what would be expected in a “by right” development on the site.

3. *That the proposed development is consistent with goals, objectives and future land uses of the Urbana Comprehensive Plan and other relevant plans and policies.*

The proposed PUD is consistent with many goals and objectives, as detailed above, and is generally consistent with the “Institutional” future land use identified in Future Land Use Map #3 of the 2005 Urbana Comprehensive Plan.

4. *That the proposed development is consistent with the purpose and goals of Section XIII-3 of the Urbana Zoning Ordinance.*

The proposed PUD is consistent with goals 2, 3, 4, 5, 6, 7, and 8 of Section XIII-3 of the Urbana Zoning Ordinance.

5. *That the proposed development is responsive to the relevant recommended design features identified in Table XIII-2 of the Zoning Ordinance.*

The proposed development incorporates a number of recommended design features (in **bold** below) suggested in the PUD standards, including:

1. General Site Design – the **building layout** promotes open spaces, landscaping and screening, and vehicular and pedestrian connectivity; and the **lighting design** will minimize negative impacts on the nearby residential areas.
2. Pedestrian Connectivity – regarding **connectivity**, the sidewalk on Carver Drive will be extended to the community center; the site will have a system of paths for good **internal connectivity**.
3. Parking Areas – with the parking waiver, the plans meet the intent of the **maximum parking** recommendation; the Landscape Plan (Exhibit F) shows extensive **parking area landscaping** and screening.
4. Landscaping and Screening – the site includes a distinct **landscape identity**, with extensive tree plantings, rain gardens, and areas with native prairie plants and grasses; the landscaping provides adequate **screening** between the development and the adjacent neighborhood.
5. Open Space – the site **provides** a great deal of **open space**, with accessible **drainage areas**, areas for **passive recreation**, and **connected open space**.
6. Architectural Design – The design includes **energy efficient construction**, **accessible/visitable** homes, quality **materials**, and **architectural identity** and **consistency**.
7. Signage – the plans include a **freestanding monument sign**, and is generally compatible with the overall architecture of the development.

Summary of Findings

1. The proposed development is generally consistent with many of the goals of a PUD as listed in Section XIII-3.C of the Urbana Zoning Ordinance.
2. The application is generally consistent with many of the goals, objectives, and future land use map in the 2005 Comprehensive Plan.
3. The proposed development meets the criteria for approval for a Final PUD as listed in Section XIII-3.K of the Urbana Zoning Ordinance.
4. The proposed final development plan incorporates a number of recommended design features, including general site design, architectural design, pedestrian connectivity, vehicular connectivity, maximum parking, parking area landscaping, landscaping and screening, and open space design.

Options

The Plan Commission has the following options for recommendations to the City Council regarding Plan Case 2480-PUD-23:

1. Recommend approval of the Final Development Plan as attached; or
2. Recommend approval of the Final Development Plan as attached, including any conditions; or
3. Recommend denial of the Final Development Plan as attached.

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 the Plan Commission forward Plan Case Nos. 2480-PUD-23 to the City Council with a recommendation for APPROVAL with the following conditions:

1. That the final development plans be in general conformance with the attached plans.

Attachments: Exhibit A: Location and Existing Land Use Map
 Exhibit B: Existing Zoning Map
 Exhibit C: Future Land Use Map
 Exhibit D: Final PUD Application
 Exhibit E: General Location Map and Site Plan
 Exhibit F: Landscape Plan
 Exhibit G: Grading Plan
 Exhibit H: Utility Plan
 Exhibit I: Lighting Plan
 Exhibit J: Building Elevations
 Exhibit K: Sign Details
 Exhibit L: Carver Park Neighborhood Association Letter
 Exhibit M: Staff Analysis RE: Preliminary PUD Conditions

**SEE "ORDINANCE ATTACHMENT A"
 FOR EXHIBITS E-K**

cc: Marty Smith, Nick Crompton

Note: This is an excerpt from the applicant's application regarding how their plans meet the recommended design features for Planned Unit Developments.

Attachment A

The following recommended design features for Planned Unit Developments from the Urbana Zoning Ordinance Table XIII-2 will be incorporated into Hope Village:

1. General Site Design

- a. The building layout will promote open spaces, landscaping and screening, and vehicular and pedestrian connectivity.
- b. Sufficient street lighting to enhance public safety and visibility will be provided, and the overall lighting design will reduce excessive lighting and minimize the impact on neighboring residential areas.

2. Pedestrian Connectivity

- a. Crosswalks will be clearly marked and defined.
- b. Pedestrian facilities will connect to on-street and off-street bicycle facilities.
- c. A network of sidewalks and bicycle paths and trails will link buildings within the development site and to the surrounding neighborhood.
- d. Bicycle racks will be placed conveniently to building entrances and/or under canopies.

3. Vehicular Connectivity and Parking Areas

- a. The amount of parking provided will be reduced to the minimum required by the type of use and by fact the residents of Hope Village will not have vehicles.
- b. The parking area will be landscaped and include bicycle parking.

4. Landscaping and Screening

- a. Distinct landscaping will be used to link pedestrian facilities, parking areas, and buildings together.
- b. Significant trees will be preserved, and trees will be placed along the streets in Hope Village.
- c. Screening will be implemented as required by the Urbana Zoning Ordinance.

5. Open Space

- a. Environmental corridors, community parks, water bodies, and stormwater facilities will be implemented.
- b. Open space uses will protect the natural and historical resources of the of the property.
- c. The drainage area(s) will not constitute a majority of the open space but will be permanently accessible to the public and will connect to other drainage areas in the development.
- d. Passive recreation opportunities such as nature trails and a community garden plot will be available to residents, in addition to gathering areas for active recreation.
- e. The open space in the development will be sufficiently connected by sidewalks and trails to avoid separate and isolated open space areas.

6. Architectural Design

- a. Common patterns and consistent architectural characteristics will be found throughout the tiny homes of Hope Village.
- b. The unique nature of a tiny home development, in addition to the landscaping and interconnectedness of the various open spaces will create an identity for the development.

Attactment A (cont.)

- c. The buildings will have an articulated design, openings such as windows and doors will be properly spaced and proportionate, exterior surfaces will both protect the structures and enhance their visual aesthetics, and the principal entrances for such buildings will be oriented toward the street and architectural elements will be used to define said principal entrances.
- d. Hope Village will utilize building construction and site design features that focus on energy conservation.

Note: This is an excerpt from the applicant's application regarding how their plans meet the recommended criteria for approval for Planned Unit Developments.

Attachment B

6. CRITERIA FOR APPROVAL

Explain how the proposed development is conducive to the public convenience at the proposed location.

Hope Village will offer a comprehensive approach to serving and supporting its residents. In addition to the homes, Hope Village will include a community center for social services, gatherings, and recreational opportunities. Hope Village will also include outdoor gathering spaces, walking trails, and a community garden. Additionally, the Carle Mobile Clinic and the Carle Health Mobile Market will be available to residents of Hope Village and the surrounding neighborhood(s).

Explain how the proposed development is designed, located, and proposed to be operated so that it will not be unreasonably injurious or detrimental to the surrounding areas, or otherwise injurious or detrimental to the public welfare.

The gated community will be fully staffed and monitored for security and resident assistance. Residents will be given ample opportunity to engage in social, educational, and recreational activities that will enrich their health and lives and help them live productively within the community.

Explain how the proposed development is consistent with the goals, objectives, and future land uses of the Urbana Comprehensive Plan and other relevant plans and policies.

Hope Village is a new development that will be unique in its exclusive use of tiny homes for residents. It is an innovative use of land intended to meet the needs of our diverse community. It will reduce the need of its residents to travel long distances to fulfill basic needs by providing them with permanent supportive housing, healthcare, and intensive wrap-around services.

The layout of the tiny home community will offer the efficiencies of density and a mix of uses, as well as offer open spaces and recreational facilities. The community center will provide space for social services and counseling, community gathering, life skills teaching, and recreational opportunities. Additionally, the outdoor walking trails, gathering spaces, community garden, and other open green spaces will provide a complete living experience in touch with the natural surroundings.

The village will be contiguous to existing neighborhoods and avoid "leapfrog development." It will be located in an area that can be served by existing or easily extended infrastructure and city services. It is a project in which the University of Illinois is a partner and will promote a public-private partnership that will benefit multiple parties and will strengthen Urbana's standing as a regional health-care center and leader within the sector.

Explain how the proposed development is consistent with the purpose and goals of the Section XIII-3, Planned Unit Developments of the Zoning Ordinance.

Hope Village will be a high quality, non-traditional development aiming to provide a historically underserved population with housing, medical care, and an intensive social service infrastructure. By being the first of its kind in the area, the tiny home development promotes flexibility in subdivision design in order to serve a population in need. The public amenities available such as the community center and its associated services are those not typically promoted by the Zoning Ordinance. The circular street design and interconnected walking paths provide a high level of street and pedestrian connectivity within the development and the development will flow naturally to and from the surrounding neighborhood. The community center, community garden and other open spaces as well as trails within the development provide a variety of public and private open space, and recreational facilities.



Carver Park Neighborhood Association

"The first African-American Subdivision in the Champaign-Urbana Area"

DATE: October 5, 2023

TO: Carle Foundation (Attention Marty Smith)
University of Illinois
Champaign County Health Care Consumers

SUBJECT: Hope Village Planned Unit Development Adjoining Carver Park
Subdivision - Residents/Citizens Concerns and Recommendations

The purpose of this letter is to make known our position in the form of concerns and proposals on behalf of residents and citizens of the subdivisions of Carver Park, Crispus Attucks, Dr. Ellis, and others in the community and elsewhere in opposition to the development of Hope Village. Although construction of Phase I of this development is underway, it is our fervent desire that it be stopped and not entered Phase II or the final phase for reasons or concerns outlined herein.

CONCERNS

- Traffic and access
- Drainage (sanitary and flooding)
- Detention pond
- "Initial" development of thirty (30) tiny homes
- Safety

RECOMMENDATIONS/PROPOSALS

- Traffic. We strongly suggest and propose that access be made to and from Federal Drive with no traffic coming through Carver Park Subdivision.
- Drainage (sanitary and flooding). We strongly suggest that both the City of Champaign and the City of Urbana work together to make certain that drainage issues are corrected and guarantee there will be no impact on the Carver Park Subdivision because of this development.
- Detention pond. We understand detention ponds are being used now in large developments, but do thirty (30) tiny homes meet these criteria? If the detention pond must stay, and given the proximity to Carver Park Subdivision, we strongly suggest "high security" fencing be made around it.
- "Initial" development of thirty (30) tiny homes. We propose that no future development be made in this area, especially without consideration of the rights and concerns of surrounding neighborhoods.

- Safety. We respectfully and strongly ask that you adhere to our suggestions for no access through Carver Park Subdivision, correct the drainage issues, fence the detention pond, and make no further development plans in this area for the safety and wellbeing of residents in this subdivision and surrounding neighborhoods.

SUMMARY

Carver Park Subdivision is the first African American Subdivision built in Champaign-Urbana. Some of the residents currently living here grew up in this subdivision from babes to adulthood. We are proud of the legacy that brought this neighborhood to fruition and wish to see it honored and preserved.

The streets in this subdivision are in dire need of repair. The City of Champaign has been made aware of the condition of Dorie Miller Drive and their officials have said this street will be reconstructed. We're holding them to this promise. And we are also requesting that the Cities of Champaign and Urbana conduct an environmental impact study relative to institutional zoning.

Residents feel blindsided by this development because it was dumped on us without proper notification and communication. We ask that you please let this be a lesson moving forward that communication and proper notification is essential in having a good relationship with the community. That was not done here. The site selection process did not allow input from neighboring residents or community stakeholders. With that said, we request that ANY significant changes that will impact surrounding neighborhoods and this community be presented with proper notification to both property owners and residents in proximity to the project. This includes notification regarding water shut offs or any other utility that impacts surrounding neighborhoods.

In closing, let it be known that this letter does not suggest that we are conceding to this development. We do not want it at this location. Further, as the final plan is unveiled, we reserve the right to bring any further issues that may not be resolved once the application has been submitted. And because of the direction made to you by order of City of Urbana Ordinance No. 2023-07-023 to hold this meeting for the public, to which is being done so this day October 5, 2023, we demand proof that our concerns and recommendations will be taken care of.

This letter respectfully submitted on behalf of those residents of Carver Park, Martin Luther King, Crispus Attucks, and Dr. Ellis Subdivisions with concerns and opposition to the development of Hope Village.

c: City Council City of Urbana
City Council City of Champaign

For further information contact:

Jacqueline Curry (Carver Park Subdivision) jackbag60@gmail.com
Darleen Bailey (Dr. Ellis Subdivision) darleenbailey72@yahoo.com
Marion Harrington (Crispus Attucks Subdivision) mrshortdog@sbcglobal.net
Joseph Wilson (MLK Subdivision) jcwilson55@yahoo.com

Exhibit M – Staff Analysis RE: Conditions of Preliminary PUD Approval

Condition (1) – The final site plan is not constrained by the preliminary site plan.

This condition allowed the general concepts of the Preliminary PUD Site Plan to be approved while granting the applicant flexibility to redesign the site if they chose to. The design team did not opt to substantially redesign the site, and the site plans included in the Final PUD application (see Exhibit D) are generally consistent with the Preliminary site plans. There updated plans include some minor changes to address the second Condition, as detailed below.

Condition (2) – The final site plan is responsive to the concerns of neighboring residents.

This condition requires that the final plans respond to concerns that neighboring residents voiced throughout the process at Plan Commission, City Council, in writing, and at a series of neighborhood meetings. The concerns of neighboring residents are best summarized in the attached letter from the Carver Park Neighborhood Association, on behalf of residents of Carver Park, Crispus Attucks, and Dr. Ellis Subdivisions. The concerns outlined in that letter are repeated here in *italics*, followed by staff analysis (see Exhibit L for the full letter).

***Traffic:** We strongly suggest and propose that access be made to and from Federal Drive with no traffic coming through Carver Park Subdivision.*

Staff Analysis: The applicants have clearly and consistently articulated their reasons for designing Hope Village to have its access off of Carver Drive instead of Federal Drive. Chief among those reasons are that Carver Drive offers better, faster access to OSF and Carle Hospitals for emergency services, and provides a direct connection to more frequent MTD bus service along Bradley Avenue (via Carver Drive) versus Kenyon Drive (via Federal Drive).

In addition to those reasons, staff believe that to redesign the site with access off of Federal Drive would most likely leave the southern half of the site as farmland, which would leave it open to being developed in the future at much higher residential densities than Hope Village will have. That would create much more traffic along Carver Drive than the current proposal. The entire site is zoned for multifamily residential (R-4), and even a modest “by right” development under the R-4 zoning designation would produce significantly more traffic through the neighborhood than Hope Village, where most, if not all, residents will not own cars. An earlier proposal, Union Gardens, included more than 130 dwellings on the site, and required no significant public hearings, since it was a “by right” development.¹

Hope Village represents perhaps the least-intensive option for residential development on this site, one which would have a minimal effect on traffic through the Carver Park neighborhood.

***Drainage:** We strongly suggest that both the City of Champaign and the City of Urbana work together to make certain that drainage issues are corrected and guarantee there will be no impact on the Carver Park Subdivision because of this development.*

Staff Analysis: Urbana and Champaign’s Public Works staff have discussed drainage in the area around Hope Village, and to date have not observed any recurring drainage problems within or adjacent to the Hope Village development.

¹ Union Gardens required a public hearing for the final subdivision plat; however, plats are essentially a technical exercise, and a plat will be approved if it meets the requirements of the Land Development Code. The City Council has never denied a subdivision plat, according to the Planning Division’s records.

Urbana's engineering review of the proposed stormwater management plan for Hope Village indicates that the development will maintain existing drainage patterns, which is for stormwater to generally flow northward. The proposed site grading, stormwater holding basin, and storm sewers will direct stormwater runoff northward, discharging stormwater into the existing public storm sewer on Cardinal Court, in the opposite direction of the Carver Park Subdivision. The proposed Hope Village development will not affect drainage on Carver Drive.

Detention Pond: We understand detention ponds are being used now in large developments, but do thirty (30) tiny homes meet these criteria? If the detention pond must stay, and given the proximity to Carver Park Subdivision, we strongly suggest "high security" fencing be made around it.

Staff Analysis: Hope Village includes 30 homes, but it also includes a community center, parking and access drives, and paths, all of which increase the impervious area on the site over the existing use of the site as farmland. City staff determined that a stormwater plan was necessary, and the design team for Hope Village chose a retention basin as their preferred option to deal with the additional runoff that would be created by the development.

While the initial site plans for Hope Village did not include fencing to physically separate the retention pond from the neighborhood, the updated plans show that the fence has been extended south from Hope Village around the retention pond.

"Initial" development of thirty (30) tiny homes. We propose that no future development be made in this area, especially without consideration of the rights and concerns of surrounding neighborhoods.

Staff Analysis: If approved, the Final PUD will only allow the development of 30 tiny homes and the community center on the site. Any future development on the site would require a Planned Unit Development amendment, which would require the same level of review as any PUD application.

Waiver (3) – Parking requirements are waived.

Since the residents of Hope Village will not own vehicles, and there will be only a handful of staff on-site each day, parking requirements were waived.

Condition (4) – The applicant will hold an additional meeting with the public prior to submitting the final PUD application.

The applicant held a public meeting on October 5, 2023, at the Douglass Annex, 804 North Fifth Street, in Champaign, the week before they submitted their final PUD application.

MINUTES OF A REGULAR MEETING**URBANA PLAN COMMISSION****DRAFT****DATE:** November 9, 2023**TIME:** 7:00 P.M.**PLACE:** Council Chambers, City Building, 400 South Vine Street, Urbana, Illinois

MEMBERS ATTENDING: Dustin Allred, Andrew Fell, Lew Hopkins, Debarah McFarland, Bill Rose, Karen Simms, Chenxi Yu**MEMBERS EXCUSED:** Will Andresen**STAFF PRESENT:** Kimberly Smith, Director of Community Services; Kevin Garcia, Principal Planner; Marcus Ricci, Planner II**PUBLIC PRESENT:** John Alee; Babatunde Amad; Darlene Bailey; Cheryl Bicknell; Jackie Curry; Elderess Melinda Carr; Earnest Dent; Marion D. Harrington, Jr.; James Johnson; Marcus Johnson; Brian Kesler; Claudia Lenhoff; Robert E. Lewis; Cora Morris; Chad Osterbur; Audra Owens; Marty Smith; Bishop King James Underwood; Reverend Dr. Evelyn Underwood; Bridgett Wakefield; Dan Wakefield

A. CALL TO ORDER and ROLL CALL

Chair Allred called the meeting to order at 7:04 p.m. Roll call was taken, and there was a quorum of the members present.

Kevin Garcia, Principal Planner, introduced William “Bill” Rose as the newest member of the Plan Commission.

B. CHANGES TO THE AGENDA

Mr. Garcia requested that Plan Case No. 2479-S-23 under New Business be considered before Plan Case No. 2480-PUD-23 under New Public Hearings. He explained that both cases relate to the proposed Hope Village Development and that the Planned Unit Development request is contingent on the approval of the preliminary and final subdivision plats.

Mr. Garcia further requested that the Public Input section of the agenda be moved to be held prior to the review and consideration of Plan Case No. 2479-S-23 under New Business to allow public input on the preliminary and final subdivision plats.

C. APPROVAL OF MINUTES OF PREVIOUS MEETING

The minutes of the September 7, 2023, regular meetings were presented for approval. Mr. Fell moved that the Plan Commission approve the minutes as written. Ms. McFarland seconded the motion. The minutes were approved by unanimous voice vote.

D. CONTINUED PUBLIC HEARINGS

There were none.

E. UNFINISHED BUSINESS

There was none.

F. PUBLIC INPUT

Chair Allred opened this item on the agenda for audience to address the Plan Commission uninterrupted for five minutes on any topic of their choice or on Plan Case No. 2479-S-23. He asked that if any audience members had comments or questions regarding Plan Case NO. 2480-PUD-23 to hold them until the public hearing for that case is opened.

Mr. Hopkins questioned how the Plan Commission could ask the audience to make comments or ask questions on something they have not heard anything about yet. Kimberly Smith, Director of Community Development Services, explained that the reason for moving Public Input to be held before the New Business item was as a courtesy because the request for preliminary and final subdivision plats is business, not a public hearing; and therefore, does not have a place in the process to hear audience or public input. Ms. Simms clarified to the audience that the reason for making changes to the agenda were to allow the audience members to comment and ask questions about the preliminary and final subdivision plats prior to the Plan Commission considering and voting on the case. Mr. Garcia added that the audience members would get an opportunity to speak on the Planned Unit Development case during that case because it is a public hearing.

Marcus Johnson approached the Plan Commission to ask if the audience would have an opportunity to speak about the proposed development and request changes. Mr. Garcia said yes.

The audience expressed confusion over the difference between a subdivision plat and a planned unit development, and about the City's notification process. Due to the confusion, Chair Allred suggested and Mr. Hopkins made a motion to move the Public Input section of the agenda to be held after the New Business section and before the New Public Hearing section. Mr. Rose seconded the motion. The motion was passed by unanimous voice vote.

G. NEW BUSINESS

Plan Case No. 2479-S-23 – A request by Marty Smith, on behalf of Carle Foundation, for preliminary and final plat approval for the Hope Village.

Chair Allred opened Plan Case No. 2479-S-23. Kevin Garcia, Principal Planner and Zoning Administrator, gave a presentation from the written staff memo. He gave an overview of the Hope Village project, which includes subdividing the existing parcel into two lots and building a Planned Unit Development (PUD) on the southern lot. He discussed the proposed layout and access, why a traffic impact analysis is not required, drainage, sidewalks, utilities, street trees and the

already-approved waiver of required parking for the southern lot. He reviewed the options of the Plan Commission for Plan Case No. 2479-S-23 and presented staff's recommendation for APPROVAL of the preliminary plat and of the final plat.

Chair Allred asked if members of the commission had any questions for staff.

Mr. Rose asked if there was anything in the proposed plats that would affect access possibilities from Federal Drive. Mr. Garcia said no. Chad Osterbur, Civil Engineer with Fehr Graham, approached the Plan Commission to speak about the easement in the northeast corner of the subject parcel. He explained that the easement is for Ameren to get service to the proposed site. He stated that they could pave over it, and if Federal Drive was ever extended, they may have to relocate some utilities. However, he pointed out that they have no intentions at this time to extend Federal Drive.

Mr. Hopkins inquired about the two outlots located inside the City of Urbana limits that currently do not have access. Marcus Ricci, Planner II, stated that the outlots are owned by the property owners directly to the west. The only reason they are designated as outlots is because the backyard is located in Urbana city limits and the front yard is located in Champaign city limits.

Mr. Hopkins asked why the subdivision was necessary for the PUD. Mr. Garcia stated that a subdivision is necessary to establish the lot lines for the boundary of the PUD. Mr. Hopkins commented that a subdivision precludes modifications, additions, changes, multiple access, etc. It seemed to him that this case serves as a decision about the PUD's potential configuration. He said if it is unnecessary, then he would like to know that. Mr. Garcia replied that the Plan Commission should take the proposed subdivision into consideration based on its merits. Mr. Ricci added that it is reasonable for the parcel to match up to a proposed development. Then, if the property owner wants to develop the northern portion, the subject parcel will have already been subdivided. He further explained that the Zoning Ordinance defines a planned unit development as a large, integrated development adhering to a detailed site plan and located on a contiguous tract of land.

Chair Allred explained that while it is not required, the Plan Commission would like to offer an opportunity for public input at this point in the case.

Audra Owens approached the Plan Commission to read a letter composed by City Alderperson Shirese Hursey of Ward 3.

Robert Lewis approached the Plan Commission to speak in opposition of the proposed plats. He stated that his background is in engineering, and as he reviewed the plats, he could see many of Ms. Hursey's analogies. He noted that it is possible to flip the plats to provide access off Federal Drive. He expressed concern about the potential depth and location of the detention basin being located so close to Carver Subdivision and emergency vehicles coming and going all hours of the night. He said that with there only being one way in and one way out on Carver Drive, it becomes an institution (like a prison) and is an insult to the African-American community located on Carver Drive. He agreed with Ms. Hursey's comments in her letter.

Mr. Ricci declared a point of order. He stated that the case before the Plan Commission is for a major development of lots that meet all of the development regulations in the City's Zoning Ordinance and in the Land Development Code. It isn't really open to public input. At this time, it would be appropriate for discussion and a vote by the Plan Commission, and then move on to the

PUD case in which the public would be allowed to comment and ask questions. Chair Allred said that the Plan Commission understands this but is giving the audience an opportunity to be heard.

Mr. Fell stated that normally the Plan Commission does not see detention basins or a convoluted proposed electrical unit [on plats]. They would not know how big the detention basin would be until they know what impervious materials would be used in the development. He asked why easements are included on a plat that would not normally have this information. Mr. Garcia replied that the City requires easements to be shown on plats.

Mr. Fell stated that if the City approves the subdivision case and does not approve the PUD case without modifications, then we just took part of that away from the applicant. He stated that approving this specific of an easement for an electrical distribution is not appropriate for the plat because they do not know what is going to be developed on it yet.

Mr. Hopkins stated that he is opposed to approving the plats until after the concerns of the PUD have been addressed, in particularly access and infrastructure. While understanding the simplicity of defining the subdivision first; however, it is contingent upon the PUD being correct, which they have not reviewed yet. Mr. Rose stated that the original agenda had the cases in order that would have satisfied Mr. Hopkins.

Ms. Simms asked for clarification that Mr. Hopkins feels the PUD should be reviewed and voted on prior to considering the plats. Mr. Hopkins said yes, because approving the plat first prevents discussion during the PUD case about requesting the access drive be off Federal Drive.

Chair Allred asked staff to clarify the criteria to be used for considering the preliminary and final plats. While staff opened the Manual of Practice to find the answer, he read the items of communication that he had received regarding this case. The letters were from the following people:

- Letter from Father James Ellison, of the St. Nichola Antiochian Orthodox Church
- Letter from Jacqueline Curry, Darlene Bailey, Marion Harrington, and Joseph Wilson

Chair Allred stated that the Preliminary PUD was reviewed and approved back in the summer of this year. Now, preliminary and final plats are being proposed before they review the Final PUD. This creates a twist. So, he wants to know if the plats had been submitted on their own, what criteria would the Plan Commission use to make a determination on the plats.

He went on to say that as Mr. Hopkins pointed out, once the plats are approved, it will foreclose certain options for the Final PUD. He recalled that approval of the Preliminary PUD required the Site Plan to address and mitigate issues that the neighboring residents were raising. Some of those issues stem from access to the Hope Village development. If the Plan Commission approves the subdivision plats, then it will foreclose options to help mitigate the neighbor's issues with access.

Mr. Ricci pointed out that a subdivision is not necessarily permanent. Parcels get re-platted frequently. It may be cumbersome to redo a plat; however, both the plats and the PUD need to be done. Because the Zoning Ordinance requires a PUD to line up with a parcel, someone else could argue that a proposed PUD does not meet this requirement without a subdivision plat being done first. If it turns out that the access needs to be moved, then the parcels could be re-platted to

adjust for the change to the location of the access drive. Mr. Allred stated that even though there is a way to back out of the subdivision approval, he feels that approving the plats first is the wrong course of action.

Mr. Hopkins disagreed with Mr. Ricci, and said that the Zoning Ordinance does not require a PUD to be restricted to a parcel. A PUD approval, disapproval, or modification can account for an entire piece of land. A PUD does not have to show all of the details of the development of a contiguous parcel. He stated that he saw no reason to approve the preliminary and final plats first before considering the PUD, and he remains opposed to it. Chair Allred agree with Mr. Hopkins.

Mr. Fell stated that he feels similar but for different reasons. He feels that the PUD will not go through without changes. The applicant could currently modify the PUD on the parcel to obtain the objectives that he believes the Plan Commission will ask the applicant to obtain. However, if the Plan Commission approves the plats first, then the applicant would not be allowed to make the potential changes needed to obtain the objectives.

The Plan Commission discussed how to move forward. Mr. Garcia asked Marty Smith, the applicant, to approach to explain the reason for the subdivision requests.

Mr. Smith approached the Plan Commission and stated that Carle wants to subdivide the parcel. Carle wants to subdivide the parcel so that Hope Village will be developed on a specific lot line, the southern lot (Lot 101), which Carle will donate to Hope Village, Inc. Lot 101 will have access from Carver Drive. Carle will retain ownership of the northern lot (Lot 102), and it will remain undeveloped and used as farm land. Lot 102 will have access from Federal Drive.

Mr. Hopkins stated that this proves what he has been saying. By approving the plats first, they fix the access points and remove the ability to discuss access during the Final PUD case.

Mr. Hopkins went on to say that ownership of each parcel is another part of the issues expressed by the adjacent neighbors. Considering the PUD is not contingent on the ownership of the land.

Mr. Rose proposed that the Plan Commission table Plan Case No. 2479-S-23. Mr. Garcia stated that the Plan Commission does have the option to table this case until after they have reviewed the Final PUD case. After researching the legal description that was advertised for the Final PUD, Mr. Garcia deemed it possible to table this case and review Case No. 2480-PUD-23.

Mr. Hopkins moved that the Plan Commission table Plan Case No. 2479-S-23 to an undetermined time within this meeting or at a future meeting. Mr. Fell seconded the motion. The motion passed by unanimous voice vote.

H. NEW PUBLIC HEARINGS

Plan Case No. 2480-PUD-23 – A request by Marty Smith, on behalf of Carle Foundation, for approval of a Final Residential Planned Unit Development located south of Federal Drive and north of Carver Drive in the R-3 (Single and Two-Family Residential) and R-4 (Medium Density Multiple Family Residential) Zoning Districts.

Chair Allred opened Plan Case No. 2480-PUD-23. Kevin Garcia, Principal Planner and Zoning Administrator, presented the details of the case to the Plan Commission from the written staff

memo. He mentioned that he handed out the Development Program and Schedule (Exhibit M) prior to the start of the meeting. Mr. Garcia reviewed the options for the Plan Commission and presented staff's recommendation to forward the Final Planned Unit Development (PUD) to City Council with a recommendation of approval with the condition that the final development plans be in general conformance with the submitted Site Plans. He reviewed the Site Plans in detail.

Chair Allred asked if members of the commission had any questions for staff.

Ms. Simms asked Mr. Garcia to reiterate the conditions that were placed on the approval of the Preliminary PUD. He stated the following conditions:

1. The final site plan is not constrained by the preliminary site plan.
2. The final site plan is responsive to the concerns of neighboring residents.
3. The applicant will hold an additional meeting with the public prior to submitting the Final PUD application.

Ms. Simms asked for information about the meeting that was held with the public. Mr. Garcia noted that a meeting was held on October 5, 2023 with the neighboring residents, City of Champaign staff, City of Urbana staff, and the applicant's project team.

Mr. Hopkins asked if there had been any explicit coordination with the City of Champaign staff with regards to their role in infrastructure issues on Carver Drive and within Carver Park Subdivision. Mr. Garcia replied that the engineering staffs for both cities have had discussions. The City of Champaign is looking into the drainage issues that were mentioned by the residents of Carver Park Subdivision. They are also planning to address Dorie Miller Drive in 2025, but that would not have access to the proposed PUD. He stated that he was unaware of any plans to address Carver Drive at this time.

Mr. Rose asked why the retention basin was sited where it was. Mr. Garcia's responded that he would let the design team reply to this question, but he thought it was to take advantage of the prevailing winds on the site.

Mr. Fell asked if the City of Urbana's Fire Department staff had looked at the proposed Site Plans. He stated that he was asking because in the past, the Fire Department has required two access points. Mr. Garcia replied that the Fire Department has reviewed the Site Plans, and they do not have any concerns.

Chair Allred referred to Exhibit M in the written staff report titled, "Staff Analysis RE: Conditions of Preliminary PUD Approval". He asked if the issues mentioned in Condition #2 were the concerns expressed at the most recent neighborhood meeting that was held. Mr. Garcia replied yes; however, it comes from Exhibit L – Letter from Carver Park Neighborhood Association because he felt the letter really articulated the residents' position and laid out their concerns well. Chair Allred reviewed the procedure for a public hearing and opened the floor for public input. He invited the applicant or the applicant's representative to address the Plan Commission.

Marty Smith, of Carle Health; Brian Kesler, of Architectural Expressions Design; Bridgett Wakefield, of Reifsteck Reid & Company Architects; and Chad Osterbur, of Fehr Graham approached the Plan Commission to speak.

Mr. Smith noted how the concept for the proposed development came about. As he mentioned earlier in the previous case, Carle Health purchased the land and wants to subdivide the property. He said that once divided, Carle Health plans to donate the southern parcel to Hope Village, Inc. and retain the northern parcel to continue to use for farming. He explained that Carle Health has stepped in as the applicant for the subdivision and the PUD requests due to Hope Village, Inc. still being in the process of applying for not-for-profit status and developing their own governing board and operational model. In the meantime, Champaign County Health Care Consumers, Carle Health, and the University of Illinois are working together to bring this project to fruition.

Mr. Smith mentioned that they have hosted three neighborhood meetings and held numerous discussions with groups and individuals. As a result, they have made some changes to address concerns that were expressed in the meetings and in the letter sent by the Carver Park Neighborhood Association.

With regards to parking and traffic on Carver Drive, Mr. Smith assured that all parking would be contained on Hope Village property and that there would be no parking along Carver Drive. He read a traffic assessment from Clark Dietz that they obtained regarding the impact of additional traffic on Carver Drive due to the proposed use. The assessment anticipates that there would be about 15 vehicle trips on Carver Drive during morning and evening peak hours, which will have minimal impact.

With regards to drainage, Mr. Smith explained that all of the stormwater and sewage discharge would run north. Grading the parcel to the north will ensure there are no additional drainage issues to the Carver Park neighborhood. They would only be tapping into the existing water line that serves the neighborhood.

With regards to the neighboring concerns about safety issues with the retention pond, Mr. Smith stated that they have extended and modified the gate of the community so that the retention pond will be located inside Hope Village without access from the neighborhood. Additionally, he addressed the concerns of mosquitos and standing water by saying that an aerator or fountain will be installed in the pond.

Mr. Smith addressed the neighbors' concern of excessive noise from emergency vehicles. They have had discussions with the ambulance companies as well as members of the Fire Department. They were assured that when a 9-1-1 call is made, if the caller requests no sirens, then the requests would be honored to avoid an excessive loud noise in the neighborhood.

Mr. Smith pointed out that they have installed a temporary gravel road for construction equipment to access the property so that no additional cars or trucks would park on Carver Drive during construction. He mentioned that they have moved one of the parking spaces to a different location to provide a larger buffer space and are providing additional landscape screening to avoid headlights shining into the neighborhood.

Mr. Smith addressed another concern expressed by the residents of Carver Park Subdivision, the value add of the proposed use to the neighborhood. He stated that the proposed use would be providing a much lower density development than any previously proposed project, and much lower than other uses that would be allowed by right. The proposed use would restrict any additional traffic to the neighborhood from future development to the north because Carver Drive and Dorie Miller Drive would dead end into Hope Village.

Mr. Smith mentioned that they are working with Ameren to extend their partnership into the residential neighborhood. Ameren is working on plans to review and upgrade street lighting and/or ensure that the current infrastructure is up-to-grade and meets proper working conditions. They have also held discussions with the City of Champaign's Neighborhood Services Program staff, and was told that the City of Champaign is planning to replace Dorie Miller Drive in the near future and are reviewing sidewalk improvements as well.

Mr. Smith mentioned that discussions were also held to have Carver Park Subdivision formally apply as an organized association, which would then make the subdivision eligible for grant money as well as other amenities available with being recognized as being an organized subdivision association. He added that Carle Mobile Clinic will be providing the mobile clinic service and a fresh grocery bus to Hope Village, which will also be available to the surrounding neighborhood to access those services.

Mr. Smith stated that Carle Health hopes there to be a strong relationship between Hope Village and the neighboring residents. Carle Health intends to create a neighborhood advisory board to continue their relationship after Hope Village is constructed.

Mr. Kesler stated that he is one of several architects and engineers that contributed to the design of Hope Village project. He explained that the reasons for needing a PUD is to reduce the number of required parking spaces if constructed without PUD approval and to construct multiple single-family homes on one lot. He noted that they could circumvent these reasons and build the proposed complex without asking for permission. They have done their best to take the input given and create meaningful changes to the plans.

Mr. Kesler stated that when designing the project, they broke it down into three points: 1) the site, 2) the community building, and 3) the small home design. He explained that the reason for having a retention pond in the lower left corner and the parking across the southern portion of the proposed site is to create a buffer and minimize the impact of the development on the adjacent neighborhood. As Mr. Smith had mentioned, the layout of the development helps to safeguard the neighborhood from another development that might have a much higher-impact use.

Mr. Kesler stated that they oriented the homes in the project to take advantage of convection for passive cooling. They designed the roof plan to maximize the southern exposure. The retention pond will be located next to their largest swaths of impervious area, which is the parking and community center area. Referring to the Site Plans, he showed where the utilities would be located on the property. He showed renderings of the development and floor plan for the community building and talked about building materials.

Ms. Wakefield explained the design features of the proposed small home design and talked about materials they plan to use to construct the units. She pointed out that many of the design features are from a trauma-informed design perspective.

Marcus Johnson re-approached the Plan Commission to speak in opposition. He stated that he was opposed to the proposed development because it does not bring value to the community. He believes that it will bring a lot of traffic on Carver Drive. There are only two ways in...Carver Drive and Federal Drive. He stated that he did not feel that the neighbors' objection is being respected. He asked that the Plan Commission deny the proposed PUD request.

Darlene Bailey approached the Plan Commission to speak in opposition. She questioned why Hope Village was being proposed when the Francis Nelson Center was closed for the same traffic concerns. She stated that the proposed development has been a rushed, deceptive project from the beginning. She said that she has done a lot of research and found that this seems more like a nursing home or hospice place than a place for the homeless. Regular homeless people would not be allowed to live here. She said they were told that people with Stage 4 Cancer would be purchasing plots where each small home was built.

Ms. Bailey stated that having the access through Carver Park Subdivision is totally disrespectful. They want a use to come in that will generate revenue and balance their community, not another tax-exempt use. They want their area to be beautiful, well-rounded and well-respected just like other neighborhoods in the City. Hope Village is not a good fit for Carver Park Subdivision.

Jacqueline Curry approached the Plan Commission to speak in opposition. She agreed with Ms. Bailey's comments. She stated that the residents have asked questions and have not received any answers or the answers were vague. She stated her issues with the last neighborhood meeting, and it should not be counted [as having met the condition of the preliminary PUD ordinance]. The City needs to listen and be respectful of the residents in the community.

Leroy Dee approached the Plan Commission to speak in opposition. He stated that he works from home and sees the construction traffic using Carver Drive. He expressed his concern about the retention pond as a safety issue for the children in the neighborhood. He is in favor of housing the homeless; however, he is opposed to it in the proposed location.

Audra Owens re-approached the Plan Commission to speak in opposition. She stated that she is not against Hope Village. The neighbors are opposed to the way that Hope Village was presented to them. City of Urbana and City of Champaign staff always say that they will get back to them with answers and never do. The majority of these meetings feel like a checked box so the applicant can say that they went through the motion of hearing the residents' issues. She stated that while the applicant has held meetings with the residents, the residents have never been involved in the planning process or in the decision making. She added that the residents of Carver Park Subdivision are expressing legitimate concerns and all they need to know is that they are being heard.

Marion Harrington approached the Plan Commission to speak in opposition of the access to the proposed development being on Carver Drive. They are not opposed to the proposed use. The address of the proposed site is Federal Drive, and all of the construction is on Federal Drive. If the design of the proposed development was flipped to have access to Hope Village on Federal Drive, then he did not think the residents of Carver Park Subdivision would have an issue with the project.

Elderess Melinda Carr approached the Plan Commission to speak. She thanked the Plan Commission for allowing the residents an opportunity to voice their concerns at the meeting in June of this year for the Preliminary PUD. She read a letter from the University of Illinois Chancellor supporting the proposed development.

Robert Lewis approached the Plan Commission to speak in opposition. He expressed concern with the information that Ms. Bailey presented. There are things happening behind the scenes. He spoke with engineers that work for the City of Champaign. He asked the Plan Commission to pay

attention to what the residents, especially the ones who have done research, are saying and to listen to Alderperson for Ward 3.

Mr. Lewis expressed concern about the retention basin and kids playing in it. He said that it was absurd to think that they will get a cool breeze come off the pond when there are going to be tall trees on the north side of it.

Elderess Carr re-approached to say that the residents of Carver Park Subdivision plan to submit a valid written protest stating the changes they want.

Jonathon Howard approached the Plan Commission to speak. He stated that a car crashed into his home and he was almost killed last year. He does not want an increase in traffic on Carver Drive.

Reverend Dr. Evelyn Underwood spoke to the Plan Commission. She expressed concern about the press not interviewing the residents of Carver Park Subdivision at the neighborhood meeting; a meeting that was supposed to be for the neighborhood to voice their concerns. She mentioned that there were other sites that Carle could have built their project; however, they applicant thought Carver Park area was the least resistant.

Mr. Smith reapproached the Plan Commission to address one comment that was made. He said that at no point has it ever been considered or will ever be to sell off plots in Hope Village.

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

Mr. Rose stated that he favors the proposed project; however, he has one big modification, which is to extend Federal Drive down the east side of the property to turn west into where the parking lot will be located, and to have the connection to Carver Drive be a pedestrian connection. This would allow connectivity to the mass transit system on Bradley Avenue.

Mr. Hopkins stated that he agrees with most of what Mr. Rose suggested. In June when they reviewed the Preliminary PUD, he feared that the outcome would be a mess, and it is. He went on to describe a LULU (Locally Unwanted Land Use). He explained that there are two predications for where LULUs end up:

- 1) At a jurisdictional boundary. (Interesting, he said, that this is at a jurisdictional boundary between the City of Champaign and the City of Urbana.)
- 2) Adjacent and accessible from the least powerful neighborhood. (Interesting, he said, that Carver Park Subdivision, while it may not be the least powerful neighborhood, it is institutionally and historically one of the least powerful neighborhoods.)

Mr. Hopkins stated that the proposed project should not have been located on the subject property. We already know from the City Council's vote on the Preliminary PUD, that the Council is going to allow the project to be built here. So, he believes that there are two options: 1) to vote against it, but that will do not good and 2) try to make significant modifications to make it less problematic than it currently is. He said that he is willing to do the second option but not at 10:00 at night.

Ms. Simms expressed appreciation for Mr. Hopkin's comments as well as everyone's concerns and reminders about both the City of Urbana's commitment to equity and addressing structural inequality. She asked if the Plan Commission had adequately addressed the community's concern as being one of the things that they were asked to consider. While some of the things have been addressed, she stated that she did not feel that they succeeded in making the people feel heard.

She stated that the comment from the applicant's team saying that they could do the project any way they want and that they did not have to go through this process caused her to shut down to being willing to listen and be involved. Comments like that make it feel like the process has not been collaborative and makes it hard for her to want to approach the review and making a determination in a more open spirit.

Mr. Fell recommended that the Plan Commission continue the meeting to allow the applicants to modify their Site Plan, if they choose to. It is not the purview of the Plan Commission to suggest to the applicant how to fix it.

Mr. Rose moved that the Plan Commission continue the discussion on Case No. 2480-PUD-23 to the next meeting. He requested that the applicant's designers speak to the issue of Federal Drive access. Ms. Simms seconded both motions. The motion passed by unanimous voice vote.

Mr. Garcia stated that the case would be continued to the December 7, 2023 regular meeting of the Plan Commission.

Mr. Hopkins asked for clarification if the case is being continued or if the discussion on the case is being continued. On December 7, 2023, will the public hearing begin anew with all of its elements or will the case begin with the Plan Commission discussion? Mr. Garcia replied that they could not just continue at the point of the Plan Commission discussion since they are expecting new evidence to be presented.

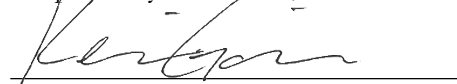
Chair Allred asked if the Plan Commission needed to continue Case No. 2479-S-23 as well. Mr. Garcia replied no because it was tabled to an undetermined amount of time within this meeting or at a future meeting.

...

M. ADJOURNMENT OF MEETING

The meeting was adjourned at 10:15_p.m.

Respectfully submitted,



Kevin Garcia, Secretary
Urbana Plan Commission



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

Planning Division

m e m o r a n d u m

TO: Urbana Plan Commission

FROM: Kevin Garcia, Principal Planner

DATE: November 30, 2023

SUBJECT: Supplemental Memorandum RE: Hope Village Planned Unit Development and Plats (Plan Case Nos. 2479-S-23 and 2480-PUD-23)

Supplemental Memorandum

This is a supplemental memorandum regarding the applications for the Final Planned Unit Development (PUD) and Preliminary/Final Plats for Hope Village. Both cases were opened at the Plan Commission meeting on November 9, 2023. At that meeting, the Plan Commission voted unanimously to table the plat discussion to first address the PUD. They then voted unanimously to continue the PUD case to the December 7, 2023, meeting, with the request that the design team specifically speak to the issue of access off of Federal Drive.

The remaining tasks for the Plan Commission are to recommend approval or denial of the final PUD, and to recommend approval or denial of the combination preliminary/final plat to City Council. Either could include conditions as allowed by ordinance.

As a procedural note, a motion and second are required to remove the case from the table, e.g.:

"I move to take from the table Plan Case number 2479-S-23, a request by Marty Smith, on behalf of Carle Foundation, for preliminary and final plat approval for the Hope Village Subdivision."

Preliminary/Final Plat Review (2479-S-23)

Concurrent Review Process

Following the November 9, 2023, Plan Commission meeting, staff requested that the City Attorney clarify the process for reviewing preliminary and final plats concurrently. In the past, preliminary and final plats were approved separately. However, as the Land Development Code intends the review to be concurrent, the Plan Commission should instead issue a recommendation on both plats together.

Section 21-235(E) of the Land Development code states:

(E) *Plan Commission.* The Plan Commission will recommend approval or disapproval of the preliminary/final plat as prescribed in Sections 21-225(D) and 21-230(D) of this Chapter.

Review Criteria

There was a request at the November 9, 2023, meeting for clarification on the criteria that the Plan Commission should use to review plats. The Land Development Code provides criteria to review plats. Although the plats are being reviewed concurrently, the code lists the review criteria for each type of plat separately (*see the Links section below for the staff report from the November 9, 2023, Plan Commission meeting, which provides details for these criteria*).

Preliminary plats are reviewed for conformity with:

- the Comprehensive Plan;
- any general area plans (n/a in this case);
- applicable zoning regulations;
- the provisions of the Land Development Code and Manual of Practice;
- other applicable regulations;
- generally accepted engineering practices, particularly:
 - storm drainage;
 - water facilities;
 - sewer facilities.

Final plats are reviewed for adherence with the preliminary plat, and must contain additional, specific details.¹

Review Timeline

Section 21-225(D)(2) of the Land Development Code requires the Plan Commission to act on preliminary plats within 60 days of the date the commission first considers the plat. The Plan Commission must therefore make a recommendation to City Council on the concurrent preliminary/final plats by January 8, 2024.

Final Planned Unit Development (2480-PUD-23)

The request by the applicant is to develop the southern portion of a larger tax parcel. The northern portion of the parcel, which connects to Federal Drive, is not part of the request (*see Site Plan in Exhibit E in the staff report, linked below*).

Please refer to the Criteria for Approval in the staff report from the November 9, 2023, Plan Commission meeting for details on what to consider when making a recommendation to City Council (see Links section below).

Options:

The Plan Commission has the following options for recommendations to the City Council in Plan Case 2479-S-23:

1. Recommend approval of the plat as presented; or
2. Recommend approval of the plat, including any conditions; or
3. Recommend denial of the plat, and if so, articulate the reasons for denial.

The Plan Commission has the following options for recommendations to the City Council in Plan Case 2480-PUD-23:

1. Recommend approval of the Final Development Plan as attached; or
2. Recommend approval of the Final Development Plan as attached, including any conditions; or
3. Recommend denial of the Final Development Plan, and if so, articulate reasons for the denial.

Links: [Staff Report – 2479-S-23](#)
 [Staff Report – 2480-PUD-23](#)

cc: Marty Smith, Nick Crompton

¹ See Sec.21-230 of the Land Development Code for required content for final plats.

MINUTES OF A REGULAR MEETING**URBANA PLAN COMMISSION****DRAFT****DATE:** December 7, 2023**TIME:** 7:00 P.M.**PLACE:** Council Chambers, City Building, 400 South Vine Street, Urbana, Illinois**MEMBERS ATTENDING:** Dustin Allred, Lew Hopkins, Debarah McFarland, Bill Rose, Chenxi Yu**MEMBERS EXCUSED:** Will Andresen, Andrew Fell, Karen Simms**STAFF PRESENT:** Diane Wolfe Marlin, Mayor; Dave Wesner, City Attorney; Kimberly Smith, Director of Community Services; Kevin Garcia, Principal Planner; Marcus Ricci, Planner II; UPTV Camera Operator**PUBLIC PRESENT:** Babatunde Amao; Darleen Bailey; Shea Belahi; Paulette M. Bell; Cheryl Bicknell; Elderess Melinda Carr; Lee A. Clark; Phyllis D. Clark; Paulette Coleman-Peeples; Tony Comtois; Jackie Curry; LeRoy Dee; Earnest Dent; Marion D. Harrington, Jr.; Jonathon Howard; James Johnson; Brian Kesler; Claudia Lenhoff; Chad Osterbur; Krist Sallee; Marty Smith; Terry Townsend; Reverend Evelyn Underwood, JD, Ph.D.; Bridgett Wakefield**A. CALL TO ORDER and ROLL CALL**

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

...

D. CONTINUED PUBLIC HEARINGS

Plan Case No. 2480-PUD-23 – A request by Marty Smith, on behalf of Carle Foundation, for approval of a Final Residential Planned Unit Development located south of Federal Drive and north of Carver Drive in the R-3 (Single and Two-Family Residential) and R-4 (Medium Density Multiple Family Residential) Zoning Districts.

Chair Allred re-opened Plan Case No. 2480-PUD-23. He reminded everyone that at the previous meeting the public input portion of the hearing was declared closed and the Plan Commission was in discussion when there was a motion to continue the case to this meeting. He stated that there was a request by the Commission that the applicant consider the issue of Federal Drive

access to the site and the possibility of modifying the site plan to reflect that access. He said that before the Plan Commission resumes their discussion on the case, he first wanted to give the applicant the opportunity to respond to this specific request and then the Plan Commission will go back into discussion amongst the Commission members and possibly entertain a motion to vote.

Marty Smith, the applicant, approached the Plan Commission to address the Plan Commission's request on the issue of access onto Federal Drive. He began by stating that the proposed project will be constructed on the southern portion of the lot, Lot 101, which is not contiguous to Federal Drive and will not have access to Federal Drive. The northern portion of the lot, Lot 102, is contiguous to Federal Drive; however, it is not part of the planned unit development application and is not being proposed for development. The northern portion will remain farmland for now.

He stated that the design of Hope Village on the southern portion with Carver Drive access followed best practices for land use, the Zoning Ordinance and Planned Unit Development (PUD) criteria based on the following: 1) meets the criteria in the Urbana Zoning Ordinance for approval which states that the proposed development is conducive to the public convenience at that location; 2) Hope Village is a residential development best suited connected to an adjacent residential neighborhood and accessed by a residential public street, not a commercial/industrial area; and 3) direct access to a collector or main street with nearby access to public transportation and bus service, and is convenient for pedestrian traffic, bike traffic, vehicle transit, and in close proximity to two hospitals and other medical services.

Mr. Smith stated that the Carver Park Subdivision has two public street access points into the site: Dorie Miller Drive to the east and Carver Drive to the west. These public streets dead end without turnarounds or access back out of the neighborhood, so it can safely be assumed under generally accepted planning principles that these two public streets were intended to be extended as future development occurred. He mentioned that additional benefits to the Carver Park Subdivision from Hope Village being developed on the south lot, with access from Carver Drive, are that it will provide a turnaround for emergency and maintenance vehicles exiting the neighborhood and permanently restrict any additional traffic from connecting to future development to the north through Carver Park Subdivision on Dorie Miller or Carver Drive. He added that, as a low-density residential development, Hope Village eliminates any chance for access through Carver Park Subdivision to a higher density multi-family development allowed by right in the current R-4 Zoning District.

He said that orientation to the north lot and access of Federal Drive does not meet best practice land use for the following reasons: 1) it does not meet criteria in the Urbana Zoning Ordinance for approval which states that the proposed development is conducive to the public convenience at that location; 2) it does not provide direct access to a collector or main street, nor nearby access to public transportation and bus service; 3) heavy commercial truck traffic and lack of sidewalks on Kenyon Road, the only feeder street to Federal Drive, present safety concerns for Hope Village residents and pedestrian and bike traffic; 4) travel time to the North Federal Drive location adds significantly longer response time for emergency vehicles putting the Hope Village residents at higher risk; 5) residential development to the north conflicts with the existing

commercial/industrial business of a charter bus company, express delivery distribution center, contractor supply, food service distributor, and other industrial business traffic.

He stated that based on these conditions, they request a recommendation for approval of the final PUD application before the Plan Commission to the Urbana City Council.

Chair Allred asked if any members of the Plan Commission had questions for Mr. Smith.

Mr. Hopkins asked if the applicant was asserting that Carver Drive is a collector street. Mr. Smith replied no. Carver Drive has direct access to a collector street, Bradley Avenue. Mr. Hopkins pointed out that Hope Village would not have direct access except through a non-collector street, Carver Drive.

Mr. Rose stated that this is the first opportunity for the Plan Commission members to see good reasons for the access drive to not be on Federal Drive. To retain Carver Drive as the main vehicle access, he said he feels it deserves study more than just a verbal presentation. He added that he did not feel equipped at this point to say the reasons Mr. Smith provided verbally are compelling to him.

Ms. McFarland asked if the Plan Commission had the option to visit the site and look at the options for access to the site. Mr. Smith replied that the Site Plan is very specific and well laid out showing the entrance off Carver Drive into the site. He said that he would welcome visitors to the site and would gladly show them around so they could see what Hope Village is intended to be.

With no further questions for the applicant, Chair Allred opened the hearing for discussion by the Plan Commission.

Ms. Yu asked about the detention pond. She recalled that it was viewed by the Carver Park Subdivision residents as a safety concern. Chair Allred stated that part of the issue was that the retention pond was not originally included in the fenced off area of the site, and that a change was made to extend the fence to enclose the retention pond as part of the site.

Ms. Yu asked if a retention pond was necessary for the proposed development. Kevin Garcia, Principal Planner, replied that the applicant is not required to do a specific design for water retention. They are required to retain storm water on the site, and it must meet the City's engineering standards. There are different ways to handle stormwater runoff on a site, and a retention pond is one way. The proposed retention pond does meet the City's standards.

Chair Allred stated that taking a tour would need to be voted on by the Plan Commission and would involve continuing the case to another meeting.

Mr. Rose stated that he attaches significant importance to the issue of access to the proposed site. He pointed out that the importance is stressed in the Preliminary PUD approval, which was passed by the City Council with three conditions and one waiver. The second condition is that

the Final Site Plan is responsive to the concerns of the neighboring residents. He finds in the material presented to the Plan Commission to date has that this condition has not been met. He went on to say that with reference to Criteria 2: *That the proposed development is designed, located, and proposed to be operated so that it will not be unreasonably injurious or detrimental to the surrounding areas, or otherwise injurious or detrimental to the public welfare.* He noted that the applicant's response to this did not address the surrounding areas, but only addressed Hope Village.

He stated that Exhibit L, Letter from Carver Park Neighborhood Association lists their first concern as being traffic and access with a recommendation/suggestion that access be made to and from Federal Drive with no traffic coming through Carver Park Subdivision. He felt that Mr. Smith was correct in focusing on access as a crux on which the Plan Commission can make judgments.

Exhibit M, he said is City staff's response to the Carver Park Subdivision letter. He stated that the letter states that the applicants have clearly and consistently articulated the following reasons for designing Hope Village:

- 1) Carver Drive offers better, faster access to the hospitals. He stated that there were more important reasons to base their judgment on.
- 2) Carver Drive provides a direct connection to more frequent Mass Transit District (MTD) bus service along Bradley Avenue. He stated that there is no dispute about pedestrian traffic using Carver Drive to access the bus service along Bradley Avenue.
- 3) If the proposed development used Federal Drive as an access, then it would occupy some of the northern portion of the lot. He stated that this ship had sailed as the applicant has already begun work on the southern portion of the parcel.

Mr. Rose went on to say that 7 or 8 of the 12 speakers at the previous Plan Commission meeting addressed issues with traffic. He recalled that Marion Harrington had talked about how the neighborhood was not against the use and if the proposed development used Federal Drive for access, then the residents of the Carver Park Subdivision would not have an issue with the project. He pointed out comments made by other residents during the November 9, 2023 Plan Commission meeting.

He discussed the applicant's comments about meeting the criteria. He stated that the applicant spoke of the parcel being in two separate lots; however, the lot has not been subdivided at this point, so it was incorrect for the applicant to speak of two separate lots. He did not find the applicant's statement of how the project practices best land use and meets the Zoning Ordinance requirements for the development to be conducive to public convenience to be compelling. As for the vehicular traffic, it would include staff, emergency vehicles, vendors and suppliers, which would largely be commercial rather than residential use. The Hope Village development would not have direct access to a collector street, as Mr. Hopkins pointed out. He doubted that not having turnarounds at the dead end of Carver Drive and Dorie Miller Drive has bothered the residents of the neighborhood. He talked about the additional benefits that the applicant mentioned in their response at the beginning of this meeting with regards to Hope Village preventing additional traffic on Carver Drive to a higher density multi-family allowed by right in

the current R-4 Zoning District. In general, he is not compelled by the applicant's reasoning for providing access on Carver Drive rather than on Federal Drive, and he does not feel that Condition # 2 of the approval of the Preliminary PUD has been met.

Mr. Hopkins stated the following:

- 1) Because much of the Final PUD has actually already been physically built before a Final PUD permit was granted contrary to XVI-7 of the Zoning Ordinance, which states that *"No building permit or Certificate of Occupancy if no building permit is required shall be issued before issuance of a planned unit development permit"* and regardless of whether some of it was built by right, whether the proposed development was appropriately shifted to a PUD; whether there was a variance for parking that could have been done a different way, the cancelled attempt to amend the Zoning Ordinance to allow multiple units on a single lot, this is a procedural mess. So, the Plan Commission has no discretion or available use of its traditional, persuasive and negotiating power left;
- 2) Because the Plan Commission has exhausted its discretionary and persuasive capabilities, and held the public hearing that it is required to hold because of the PUD process;
- 3) Because the proposal is an innovative, unusual proposal and project, potentially very valuable, and also therefore with unpredictable or less predictable consequences both on the effects of construction and the effects of operation;
- 4) Because the location chosen is arguably not conducive to the public convenience in the sense of the Carver Park Subdivision residents, therefore these less predictable effects will be effects on a vulnerable neighborhood; and
- 5) Because the City of Urbana, through funding, is actually a participant in this project, not merely a disinterested regulatory body.

He moved that the Plan Commission forward Plan Case No. 2480-PUD-2023 to the City Council with a recommendation that City administration continue to work closely with the applicant organizations, the neighborhood residents (including those who are residents of Champaign), the City of Champaign and others to mitigate the effects of construction and operation (a continuing responsibility) of Hope Village.

Chair Allred asked for confirmation whether or not this was a recommendation of approval with conditions. Mr. Hopkins said no. He explained that he did not say it was a recommendation of approval or that it was conditions because a recommendation for approval with conditions is approval conditional on the *applicant* meeting the conditions. The question is not that the City Council will approve the proposed PUD. He stated that the Plan Commission is responsible for making a recommendation, and he was suggesting that after the public hearing and given the procedural mess (where the concerns and usual processes of the Plan Commission have been impossible to carry out) that the Plan Commission should make a recommendation of what the City should do. The City Council has the authority and responsibility to decide to approve this. He added that he is not recommending conditions because the City has a responsibility to continue to work on this; not to check off a box and say "it's approved".

Chair Allred stated that this is unconventional and the options that the City staff gave the Plan Commission does not include something like this. He suggested taking a recess and consulting with the City Attorney, Dave Wesner.

Mr. Wesner advised the Plan Commission on how to proceed. He believed that the Plan Commission should second the existing motion, and then proceed to taking a recess so that when they return to the public hearing, they will be at the point of discussing the motion. Ms. McFarland seconded the motion made by Mr. Hopkins.

Mr. Rose moved that the Plan Commission recess to speak with Mr. Wesner about the motion. Ms. Yu seconded the motion. Roll call on the motion was as follows:

Ms. McFarland	-	Yes	Ms. Yu	-	Yes
Mr. Allred	-	Yes	Mr. Hopkins	-	Yes
Mr. Rose	-	Yes			

The motion passed unanimously. Recess was taken at 7:44.

At 7:57 p.m., Mr. Rose moved that the Plan Commission exit recess and return to the public hearing. Mr. Hopkins seconded the motion. Roll call on the motion was as follows:

Ms. McFarland	-	Yes	Ms. Yu	-	Yes
Mr. Allred	-	Yes	Mr. Hopkins	-	Yes
Mr. Rose	-	Yes			

The motion passed unanimously.

Chair Allred announced that after consultation with Mr. Wesner, they feel that Mr. Hopkins' motion is an appropriate motion. He asked Mr. Hopkins to restate the motion.

Mr. Hopkins moved that the Plan Commission forward Plan Case No. 2480-PUD-23 to the City Council with a recommendation that the City Administration continue to work closely with the applicant organizations, the neighborhood residents (including those in the City of Champaign), the City of Champaign, and others to mitigate the effects of construction and operation of Hope Village:

- 1) Because much of this project has already been built before the PUD was granted, the City is therefore in a procedural bind because the City's Zoning Ordinance states that no building permit or certificate of occupancy (if no building permit is required) shall be issued before issuance of a planned unit development permit;
- 2) Because the Plan Commission has exhausted its discretionary and persuasive capabilities through holding a public hearing for the PUD process;
- 3) Because the innovative and unusual proposal presents likelihood of unexpected modifications or effects in construction and operation;
- 4) Because the location makes the effects problematic for a vulnerable neighborhood; and
- 5) Because the City of Urbana, through funding, is actually a participant in this project, not merely a disinterested, regulatory body.

Chair Allred reminded everyone that the motion was seconded by Ms. McFarland, and he then asked if there was any discussion on the motion.

Ms. Yu stated that normally the Plan Commission forwards a case to City Council with a recommendation for approval or disapproval and sometimes they include conditions. In this case, it seems the Plan Commission does not have any way to influence the project at this moment. So, the Plan Commission will vote to send the proposed PUD to Council without approval or disapproval because there is not much the Plan Commission can do; however, they included the language in the motion to let the Council know that this is result of the Plan Commission discussion and how we feel. The Plan Commission is asking the City Council to work with this recommendation.

Mr. Hopkins stated this is correct. The motion uses subtleties of language because the usual meaning of conditions when the Plan Commission makes a recommendation is conditions that should be met prior to approval and much of what this motion argues is that it is pointless after construction. So, they are focusing on recommendations about continuing action and attitude after Council action.

Ms. Yu added that that the point of this motion is to make sure there are some guiding principles for the future operation. Mr. Hopkins stated that he agrees with this.

Mr. Rose stated that he felt this is an astute motion in that it represents where the Plan Commission is at, where the project is at, where the neighborhood is at, and where the City is at with this project in a way that can in no way be captured by a simple up/down or condition approval. The motion sends a message that there is a lot of work to be done. He said that he appreciates this motion.

Chair Allred stated that going into this he was leaning towards not being able to support this project; however, the way that Mr. Hopkins worded his unconventional motion, he now feels that this is something that he can support. He commented that the site selection process made this very problematic before the proposed project even got to the Plan Commission. Particularly for a project with the University of Illinois and the City of Urbana in a relationship, the process should have been much more transparent. The result is that the way this site was chosen has created distrust and a sense that the adjacent neighbors have been wronged. The Plan Commission was not involved in the site selection process and never had a chance to provide input. The Plan Commission was presented with a proposed PUD that was in a particular location with particular characteristics that we now know are partially built. The Preliminary PUD was recommended to City Council by the Plan Commission with a key condition that steps be taken to listen to the concerns of the community and that the final site plan be responsive to those concerns; however, in listening to the public during the November 9, 2023 meeting, it does not seem like this has happened. The Site Plan is largely the same as was originally presented with the exception of minor changes of moving a fence. In particular in terms of how the site is accessed, which seems to have been one of the key concerns from the beginning, this has not changed.

With no further discussion, roll call on the motion was taken and was as follows:

Mr. Rose	-	Yes	Ms. Yu	-	No
Mr. Allred	-	Yes	Mr. Hopkins	-	Yes

Ms. McFarland - No

The motion passed by a vote of 3 yeses to 2 nos. Mr. Garcia noted that Plan Case No. 2480-PUD-23 will be forwarded to Committee of the Whole on Monday, December 18, 2023.

H. PUBLIC INPUT

[Please see the draft Plan Commission minutes in the packet for An Ordinance Approving A Preliminary/Final Subdivision Plat - Hope Village Subdivision / Plan Case 2479-S-23.]

I. STAFF REPORT

There was none.

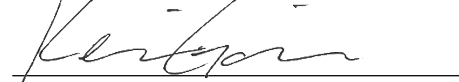
J. STUDY SESSION

There was none.

K. ADJOURNMENT OF MEETING

The meeting was adjourned at 8:42 p.m.

Respectfully submitted,



Kevin Garcia, Secretary
Urbana Plan Commission

Communications

Hope Village (2479-S-23/2480-PUD-23)

RECEIVED AFTER NOVEMBER 11, 2023 PUBLIC HEARING

Communication Received From:

- Champaign County Continuum of Service Providers to the Homeless (12-5-2023)
- C-U at Home (12-5-2023)
- Brandon Mitchell (12-6-2023)
- Linda Ruth Turnbull (12-6-2023)
- Matt Slevin (12-6-2023)
- Promise Healthcare (12-6-2023)
- Shea Belahi (12-6-2023)
- Robert Lewis (12-7-2023, hand-delivered to staff)
- Catherine Emanuel (12-14-2023, email)
- Siobhan Somerville (12-14-2023, email)



December 5, 2023

City of Urbana, City Council
 City of Urbana, Plan Commission
 400 South Vine Street
 Urbana, IL 61801

Dear City of Urbana Council Members and Plan Commission Members,

The Champaign County Continuum of Service Providers to the Homeless (CSPH) writes this letter in support of Champaign County Health Care Consumers Hope Village Project. The CSPH seeks to end homelessness in Champaign County through client-centered services, community engagement, advocacy, and strategic resource allocation across a comprehensive continuum of service providers and community partners. Champaign County Health Care Consumers is an active member of the CSPH and provides critical services to those experiencing homelessness in Champaign County.

Hope Village will provide 30 permanent supportive housing homes to individuals experiencing housing instability or homelessness who are medically fragile. This is a needed housing resource in our community as Hope Village specifically aims to serve those who have high medical support needs which is often a barrier to obtaining permanent housing. Permanent supportive housing is not an emergency shelter or transitional housing, rather the focus is on providing affordable, long-term housing with case management and supportive services to ensure housing stability. Hope Village allows for needed space and privacy between Hope Village residents while also minimizing isolation, both of which are key components in delivering permanent supportive housing in a trauma informed manner.

The design and operation of Hope Village will be trauma-informed which is imperative as many individuals experiencing homelessness have faced significant traumatic events throughout their lives. Offering permanent housing coupled with supportive services is a trauma-informed, evidence-based service methodology in reducing chronic homelessness, improving housing stability, and the overall health of participants. Furthermore, permanent supportive housing has been shown to lower public costs associated with the use of crisis services such as shelters, hospitals, jails, and prisons (*Ending Homelessness: Solutions*. National Alliance to End Homelessness. Retrieved from www.endhomelessness.org).

The CSPH is in full support of Hope Village and its mission to serve our communities' most vulnerable residents. If we can be of further assistance, please do not hesitate to contact us via the information below.

Sincerely,

CSPH Executive Committee Members

Breaden Belcher

Chair, Champaign County Continuum of Service Providers to the Homeless (CSPH)

Grants Division Manager, City of Urbana

217-384-2306

bjbelcher@urbanailinois.us

John Ruffin

Vice Chair, Champaign County Continuum of Service Providers to the Homeless (CSPH)

Neighborhood Relations Manager, City of Champaign

217-403-7075

John.Ruffin@champaignil.gov

Lisa Benson, LCSW

Community Services Director, Champaign County Regional Planning Commission

217-328-3313

lbenson@ccrpc.org

Stephanie Burnett

Director of MTW, Housing Authority of Champaign County

217-378-7100 Ext. 5009

stephanieb@hacc.net

Danielle Chynoweth

Cunningham Township Supervisor

217-384-4144

Danielle@ctso.org

Angelique Forney, LCSW

HUD-VASH Senior Social Worker, VA Illiana Health Care System

217-304-1408

Angelique.Forney@va.gov

Laura Lindsey

Grants Manager, Courage Connection

217-239-5340

llindsey@courageconnection.org

Katie Harmon, LCSW

Coordinator, Champaign County Continuum of Service Providers to the Homeless (CSPH)

Champaign County Regional Planning Commission
217-239-5942
kharmon@ccrpc.org



12/5/2023

To: Mayor Diane Marlin, Urbana Plan Commission, and the Urbana City Council
Urbana, IL

Dear Mayor, Plan Commission, and Council Members,

C-U at Home is honored to endorse Hope Village's initiative to build permanent, supportive housing for medically fragile individuals experiencing homelessness. Our organization has been serving the homeless community in Champaign County for the last 12 years, providing a comprehensive range of services, including Mid-Barrier and Advanced Shelter which includes, a 12-18-month long Pathways to Progress Program to support individuals' community integration.


While our programs address seven key areas of instability, we are not equipped to provide assistance to those who are medically fragile. This is a gap in services that, if not addressed, will leave some of the most vulnerable people in our community without support and stability.

Homelessness significantly affects a person's physical and mental well-being. Individuals experiencing homelessness are at a higher risk of developing chronic health conditions such as diabetes, hypertension, heart attack, HIV, Hepatitis C, depression, and substance abuse disorder. These individuals have limited access to health care resources, which further exacerbates their health issues.

At C-U at Home, we have seen countless individuals attempt to stay in shelters that are not equipped to meet their medical needs, leading to increased hospitalizations, and worsening of their chronic health conditions. We have seen individuals who are incontinent, unable to walk or stand on their own, have terminal cancer, low vision, or require dialysis, for example, attempt to stay in a shelter that does not meet their medical needs. Providing permanent, supportive housing for homeless individuals who are medically fragile is crucial in our community.

As an organization, we recently purchased a home in Urbana, where many in the neighborhood were initially apprehensive about having a homeless shelter in their community. However, we have had no issues or received any complaints from neighbors since our shelter moved into the home. We also have six other homes located throughout the Champaign-Urbana area, that are all integrated into the neighborhoods in which they are located. We believe that our clients want what their neighbors want - peace, safety, and an opportunity for a full and good life.

C-U at Home would like to offer our wholehearted support for the implementation of Hope Village. We believe that this initiative will provide homeless individuals with a chance to receive health care, case management, and a place they can call home.

Sincerely,

 Melissa Courtwright
 Executive Director C-U at Home
 309 S. Neil St. Champaign, IL 61820

December 6, 2023

Dear Urbana Plan Commission and City Council Members,

I request that you please read my comments into the public record.

My wife and I have been homeless for a long time. We lost our housing after my car broke down and I couldn't get to my job anymore. One thing led to another.

We lived on the streets – literally on the streets – and sometimes in cars, and every now and then we stayed in a hotel.

My wife has several very bad conditions including something wrong with her heart. She also has a condition called Chiari Malformation, where her brain literally sinks down into her spinal column. She gets dizzy, she falls easily, and she has a severe seizure disorder. She is waiting to have brain surgery.

We cannot stay at any shelter because we would split up and my wife needs me to help her. So we have stayed on the streets.

I can tell you that Hope Village is really something that our community needs. In our time on the streets, we saw many people who were sick and disabled and who really need this help with permanent housing and all the services given right to them at Hope Village.

The people we met were nice and we all tried to help each other. But without a home and without the services that people need, there is not very much we can do for each other.

Recently, we have been fortunate to be able to stay in a hotel. Just by being in a hotel, my wife's seizures has been cut in half. The calm and the peace, and being able to be indoors in our own room has helped her a lot.

We won't be looking to live at Hope Village because I just got a job and we will soon have our own apartment.

But there are people out there who won't be able to do that, and they deserve housing and healthcare and all the other help that Hope Village will provide.

Thank you for your consideration,


Brandon Mitchell

December 6, 2023

To: Urbana Plan Commission and Urbana City Council

From: Linda Ruth Turnbull

My name is Linda Turnbull and I am writing to express my support for Hope Village.

I serve on the Board of the Housing Authority of Champaign County as the Resident Advisor.

I also live in one of the neighborhoods adjacent to the Hope Village site.

I strongly support Hope Village because I know that people need this housing. We need more Permanent Supportive Housing for individuals who are medically fragile and who have experienced chronic homelessness.

Hope Village will have 30 homes. It is not a massive development, like what we could end up with on that property. In 2019, there was a proposed development that would have added hundreds of apartments on that property.

Anyone of us can become homeless. All it takes is one disaster or one brain injury or maybe losing a loved one who provided a home.

Homeless people all come from somewhere. They used to live in some neighborhood, including my neighborhood and the other neighborhoods around the Hope Village site.

But because they do not have an address, who will represent them? What Plan Commission member will represent them? What City Council member will represent and support them?

Homeless people are human beings like the rest of us. And housing and healthcare are both basic human rights. Hope Village will provide for both of those rights for the most vulnerable among us.

Also, they should not have to live in some industrial or commercial area. Their housing should be adjacent to residential areas because it is housing, not an industrial or commercial enterprise. That is just good planning.

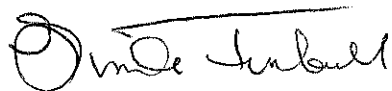
Hope Village will not hurt our neighborhood. And it was not "dumped" in our neighborhood. It is a legitimate residential development that will provide permanent homes. No neighborhood homes are being torn down, and Hope Village is not a shelter or transitional housing with a lot of turnover of residents. There are many transitional housing homes and Permanent Supportive Services homes throughout Champaign-

Urbana in various neighborhoods, and they have not harmed those neighborhoods or the resident who live in those neighborhoods.

But there is no adequate Permanent Supportive Housing for the most vulnerable who are homeless – those who are medically fragile. Hope Village will provide that and it is desperately needed, and I am in support of it.

Sincerely,

Linda Turnbull

 Linda Turnbull

613 W. Berkeley Av. 61801

217 550 6189

politicalconsultant87@
yahoo.com

December 6, 2023

To the City of Urbana Plan Commission and City Council:

My name is Matt Slevin and I want to live in Hope Village.

I'm almost 40 years old, but I have been homeless for a long time because of my serious health conditions. I don't have any family to help me.

I'm a Type 1 brittle diabetic which means that I depend on insulin in order to live, because my body doesn't produce any insulin at all. I'm brittle because my blood sugars are hard to control, and it is much harder when I've been on the streets or in shelters.

I also have a very severe seizure disorder. Loud noises and loud environments, chaotic environments, and flashing lights like on a police car can throw me into a grand mal seizure.

When I stayed at the homeless shelter, I was afraid I was going to die from seizures because the environment was so chaotic and loud.

I have been lucky to be able to stay in hotels while I am waiting for housing, but the problem with a hotel is that I don't have a kitchen and I can't have enough food to store or space to fix what is best for me.

I have been to the emergency room and I have been hospitalized more times than I can count this year. Each emergency makes me feel like I am closer to death.

When Champaign County Health Care Consumers was trying to figure out what was needed and what would work the best for people like me,

I'm one of the people who had long conversations with the director, Claudia Lennhoff.

She knew had helped me get vouchers to live in apartments, but something always went wrong in the apartments – they were run by slum lords and they were chaotic and loud, and they were infested by roaches, vermin, and bed bugs. One time the ceiling fell in on me and ruined everything and I was back out on the streets again.


People like me need more appropriate solutions for permanent housing, and we need housing that also brings services to us. That is Hope Village.

I don't have an address, so I don't know who represents me on any government body, but I hope that my voice can be heard.

I've heard opponents say that people who need to live at Hope Village might be dangerous and we might ruin their neighborhoods. I'm not dangerous. I'm sick. I can't even walk far without my walker.

I hope I live long enough to get to be one of the first people to move into Hope Village.

Thank you,



Matt Slevin



December 6, 2023

City of Urbana Plan Commission
 City of Urbana Mayor Diane Marlin
 Urbana City Council
 400 South Vine Street
 Urbana, IL 61801

Dear City of Urbana Plan Commission Members, Mayor, and City Council Members,

I am writing this letter on behalf of Promise Healthcare in support of the Hope Village Project. Promise Healthcare is a Federally Qualified Health Center (FQHC), and we operate the historic Frances Nelson Health Center, along with 3 other locations in Champaign County. We also operate a Comprehensive Dental Program previously known as the SmileHealthy Dental Program.

At Promise Healthcare, our providers see the desperate need for Hope Village. We serve many patients who are experiencing chronic homelessness and who are medically fragile with a variety of serious health conditions. We see that these patients stay in shelters that cannot accommodate their significant health needs, or worse – they stay on the streets – to the continued detriment of their health. Living “rough” in shelters or on the streets is detrimental to a body’s health, and the longer a person is living “rough”, the more their health declines. We have partnered with Strides Shelter and Resource center in providing needed services and will continue to do so with many community agencies that support assistance for our homeless populations.

The percentage of homeless patients that we serve has been growing for the past five years. Last year more than 15% of our patients served reported being homeless. We anticipate we serve even more than this, but the patients do not report this because of the stigma associated with being homeless. This population is often shunned by society and large segments of the healthcare system.

Promise Healthcare supports the concept of “Housing is healthcare”. In 2019, the National Health Care for the Homeless Council released a position paper stating that Housing is Health Care. In part, the paper stated, “The primary and essential function of housing, to provide a safe and sheltered space, is absolutely fundamental to the people’s health and well being.” The health effects of homelessness are grave, with higher incidence and

severity of illness and injury among people experiencing homelessness. As healthcare providers, we are aware of the shortened life span of individuals who experience chronic homelessness. Chronic conditions such as diabetes, hypertension, and heart attacks are almost twice as prevalent among people experiencing homelessness than in the general population. Depression is six times as prevalent. Lacking stable housing makes treating every condition more difficult and further damages health. People who die on the streets on average live roughly 30 fewer years than the US life expectancy and the age-adjusted death rate of the homeless population is at least twice that of the general population.

People experiencing homelessness access primary care less frequently because they are often uninsured and have experienced marginalization and stigma by health care organizations, resulting in their more frequent emergency department use and presentation with comorbid conditions that are more acute because they have been untreated. People experiencing homelessness are hospitalized at up to 4 times the rate of the general population and have longer inpatient hospital stays. Because these patients' conditions are exacerbated by lack of care and unstable housing, costly intensive care is devoted to addressing needs of persons with conditions that could have been—and should have been—treated earlier in primary care settings, and if given the opportunity, in a safe home of their own where they can recover.

It is for these reasons and more that we support the Hope Village Project.

Hope Village will provide 30 small homes for individuals experiencing chronic homelessness, who are medically fragile. In addition to providing these homes as Permanent Supportive Housing, residents of Hope Village will receive intensive and sustained support including case management, supportive services, and on-site health services to help improve their health and their housing stability. We look forward to a partnership with Hope Village, along with Carle, to help provide healthcare services to the residents of Hope Village.

We urge you to support the Hope Village Project. Time is of the essence for the individuals who can benefit from Hope Village.

I appreciate your consideration.

Sincerely,



Jennifer Henry,
Chief Executive Officer

December 6, 2023

City of Urbana, City Council and Mayor Diane Marlin
City of Urbana, Plan Commission
400 South Vine Street
Urbana, IL 61801

Dear City of Urbana Mayor, Council Members, and Plan Commission Members,

My name is Shea Belahi and I work at Champaign County Health Care Consumers as a Disability Application Specialist dedicated to working with homeless and near-homeless individuals.

My job is to help these individuals apply for disability benefits. My clients come from all areas of Urbana and Champaign, including the neighborhoods adjacent to the Hope Village project.

Some are already homeless, and some are at very high risk of becoming homeless. All have significant disabling health conditions.

In fact, I currently have some clients from the Carver Park neighborhood, as well as the other adjoining neighborhoods. Some live in homes – or in the porches of homes – where they have no utilities, and no water. They have no source of income and they are suffering from their health conditions. Some used to live in these neighborhoods but are now staying at the Strides shelter in Champaign.

I am making my comment in order to make the point that it is highly likely that some of the residents who will be served at Hope Village will come from the adjoining neighborhoods. Everyone deserves to have a home where they can feel secure, experience peace, and be able to stabilize their health.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Shea Belahi', with a stylized flourish at the end.

Shea Belahi, CCHCC Disability Services Coordinator

Proposed changes to The Hope Village Site Plan

- Moved the housing units to the north most section of the site.
- Link Federal Drive located at the northeast corner of the site to the Hope Devolvement.
- Located the detention basin to the mid-east border of the site.
- Moved the Agricultural area to the south most section of the site; to be used as a buffer for the existing housing development.

Hand-delivered to staff at Plan Commission meeting 12-7-2023 by Robert Lewis

FEDERAL DRIVE.

66' R.O.W



NORTH

LOCATION 1799 FEDERAL TR
URBANA ILLINOIS 61801

HOPKIN VILLAGE SITE PLAN

68
Klaus 11/2023

From: Catherine Emanuel
Sent: Thursday, December 14, 2023 8:33 AM
To: !City Council <CityCouncil@urbanailinois.us>
Subject: Support for Hope Village.

I am writing to urge the city council to move forward with the Hope Village project to help those individuals who are incredibly vulnerable. This project can benefit those individuals as well as our community at large. When two other organizations in our community have come together with resources to support this effort I would encourage Urbana to join in this work and allow this to move forward by approving the Planned Unit Development of Hope Village.

From: S Somerville
Sent: Thursday, December 14, 2023 9:57 AM
To: !City Council <CityCouncil@urbanailinois.us>
Subject: Hope Village

Dear Council Members:

I am writing to urge you to support Hope Village by approving the Hope Village Planned Unit Development. We need more permanent housing for our most vulnerable community members.

Siobhan Somerville
506 N. New Street
Champaign, IL. 61820



City of Urbana
 400 S Vine Street, Urbana, IL 61801
www.urbanailinois.us

MEMORANDUM TO THE MAYOR AND CITY COUNCIL

Meeting: December 18, 2023 Committee of the Whole
Subject: An Ordinance Approving a Preliminary/Final Subdivision Plat
 (Hope Village Subdivision / Plan Case No. 2479-S-23)

Summary

Action Requested

Council is being asked to approve the combined Preliminary/Final Plat for the Hope Village Subdivision.

Plan Commission Recommendation

The Urbana Land Development Code requires the Plan Commission to review and make a recommendation to City Council on combination Preliminary/Final Plats. The Plan Commission reviewed the combination plat on November 9, 2023, and on December 7, 2023, and voted with four ayes and one nay to send the case to City Council with no recommendation.

Relationship to City Services and Priorities

Impact on Core Services

Approval of the Hope Village Subdivision will have a minimal impact on City services. Unlike most subdivisions, it does not include any public infrastructure that the City would ultimately be responsible for maintaining.

Strategic Goals & Plans

This case is related to Plan Case No. 2480-PUD-23, the Final Planned Unit Development for Hope Village. Along with the Final PUD, the Hope Village Subdivision would allow construction of Hope Village, a residential facility for medically-fragile individuals. This would be considered an Institutional use, which is in line with the 2005 Comprehensive Plan's designation for the future use of this property as "Institutional."

Previous Council Actions

On February 4, 2019, City Council approved a Final Plat for the Union Gardens Subdivision (Ord. No. 2019-02-013), which included the Hope Village site. However, the developer never recorded the Final Plat, and the Union Gardens development was never built.

On July 31, 2023, City Council approved the Preliminary Planned Unit Development (Ord. No. 2023-07-023), and will be considering the Final PUD on December 18, 2023.

Discussion

See the attached Plan Commission Staff Report and minutes from the November 9 and December 7, 2023, Plan Commission meetings for background information and discussion. No additional stormwater or traffic planning will be required.

The review criteria are discussed in the Staff Memorandum to the Plan Commission dated November 9, 2023 (Attachment 3). To summarize, Section 21-225 of the Land Development Code requires review for “conformity with” the comprehensive plan, applicable general area plans, and acceptable zoning regulations; and requires the City Engineer to review for conformity to the same, plus generally accepted engineering practices, particularly as these apply to stormwater drainage, water, and sewer facilities. Additionally, the plat is reviewed for conformity to Chapter 5, Article XI, Flood Hazard Areas of the City Code. The proposed plat meets the review criteria.

Community Impact

Approving Hope Village Subdivision would allow construction and operation of Hope Village, which will provide quality housing for some of our community’s most vulnerable residents. It should be noted that there is opposition from the immediately surrounding community regarding the Hope Village project, particularly because it would be accessed from Carver Drive in Champaign.

Recommendation

As stated above, the Plan Commission forwarded the combination plat to Council with no recommendation. Staff asks Council to approve the combination Preliminary/Final Plat, as presented.

Next Steps

If approved, staff will record the combination plat with the Champaign County Recorder’s Office.

Attachments

1. An Ordinance Approving a Final Subdivision Plat (Hope Village Subdivision / Plan Case No. 2479-PUD-23)
2. Ordinance Attachment A (Combination Preliminary/Final Plat)
3. Plan Commission Staff Report and Meeting Minutes (11/9/2023)
4. Plan Commission Supplemental Memorandum and Meeting Minutes (DRAFT) (12/7/2023)

Originated by: Marcus Ricci, AICP, Planner II

Reviewed: Kevin Garcia, Principal Planner

Kim Smith, Community Development Services Director

Approved: Carol Mitten, City Administrator

ORDINANCE NO. _____**AN ORDINANCE APPROVING A PRELIMINARY/FINAL SUBDIVISION PLAT****(Hope Village Subdivision / Plan Case 2479-S-23)**

WHEREAS, the City of Urbana (“City”) is a home rule unit of local government pursuant to Article VII, Section 6, of the Illinois Constitution, 1970, and may exercise any power and perform any function pertaining to its government and affairs, and the passage of this Ordinance constitutes an exercise of the City’s home rule powers and functions as granted in the Illinois Constitution, 1970; and

WHEREAS, Marty Smith, on behalf of The Carle Foundation, has submitted a combination Preliminary/Final Subdivision Plat for the Hope Village Subdivision in general conformance with the pertinent ordinances of the City of Urbana, Illinois; and

WHEREAS, the Preliminary/Final Plat for Hope Village Subdivision meets the requirements of the Urbana Land Development Code; and

WHEREAS, the City Engineer has reviewed and approved the Preliminary/Final Plat for Hope Village Subdivision; and

WHEREAS, the Plan Commission voted four (4) ayes and one (1) nay to forward the case to the Urbana City Council with no recommendation.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Urbana, Illinois, as follows:

Section 1.

The Preliminary/Final Plat for Hope Village Subdivision, attached hereto as Ordinance Attachment A, is hereby approved as platted.

Section 2.

The City Clerk is directed to publish this Ordinance in pamphlet form by authority of the corporate

authorities, and this Ordinance shall be in full force and effect from and after its passage and publication in accordance with Section 1-2-4 of the Illinois Municipal Code. Upon approval of this Ordinance, the City Clerk is directed to record a certified copy with the Champaign County Office of the Recorder of Deeds and transmit one copy of the recorded Ordinance to the petitioner.

This Ordinance is hereby passed by the affirmative vote, the “ayes” and “nays” being called of a majority of the members of the Council of the City of Urbana, Illinois, at a meeting of said Council.

PASSED BY THE CITY COUNCIL this ____ day of _____, 2023.

AYES:

NAYS:

ABSTENTIONS:

Darcy E. Sandefur, City Clerk

APPROVED BY THE MAYOR this ____ day of _____, 2023.

Diane Wolfe Marlin, Mayor

PRELIMINARY PLAT/GENERAL AREA PLAN

HOPE VILLAGE

OWNER:
CARLE HEALTH
1000 WEST STREET
URBANA, IL 61801
217-902-6388

DEVELOPER:
LOTT THOMAS
1000 WEST STREET, SUITE 500
URBANA, IL 61820
217-351-1500

ENGINEER / SURVEYOR:
FEHR-GRAMM ENGINEERING
1000 WEST STREET, SUITE 500
1610 BROADNOR DR
CHAMPAIGN, IL 61821

INDEX OF SHEETS

1. COVER SHEET

2. PRELIMINARY PLAN

PRELIMINARY PLAT NOTES

1. SUBJECT TRACT, SUBDIVISION, IS LOCATED IN THE CORPORATE LIMITS OF THE CITY OF URBANA, CHAMPAIGN COUNTY, ILLINOIS.
2. THE PROPERTY SURVIVED LONG WHOLLY WITHIN ZONE "X", AN AREA REFERRED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN, PER FLOOD INSURANCE RATE MAP COMMUNITY PANEL NUMBER 1701900310, DATED OCTOBER 2, 2013.
3. SUBJECT SITE PARTIALLY LIES WITHIN THE URBANA-CHAMPAIGN SANITARY DRAINAGE DISTRICT. NONE OF THE TRACT IS LOCATED WITHIN 500 FEET OF A SURFACE DRAIN OR WATER COURSE DRAINING OVER 640 ACRES.
4. STORM SEWERS, STORM WATER MANAGEMENT AND SANITARY SEWER SYSTEMS WILL BE DESIGNED IN ACCORDANCE WITH THE CURRENT CITY OF URBANA AND URBANA-CHAMPAIGN SANITARY DISTRICT STANDARDS.
5. THE SUBJECT TRACT ENCOMPASSES 11,774 ACRES MORE OR LESS.
6. VERTICAL DATUM IS BASED ON NAVD83.
7. ALL BEARINGS ARE REFERENCED TO THE ILLINOIS STATE PLANE COORDINATE SYSTEM, EAST ZONE - NORTH AMERICAN DATUM OF 1983, 1997 ADJUSTMENT (83-973).
8. THE SUBDIVISION IS LOCATED ON NAVD83.
9. EACH LOT WILL BE RESPONSIBLE FOR DESIGN OF ITS OWN STORM WATER DETENTION.
10. EXISTING TRACT 1 IS ZONED R-4 MEDIUM DENSITY MULTIPLE-FAMILY RESIDENTIAL. EXISTING TRACT 2 IS ZONED R-3 SINGLE FAMILY AND TWO FAMILY RESIDENTIAL DISTRICT.
11. R-3 & R-4 ZONING REQUIREMENTS:
 - FRONT SETBACK: - 15'
 - SIDE SETBACK: - 5'
 - MIN LOT SIZE: - 6,000 SQ FT
12. LOT 101 IS SUBJECT TO A PLANNED UNIT DEVELOPMENT.
13. EXISTING TOPOGRAPHIC INFORMATION IS FROM A SOUND SURVEY PROVIDED BY HARTKE SURVEYING & SURVEYING, INC. COMPLETED ON JANUARY 30, 2023.

12 LOT 101 IS SUBJECT TO A PLANNED UNIT DEVELOPMENT

13. EXISTING TOPOGRAPHIC INFORMATION IS FROM A GROUND SURVEY PROVIDED BY HARTKE ENGINEERING & SURVEYING, INC COMPLETED ON JANUARY 30, 2023.



LOCATION MAP

DEVELOPER:
CARLE HEALTH
611 W. PARK STREET
URBANA, IL 61801
217-902-6388

ATTORNEY:
LOTT THOMAS
30 E. MAIN ST. SUITE 500
CHAMPAIGN, IL 61820
217-351-1500

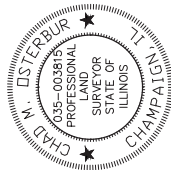
ENGINEER / SURVEYOR:
FFHR-GRAHAM ENGINEERING
& ENVIRONMENTAL, LLC
1610 BROADMOOR DR
CHAMPAIGN, IL 61821
217-352-7688

LEGAL DESCRIPTION

[illegible]

TRACT 2:
THAT PART OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 6, TOWNSHIP 19 NORTH, RANGE 9
OF THE THIRD PRINCIPAL MERIDIAN, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING 55.00 FEET EAST OF THE NORTHWEST CORNER OF LOT 48 OF CARVER PARK ADDITION TO THE CITY OF CHAMPAIGN, ILLINOIS, AS POINT OF BEGINNING; THENCE EASTERLY PARALLEL WITH THE NORTH LINE OF LOTS 20, 19 AND 18 OF SAID SUBDIVISION, 165.00 FEET; THENCE SOUTHERLY PARALLEL TO THE EAST LINE OF THE AFORESAID LOT 48, 111.15 FEET TO THE NORTHEAST CORNER OF LOT 18 OF SAID SUBDIVISION; THENCE WESTERLY ALONG THE NORTH LINE OF SAID SUBDIVISION, 182.00 FEET TO THE NORTHEAST CORNER OF LOT 17 OF SAID SUBDIVISION; THENCE SOUTHERLY PARALLEL TO THE EAST LINE OF LOT 17 OF SAID SUBDIVISION, 15.00 FEET TO THE POINT OF BEGINNING, CHAMPAIGN COUNTY, ILLINOIS.











CHAD M. OSTERBUR
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3815
CHAMPAIGN, ILLINOIS
LICENSE EXPIRES NOVEMBER 30, 2024.

LEGEND

[illegible]

⑤ CROP LINE (N 43°31'24" W 103.11') DIMENSION OF RECORD
SANITARY MANHOLE N 43°31'24" W 103.11' MEASURED DIMENSION

 STORM MANHOLE
 STORM INLET
 CLEANOUT
 CURB INLET
 TRANSFORMER
 SIGN
 FIRE HYDRANT
 DECIDUOUS TREE W/ SIZE

APPROVED BY: THE URBANA PLAN COMMISSION OF THE CITY OF URBANA, ILLINOIS.

OWNER:

CARI F HEALTH DATE:

PROJECT #23-826

SHEET 1 OF 2

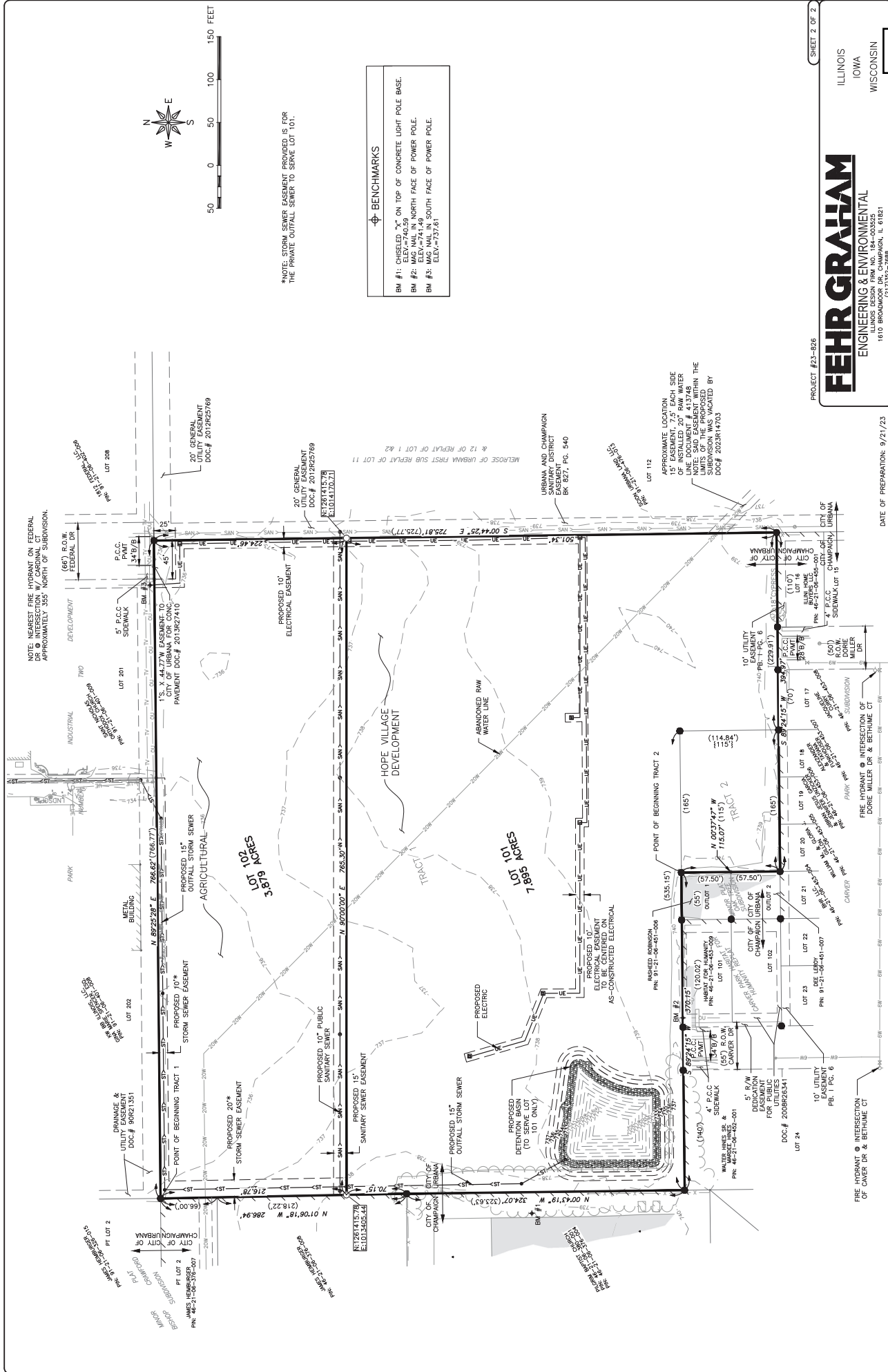
FEHR GRAHAM
ENGINEERING & ENVIRONMENTAL

ILLINOIS
IOWA
WISCONSIN

© 2023 FEHR GRAHAM
0904-755(17)

Item F2.

ORDINANCE ATTACHMENT A



FINAL PLAT

HOPE VILLAGE

A PART OF THE SE 1/4 SECTION OF SECTION 6, T19N, R9E OF THE 3RD P.M.
CITY OF URBANA. CHAMPAIGN COUNTY, ILLINOIS

FOR RECORDER'S USE

INDEX OF SHEETS

1. COVER SHEET

2. FINAL PLAT

OWNER:
CARLE HEALTH
611 W. PARK STREET
URBANA, IL 61801
217-902-6388

DEVELOPER:
CARLE HEALTH
611 W. PARK STREET
URBANA, IL 61801
217-902-6388

ENGINEER / SURVEYOR:
FEHR-GRAHAM ENGINEERING
& ENVIRONMENTAL, LLC
1610 BROADMOOR DR
CHAMPAIGN, IL 61821
217-352-7688

FINAL PLAT NOTES

1. THE PROPERTY SURVEYED IS LOCATED IN THE CORPORATE LIMITS OF THE CITY OF URBANA, CHAMPAIGN COUNTY, ILLINOIS.
2. NO PART OF THE PROPERTY IS COVERED BY THIS PLAT IS IN THE SPECIAL FLOOD HAZARD AREAS AS IDENTIFIED BY FEMA.
3. THE PROPERTY SURVEYED LIES WHOLLY WITHIN ZONE "X", AN AREA DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL FLOODPLAIN, PER FLOOD INSURANCE RATE MAP COMMUNITY PANEL NUMBER 170190303.D, DATED OCTOBER 2, 2013.
4. THE SUBJECT TRACT IS LOCATED WITHIN THE URBANA-CHAMPAIGN SANITARY DRAINAGE DISTRICT.
5. NONE OF THE TRACT IS LOCATED WITHIN 500 FEET OF A SURFACE DRAIN OR WATER COURSE DRAINING OVER ADORES.
6. STORM SEWERS, STORM WATER MANAGEMENT AND SANITARY SEWER SYSTEMS WILL BE DESIGNED TO CONFORM WITH THE CURRENT CITY OF URBANA-CHAMPAIGN SANITARY DISTRICT STANDARDS.
7. THE SUBJECT TRACT ENCOMPASSES 11,774 ACRES MORE OR LESS.
8. ALL BEARINGS ARE REFERENCED TO THE ILLINOIS STATE PLAT COORDINATE SYSTEM, EAST ZONE 18, NORTH AMERICAN DATUM OF 1983, 1997 ADJUSTMENT. (NAD 83(97)).
9. THE SUBDIVISION IS LOCATED WITHIN URBANA LOT 116 SCHOOL DISTRICT.
10. EACH LOT WILL BE RESPONSIBLE FOR DESIGN OF ITS OWN STORM WATER DETENTION.
11. EXISTING TRACT 1 IS ZONED R-4 MEDIUM DENSITY, MULTIPLE-FAMILY RESIDENTIAL.
12. EXISTING TRACT 2 IS ZONED R-3 SINGLE FAMILY AND TWO FAMILY RESIDENTIAL DISTRICT.
13. R-3 & R-4 ZONING REQUIREMENTS:
 - FRONT SETBACK: - 15'
 - REAR SETBACK: - 10'
 - ROAD SETBACK: - 10'
 - MIN LOT SIZE: - 6,000 SQ FT
14. LOT 101 IS SUBJECT TO A PLANNED URBAN DEVELOPMENT.

RECORDING AGENT DESIGNATION

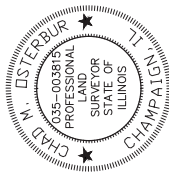
CHAD M. OSTERBUR, ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3815, IN ACCORDANCE WITH PAB-0705 (THE PLAT ACT) DO HEREBY DESIGNATE THE CITY OF URBANA AS THE AGENT WHO MAY RECORD THE HOPE VILLAGE SUBDIVISION, CHAMPAIGN COUNTY, ILLINOIS, A TRUE COPY OF WHICH HAS BEEN RETAINED BY ME TO ASSURE NO CHANGES HAVE BEEN MADE TO SAID PLAT.

SURVEYOR'S CERTIFICATE

STATE OF ILLINOIS)
) S.S.
COUNTY OF CHAMPAIGN)

CHAD M. OSTERBUR, ILLINOIS PROFESSIONAL LAND SURVEYOR
NUMBER 3815, DO HEREBY STATE THAT AT THE REQUEST OF CARLE
HEALTH, I HAVE PROVIDED THIS PROFESSIONAL SERVICE, AND
THAT THE SAID SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM
STANDARDS FOR BOUNDARY SURVEYS. AS
NOTED, I FURTHER STATED THAT THE FIELD SURVEY WAS
SUPERVISED, AND THE ATTACHED PLAT OF SURVEY WERE MADE UNDER
MY DIRECT SUPERVISION, AND THAT THE DIMENSIONS AND SURVEY
MONUMENTS SHOWN ON THE PLAT CORRECTLY REPRESENT CONDITIONS
EXISTING IN THE FIELD.

SIGNED AND SEALED THIS DAY OF 2023.



CHAD M. OSTERBUR
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3815
CHAMPAIGN, ILLINOIS
LICENSE EXPIRES NOVEMBER 30, 2024.

FCM	DESCRIPTION
1	1.0000
2	0.0000
3	0.0000
4	0.0000
5	0.0000
6	0.0000
7	0.0000
8	0.0000
9	0.0000
10	0.0000
11	0.0000
12	0.0000
13	0.0000
14	0.0000
15	0.0000
16	0.0000
17	0.0000
18	0.0000
19	0.0000
20	0.0000
21	0.0000
22	0.0000
23	0.0000
24	0.0000
25	0.0000
26	0.0000
27	0.0000
28	0.0000
29	0.0000
30	0.0000
31	0.0000
32	0.0000
33	0.0000
34	0.0000
35	0.0000
36	0.0000
37	0.0000
38	0.0000
39	0.0000
40	0.0000
41	0.0000
42	0.0000
43	0.0000
44	0.0000
45	0.0000
46	0.0000
47	0.0000
48	0.0000
49	0.0000
50	0.0000
51	0.0000
52	0.0000
53	0.0000
54	0.0000
55	0.0000
56	0.0000
57	0.0000
58	0.0000
59	0.0000
60	0.0000
61	0.0000
62	0.0000
63	0.0000
64	0.0000
65	0.0000
66	0.0000
67	0.0000
68	0.0000
69	0.0000
70	0.0000
71	0.0000
72	0.0000
73	0.0000
74	0.0000
75	0.0000
76	0.0000
77	0.0000
78	0.0000
79	0.0000
80	0.0000
81	0.0000
82	0.0000
83	0.0000
84	0.0000
85	0.0000
86	0.0000
87	0.0000
88	0.0000
89	0.0000
90	0.0000
91	0.0000
92	0.0000
93	0.0000
94	0.0000
95	0.0000
96	0.0000
97	0.0000
98	0.0000
99	0.0000
100	0.0000

[illegible]

TRACT 2:
BEGINNING 55.00 FEET EAST OF THE NORTHWEST CORNER OF LOT 48 OF CARVER PARK ADDITION TO THE CITY OF CHAMPAIGN, ILLINOIS, AS POINT OF BEGINNING; THENCE EASTERLY PARALLEL WITH THE NORTH LINE OF LOTS 20, 19 AND 18 OF SAID SUBDIVISION, 155.00 FEET; THENCE SOUTHERLY PARALLEL WITH THE EAST LINE OF SAID SUBDIVISION, 15.00 FEET TO THE NORTHWEST CORNER OF LOT 18 OF SAID SUBDIVISION; THENCE WESTERLY ALONG THE NORTH LINE OF LOTS 18, 19 AND 20 OF SAID SUBDIVISION, 165.00 FEET TO THE NORTHWEST CORNER OF LOT 21 OF SAID SUBDIVISION; THENCE SOUTHERLY PARALLEL WITH THE EAST LINE OF LOT 48 OF SAID SUBDIVISION, 25.00 FEET TO THE NORTHWEST CORNER OF LOT 21 OF SAID SUBDIVISION; THENCE WESTERLY ALONG THE NORTH LINE OF CHAMPAIGN COUNTRY CLUB ADDITION, 15.00 FEET TO THE POINT OF BEGINNING.

ENGINEER'S DRAINAGE CERTIFICATE

[illegible]

CARRIE HEATH

DATE _____

CHAD M. OSTERBUR
ILLINOIS LICENSED PROFESSIONAL
ENGINEER #059195
LICENSE EXPIRES 11/30/27

PROJECT #23-826

SHEET 1 OF 2

FEHR GRAHAM
ENGINEERING & ENVIRONMENTAL

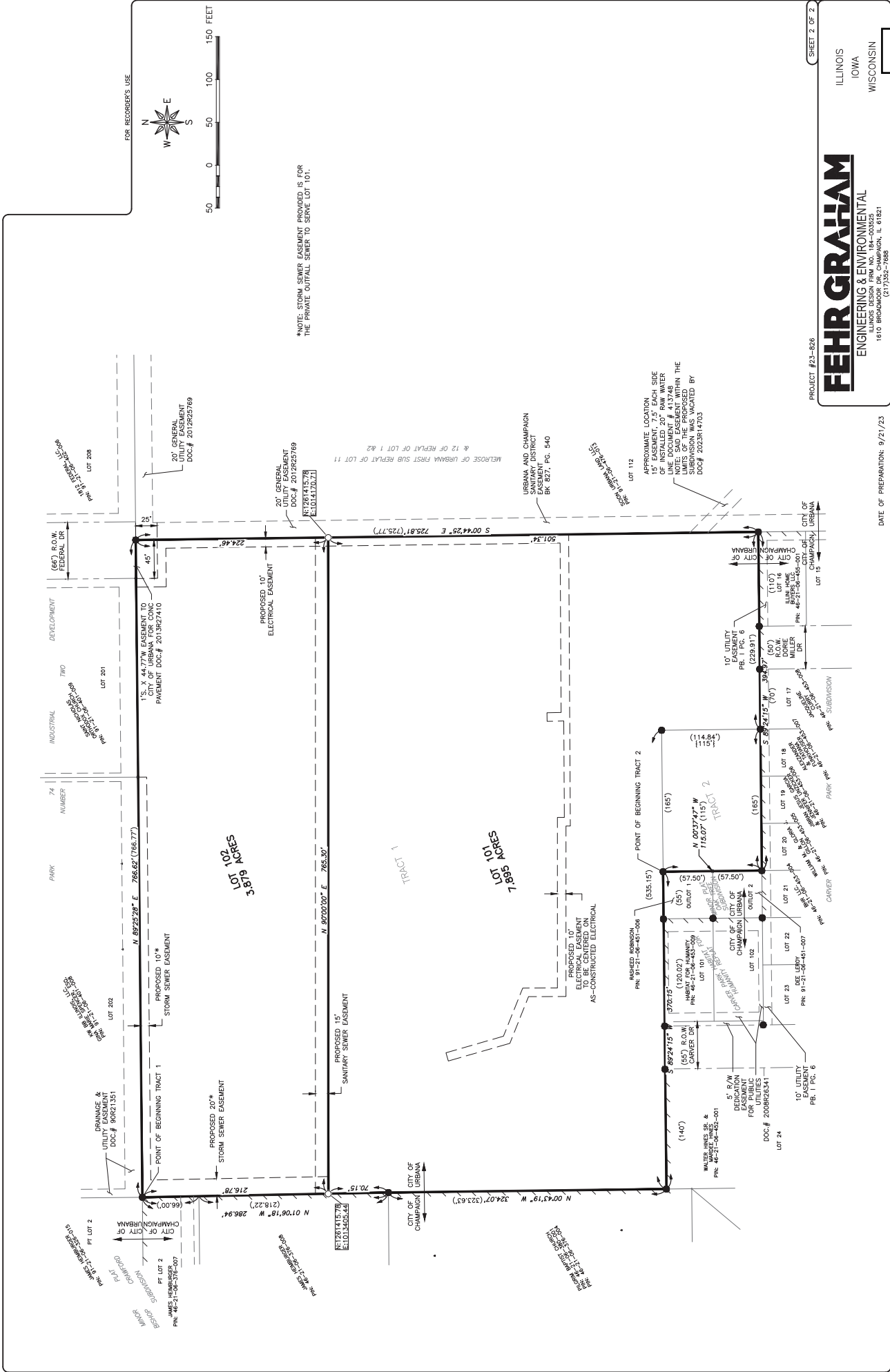
ILLINOIS
IOWA
WISCONSIN

© 2023 FEHR GRAHAM

DATE OF PREPARATION: 9/21/23

Item F2.

ORDINANCE ATTACHMENT A



PROJECT #23-026

SHEET 2 OF 2

FEHR GRAHAM
ENGINEERING & ENVIRONMENTAL

ILLINOIS DESIGN FIRM NO. 184-00325
1510 BROADVIEW AVENUE, SUITE 100, L. 01021
(312) 352-7888

© 2023 FEHR GRAHAM

ILLINOIS
IOWA
WISCONSIN

Item F2.

DATE OF PREPARATION: 9/21/23



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

Planning Division

m e m o r a n d u m

TO: The Urbana Plan Commission

FROM: Kevin Garcia, AICP, Principal Planner and Zoning Administrator
 Marcus Ricci, AICP, Planner II

DATE: November 9, 2023

SUBJECT: **Plan Case No. 2479-S-23:** A request by Marty Smith, on behalf of Carle Foundation, for preliminary and final plat approval for the Hope Village Subdivision.

Introduction

Marty Smith, on behalf of The Carle Foundation, requests approval of preliminary and final plats for the Hope Village Subdivision. The applicant would like to subdivide two parcels totaling 11.78 acres into two lots. The property is zoned R-4 (Medium Density Multiple-Family Residential) and R-3 (Single- and Two-Family Residential), and is undeveloped.

According to the Urbana Land Development Code, preliminary and final plats may be submitted for concurrent approval. The Plan Commission must review the preliminary and final plats, and make a decision to approve or deny the preliminary plat, and make a recommendation to City Council to approve or deny the final plat. Staff recommends approval of both plats.

Background

The property has never been officially subdivided and has always been farmland. Adjacent farmland and the Pilgrim Missionary Baptist Church parcel to the west have also never been officially subdivided.

The applicant requests approval of preliminary and final plats to subdivide this parcel into two lots. The larger lot, to the south, is being developed as Hope Village, a residential Planned Unit Development (PUD) of 30 small homes and a community center for medically-fragile homeless people. The smaller lot to the north is not part of the PUD application.

The recently-updated Urbana Land Development Code regulates Preliminary, Final, and Concurrently-Submitted Plats in Sections 21-225, 21-230, and 21-235, respectively. Preliminary plats are required to show the locations of public utilities, paved roads and sidewalks, topographic lines, and other details required for establishment of a subdivision. Final plats are required to show the location of paved roads, property and lot lines, and easements. Required plat items are often shown on both plats. According to Section 21-230.C.2, if a final plat substantially conforms to the previously-approved preliminary plat, the final plat shall be submitted directly to City Council for approval. Both of the submitted plats include all of the required items. The plats are out for review by external agencies; comments are due by November 6, 2023. Any comments from reviewers requiring revisions to the plats, e.g., contact information or a missing easement, will be addressed by the applicant prior to recording the plat. On August 23, 2023, the Administrative Review Committee determined that the proposed activity would be considered a Major Development.

Discussion

Land Use, Zoning Regulation, and Comprehensive Plan Designation

Land Use. The property is located south of Federal Drive in Urbana and north of Carver Drive and Dorie Miller Drive in Champaign (Exhibit A – Location Map; the Urbana city limits are along the west and south property lines. It is bordered by un-subdivided land to the west, Park 74 Industrial Development Number 2 Subdivision to the north, Replat of Lots 11 & 12 of a Replat of Lots 1 and 2 of Melrose of Urbana First Subdivision to the east, and Oak Tree and Carver Park Subdivisions to the south. Surrounding the site are agricultural uses to the west, institutional uses to the west and north, light industrial uses to the north, undeveloped land to the east, and residential uses to the south. The proposed infill development has an overall density of one dwelling unit per 17,000 square feet, much less dense than the existing single-family residential uses to the south and east of the site (which range from one dwelling unit per 5,700 square feet and one dwelling unit per 7,700 square feet).

Zoning Regulation. The property is undeveloped and is zoned R-4 (11.34 acres) and R-3 (0.44 acres). The proposed subdivision is consistent with this district's development requirements (Exhibit B – Zoning Map). The site is bordered by City IN-1 (Light Industrial / Office) to the north, R-4 to the east, and SF1 (Single-Family Residential – City of Champaign) to the south and west.

Comprehensive Plan Designation. The 2005 Comprehensive Plan designates this area's future use as "Institutional," bordered by "Light Industrial" to the north and "Multifamily Residential" to the east (Exhibit C – Future Land Use Map). The proposed development is consistent with this future land use designation.

Land Development Code Regulation

Section XI-2 of the Zoning Ordinance states the Plan Commission reviews subdivision plans and makes decisions for preliminary plats and makes recommendations to City Council for final plats, as provided in Chapter 21 entitled "Land Development Code." All of the items below are shown on their required plat(s).

Subdivision Layout and Access. The 11.78-acre tract would be subdivided into 2 lots: 7.90 acres and 3.88 acres. Post-construction roadway access to the subdivision will be provided by Carver Drive from the south; construction access will be provided by Federal Drive from the north. The plat proposes no roadway expansion: the existing stub of Carver Drive will be developed into the private access drive for the residential development. Major collectors in the vicinity of the site include Bradley Road Avenue to the south.

Traffic Impact Analysis: The proposed subdivision does not require a Traffic Impact Analysis (TIA) under the criteria set forth in the Land Development Code. City staff do not anticipate any traffic access or congestion due to the proposed development or its layout.

Drainage. Stormwater will be handled via a series of inlets and pipes that will feed into a stormwater retention basin in the southwest corner, approximately 20,000 sf in area. Water in the stormwater basin will drain to the north, and will not go through the Carver Park neighborhood to the south.

Sidewalks. While sidewalks are not required in private developments, the existing sidewalk on the west side of Carver Drive will be extended north along the new access drive to the new community center. The access drive will lead into the parking lot which ends in a circular turnaround. A one-way emergency access drive will loop north from this turnaround, westward, turn south and connect back

at the access drive. Walking paths will provide access for residents and staff throughout the development.

Utilities. Utilities are available adjacent to the site and will be extended to the site to serve the proposed development.

Street Trees. Street trees are not required, as there will be no public streets in the development.

Deferrals, Waivers, and Variances. City Council granted a waiver of required parking on July 31, 2023 (Ord. No. 2023-07-023). No other waivers, deferrals, or variances have been requested from the requirements of the Land Development Code or Zoning Ordinance.

Summary of Findings

1. The proposed preliminary and final plats are consistent with the R-3 (Single- and Two-Family Residential) and R-4 (Medium Density Multiple-Family Residential) zoning designations for the subject property.
2. The proposed preliminary and final plats are consistent with the Comprehensive Plan land use and roadway designations for the site.
3. The proposed preliminary and final plats meet the requirements of the Urbana Land Development Code.

Options

The Plan Commission has the following options for recommendations to the City Council in Plan Case 2479-S-23:

A. For the Preliminary Plat:

1. Approve the preliminary plat as presented; or
2. Deny the preliminary plat.

B. For the Final Plat:

1. Approve the final plat and forward it to the City Council with a recommendation to approve the plat as presented; or
2. Deny the final plat and forward it to the City Council with a recommendation of denial.

Recommendation

Based on the analysis and findings presented herein, staff recommends that the Plan Commission APPROVE the Preliminary Plat of Hope Village Subdivision, and forward the Final Plat of Hope Village Subdivision to City Council with a recommendation to APPROVE it as presented.

Attachments: **(SEE "ORDINANCE ATTACHMENT A"
FOR PLAT EXHIBITS)**

MINUTES OF A REGULAR MEETING

URBANA PLAN COMMISSION

DRAFT

DATE: November 9, 2023

TIME: 7:00 P.M.

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

**PLEASE SEE MINUTES ATTACHED TO PACKET FOR AN ORDINANCE
APPROVING A FINAL DEVELOPMENT PLAN FOR A PLANNED UNIT
DEVELOPMENT - PLAN CASE NO. 2480-PUD-23**



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

Planning Division

m e m o r a n d u m

TO: Urbana Plan Commission

FROM: Kevin Garcia, Principal Planner

DATE: November 30, 2023

SUBJECT: Supplemental Memorandum RE: Hope Village Planned Unit Development and Plats (Plan Case Nos. 2479-S-23 and 2480-PUD-23)

Supplemental Memorandum

This is a supplemental memorandum regarding the applications for the Final Planned Unit Development (PUD) and Preliminary/Final Plats for Hope Village. Both cases were opened at the Plan Commission meeting on November 9, 2023. At that meeting, the Plan Commission voted unanimously to table the plat discussion to first address the PUD. They then voted unanimously to continue the PUD case to the December 7, 2023, meeting, with the request that the design team specifically speak to the issue of access off of Federal Drive.

The remaining tasks for the Plan Commission are to recommend approval or denial of the final PUD, and to recommend approval or denial of the combination preliminary/final plat to City Council. Either could include conditions as allowed by ordinance.

As a procedural note, a motion and second are required to remove the case from the table, e.g.:

"I move to take from the table Plan Case number 2479-S-23, a request by Marty Smith, on behalf of Carle Foundation, for preliminary and final plat approval for the Hope Village Subdivision."

Preliminary/Final Plat Review (2479-S-23)

Concurrent Review Process

Following the November 9, 2023, Plan Commission meeting, staff requested that the City Attorney clarify the process for reviewing preliminary and final plats concurrently. In the past, preliminary and final plats were approved separately. However, as the Land Development Code intends the review to be concurrent, the Plan Commission should instead issue a recommendation on both plats together.

Section 21-235(E) of the Land Development code states:

(E) *Plan Commission.* The Plan Commission will recommend approval or disapproval of the preliminary/final plat as prescribed in Sections 21-225(D) and 21-230(D) of this Chapter.

Review Criteria

There was a request at the November 9, 2023, meeting for clarification on the criteria that the Plan Commission should use to review plats. The Land Development Code provides criteria to review plats. Although the plats are being reviewed concurrently, the code lists the review criteria for each type of plat separately (*see the Links section below for the staff report from the November 9, 2023, Plan Commission meeting, which provides details for these criteria*).

Preliminary plats are reviewed for conformity with:

- the Comprehensive Plan;
- any general area plans (n/a in this case);
- applicable zoning regulations;
- the provisions of the Land Development Code and Manual of Practice;
- other applicable regulations;
- generally accepted engineering practices, particularly:
 - storm drainage;
 - water facilities;
 - sewer facilities.

Final plats are reviewed for adherence with the preliminary plat, and must contain additional, specific details.¹

Review Timeline

Section 21-225(D)(2) of the Land Development Code requires the Plan Commission to act on preliminary plats within 60 days of the date the commission first considers the plat. The Plan Commission must therefore make a recommendation to City Council on the concurrent preliminary/final plats by January 8, 2024.

Final Planned Unit Development (2480-PUD-23)

The request by the applicant is to develop the southern portion of a larger tax parcel. The northern portion of the parcel, which connects to Federal Drive, is not part of the request (*see Site Plan in Exhibit E in the staff report, linked below*).

Please refer to the Criteria for Approval in the staff report from the November 9, 2023, Plan Commission meeting for details on what to consider when making a recommendation to City Council (see Links section below).

Options:

The Plan Commission has the following options for recommendations to the City Council in Plan Case 2479-S-23:

1. Recommend approval of the plat as presented; or
2. Recommend approval of the plat, including any conditions; or
3. Recommend denial of the plat, and if so, articulate the reasons for denial.

The Plan Commission has the following options for recommendations to the City Council in Plan Case 2480-PUD-23:

1. Recommend approval of the Final Development Plan as attached; or
2. Recommend approval of the Final Development Plan as attached, including any conditions; or
3. Recommend denial of the Final Development Plan, and if so, articulate reasons for the denial.

Links: [Staff Report – 2479-S-23](#)
 [Staff Report – 2480-PUD-23](#)

cc: Marty Smith, Nick Crompton

¹ See Sec.21-230 of the Land Development Code for required content for final plats.

MINUTES OF A REGULAR MEETING**URBANA PLAN COMMISSION****DRAFT****DATE:** December 7, 2023**TIME:** 7:00 P.M.**PLACE:** Council Chambers, City Building, 400 South Vine Street, Urbana, Illinois**MEMBERS ATTENDING:** Dustin Allred, Lew Hopkins, Debarah McFarland, Bill Rose, Chenxi Yu**MEMBERS EXCUSED:** Will Andresen, Andrew Fell, Karen Simms**STAFF PRESENT:** Diane Wolfe Marlin, Mayor; Dave Wesner, City Attorney; Kimberly Smith, Director of Community Services; Kevin Garcia, Principal Planner; Marcus Ricci, Planner II; UPTV Camera Operator**PUBLIC PRESENT:** Babatunde Amao; Darleen Bailey; Shea Belahi; Paulette M. Bell; Cheryl Bicknell; Elderess Melinda Carr; Lee A. Clark; Phyllis D. Clark; Paulette Coleman-Peeples; Tony Comtois; Jackie Curry; LeRoy Dee; Earnest Dent; Marion D. Harrington, Jr.; Jonathon Howard; James Johnson; Brian Kesler; Claudia Lenhoff; Chad Osterbur; Krist Sallee; Marty Smith; Terry Townsend; Reverend Evelyn Underwood, JD, Ph.D.; Bridgett Wakefield**A. CALL TO ORDER and ROLL CALL**

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

...

E. UNFINISHED BUSINESS

Plan Case No. 2479-S-23 – A request by Marty Smith, on behalf of Carle Foundation, for preliminary and final plat approval for the Hope Village.

Chair Allred re-opened Plan Case No. 2479-S-23. He noted that the Plan Commission had left off with Plan Commission discussion at the previous meeting, which is where they will pick up the case now.

Mr. Hopkins moved to remove Plan Case No. 2479-S-23 from the table. Mr. Rose seconded the motion. Roll call on the motion was as follows:

Mr. Hopkins	-	Yes	Mr. Rose	-	Yes
Ms. McFarland	-	Yes	Ms. Yu	-	Yes
Mr. Allred	-	Yes			

The motion passed unanimously.

Chair Allred asked if there was any further discussion on this case.

Mr. Hopkins asked for clarification on which body would have the deciding vote on the Preliminary Plat since the Plan Commission normally makes the determination. Mr. Garcia stated since it is a combination Preliminary and Final Plat, the City Council would be making the final determination.

Mr. Hopkins stated that belaboring this is pointless because the thing has been built. He moved that the Plan Commission forward Plan Case No. 2479-S-23 to the City Council with a recommendation of action. He clarified that this is now under the authority of the City Council. Neither the Preliminary or the Final Plats are based on action by the Plan Commission.

Chair Allred asked the City Attorney if this motion was workable. Mr. Wesner replied that he feels it is consistent with the motion in Case No. 2480-PUD-23 and accomplishes at least advancing this to the next stage in the process. He did suggest that the Plan Commission reword the motion to forward with no recommendation rather than with a recommendation of action.

Mr. Hopkins agreed to the rewording of the motion. Mr. Rose seconded the motion. Roll call on the motion was as follows:

Ms. Yu	-	Yes	Ms. McFarland	-	No
Mr. Hopkins	-	Yes	Mr. Allred	-	Yes
Mr. Rose	-	Yes			

The motion passed by a vote of 4 to 1. Mr. Garcia noted that Plan Case No. 2479-S-23 will be forwarded to Committee of the Whole on Monday, December 18, 2023.

...

H. PUBLIC INPUT

Chair Allred invited members of the audience to approach the Plan Commission to speak.

Marion Harrington approached the Plan Commission to speak. He stated that there was not supposed to be any construction vehicular access off Carver Drive; however, on November 28, 2023, there was a semi-truck at Carver Drive unloading two scissor lifts. On this particular date, there were cars parked on both sides of the street, and there was barely enough room for the truck to get through. Carver Drive is not wide enough to accommodate large vehicles like this. They blatantly disregarded the fact that they are not supposed to use Carver Drive anyway. So, obviously they are not paying attention to any of the neighborhood's concerns, which makes the

neighborhood feel like no one is listening to them. They called the City of Champaign, who brought out and put up concrete barricades to hopefully deter any future construction access to the proposed development.

Reverend Evelyn B. Underwood approached the Plan Commission to speak. She stated that they are not opposed to housing the homeless. However, they do agree with the many others who are in opposition to the location of Hope Village and the many concerns related to process. Those concerns are as follows:

1. Access through Carver Park Subdivision
2. Lack of attention to Carver Park infrastructure
3. Public health, safety and well-being
4. No environmental impact assessment with neighboring residents or the community
5. Open transparency with community engagement, specific programs and medical services to be used at Hope Village
6. What is the value added to the community?
7. Propose a proper notification process for all changes made and to be made in the future

They trust that we can work together to have an equitable solution so we are able to move forward.

Terry Townsend approached the Plan Commission to speak. He stated the following:

1. That the George Washington Carver Subdivision neighboring residents and stakeholders repeatedly have voiced support for the proposed tiny houses called Hope Village. However, the neighborhood, the stakeholders and the citizens do not want to be a supply chain for experimentation.
2. The applicant repeatedly stated that the purpose of Hope Village is to serve the “medically fragile individuals”. He stated that he contacted the U.S. Department of Housing and Urban Development (HUD), and they have never heard of “medically fragile individuals”. He noted that in the applicant’s 501c3 Articles of Incorporation for Hope Village Incorporated, it states that the purpose for Hope Village is to provide and/or support the provisions of health and support services to individuals who are suffering from homelessness, chronic transitional housing arrangements, and chronic inability to afford permanent housing in Urbana, Illinois or other suitable geographical areas. This is a much broader charge than serving “medically fragile individuals”. This informs and raises significant questions about every aspect of the Hope Village Development.
3. The Hope Village detention basin or pond will be a breeding ground for mosquitoes, transmit diseases, and because of its close proximity to the George Washington Carver and Crispus Attucks Subdivision, it will be a clear health and safety hazard. Because it will be an attractive nuisance, it will be appropriate at any stage of development of the Hope Village for neighboring residents to seek injunctive relief.
4. The City of Urbana and the Plan Commission have not been told the truth about what the traffic problems are. The traffic impact studies are biased, self-serving and use the wrong metrics to measure the negative impact traffic will have on the quality of life of the George Washington Carver Subdivision. Traffic is not just about car ownership of Hope Village residents. It is also about fire trucks, service trucks, ambulances, Hope Village residents, Hope Village staff, University of Illinois students, and Hope Village residents’ family and friends.
5. He agreed with others in that he feels that they have not been heard or listened to.

He thanked the Plan Commission for trying to straighten out this mess, and he thanked them for their service.

Mr. Townsend stated that they are going to ask the University of Illinois to recuse themselves from the partnership with this project.

With no further public input, Chair Allred closed this section of the agenda.

I. STAFF REPORT

There was none.

J. STUDY SESSION

There was none.

K. ADJOURNMENT OF MEETING

The meeting was adjourned at 8:42 p.m.

Respectfully submitted,



Kevin Garcia, Secretary
Urbana Plan Commission

As Authorized by City of Urbana Resolution No. _____

ECONOMIC DEVELOPMENT AGREEMENT

This Economic Development Agreement (hereinafter, “Agreement”) is entered into by and between the City of Urbana (hereinafter, the “City”) and the Greater Champaign-Urbana Economic Partnership DBA Champaign County Economic Development Corporation (hereinafter, “EDC”) (collectively, the “Parties”).

WHEREAS, the City is a home rule unit of local government pursuant to Section 6 of Article VII of the State of Illinois Constitution of 1970; and

WHEREAS, EDC is an Illinois not-for-profit corporation which has been granted tax- exempt status by the Internal Revenue Service pursuant to Section 501(c)(6) of the Internal Revenue Code (26 U.S.C. § *et seq.*) and which is certified by the Illinois Department of Commerce and Economic Opportunity as both the Illinois Small Business Development Center (hereinafter, “SBDC”) and the International Trade Center (hereinafter, “ITC”) for Champaign County; and

WHEREAS, the City seeks to provide financial support for ongoing economic development, business development, and workforce development activities in the City of Urbana and Champaign County, as conducted by the EDC; and

WHEREAS, EDC seeks to promote Champaign County as an epicenter of entrepreneurship, innovation, and talent in Central Illinois and the Midwest; and

WHEREAS, EDC is experienced in the development of relationships between governments, businesses, employers, and educational/research institutions in Champaign County to promote new business startups and business growth; retention and expansion of existing employers; improvements in the available workforce by working with schools, Parkland College, the University of Illinois, and employers; and promoting the economic and physical growth of Champaign County; and

WHEREAS, EDC is also experienced in the marketing and promotion of Champaign County to geographic areas and populations outside of Champaign County by utilizing existing communication tools, such as the You’re Welcome CU website, specifically designed marketing campaigns and initiatives, such as the IFLYCU.com Willard Airport marketing program, and experienced in developing awareness campaigns within Champaign County such as “Made in Champaign County”, recurring programs such as CATALYZE, and annual celebrations such as Innovation Celebration; and

WHEREAS, EDC is experienced in coordinating and disseminating site selection RFPs and inquiries to local real estate developers and brokers, and managing real estate regional and site data to provide information to the public and professionals about development opportunities in Champaign County and to perform regional analysis that will inform decision makers and businesses about growth, employment, and development options; and

WHEREAS, EDC is host to and manages the Small Business Development Center and International Trade Center supported by grants from the federal SBA and state DCEO to provide small business advising, promote start up and growth of small businesses in the county, and promote and support the creation of businesses with international sales capabilities; and

WHEREAS, EDC is recognized as the regional point of contact for economic development in Champaign County; and

WHEREAS, the City and EDC seek to form a mutually beneficial arrangement whereby EDC undertakes the foregoing economic development activities for the benefit of Urbana as a key part of the county economy and coordinates such activity with the other municipalities, villages and county government as well as the University of Illinois to expand the regional marketplace for jobs and commerce, and strengthen the economy of the City and Champaign County.

NOW for good, valuable, and mutual consideration which each Party acknowledges as having in hand received and for the mutual exchange of the covenants, terms, and conditions contained in this Agreement, the Parties agree as follows:

A. CITY OBLIGATIONS TO EDC:

1. City Funding and In-Kind Services to EDC:

- a **City Monetary Funding to EDC:** The City shall provide EDC with certain funding which EDC may use to operate its business and also perform its duties as the SBDC and ITC for Champaign County. The amount of funding which the City shall provide to EDC for such purpose shall commence of July 1 and end on June 30 shall be:

Fiscal Year 2023-2024: \$33,763

- b **City In-Kind Services to EDC:** Separate and apart from the funding provided for in Sub-Paragraph A(1)(a) of this Agreement, the City may at its discretion provide in-kind services at no cost to EDC, but is under no obligation to provide any such in-kind services. The City shall value any in-kind services which it provides to, for, or for the benefit of EDC based on the rates which the City customarily charges for the provision of the same or similar services in connection with special public events held within the City's corporate limits as described in Section 10.2 of the City of Urbana Policy & Procedure Manual.
- c **Collective City Funding:** Unless the context of any Paragraph or Sub Paragraph in this Agreement provides or suggests otherwise, reference to "City Funding" or "City Funds" shall mean and include the monetary funding and any in-kind services provided for in Sub-Paragraphs (A)(1)(a) and (A)(1)(b) of this Agreement.

2. Disbursement of Funds: The Parties recognize and agree that it shall be a goal of EDC that, during the term of this Agreement, EDC shall undertake efforts within its own operations, marketing and other activities, as provided for in Sub-Paragraphs B(1) through B(5), to expand its services to businesses. Thus, the Parties intend that EDC's receipt of City Funding shall be based in whole or in part on EDC's performance during the term of this Agreement. However, nothing herein shall be deemed or construed as barring the Parties from entering into one or more other written agreements for other EDC services, which benefit the City and/or its business community and the City from compensating EDC on covenants, terms and/or conditions separate and apart from those provided for in this Agreement. To this end, EDC shall submit invoices to the City on a quarterly basis on or about July 1st, October 1st, January 2nd and April 1st with each invoice representing one-fourth (1/4th) of the City Funds due in the City Fiscal Year. The City shall disburse City Funds to EDC within thirty (30) days of the City's receipt of an invoice from EDC within the term of this Agreement.

Notwithstanding anything to the contrary provided for in Sub-Paragraphs A(1) of this Agreement, EDC shall not use or expend any City Funds, whether as staff funding and/or operational funding, for political purposes and activities including, but not necessarily limited to, funding of any political action committee, funding any organizations, candidates, or public office-holders political campaign, lobbying activities, or other activities which are or may be contrary to EDC's IRS Section 501(c)(6) tax-exempt status. Nothing herein shall be deemed, construed or interpreted as prohibiting EDC from engaging in any of the aforesaid political activities or lobbying activities where such activities are clearly and plainly intended to benefit the City or Champaign County as whole rather than any particular political constituency.

3. Limits on City Funding: Nothing in this Sub-Paragraph shall be deemed, construed or interpreted as limiting the amount of additional funding, if any, which the City may, in its sole discretion, provide to EDC for any purpose, whether specific or general in nature and whether or not pursuant to one or more separate agreements entered into and executed by and between the Parties.

B. EDC'S OBLIGATIONS TO THE CITY:

1. Promotional, Marketing, and Sponsoring Activities: EDC shall undertake such efforts as reasonably possible and within the limits of funding provided by the City to promote and market the City as a vital part of the Champaign County economy and to coordinate and plan specific activities, events, and materials that promote the City as a unique destination in Champaign County in concert with Urbana businesses and city staff. Such activities shall include but shall not be limited to: support of and participation in City and Urbana business events, promotion and support of businesses located within the City, planning and attending visits to employers identified by the City, holding promotional activities in Urbana businesses, planning and attending business openings or receptions, and including City programs, incentives and events on the EDC website, emails, social media posts, and printed promotional pieces. Such efforts shall also be complimentary to and consistent with EDC's regional efforts to promote all of Champaign County and improve the region's businesses, institutions and industries as a whole.

Notwithstanding anything to the contrary contained in this Sub-Paragraph B(1), all EDC promotional, marketing, staging, or sponsorship activities shall be undertaken in a manner which

- a presents the City, its officials, and its business community in a favorable light;
- b is presented in good taste and in such manner as to avoid offending the overall City residential and business community;
- c does not promote any particular religious or political positions or persuasions;
- d is presented or conducted in a manner so as not to endanger human life, health or safety.

EDC shall comply with all federal, state and City laws, rules and regulations in connection with any and all EDC activities.

2. Board Representation: The City shall designate one person and one alternate to sit on the EDC Board of Directors with full voting authority during the term of this Agreement as is consistent with the EDC bylaws.

3. EDC Budget: EDC shall submit to the City an annual budget approved by the EDC Board of Directors. In the event EDC amends the aforesaid budget, EDC shall provide a copy of each such budget amendment to the City along with a statement of the reason therefor within seven (7) days of when EDC's Board of Directors approval of such amendment.

4. EDC Reports to City Council: EDC shall submit to the City, within ninety (90) days following the close of the City Fiscal Year, its written annual partnership report which shall (i) describe the activities which EDC has undertaken for, on behalf of and/or for the benefit of the City, of businesses located within the City, and of events located within the City during the immediate past City Fiscal Year; (ii) provide a summarized accounting of all funds received by EDC during the aforesaid City Fiscal Year, including but not limited to the City Funds provided for in Sub-Paragraph A(1) of this Agreement; and (iii) provide a summarized accounting of all expenditures and disbursements made by EDC during the aforesaid City Fiscal Year.

EDC shall annually provide a representative of EDC to present the aforesaid annual partnership report to and address questions from the City Council at such time as the City may direct. All reports and accountings provided in this Sub-Paragraph B(5) shall be in writing and shall appear on the letterhead of EDC.

5. Dissolution of EDC: In the event that EDC should dissolve or elect to cease operations for any reason after any payment provided for in Sub-Paragraphs A(1)(a) and A(1)(b) of this Agreement has been made for a City Fiscal Year not then completed, then EDC shall notify the City at least ninety (90) calendar days before ceasing operations and work in good faith with the City on a written plan for dissolution of the EDC. Such a plan shall be mutually agreed to by the Parties in writing and shall account for the payment of all just debts and obligation of the EDC including any refund to the City as may be agreed to by the Parties.

If within at least sixty (60) calendar days after ceasing operations the Parties do not mutually agree on such a written plan for dissolution as herein described, then EDC, after its payment of all just debts and obligations, shall refund to the City so much of the amount which the City provided to EDC in the City Fiscal Year when it dissolves computed as a percentage of days within said City Fiscal Year which have passed expressed as a fraction or percentage of the total number of days in the said City Fiscal Year. – i.e., 365 or 366 depending on whether the year of dissolution is a “leap-year.” For example and by way of example only, in the event that the City provided EDC with \$10,000 in the City Fiscal Year 2022-2023 and EDC elects to dissolve on February 29, 2023, then the amount refunded to the City shall be computed as follows: $(\$10,000) \times (244 \div 366) = \$6,666.67$. However, EDC shall be relieved of its obligation to tender such refund should it be determined that state and/or federal law, rules, or regulations bar the making of such refund. Separate and apart from the refund provided for in this Sub-Paragraph, in the event that EDC announces its intent to dissolve or cease operations, the City may, at its sole election and discretion cease to provide additional funds to EDC.

C. MISCELLANEOUS TERMS:

1. Term of Agreement: This Agreement shall commence on July 1, 2023 and shall expire at 11:59 p.m. on June 30, 2024.

2. Default and Opportunity to Cure: In the event that either Party believes that the other Party has defaulted on any covenant, term or condition contained in this Agreement, the non-defaulting Party shall provide written notice to the other Party of such default. The aforesaid written notice shall state or describe the nature of the default, whether by act or omission, and the Paragraph and/or Sub-Paragraph, as the case may be, which governs the obligation which is alleged to be in default. Within ten (10) calendar days of the effective date of such notice of default (as defined by Sub-Paragraph C(6) below), the recipient of such notice shall (i) cure the default and provide documented evidence of the nature and/or manner of such cure; (ii) respond in writing to such notice which writing shall advise that the recipient reasonably believes that it is not in default and which describes the reasons for such belief; or (iii) provides a written plan of cure in those instances where cure of a default cannot be completed within the aforesaid ten (10) calendar day period.

3. Dispute Resolution: In the event that the Parties cannot resolve any dispute between them, they shall submit to mediation in an effort to resolve any such dispute. The Parties shall agree on the selection of the mediator and that mediator’s rules and/or procedures shall govern any such mediation. The Parties shall share equally in the cost of the mediation. In the event that the Parties fail to resolve their dispute through mediation, then either or both Parties shall be free to initiate and maintain an action to construe, interpret and/or enforce this Agreement in the Circuit Court for the Sixth Judicial Circuit, Champaign County, Illinois.

4. Termination:

- a This Agreement may be terminated by the City immediately and without written notice if EDC –

- (i) defaults on this Agreement without reasonable cure as provided for in Sub-Paragraph C(2) and which default/dispute is not resolved through mediation;
- (ii) files a petition or is the subject of an involuntary petition for bankruptcy filed in a United States Bankruptcy Court;
- (iii) files a notice of intent or other paper with the Secretary of State for the State of Illinois which evidences an intent to liquidate or dissolve;
- (iv) loses its IRS 501(c)(6) status as a tax-exempt business league by reason of any act or omission on the part of EDC;
- (v) loses its Illinois Department of Commerce and Economic Opportunity certification as either the SBDC or the ITC for Champaign County;
- (vi) becomes involuntarily dissolved for any reason by the Secretary of State of the State of Illinois and where EDC fails to apply for reinstatement within ten (10) business days of notice of such involuntary dissolution;
- (vii) enters into any arrangement with creditors which could reasonably be deemed, construed, or interpreted as a common law composition with creditors;
- (viii) is placed in receivership by a lawful court order;
- (ix.) acts or fails to act in such a manner as would injure or likely injure the City in any way, or cast the City or any business located within the City in a negative light unless, in the case of a business, such negative light is reasonably supported by evidence (e.g. an announcements that a business has closed or moved from the City when in fact such business has moved or closed); and/or
- (x) acts or fails to act in a manner which threatens or which may reasonably threaten human life, health or safety.

In the event that the City elects to terminate this Agreement for any one or more of the reasons provided in this Sub-Paragraph, the City's obligation to provide funding to EDC shall automatically cease and become wholly null and void. In addition to any other remedy which the City may have as a matter of law or right, the City shall be entitled to seek, obtain and recover a refund from EDC in an amount calculated as if EDC elected to dissolve as provided in Sub-Paragraph B(6) of this Agreement.

- b This Agreement may be terminated by either Party by giving written notice to the other Party of its intent to terminate and such termination shall be deemed effective thirty (30) days after the effective date of such written notice (as defined by Sub-Paragraph C(7) below). Any Party providing such notice of termination shall offer the other Party an opportunity to

meet and discuss such termination prior to the effective date hereunder. In the event of such termination, EDC shall refund to the City so much of those funds which the City has provided to EDC in the fiscal year in which the termination occurs computed in the manner provided for in Sub-Paragraph B(6) of this Agreement.

5. Refund of Funds: If any event arises which triggers EDC's obligation to refund any moneys to the City as provided elsewhere in this Agreement, EDC shall tender to the City such refund in the amount provided for in this Agreement within sixty (60) calendar days of when the aforesaid event occurred. In the event EDC fails to tender such refund to the City within the timeframe provided herein, the City shall be entitled to interest on the said refund at the rate of nine percent (9%) per annum with interest commencing to run on the date when the City was first entitled to said refund.

6. Indemnification: EDC agrees to and will indemnify, defend and hold harmless the City, its elected and appointed officials, employees, agents, and assigns from and against any and all claims, suits, actions, causes of action, judgments, decrees, orders, liabilities, and defenses which arise or which may arise out of or which are or may be the direct or proximate result of any unlawful intentional, willful, wanton, grossly negligent, or negligent act or omission by EDC and/or any of its directors, officers, employees, agents, contractors, or representatives. Nothing herein shall require EDC to indemnify, defend and hold harmless the City, its elected and appointed officials, employees, agents, and assigns from and against any and all claims, suits, actions, causes of action, judgments, decrees, orders, liabilities, and defenses which arise or may arise out of or which are or may be the direct or proximate result of any intentional, willful, wanton, grossly negligent, or negligent act or omission by the City or any of its elected or appointed officials, employees, agents, or assigns.

7. Notices: All notices required to be given shall be in writing, and such notices shall be deemed proper and effective as hereinafter provided:

- a If by First Class U.S. Mail: All such notices shall be sent by registered or certified mail with a return receipt requested. If any such notice is placed in an envelope properly addressed to the intended recipient and bearing proper postage, such notice shall be deemed effective four (4) days from the date of placement with the United States Postal Service.
- b If by facsimile: All such notices shall be deemed effective if transmitted to the intended recipient's facsimile machine and the same shall be deemed effective on the next business day following transmission if the sender's facsimile machine provides a printed recipient that the facsimile was received by the intended recipient's facsimile machine. If no such printed receipt is provided, then the notice shall be deemed effective four (4) days after its transmission.
- c If by overnight courier: All such notices shall be deemed effective if placed in a properly addressed overnight courier envelope properly addressed to the intended recipient with delivery charges to be paid by the sender of such notice, and such notice shall be deemed effective the next business day following delivery of such notice.
- d If by personal delivery: All such notices shall be deemed effective if hand delivered by an employee of the sender to an employee of the intended

recipient, and such notice shall be deemed effective on the next business day following delivery of such notice.

- e. No other form of notice, including e-mail notice, shall be deemed effective whether or not such notice was in fact received by the intended recipient.

Notices shall be delivered to the following locations unless a Party informs the other Party in writing of a different location to where notices should be directed:

TO THE CITY:

Stepheny McMahon
Economic Development Supervisor
City of Urbana
400 S. Vine St.
Urbana, IL 61801

TO EDC:

Carly McCrory McKay
Champaign County Economic
Development Corporation
1817 South Neil Street, Suite 100
Champaign, IL 61820

8. Waiver: The failure of any Party to enforce any covenant, term or condition contained in this Agreement or to take action to enforce the same shall not be deemed to constitute a waiver of that Party's right to enforce or take action to enforce such covenant, term or condition. Notwithstanding the foregoing, if a Party fails to enforce or undertake any action to enforce any covenant, term or condition contained in this Agreement and knows that the other Party has relied on such forbearance to its financial detriment, then such knowledge shall constitute a waiver by the Party which has or had the right to enforce or initiate an action to enforce such covenant, term or condition.

9. Assignment: Neither Party shall have the right to assign or otherwise transfer to any third person the Party's obligation to perform or the right to receive performance of any covenant, term or condition in this Agreement without the written consent of the non-assigning Party. If either Party consents to allow the other Party to assign or otherwise transfer its obligation to perform any covenant, term or condition contained in this Agreement or the right to receive the benefit of performance of any covenant, term or condition contained in this Agreement to or from a third person, then this Agreement shall be binding upon such third person as if such third person was a signatory to this Agreement, and such third person shall be deemed a "Party" as referred to in this Agreement.

10. Human Rights: EDC, in all respects, shall comply with the City's Human Rights Ordinance and, if requested in writing by the City, EDC shall provide such hiring information as requested by the City as if requested pursuant to the City's Equal Opportunity in Purchasing Ordinance.

11. Representations and Warranties: Each Party represents and warrants that the individual executing this Agreement is duly authorized to do so.

12. Sole Agreement of the Parties: This Agreement shall supersede and replace any and all agreements respecting the subject matter of this Agreement, whether oral or in writing, entered into by and between the Parties heretofore.

[END OF AGREEMENT, SIGNATURES FOLLOW.]

FOR THE CITY:

FOR EDC:

Diane Wolfe Marlin, Mayor

Carly McCrory McKay, Executive Director

ATTEST:

ATTEST:

Darcy Sandefur, City Clerk

John Walsh, Board of Directors Chair

RESOLUTION NO. _____

**RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN
ECONOMIC DEVELOPMENT AGREEMENT
(CHAMPAIGN COUNTY ECONOMIC DEVELOPMENT CORPORATION,
FISCAL YEAR 2023-2024)**

WHEREAS, the City of Urbana (“City”) is a home rule unit of local government pursuant to Article VII, Section 6, of the State of Illinois Constitution of 1970; and may exercise any power any function pertaining to its government and affairs, and the passage of this Resolution constitutes an

WHEREAS, the City of Urbana has determined that supporting regional economic development coordination and initiatives across Champaign County provides a benefit to the City; and

WHEREAS, the Champaign County Economic Partnership DBA Champaign County Economic Development Corporation (“EDC”) is well positioned to provide those regional economic development services for the City and the Champaign County region; and

WHEREAS, the City and the EDC have previously held a relationship related to regional economic development services; and

WHEREAS, the City and EDC believe that it would be mutually beneficial to the City and EDC to renew their agreement whereby EDC would provide regional economic development services for and on behalf of the City and the City would reasonably compensate EDC for such services.

NOW, THEREFORE, BE IT RESOLVED by the City Council, of the City of Urbana, Illinois, as follows:

Section 1.

An Economic Development Agreement by and between the City of Urbana, a Municipal Corporation, and the Champaign County Economic Partnership DBA Champaign County Economic Development Corporation, a 501c.6 Not-For-Profit Corporation, in substantially the form of the copy of said Agreement attached hereto and hereby incorporated by reference, be and the same is hereby authorized and approved.

Section 2.

The Mayor of the City of Urbana, Illinois, be and the same is hereby authorized to execute and deliver and the City Clerk of the City of Urbana, Illinois, be and the same is hereby authorized to attest to said execution of said Agreement as so authorized for and on behalf of the City of Urbana, Illinois.

PASSED BY THE CITY COUNCIL this _____ day of _____, _____.

AYES:

NAYS:

ABSTENTIONS:

Darcy Sandefur, City Clerk

APPROVED BY THE MAYOR this _____ day of _____, _____.

Diane Wolfe Marlin, Mayor

COVID-19 RECOVERY: **URBANA SMALL BUSINESS MICROLOAN FUND**

**Eligible businesses located in the City of Urbana
can access small business loans up to \$50,000**

- AIMS:**
- Help disadvantaged entrepreneurs and small businesses in Urbana gain access to affordable financial services
 - Assist new and existing businesses and entrepreneurs in Urbana, focusing on those who do not qualify for traditional lending

CONTACT

Tristan Brown

Illinois Operations Manager
Justine PETERSEN

tbrown@justinepetersen.org
217-494-0884



Justine PETERSEN is housed within the Champaign County Economic Development Corporation office, located at **1817 S. Neil Street, Suite 100, Champaign.**



new to the
Champaign-Urbana
area?

We're here to help you feel right at home.

Get connected to a local community ambassador today.

CHAMBANAWELCOME CREW



makeitcu.com/cwc

CHAMBANA WELCOME CREW

Item F3.

We get it. Moving to a new community can be intimidating. Let us make it easier for you!

The Chambana Welcome Crew is a diverse group of community ambassadors representing all walks of life, with different interests and a variety of experiences within the Champaign-Urbana area. They're ready to connect with you based on your passions and interests so you can start to enjoy all this community has to offer.

Our ambassadors have a strong network and knowledge of the Champaign-Urbana area and stand ready to answer your questions, share experiences, and ensure a smooth transition into our community.

MEET THE CREW & GET CONNECTED

makeitcu.com/cwc

A program by



101

CHAMPAIGN-URBANA JOB BOARD



FULL-TIME, PART-TIME, AND REMOTE OPPORTUNITIES

Features Champaign-Urbana area employers across various industries

Filter and sort by industry, job type, company, and location

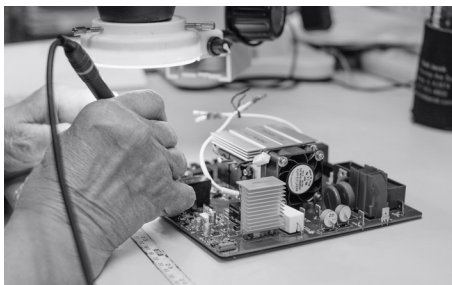


CONTACT US

edc@champaigncountyedc.org

SEARCH FOR JOBS

makeitcu.com



CHAMPAIGN-URBANA

Whether you want to find a job or show your community pride, we're here to get you connected to all things C-U. New to the community? Get connected to a community ambassador and join an upcoming mixer to network with other newcomers.

BRILLIANT.



PLUG INTO

- // **Chambana Welcome Crew**—Connecting new residents to a community ambassador.
- // **Community Job Application**—Simplifying your move to the C-U area.
- // **New to CU Mixers**—Quarterly events to meet new residents.
- // **CU Job Board**—Simplifying your local job search.
- // **Chambana Proud Podcast**—Connecting you to all things local.
- // **Chambana Proud Shop**—Tees, totes, stickers and more!



makeitcu.com



**MAKE IT
CHAMPAIGN
URBANA**

ENGAGE

2020-2023

Champaign County Economic Development Corporation **STRATEGIC PLAN**



OUR MISSION

The Champaign County Economic Development Corporation:

- is a public-private partnership dedicated to fostering a cooperative, county-wide approach to economic development,
- works to improve the economic well-being of all Champaign County through efforts that entail job creation, job retention, tax base enhancements, small business development, and promotion of quality of life, and
- brings together community partners to support economic development by aligning interests through productive relationships, open dialogue, and advocacy efforts.

The Champaign County Economic Development Corporation accomplishes its mission with the following principles in mind:

- Listen, engage, and adapt.
- Communicate and connect.
- Be trustworthy and transparent.
- Provide excellent customer service.

2020-2023 STRATEGIC OBJECTIVES

- Business Outreach & Industry Engagement
- Workforce Development
- Regional Promotion & Talent Attraction
- Transportation & Logistics
- Small Business Development
- Regional Collaboration
- Economic Development in Minority Communities



BUSINESS OUTREACH & INDUSTRY ENGAGEMENT STRATEGIES

- Conduct business outreach visits with local employers
 - Visit non-retail companies annually to identify opportunities, challenges and workforce needs; involve other partners as requested and strategically appropriate
 - Connect company leadership to local service partners, business opportunities
 - Increase awareness of opportunities available through Workforce Innovation and Opportunity Act (WIOA)
- Conduct industry roundtables that create peer-to-peer relationships and dialogue leading to collaborative efforts
 - Host roundtables annually, based on geographical locations and/or industry needs
 - Be intentional about identifying and including minority-owned businesses
- Assist businesses in accessing public and private financial assistance and local, state, and federal grants
- Provide technical assistance to navigate regulatory processes and enter new markets
- Help new businesses find sites and recruit workers
 - Identify and pursue companies each year that would fill gaps in our supply chain
 - Identify and pursue companies each year that would benefit from our transportation logistics
 - Promote the county as a great place to work in multiple industries
 - Identify job skills needed for company's workforce and collaborate with partners to recruit workers and provide necessary training
- Compile, update, and advertise sites and buildings in Champaign County; build quick, flexible data presentation capabilities to differentiate our advantage in the site selection process
 - Incorporate geographical information systems (GIS) into the database management process
 - Create a bi-weekly reporting system for local brokers and property owners
 - Host a bi-monthly meeting for local brokers and property owners to stay engaged with properties and projects, create opportunity for communication and collaboration
 - Lead county responses to inquiries regarding site selection criteria and expansion opportunities for local businesses



A diverse economy is not just a lofty goal, but a must-have for ongoing regional prosperity.

BUSINESS OUTREACH & INDUSTRY ENGAGEMENT STRATEGIES CONTINUED

- Identify local industry clusters, local challenges to business growth, attraction opportunities, and talent development in the identified growth sectors of AgTech, MedTech, FinTech, Defense, Data Sciences, and Manufacturing
- Host public and private job fairs as necessary with regional partners to meet the needs of companies and promote the hiring of a diverse local workforce
- Work closely with municipalities to identify best practices and benchmark Champaign County for the creation and management of economic development incentives at the local level
- Identify shared skill needs to prepare joint workforce development and training programs to serve industry clusters, including technical talent recruitment and mid-level management needs
- Be the go-to source for workforce data and reports, including industry and occupation data related to jobs, growth, earnings, demographics, and more
 - On a quarterly basis, publish the following reports, available to investors and community stakeholders: Economy Overview, Highest Ranked Occupations, Gross Regional Product, and Job Posting Analytics
 - Publish the Top Employers Directory on an annual basis
 - Benchmark Champaign County on an annual basis using available tools and industry feedback, including demographic, social, industry, and occupation data
- Identify and work with partners to secure grant funding to support infrastructure, site development, workforce training, and other community/business assets
- Serve as the one-stop office for coordination of economic development projects in Champaign County
- Through the Economic Development Council, host quarterly meetings to share updates on economic development projects, including community partners of the EDC, and hear presentations from businesses, industry, and workforce development partners in Champaign County
- Create a **Business Outreach & Industry Engagement Task Force** that meets quarterly to share ideas, make connections, and hear updates on key programs from one another
- Programs / events / engagement:
 - National Manufacturing Day / Illinois Manufacturing Month
 - CATALYZE, A Professional Networking Event
 - University of Illinois – Chancellor’s Economic Development Advisory Council

WORKFORCE DEVELOPMENT STRATEGIES

Access to a skilled workforce is the most important factor cited by businesses when making a decision on where to locate or expand.

- Work in conjunction with community partners to support a robust, diverse and resilient talent pool for existing and future businesses
- Engage with businesses to know their current and future talent demand as well as local and national trends; work with educational institutions to turn that information into training programs
 - Identify the most critical job needs in the region and appropriate learning pathways for those jobs, communicate those opportunities with students, parents, educators, and community organizations
 - Explore the implementation of a soft skills certificate program that is recognized as a standard in the county
 - Partner with agencies to increase minority employment in full-time jobs with benefits
- Partner with workforce agencies to develop policies that support businesses and workers alike
- Work with the Chancellor's ED Group Coding Bootcamp Work Team to develop a local coding academy to address the hiring needs of technical talent locally
- Create copy and materials that clearly identify career pathways through educational and workforce programs that exist in Champaign County
- Work closely with partners like the New American Welcome Center and Champaign County Black Chamber of Commerce to ensure that Champaign County is a place where newcomers, immigrants and minority-owned enterprises can thrive and flourish
 - Launch and build upon the Welcoming Economies Technical Assistance Pilot
- Create a Workforce Development Task Force that meets quarterly to share ideas, make connections, and hear updates on key programs from one another
- Programs / events / engagement:
 - #CTEInIL
 - Early College & Career Academy
 - ICATT Apprenticeship Program
 - New American Welcome Center
 - Workforce Innovation Board of East Central Illinois



REGIONAL PROMOTION & TALENT ATTRACTION STRATEGIES

- Develop and execute marketing and attraction strategies and campaigns to market Champaign County to existing and potential businesses and talent
- Explore collaboration opportunities with Parkland College and the University of Illinois to attract alumni back to the community, as well as retention opportunities while students are on campus
- Promote assets and programs/policies of Champaign County for the improvement of the county's image locally, national, and internationally
- Create a new suite of open source digital materials, including videos, to showcase the more traditional economic development assets of Champaign County as a tool for business retention and attraction
- Expand Chambana Proud program in partnership with Visit Champaign County (VCC) - and other appropriate community organizations - to include additional community promotional items to build community pride, create a newcomer program for newly-established community residents and remote workers, and continue to build the Champaign County Recruiters network of local HR professionals
 - In partnership with VCC, create and publish the Community Checklist on a quarterly basis for the Champaign County Recruiters network, which is geared towards new hires
 - Host roundtables and events for the Champaign County Recruiters network
 - Create a Welcome to Champaign County orientation session as part of the newcomer program, to take place twice per year
- Work with municipalities and other interested parties to create a unique incentive program to retain college graduates and attract new talent to the community
- Attend economic development and industry trade shows and conferences to build relationships and market Champaign County for business attraction
- Create a marketing strategy to promote Champaign to Decatur as the I-72 AgTech Corridor, highlighting our ag assets as a region; identify how we can work together more closely to not only collaborate with the existing resources we have, but increase opportunities for workforce training, business and talent attraction, and a general awareness of what's possible here through marketing and branding strategies



Marketing our region and attracting top talent is essential in fostering long-term employment growth.

REGIONAL PROMOTION & TALENT ATTRACTION STRATEGIES CONTINUED

- Support activities for individual and business recognition and celebration
- Create a Regional Promotion & Talent Attraction Task Force that meets quarterly to share ideas, make connections, and hear updates on key programs from one another
- Programs / events / engagement:
 - Innovation Celebration
 - TechMix
 - Made in Champaign County
 - You're Welcome CU
 - Chambana Proud
 - Champaign-Urbana AgTech Week



FAQs

What is Economic Development?

Economic development is defined by the International Economic Development Council as the intentional practice of improving a community's economic well-being and quality of life. It includes a broad-range of activities to attract, create, and retain jobs, and to foster a resilient, pro-growth tax base and an inclusive economy. The practice of economic development is comprised of a collaborative effort involving industry, government and myriad community stakeholders.

Why invest in Economic Development in Champaign County?

Economic development is the core of well-being and quality of life for communities across the United States. It encompasses policies, programs, and activities that seek to create and retain jobs and ultimately facilitate economic growth. The Champaign County EDC works diligently every day to make our county's economic future as bright as it can be through robust, resilient, and inclusive actions that strengthen our local economy and quality of life.

TRANSPORTATION & LOGISTIC STRATEGIES

Enhance regional assets that move people and freight to make our region more competitive.

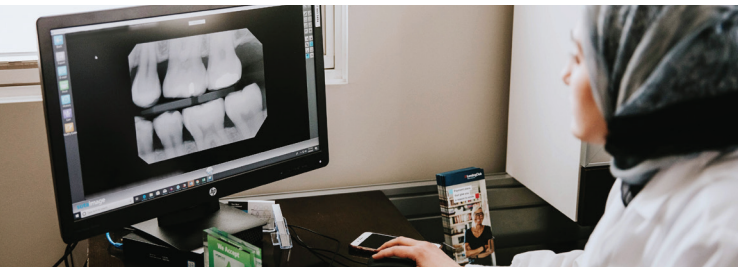
- Create an infrastructure network map to assist businesses needing to locate main transportation routes, fiber optic cable lines, electricity grids, and more
- Identify and support business opportunities as a result of the new port of entry located at Flightstar
- Work closely with Willard Airport staff, University of Illinois leadership, and community businesses to attract new air service development and enhance the visitor experience inside the airport terminal; grow community support of Willard Airport through local pledge campaign
- Focus on addressing challenges and taking advantage of opportunities identified in the Champaign County RPC's Champaign-Urbana Region Freight Plan, including the need for increased rail access, signage for freight routes across the county, and solutions for short-and long-term freight parking
- Support efforts to position Champaign County as a leader in autonomous vehicle research and development
- Continue work with regional partners to address passenger rail challenges of on-time performance, keep a focus of increased daily service routes
- Explore opportunities to enhance the airline industry resources that exist in Champaign County
- Programs / events / engagement:
 - Willard Airport – Executive Committee, Advisory Committee, Marketing Committee
 - Long Range Transportation Plan Steering Committee (Champaign County RPC)
 - Champaign County First



SMALL BUSINESS DEVELOPMENT STRATEGIES

More than half of Americans either own or work for a small business, and they create about two out of every three new jobs in the U.S. each year.

- Host and work to expand the Illinois Small Business Development Center, including the International Trade Center; continue relationship with Bradley University to offer PTAC services
- Assist businesses in accessing public and private financial assistance and local, state, and federal grants
- Work closely with municipalities and community partners to develop, manage, and provide resources to small business programs that support women and minority entrepreneurs



- Advocate for the state of Illinois to implement a matching grant program for SBIR and STTR grants, and other programs that would support the growth of small businesses in our region
- Develop training and workshops around small business needs locally, as well as state and national trends
- Work with partner agencies to develop more opportunities for access to capital for small business owners
- Expand access to SBDC advisors, implement technology solutions to better accommodate schedules and client sessions
- Transition the First Friday Group into a One Million Cups chapter in partnership with community partners engaged in entrepreneurship
- Create a Small Business Task Force (with SBDC Advisory Board) that meets quarterly to share ideas, make connections, and hear updates on key programs from one another
- Programs / events / engagement:
 - Illinois Small Business Development Center at Champaign County EDC
 - National Small Business Week
 - Small Business Saturday
 - First Friday
 - Bridge, Champaign County's Virtual Incubator

REGIONAL COLLABORATION STRATEGIES

Economic development is a team sport.

- Restructure and launch Illini Angels (previously the Urbana-Champaign Angel Network); mobilize network of angel investors, including alumni, who engage regularly and listen to presentations from local companies seeking investment
- Create a regional trailing partner (+1) program with regional EDO partners to assist talent in locating in our region and support employers who have a large regional presence



- Work with regional partners to enhance and expand broadband access in order to support business development, job growth, and economic opportunity
- Advocate for policies and programs through the state of Illinois that better align with workforce needs and business retention and attraction challenges and opportunities in order to better compete against other states for talent and projects
- Collect, strategize, and report the top five economic development priority projects from each municipality on an annual basis in order to be prepared for funding opportunities at the state and federal level
- Work with regional EDO partners to host foreign delegations to highlight our region's business strengths and opportunities for investment
- Champaign County First - Champaign County First is a united countywide effort to identify projects and/or initiatives that, when successfully completed, will greatly benefit the citizens of Champaign County; spur economic development; and improve the quality of life in Champaign County. Champaign County First partners are committed to advocating on behalf of the identified projects at the local, state and/or federal level with one voice in order to transform Champaign County.
- Programs / events / engagement:
 - Illinois Department of Commerce & Economic Opportunity
 - Regional EDO Group
 - Intersect Illinois
 - Cost of Living Index

ECONOMIC DEVELOPMENT IN MINORITY COMMUNITIES

Champaign County's economy is most successful when it benefits all members of our community. As such, we will be intentional in ensuring that community members who may not have benefited in the past are incorporated and supported in our collective efforts to grow the regional economy.

- In the Strategic Objective areas of Business Outreach and Industry Engagement, Workforce Development, Small Business Development Strategies, and Regional Promotion and Talent Attraction, promote and support intentional efforts for minority participation and inclusion through communication, collaboration and engagement with high growth business and industry sectors
- Encourage and support minority entrepreneurship, with a focus on high growth sectors, through collaborations and engagement with entities such as the U of I Research Park to gain exposure, identify mentors, secure internships, develop workshops, and facilitate access and engagement with the entrepreneur startup ecosystem in Champaign County



- Partner with local and regional financial institutions and governmental agencies to host and co-sponsor activities to increase access to startup capital, working capital and work to overcome barriers minority businesses experience in gaining access to capital for growth and expansion
- Advocate for and support the development of programs to promote procurement of goods and services based on separate goals for minority, women and veteran's business enterprises in the public sector
- Collaborate with the twenty largest private sector employers in Champaign County to plan and co-host a semi-annual minority-majority business-to-business match-making procurement event. Ensure all categories of operational and capital spending are eligible

Champaign County Economic Development Corporation

www.champaigncountyedc.org

(217) 359-6261

1817 S. Neil Street, Suite 100, Champaign, Illinois 61820





City of Urbana
 400 S. Vine Street, Urbana, IL 61801
www.urbanailinois.us

MEMORANDUM TO THE MAYOR AND CITY COUNCIL

Meeting: December 17, 2023 Committee of the Whole
Subject: A Resolution Approving and Authorizing the Execution of an Economic Development Agreement (Champaign County Economic Development Corporation, Fiscal Years 2023-2024)

Summary

Pursuant to the City Council's inclusion of funding for the Champaign County Economic Development Corporation (EDC) in the planned City Budget for Fiscal Year 2023-2024, staff has prepared a renewed agreement for the provision of regional economic development services by the EDC for the benefit of the City and the regional economy.

The City Council is asked to consider a resolution adopting an Economic Development Agreement for funding EDC. This proposed agreement covers activities in this Fiscal Year, from July 1, 2023 to June 30, 2024, and a contribution by the City of Urbana of \$33,763. The amount represents approximately 6.5% of their core budget, and about 3% of their total budget with annual grants factored in, though grant numbers fluctuate annually

EDC has brought together community leaders to support economic development in Champaign County since its founding in 2001. During this time, the organization has sought to undertake activities and form public-private partnerships that benefit Champaign County businesses and the local economy. EDC's activities have included direct technical support to local businesses by operating the Illinois Small Business Development Center (SBDC) and International Trade Center (ITC), promoting local manufacturers through the Made in Champaign County program, highlighting the AgTech industry through the annual Champaign-Urbana AgTech Week, supporting the growth of University of Illinois-Willard Airport and work on air service development, and promoting the region as a home of creative talent to young professionals with the Make It Champaign-Urbana marketing initiative, one of their many talent attraction and retention efforts.

EDC and SBDC staff provide a number of direct services that support Urbana's overarching economic development goals. These services include business visits with major employers, business advising, and confidential consultation with City staff, developer/business lead generation, coordination with state agencies, and regional public-private coordination. The 2022 center metrics for the SBDC business support are as follows:

- 1,205 jobs supported
- 154 jobs created or retained
- 40 business starts
- \$940,000 of capital infusion
- 255 clients advised
- 87 new clients
- 139 training sessions with 631 attendees
- 771 advising hours
- \$8.9 million in export sales
- 11 ITC training sessions

The EDC is proactive in sharing information on state and federal financial resources through numerous webinars and online posts, applying for and assisting communities in applying for funds, and guiding businesses in need throughout the county on how to apply for essential funding.

In 2021, the Champaign County EDC was approved by the State of Illinois to become a Community Navigator Hub which comes with funding to assist small, and minority owned businesses in finding resources to overcome the economic hardship caused by the pandemic. The Community Navigator program is a hub-and-spoke model, whereby regional partners (“hubs”) partner with sub-grantees that are community-based organizations (“spokes”). The Hub and Spokes perform intensive outreach to ensure that small and hard-to-reach businesses are aware of economic relief funds available. Additionally, navigators provide one-on-one technical assistance to support businesses in understanding how to access relief.

Last year the EDC formalized a relationship with Justine Petersen (JP), a leading community development financial institution. The organization began in St. Louis, but has since extended to Illinois. Justine PETERSEN offers financial counseling and financial products to individuals and businesses who are working to improve their financial literacy and credit scores. The EDC offered an office for JP manned by Illinois Operations Manager, Tristan Brown. In early 2023, Director, Carly McCrory McKay applied for and was awarded ARPA funds from the City of Urbana and worked with Justine PETERSEN and City staff to establish a loan fund for Urbana businesses. This is following the loan fund previously funded and established by Champaign County. To date, Justine PETERSEN has issued 28 loans to Urbana businesses at an average loan rate of \$14,987. The total amount loaned to date to Urbana businesses equals \$419,636.05 with 95% being loaned to Black or African American applicants. All of the initial loans came from the Champaign County JP Fund. Urbana’s own \$250,000 fund was rolled out in late October for which there have been an additional 15 applicants, five of which are set to close in the first month of 2024. To ensure business success, JP clients are offered no-cost, confidential wraparound services via the SBDC.

Earlier this year, Carly took the lead when Dart announced their impending closure and worked closely with their HR department, local employers, and rapid response services to host on-site jobs fairs bringing potential hiring employers to Dart employees who wanted to stay in the area. Carly will also be coordinating with Dart when the facility is ready for sale or repurposing.

Relationship to City Services and Priorities

Increases capacity of outside consulting and resources for Urbana businesses.

Strongly supports and connects resources for economic development initiatives in Urbana.

Urbana has contributed partnership funds to the EDC since 2018.

Discussion

The proposed agreement includes reporting requirements to staff and City Council including the submittal of the current strategic plan: Engage 2020-2023 (Exhibit A: EDC Engage 2020-2023 Strategic Plan) and annual EDC Budget (to be provided upon approval by the EDC Board of Directors in January/February). A new strategic plan development will begin in early 2024. The agreement would require EDC to make an annual presentation to the Mayor and City Council, and provide the City with the updated aforementioned documents.

Urbana's Senior Advisor for Integrated Strategy Development, Andrea Ruedi, serves as the City's representative on the EDC Board.

The City Council has the following options with respect to this proposed agreement:

1. Forward the Resolution to City Council with a recommendation for approval as part of the consent agenda.
2. Forward the Resolution to City Council with a recommendation for approval with suggested changes.
3. Do not forward the Resolution to City Council

Staff recommends that the City Council forward the Resolution to City Council with a recommendation for approval as part of the consent agenda.

Attachments

1. EDC 2020-2023 ENGAGE Strategic Plan
2. CU General Flyer
3. Urbana Micro Loan Fund Flyer
4. CU Job Board Post Card
5. CWC Recruit Post Card

Originated by: Stepheny McMahon, Economic Development Supervisor

Reviewed: Kimberly Smith, Community Development Services Director

Approved: Carol Mitten, City Administrator

As Authorized by City of Urbana Resolution No. _____

COMMUNITY PARTNERSHIP AGREEMENT

This Community Partnership Agreement (hereinafter, "Agreement") is entered into by and between the City of Urbana (hereinafter, the "City") and the Champaign County Convention and Visitors Bureau DBA Experience Champaign Urbana (hereinafter, "ECU") (collectively, the "Parties").

WHEREAS, the City is a home rule unit of local government pursuant to Section 6 of Article VII of the State of Illinois Constitution of 1970; and

WHEREAS, ECU is an Illinois not-for-profit business league that has been granted tax-exempt status by the Internal Revenue Service pursuant to Section 501(c)(6) of the Internal Revenue Code (26 U.S.C. § *et seq.*) and is certified by the Illinois Office of Tourism as the Local Tourism and Convention Bureau for Champaign County; and

WHEREAS, the City seeks to grow its tourism industry by entering into one or more arrangements with other persons or entities to promote and market the City as a destination, to assist in the promotion and marketing of tourism-related businesses and events located in the City, to expand the sales of existing tourism-related businesses within the City, to organize or attract major public and special events in Champaign County and assist in their promotion and marketing, and to attract new visitors to Champaign County from locations over fifty miles from Champaign County including from other nations; and

WHEREAS, ECU seeks to promote Champaign County as an overnight visitor destination and to make Champaign County the premiere destination in Central Illinois; and

WHEREAS, ECU is experienced in the promotion and marketing of Champaign County as a destination to audiences located over fifty miles from Champaign County including other nations, the organization and attraction of major public and special events in Champaign County including assistance in the promotion and marketing, the expansion of sales of existing tourism-related businesses within Champaign County, and the promotion and marketing of tourism related businesses and events within Champaign County, all of which are intended to grow the regional tourism industry; and

WHEREAS, the City and ECU seek to form a mutually beneficial arrangement whereby ECU undertakes certain promotion, marketing, recruitment, sponsoring, and staging of various tourism-related activities, events, destinations, businesses, and partnerships within and for the benefit of the City and its tourism industry, and whereby the City shares in the support of ECU's regional efforts to promote all of Champaign County and improve the region's tourism industry as a whole.

NOW, THEREFORE, for good, valuable and mutual consideration that each Party acknowledges as having in hand received and for the mutual exchange of the covenants, terms, and condition contained in this Agreement, the Parties agree as follows:

CITY OBLIGATIONS TO VCC:

1. City Funding and In-Kind Services to ECU:

- a. **City Monetary Funding to ECU:** The City shall provide ECU with certain funding, which ECU may use to operate its business and also perform its duties as the Local Tourism and Convention Bureau for Champaign County as certified by the State Office of Tourism. The amount of funding that the City shall provide to VCC for such purpose shall commence of July 1 and end on June 30 shall be:

Fiscal Year 2023-2024: \$15,000

- b. **City In-Kind Services to ECU:** Separate and apart from the funding provided for in Sub-Paragraph A(1)(a) of this Agreement, the City may at its discretion provide in-kind services at no cost to ECU, but is under no obligation to provide any such in-kind services. The City shall value any in-kind services that it provides to, for, or for the benefit of ECU based on the rates which the City customarily charges for the provision of the same or similar services in connection with special public events held within the City's corporate limits as described in Section 10.2 of the City of Urbana Policy & Procedure Manual.
- c. **Collective City Funding:** Unless the context of any Paragraph or Sub Paragraph in this Agreement provides or suggests otherwise, reference to "City Funding" or "City Funds" shall mean and include the monetary funding and any in-kind services provided for in Sub-Paragraphs (A)(1)(a) and (A)(1)(b) of this Agreement.

2. Disbursement of Funds: The Parties recognize and agree that it shall be a goal of ECU that, during the term of this Agreement, ECU shall undertake efforts within its own operations, marketing, and other activities, as provided for in Sub-Paragraphs B(1) through B(5), to increase the representation of tourism-related events, activities, and businesses located within the City as well as to increase tourism-related sales for businesses within the City. Thus, the Parties intend that ECU's receipt of City Funding shall be based in whole or in part on ECU's performance during the term of this Agreement. However, nothing herein shall be deemed or construed as barring the Parties from entering into one or more other written agreements for other ECU services that benefit the City and/or its business community and the City from compensating ECU on covenants, terms, and/or conditions separate and apart from those provided for in this Agreement. To this end, the City shall disburse to ECU City Funds within thirty (30) days of the City's receipt of an invoice from ECU within the term of this agreement.

Notwithstanding anything to the contrary provided for in Sub-Paragraph A(1) of this Agreement, ECU shall not use or expend any City Funds, whether as staff funding and/or operational funding, for political purposes and activities including, but not necessarily limited to, funding of any political action committee, funding any organizations, candidates, or public office-holders political campaign, lobbying activities, or other activities that are or may be contrary to ECU's IRS Section 501(c)(6) tax-exempt status. Nothing herein shall be deemed, construed, or

interpreted as prohibiting ECU from engaging in any of the aforesaid political activities or lobbying activities where such activities are clearly and plainly intended to benefit the City or Champaign County as whole rather than any particular political constituency.

3. Limits on City Funding: Nothing in this Sub-Paragraph shall be deemed, construed, or interpreted as limiting the amount of additional funding, if any, that the City may, in its sole discretion, provide to ECU for any purpose, whether specific or general in nature and whether or not pursuant to one or more separate agreements entered into and executed by and between the Parties. Any funding paid by the City in its sole discretion to ECU for the sole purpose of contributing toward any Illinois High School Association (IHSA) bid or IHSA tournament shall be held separate and apart from this Agreement.

B. ECU'S OBLIGATIONS TO THE CITY:

1. Promotional, Marketing, and Sponsoring Activities: ECU shall undertake such efforts as reasonably possible and within the limits of funding provided by the City to promote and market the City as a destination, to assist in the promotion and marketing of tourism-related businesses and events located in the City, to expand the sales of existing tourism-related businesses within the City, to organize or attract major public and special events in Champaign County and assist in their promotion and marketing, and to attract new visitors to Champaign County from locations over fifty miles from Champaign County including from other nations. Such efforts shall include but shall not be limited to promotion, marketing, recruitment, sponsoring, and staging of various tourism-related activities, events, destinations, businesses, and partnerships within and for the benefit of the City and its tourism industry. Such efforts shall also be complementary to and consistent with ECU's regional efforts to promote all of Champaign County and improve the region's tourism industry as a whole.

Further, ECU shall –

- a. recognize the City as a “Gold Partner” in all of its activities and capacities in a manner that is fully consistent with ECU's official description of partnership levels and the treatment of other like organizational, municipal, and jurisdictional partners of ECU (hereinafter “City Partnership Status”);
- b. market and support events held within the City in a manner that is consistent with the City Partnership Status including but not limited to the following events: Urbana's Market at the Square, the Urbana's Market IN the Square, and the CU Folk & Roots Festival in Downtown Urbana;
- c. communicate, coordinate, and cooperate in marketing, sales, and promotion efforts with staff and officials of the City in a manner that is consistent with the City Partnership Status, including but not limited to requesting information and materials from the City for inclusion in promotional bags and packets, inviting City representatives to ECU organized or sponsored events, and including City representatives in planning and decision-making teams or committees;
- d. include tourism-related businesses and venues located within the City and their representatives in all relevant promotion and marketing activities of

ECU in a manner that is consistent with the City Partnership Status, including but not limited to participation on planning teams, networking events, trips, tours, site visits, printed materials, informational displays, maps, business listings, emails, and social media postings;

- e. generate sales leads for hotels, venues, and other tourism-related businesses located within the City in a manner that is consistent with the City Partnership Status including but not limited to event attraction, sales blitzes, marketing blitzes, bid packages, networking events, trips, tabling, tours, and site visits;
- f. include representatives of Urbana businesses and the City to participate in hospitality and business planning and networking activities in a manner that is consistent with the City's Partnership Status including but not limited to participation in sales, sports, tourism, or hospitality councils and participation in quarterly meetings of chamber or business association professionals;
- g. recognize Downtown Urbana as a destination in all relevant promotion and marketing activities of ECU, including visitors guide, maps, and business listings, in a manner that is consistent with the treatment of Downtown Champaign;
- h. assist the City in establishing and seeking approvals from the State of Illinois for tourism attraction signs on Interstate 74 for major events and businesses located within the City including but not limited to Urbana's Market at the Square;
- i. create and/or disseminate information to Urbana hospitality businesses as necessary and in regards to community safety requirements for serving customers; and
- j. explicitly promote the area businesses and events located within Urbana's Central TIF District, which includes the City's historic downtown.

Notwithstanding anything to the contrary contained in this Sub-Paragraph B(1), all ECU promotional, marketing, staging, or sponsorship activities shall be undertaken in a manner that:

- k. presents the City, its officials, and its business community in a favorable light;
- l. is presented in good taste and in such manner as to avoid offending the overall City residential and business community;
- m. does not promote any particular religious or political positions or persuasions; and

- n. is presented or conducted in a manner so as not to endanger human life, health, or safety.

ECU shall comply with all federal, state, and City laws, rules, and regulations in connection with any and all VCC activities.

2. Board Representation: The City's Communications Specialist or such other person as the City's Mayor may designate shall sit on the ECU Board of Directors with full voting authority during the term of this Agreement as is consistent with the City Partnership Status.

3. ECU Strategic Plan: ECU shall develop a strategic plan for each of the City Fiscal Years provided for in Sub-Paragraph A(1)(a) of this Agreement and shall submit each said strategic plan to the City before June 1st preceding the start of the respective City Fiscal Year, upon approval by ECU Board of Directors, or upon the effective date of this Agreement, whichever is latest. ECU's strategic plan submitted to the City for any given City Fiscal Year shall include the following: (i) provide an overview of ECU's programmatic and organizational goals for the year; (ii) list specific activities and measurable objectives that ECU intends to complete over the course of the year; and (iii) describe how such activities and objectives benefit the City and other communities being served. In the event, after presentation of each said strategic plan to the City, the ECU Board of Director's amends the strategic plan, ECU shall provide the City with any and all such amendments within seven (7) days after the ECU Board of Directors' adoption of any such plan amendment or amendments.

4. ECU Budget: ECU shall submit to the City an annual budget approved by the ECU Board of Directors and said budget shall be submitted at the same time ECU submits the strategic plan provided for in Sub-Paragraph B(3) of this Agreement. In the event ECU amends the aforesaid budget, ECU shall provide a copy of each such budget amendment to the City along with a statement of the reason therefor within seven (7) days of when ECU's Board of Directors approval of such amendment.

5. ECU Reports to City Council: ECU shall provide to the City Council, within forty-five (45) days following the close of each quarter of the City Fiscal Year, its written quarterly report. In addition, ECU shall provide to the City Council, within sixty (60) days following the close of the City's FY, its written annual report, which shall describe the activities that ECU has undertaken during the immediate past City FY that are consistent with the work plan provided for in Sub- Paragraph B(3) of this Agreement

In addition, ECU shall submit to the City, within ninety (90) days following the close of the City Fiscal Year, its written annual partnership report, which shall (i) describe the activities that ECU has undertaken for, on behalf of, and/or for the benefit of the City, of businesses located within the City, and of events located within the City during the immediate past City Fiscal Year; (ii) provide a summarized accounting of all funds received by ECU during the aforesaid City Fiscal Year, including but not limited to the City Funds provided for in Sub-Paragraph A(1) of this Agreement; and (iii) provide a summarized accounting of all expenditures and disbursements made by ECU during the aforesaid City Fiscal Year.

ECU shall annually provide a representative of ECU to present the aforesaid annual report and annual partnership report to and address questions from the City Council at such time as the

City may direct. All reports and accountings provided in this Sub-Paragraph B(5) shall be in writing and shall appear on the letterhead of ECU.

6. Dissolution of ECU: In the event that ECU should dissolve or elect to cease operations for any reason after any payment provided for in Sub-Paragraphs A(1)(a) and A(1)(b) of this Agreement has been made for a City Fiscal Year not then completed, then, ECU, after its payment of all just debts and obligations, shall refund to the City so much of the amount that the City provided to ECU in the City Fiscal Year when it dissolves computed as a percentage of days within said City Fiscal Year which have passed expressed as a fraction or percentage of the total number of days in the said City Fiscal Year. – i.e., 365 or 366 depending on whether the year of dissolution is a “leap-year.” For example and by way of example only, in the event that the City provided ECU with \$10,000 in the City Fiscal Year 2022-2023 and ECU elects to dissolve on February 28, 2024, then the amount refunded to the City shall be computed as follows: $(\$10,000) \times (244 \div 366) = \$6,666.67$. However, ECU shall be relieved of its obligation to tender such refund should it be determined that state and/or federal law, rules, or regulations bar the making of such refund. Separate and apart from the refund provided for in this Sub-Paragraph, in the event that VCC announces its intent to dissolve or cease operations, the City may, at its sole election and discretion cease to provide additional funds to ECU.

C. MISCELLANEOUS TERMS:

1. Term of Agreement: This Agreement shall commence on July 1, 2023 and shall expire at 11:59 p.m. on June 30, 2024.

2. Default and Opportunity to Cure: In the event that either Party believes that the other Party has defaulted on any covenant, term, or condition contained in this Agreement, the non-defaulting Party shall provide written notice to the other Party of such default. The aforesaid written notice shall state or describe the nature of the default, whether by act or omission, and the Paragraph and/or Sub-Paragraph, as the case may be, that governs the obligation that is alleged to be in default. Within ten (10) calendar days of the effective date of such notice of default (as defined by Sub-Paragraph C(6) below), the recipient of such notice shall (i) cure the default and provide documented evidence of the nature and/or manner of such cure; (ii) respond in writing to such notice, that writing shall advise that the recipient reasonably believes that it is not in default and which describes the reasons for such belief; or (iii) provides a written plan of cure in those instances where cure of a default cannot be completed within the aforesaid ten (10) calendar day period.

3. Dispute Resolution: In the event that the Parties cannot resolve any dispute between them, they shall submit to mediation in an effort to resolve any such dispute. The Parties shall agree on the selection of the mediator and that mediator’s rules and/or procedures shall govern any such mediation. The Parties shall share equally in the cost of the mediation. In the event that the Parties fail to resolve their dispute through mediation, then either or both Parties shall be free to initiate and maintain an action to construe, interpret, and/or enforce this Agreement in the Circuit Court for the Sixth Judicial Circuit, Champaign County, Illinois.

4. Termination:

- a. This Agreement may be terminated by the City immediately and without written notice if ECU –
 - (i) defaults on this Agreement without reasonable cure as provided for in Sub-Paragraph C(2) and which default/dispute is not resolved through mediation;
 - (ii) files a petition or is the subject of an involuntary petition for bankruptcy filed in a United States Bankruptcy Court;
 - (iii) files a notice of intent or other paper with the Secretary of State for the State of Illinois that evidences an intent to liquidate or dissolve;
 - (iv) loses its IRS 501(c)(6) status as a tax-exempt business league by reason of any act or omission on the part of ECU;
 - (v) loses its Illinois Office of Tourism certification as the Local Tourism and Convention Bureau for Champaign County;
 - (vi) becomes involuntarily dissolved for any reason by the Secretary of State of the State of Illinois and where ECU fails to apply for reinstatement within ten (10) business days of notice of such involuntary dissolution;
 - (vii) enters into any arrangement with creditors that could reasonably be deemed, construed, or interpreted as a common law composition with creditors;
 - (viii) is placed in receivership by a lawful court order;
 - (ix) acts or fails to act in such a manner as would injure or likely injure the City in any way, or cast the City or any business located within the City in a negative light unless, in the case of a business, such negative light is reasonably supported by evidence (e.g., an announcement that a business has closed or moved from the City when in fact such business has moved or closed); and/or
 - (x) acts or fails to act in a manner that threatens or that may reasonably threaten human life, health or safety.

In the event that the City elects to terminate this Agreement for any one or more of the reasons provided in this Sub-Paragraph, the City's obligation to provide funding to ECU shall automatically cease and become wholly null and void. In addition to any other remedy that the City may have as a matter of law or right, the City shall be entitled to seek, obtain and recover a refund from ECU in an amount calculated as if ECU elected to

dissolve as provided in Sub-Paragraph B(6) of this Agreement.

- b. This Agreement may be terminated by either Party by giving written notice to the other Party of its intent to terminate and such termination shall be deemed effective thirty (30) days after the effective date of such written notice (as defined by Sub-Paragraph C(7) below). Any Party providing such notice of termination shall offer the other Party an opportunity to meet and discuss such termination prior to the effective date hereunder. In the event of such termination, ECU shall refund to the City so much of those funds that the City has provided to ECU in the fiscal year in which the termination occurs computed in the manner provided for in Sub-Paragraph B(6) of this Agreement.

5. Refund of Funds: If any event arises that triggers ECU's obligation to refund any moneys to the City as provided elsewhere in this Agreement, ECU shall tender to the City such refund in the amount provided for in this Agreement within fourteen (14) calendar days of when the aforesaid event occurred. In the event ECU fails to tender such refund to the City within the timeframe provided herein, the City shall be entitled to interest on the said refund at the rate of nine percent (9%) per annum with interest commencing to run on the date when the City was first entitled to said refund.

6. Indemnification: ECU agrees to and will indemnify, defend, and hold harmless the City, its elected and appointed officials, employees, agents, and assigns from and against any and all claims, suits, actions, causes of action, judgments, decrees, orders, liabilities, and defenses that arise or that may arise out of or that are or may be the direct or proximate result of any unlawful intentional, willful, wanton, grossly negligent, or negligent act or omission by ECU and/or any of its directors, officers, employees, agents, contractors, or representatives. Nothing herein shall require ECU to indemnify, defend, and hold harmless the City, its elected and appointed officials, employees, agents, and assigns from and against any and all claims, suits, actions, causes of action, judgments, decrees, orders, liabilities, and defenses that arise or may arise out of or that are or may be the direct or proximate result of any intentional, willful, wanton, grossly negligent, or negligent act or omission by the City or any of its elected or appointed officials, employees, agents, or assigns.

7. Notices: All notices required to be given shall be in writing, and such notices shall be deemed proper and effective as hereinafter provided:

- a. If by First Class U.S. Mail: All such notices shall be sent by registered or certified mail with a return receipt requested. If any such notice is placed in an envelope properly addressed to the intended recipient and bearing proper postage, such notice shall be deemed effective four (4) days from the date of placement with the United States Postal Service.
- b. If by facsimile: All such notices shall be deemed effective if transmitted to the intended recipient's facsimile machine and the same shall be deemed effective on the next business day following transmission if the sender's facsimile machine provides a printed recipient that the facsimile was received by the intended recipient's facsimile machine. If no such printed

receipt is provided, then the notice shall be deemed effective four (4) days after its transmission.

- c. If by overnight courier: All such notices shall be deemed effective if placed in a properly addressed overnight courier envelope properly addressed to the intended recipient with delivery charges to be paid by the sender of such notice, and such notice shall be deemed effective the next business day following delivery of such notice.
- d. If by personal delivery: All such notices shall be deemed effective if hand delivered by an employee of the sender to an employee of the intended recipient, and such notice shall be deemed effective on the next business day following delivery of such notice.
- e. No other form of notice, including e-mail notice, shall be deemed effective whether or not such notice was in fact received by the intended recipient.

Notices shall be delivered to the following locations unless a Party informs the other Party in writing of a different location to where notices should be directed:

TO THE CITY:

Bridget Broihahn
Communications Specialist
City of Urbana
400 S. Vine St.
Urbana, IL 61801

TO VCC:

Jayne DeLuce
President & CEO
Visit Champaign County
17 E. Taylor St.
Champaign, IL 61820

8. Waiver: The failure of any Party to enforce any covenant, term, or condition contained in this Agreement or to take action to enforce the same shall not be deemed to constitute a waiver of that Party's right to enforce or take action to enforce such covenant, term, or condition. Notwithstanding the foregoing, if a Party fails to enforce or undertake any action to enforce any covenant, term, or condition contained in this Agreement and knows that the other Party has relied on such forbearance to its financial detriment, then such knowledge shall constitute a waiver by the Party that has or had the right to enforce or initiate an action to enforce such covenant, term or condition.

9. Assignment: Neither Party shall have the right to assign or otherwise transfer to any third person the Party's obligation to perform or the right to receive performance of any covenant, term, or condition in this Agreement without the written consent of the non-assigning Party. If either Party consents to allow the other Party to assign or otherwise transfer its obligation to perform any covenant, term, or condition contained in this Agreement or the right to receive the benefit of performance of any covenant, term, or condition contained in this Agreement to or from a third person, then this Agreement shall be binding upon such third person as if such third person was a signatory to this Agreement, and such third person shall be deemed a "Party" as referred to in this Agreement.

10. Human Rights: ECU, in all respects, shall comply with the City's Human Rights Ordinance and, if requested in writing by the City, ECU shall provide such hiring information as

requested by the City as if requested pursuant to the City's Equal Opportunity in Purchasing Ordinance.

11. Representations and Warranties: Each Party represents and warrants that the individual executing this Agreement is duly authorized to do so.

12. Sole Agreement of the Parties: This Agreement shall supersede and replace any and all agreements respecting the subject matter of this Agreement, whether oral or in writing, entered into by and between the Parties heretofore.

[END OF AGREEMENT, SIGNATURES FOLLOW.]

FOR THE CITY:

FOR ECU:

Diane Wolfe Marlin, Mayor

Jayne DeLuce, President & CEO

ATTEST:

ATTEST:

Darcy Sandefur, City Clerk

Annie Easterday, Board of Directors
Chair

RESOLUTION NO. _____

**RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN
ECONOMIC DEVELOPMENT AGREEMENT
(EXPERIENCE CHAMPAIGN URBANA, FISCAL YEAR 2023-2024)**

WHEREAS, the City of Urbana (“City”) is a home rule unit of local government pursuant to Article VII, Section 6, of the State of Illinois Constitution of 1970; and may exercise any power any function pertaining to its government and affairs, and the passage of this Resolution constitutes an

WHEREAS, the City of Urbana has determined that supporting promotion and marketing of the Urbana-Champaign region as a tourist destination provides a benefit to the City, and

WHEREAS, Experience Champaign Urbana (“ECU”) is well positioned to provide promotion and marketing services, in addition to dissemination community safety requirements for serving customers for the City and the Urbana-Champaign region; and

WHEREAS, the City and the ECU have previously held a relationship related to promotion and marketing services; and

WHEREAS, the City and ECU believe that it would be mutually beneficial to the City and ECU to renew their agreement whereby ECU would provide marketing and promotion services for and on behalf of the City and the City would reasonably compensate ECU for such services.

NOW, THEREFORE, BE IT RESOLVED by the City Council, of the City of Urbana, Illinois, as follows:

Section 1.

A Community Partnership Agreement by and between the City of Urbana, a Municipal Corporation, and Champaign County Convention and Visitors Bureau d/b/a Experience Champaign Urbana, a 501(c)(6) Not-For-Profit Corporation, in substantially the form of the copy of said Agreement attached hereto and hereby incorporated by reference, be and the same is hereby authorized and approved.

Section 2.

The Mayor of the City of Urbana, Illinois, be and the same is hereby authorized to execute and deliver and the City Clerk of the City of Urbana, Illinois, be and the same is hereby authorized to attest to said execution of said Agreement as so authorized and approved for and on behalf of the City of Urbana, Illinois.

PASSED BY THE CITY COUNCIL this ____ day of _____, _____.

AYES:

NAYS:

ABSTENTIONS:

Darcy Sandefur, City Clerk

APPROVED BY THE MAYOR this ____ day of _____, _____.

Diane Wolfe Marlin, Mayor



City of Urbana
400 S. Vine Street, Urbana, IL 61801
www.urbanailinois.us

MEMORANDUM TO THE MAYOR AND CITY COUNCIL

Meeting: December 18, 2023 Committee of the Whole
Subject: A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF A COMMUNITY PARTNERSHIP AGREEMENT (Experience CU, Fiscal Year 2023-2024)

Summary

Pursuant to the City Council's inclusion of funding for the newly branded Experience Champaign Urbana (ECU), formerly Visit Champaign County, in the proposed budget for Fiscal Year 2023-2024, staff has prepared an agreement for the provision of marketing and community support services by Experience CU for the benefit of the City's tourism industry. The proposed agreement follows the format of the Fiscal Year 2022-2023 agreement approved by City Council on October 10, 2022. The City Council is asked to consider a resolution adopting a one-year Community Partnership Agreement for funding ECU. This proposed agreement covers activities in this fiscal year, from July 1, 2023, to June 30, 2024. The total amount proposed for ECU in this fiscal year's budget is \$15,000, which is the amount shown in the City's approved Fiscal Year 24 budget.

ECU, has worked as the official destination management organization to promote Champaign County as a place to visit, work and live since its founding in 1982. During this time, the organization has sought to undertake activities that benefit Champaign County businesses and the local economy. ECU's activities have included attracting and assisting in the organization of major sport events, conferences, and meetings; talent recruitment; producing and distributing the annual Experience Guide, maintaining an informative website; and supporting hospitality-related businesses, including restaurants, hotels, retail, small businesses, and other attractions. These events and activities attract additional visitors to the County, and provide financial gain to the City of Urbana through tax-revenue, direct spending, and generated payroll. The newly updated ECU website, experiencecu.org, serves as a point of contact for residents and visitors from outside the County, including international visitors.

ECU offers organizational sponsorship through an increasing scale of Partnership Levels—Bronze, Silver, Gold, Platinum and Founding—each offering benefits based on funding (**Attachment A: ECU Gold Sponsorship Level Description**). While all levels include representation on the ECU Partner page and invitation to ECU events, the Gold Partnership is the lowest level that also includes a position on the ECU Board of Directors. The proposed resolution and agreement would

renew the City's Gold-level sponsorship of ECU. Urbana's Communications Specialist, Bridget Broihahn serves as the city representative on the ECU Board.

Discussion

The tourism industry provides economic benefits to Urbana and the greater Champaign County area, affecting a variety of sectors. Visitors come from within the County, nearby counties, nationally, and internationally for sporting events, college visits, festivals, shopping, dining, academic meetings, conferences, and to visit family members. While visiting, tourists spend money at local restaurants and retail, stay at local hotels and utilize public transportation.

ECU markets the greater Champaign County area to residents and visitors, including internationally. The tourism industry operates regionally, with visitors often frequenting establishments in multiple municipalities during a visit to the County. Hence, the broad promotion of the University of Illinois, Urbana, Champaign, Savoy, Rantoul, and other locations within Champaign County directly benefits the City of Urbana as a key destination within the Champaign-Urbana-Savoy metropolitan area. ECU also promotes the greater Champaign County area as a destination for major events, tours, and trips. These marketing efforts result in direct sales to hotels, conference centers, venues, and other hospitality-related businesses within the City of Urbana. ECU also provides resources for use by visitors and residents to make more informed choices about events and activities happening in the community.

The proposed agreement is identical to the agreement entered into between the City and ECU during Fiscal Year 2022-2023. The \$15,000 funding level will result in recognition as a Gold Partner level for the City and will continue to ensure that the City has representation on the ECU Board of Directors, that Urbana businesses and events will receive prominent placement in ECU promotional materials, and that Urbana-based hospitality businesses and tourism professionals are given the opportunity to participate in ECU events.

The proposed agreement requires extensive reporting requirements to staff and City Council including submittal of ECU Strategic Plan (**Attachment B: ECU Strategic Plan for Fiscal Year 2021-23**) and the annual ECU Budget (**Attachment C: ECU Budget for Fiscal Year 2023-24**). ECU would also be required to submit quarterly and annual reports on ECU's activities, as well as a detailed year-end Partnership Report in which ECU will outline the specific benefits received by Urbana in its sponsorship at a Gold Partner level both in writing and as a presentation to the Mayor and City Council.

The \$15,000 sponsorship for the current fiscal year has already been provided for in the current City budget.

Recommendation

The City Council has the following options with respect to this proposed agreement:

1. Forward the Resolution to City Council with a recommendation for approval as part of the consent agenda
2. Forward the Resolution to City Council with a recommendation for approval with suggested changes.
3. Do not forward the Resolution to City Council

Staff recommends that the City Council forward the Resolution to City Council with a recommendation for approval as part of the consent agenda.

Attachments

1. A - VCC Gold Sponsorship Level Description
2. B - VCC “Destination 2023” – Strategic Plan for Fiscal Year 2021-2023
3. C - VCC Budget for Fiscal Year 2023-24

Originated by: Stepheny McMahon

Reviewed: Kimberly Smith
Carol Mitten

Approved:

ECU FY24 Budget

07.27.23

<u>General Ledger Account</u>	FY23 Budget Approved	FY24 Budget Approved
<u>Income</u>		
<u>Grant Revenue</u>		
4610 - LTCB Grant Revenue	634,153.00	665,789.00
4630 - International Grant	0.00	0.00
4640 - Marketing Grant	55,000.00	160,500.00
Total Grant Revenue	<u>689,153.00</u>	<u>826,289.00</u>
<u>Partner Revenue</u>		
4010 - City of Champaign	335,200.00	419,225.00
4011 - City of Urbana	15,000.00	15,000.00
4012 - Champaign County	10,000.00	10,000.00
4013 - Village of Rantoul	10,000.00	10,000.00
4014 - Village of Savoy	10,000.00	10,000.00
4015 - Village of Mahomet	2,000.00	2,000.00
4016 - Village of St. Joe	700.00	700.00
4030 - University of Illinois	50,000.00	55,000.00
4031 - Public Partners	15,000.00	20,000.00
4031 - Private Partners	33,500.00	33,500.00
4031 - Hotel Partners	20,000.00	2,500.00
Total Partner Revenue	<u>501,400.00</u>	<u>577,925.00</u>
<u>Other Income</u>		
4085 - Transfer from VCCF	0.00	0.00
4085 - Visitors Guide advertising	16,000.00	18,000.00
4261 - Chambana Proud Sales	8,000.00	2,000.00
4261 - Chambana Welcome Crew Sponsorships	7,500.00	0.00
4085 - Restaurant Week participants	2,000.00	1,000.00
4085 - Sub-total	<u>33,500.00</u>	<u>21,000.00</u>
4700 - Reserves Interest	50.00	8,500.00
4800 - Miscellaneous Income	3,500.00	3,500.00
Total Other Income	<u>37,050.00</u>	<u>33,000.00</u>
Total Income	<u>1,227,603.00</u>	<u>1,437,214.00</u>
<u>Expense</u>		
5000 - Salaries	532,132.65	543,204.61
5010 - Payroll Taxes	46,684.15	43,148.15

5020 - Retirement	28,467.96	26,987.48
5030 - Health/Group Life Ins	70,444.00	85,940.96
5050 - Insurance - Business	7,000.00	7,625.00
5060 - Office Space Lease	39,625.00	39,625.00
5070 - Depreciation	5,300.00	2,824.00
6010 - Advertising	181,909.00	250,617.50
6015 - Audit	6,950.00	11,890.00
6020 - Brochures/Newsletter	37,650.00	50,650.00
6030 - Building Maintenance	29,000.00	28,000.00
6040 - Board of Directors	1,750.00	1,750.00
6061 - Affiliate Support	22,150.00	24,650.00
6100 - Dues/Subscriptions	37,420.00	38,147.00
6200 - Equip Lease/Maint	11,150.00	8,900.00
6260 - Marketing	87,154.00	101,204.00
6261 - Community team meetings	1,350.00	1,000.00
6262 - External one-time events	15,500.00	0.00
6310 - Postage/Shipping	8,000.00	9,000.00
6320 - Printing	5,000.00	3,500.00
6330 - Professional Fees	24,500.00	27,270.00
6340 - Registration/Education	41,400.00	40,145.00
6360 - Supplies/Copy Charges	2,800.00	3,000.00
6365 - Telephone	1,500.00	1,500.00
6370 - Travel/Business	31,950.00	44,024.00
6414 - Welcome Center	0.00	25,500.00
6500 - Misc Expense	150.00	150.00
Total Expenses	1,276,936.76	1,420,252.70
Net Income	(49,333.76)	16,961.30
Less Non-cash Depreciation	(5,300.00)	(28,324.00)
Net Cash Needed from Reserves	(44,033.76)	45,285.30

Partnership Levels—Gold Partner

Item F4.

Gold Partner—\$10,000 and above

- One guaranteed position on the Visit Champaign County Board of Directors
- Representation on Tourism Partner page, including logo with brief listing
- Invitation to all VCC-hosted events in Champaign County
- Listing in all VCC promotional materials, including 70,000 Visitors Guides
- Listing in What's Happening e-newsletter sent to thousands of visitors and residents biweekly, plus performance reports <http://www.visitchampaigncounty.org/reports>
- Recognition in the Champaign County Welcome Center with over 3,000 annual visitors in addition to high visibility from street/sidewalk traffic
- Recognition at annual Toast to Tourism event and every community speaking engagement

DESTINATION 2023 STRATEGIC PLAN

Outside
of
Ordinary

visit **champaign** county

Destination VISION

- The greater Champaign County area will provide energetic and innovative experiences, attracting visitors and potential residents from around the world.

Organizational VISION

- Visit Champaign County will be a connected and collaborative leader in promoting the region as an extraordinary destination to visit, work, and live.

Organizational MISSION

- We promote a welcoming destination experience for visitors to strengthen economic opportunity and enhance the lives of residents.

Organizational VALUES

Item F4.

ENGAGEMENT ○ COLLABORATION ○ INTEGRITY
DEPENDABILITY ○ INNOVATION

Work Culture VALUES

SUPPORTIVE ○ PASSIONATE ○ FULFILLING
ADAPTABLE ○ FOCUSED

Goals

1 ENHANCE THE COMMUNITY AS A DESTINATION

- Advocate for destination-defining development and activities.
- Support initiatives to advance the region's competitive sports and outdoor recreation assets.

○ Collaboratively advocate for enhanced transportation assets and accessibility around the community.

2 STRENGTHEN VISITOR AND RESIDENT EXPERIENCES

- Foster and maintain an inclusive culture of hospitality as a defining aspect of the community.
- Support the expansion of a festival & event culture throughout the community.

○ Collaboratively advocate for placemaking banners and signage system throughout the community.



Goals

3

ELEVATE VISIT CHAMPAIGN COUNTY TO BE EMBRACED AS A COMMUNITY-SHARED VALUE

- Enhance community outreach to tell the Visit Champaign County story.
- Build stronger partnerships with other community organizations that share common goals.
- Work to increase and diversify the VCC funding model for promoting the community as a destination to visit, work and live.
- Continue to review and enhance governance policies/procedures.

WHO WE ARE



2019-2020 BOARD OF DIRECTORS

- | | |
|--|--|
| Laura Bleill , Chair, University of Illinois Research Park | Nathan Escue , Hamilton Walker's |
| Bryan Snodgrass , Vice Chair, Busey | Bob Flider , University of Illinois |
| Rob Kowalski , Treasurer, City of Champaign | John Hammond , Candlewood Suites |
| Jayne DeLuce , Secretary (ex-officio), Visit Champaign County | Richard Helton , Village of Savoy |
| Lynne Barnes , Carle | Mike Ingram , Champaign County Board |
| Angie Brix , Champaign City Council | Shayla Maatuka , Matuuka Al-Heeti Emkes, LLC |
| Bridget Broihahn , City of Urbana | Dennis Robertson , Market Place Shopping Center |
| Annie Easterday , Pear Tree Estate | Charles Smith , Village of Rantoul |

VISIT CHAMPAIGN COUNTY TEAM

- Jayne DeLuce**, President & CEO
Terri Reifsteck, Vice President of Marketing & Community Engagement
Caitlyn Floyd, Director of Sales & International Travel
Mike Koon, Director of Sports, Special Events & Film
Taylor Bauer, Communications Manager
Jen Peddycoart, Office Manager
Brooke Mayer, Visitor Experience Coordinator
Leslie Lundy, Finance Manager

Outside of Ordinary



visit **champaign** county

17 E. TAYLOR ST., CHAMPAIGN | 217.351.4133

VISIT **CHAMPAIGN**COUNTY.ORG