
DATE: Monday, September 25, 2023
TIME: 7:00 PM
PLACE: 400 South Vine Street, Urbana, IL 61801

AGENDA

- A. Call to Order and Roll Call
- B. Approval of Minutes of Previous Meeting
 - 1. 06-05-2023 Special Meeting Minutes
 - 2. 06-12-2023 Minutes
- C. Additions to the Agenda
- D. Presentation and Public Input
 - 1. Mayoral Proclamation: Pride Week
 - 2. Presentation: Mayor/Council Strategic Goals Update Q3/23
- E. Council Input and Communications
- F. Reports of Standing Committees
- G. Committee of the Whole (*Council Member Maryalice Wu, Ward 1*)
 - 1. Consent Agenda
 - a. **Ordinance No. 2023-09-033:** An Ordinance Approving a Final Subdivision Plat (Fieldstone Subdivision No. 1 / Plan Case 2478-S-23) - CD
 - b. **Ordinance No. 2023-09-034:** An Ordinance Amending the Urbana Zoning Map (601 Killarney Street / Plan Case 2477-M-23) - CD
 - 2. Regular Agenda
 - a. **Ordinance No. 2023-09-035:** An Ordinance Revising the Annual Budget Ordinance (Budget Amendment #2 - DCEO Grant) - HRF
- H. Reports of Special Committees
- I. Reports of Officers
- J. Adjournment

All City meetings are broadcast on Urbana Public Television and live-streamed on the web. Details on how to watch are found on the UPTV webpage located at <https://urbanaininois.us/uptv>

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@urbanaininois.us



CITY OF
URBANA

Item D2.

City Administrator
Carol J. Mitten

400 S Vine St • Urbana IL 61801 • (217) 384-2454 • cjmitten@urbanaininois.us

TO: Mayor Diane Wolfe Marlin and City Council Members

FROM: Carol Mitten, City Administrator

DATE: September 20, 2023

SUBJECT: THIRD QUARTER 2023 UPDATE ON MAYOR/COUNCIL STRATEGIC GOALS

The City Council adopted the Mayor/Council Strategic Goals for 2022-2023 on April 11, 2022. Attached is the update for the third quarter of calendar year 2023.

I will present highlights of this update at the Council meeting on September 25.



Mayor/Council Goals

Quarterly Reporting

Strategic Area #1 Public Safety & Well-Being

Strategy 1. Pursue methods to mitigate community violence

Action Step a) Fund community partners that address the root causes of gun violence

Responsibility for Action Mayor/Council

Reporting Period Q3/22

STATUS ARPA funding priorities have been identified; application process in development. A total of \$100,000 in social service grants awarded to community partners focused on youth programming.

Reporting Period Q4/22

STATUS ARPA applications are due November 16.

Reporting Period Q1/23

STATUS Council received numerous ARPA applications for projects/programs to address community violence. Council will determine ARPA allocations this quarter.

Reporting Period Q2/23

STATUS The final list of ARPA funded projects was adopted by Council in February 2023. Six projects were selected that would increase support for community violence interventions; these projects were allocated a total of \$3,546,909.

Reporting Period Q3/23

STATUS All of the awardees have signed contracts. Funds are being distributed according to the approved schedules.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #1 Public Safety & Well-Being

Strategy 1. Pursue methods to mitigate community violence

Action Step b) Enhance City programs that address root causes of violence

Responsibility for Action Mayor/Council

Reporting Period Q3/22

STATUS Closed out the FY 22 program year for Self-Made Kingz. Collaborating with USD #116 on Anti-Violence Collective.

Reporting Period Q4/22

STATUS Council approved \$17,904 to fund a Student, Family, and Community Support Specialist to be employed by USD #116 to run the Self-Made Kingz program for three months. City staff will be requesting ARPA funding for full salary for this position for a 3-year term. ARPA applications are due November 16.

Reporting Period Q1/23

STATUS Council received numerous ARPA applications for projects/programs, including an application from the City to fund a Student, Family, and Community Support Specialist. Council will determine ARPA allocations this quarter.

Reporting Period Q2/23

STATUS The final list of ARPA funded projects was adopted by Council in February 2023. The City of Urbana application for Student, Family, and Community Engagement Sponsorship of a specialist in the schools was funded in the amount of \$143,334.

Reporting Period Q3/23

STATUS USD #116 has a signed agreement and has requested initial reimbursement. An individual has been hired for the specialist position.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #1 Public Safety & Well-Being

Strategy 1. Pursue methods to mitigate community violence

Action Step c) Identify and fund options that enhance current police capacity...

Responsibility for Action Police / Council / Executive

Reporting Period Q3/22

STATUS The FY23 City budget includes funding for a civilian Digital Forensics Specialist and a civilian Intelligence Analyst, as well as funding for ABLE (Active Bystandership for Law Enforcement) training. This funding became available on July 1, 2022.

Reporting Period Q4/22

STATUS All position descriptions (PDs) have been prepared and submitted to Human Resources. The forensics specialist PD was approved by the Civil Service Commission (CSC). (One dissenting Civil Service Commissioner believed the position should be sworn.) Intelligence Analyst not yet reviewed by CSC. Application for ABLE project has been submitted to Georgetown. No funds have been spent on any of these items thus far.

Reporting Period Q1/23

STATUS Both new civilian positions are ready to be posted by Human Resources as priorities allow. ABLE Train-the-Trainer sessions are scheduled for February; complete roll-out of ABLE training anticipated to be complete by June 30, 2023.

Reporting Period Q2/23

STATUS Both new civilian positions are ready to be posted by Human Resources as priorities allow. ABLE Train-the-Trainer sessions occurred in February; complete roll-out of ABLE training scheduled to be complete by June 30, 2023.

Reporting Period Q3/23

STATUS ABLE training has been completed. Position for Criminal Intelligence Analyst will be posted in the next month or two.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #1 Public Safety & Well-Being
Strategy 2. Enhance and expand public safety resources
Action Step a) Contract for and complete a Public Safety Review

Responsibility for Action Council / Executive / Police / Fire

Reporting Period Q3/22

STATUS A Request for Proposals (RFP) for a comprehensive Public Safety Review was issued on 2.23.22. As of the closing date for the RFP (3.31.22), no responses had been received. Staff contacted some of the interested prospective bidders for feedback. The RFP is currently being re-scoped and should be reissued during the month of July.

Reporting Period Q4/22

STATUS Revised RFP was issued and several responses were received. Respondents will be interviewed in October and a selection made thereafter.

Reporting Period Q1/23

STATUS The firm of BerryDunn has been selected to conduct the Public Safety Review. Refinement of the scope will occur in early February, with an official kick-off later this quarter.

Reporting Period Q2/23

STATUS

Data collection with BerryDunn is underway and on-going. Some of the data from METCAD has been difficult to obtain in the desired format, and conversations are on-going with representatives from Tyler (developer of the new CAD and RMS systems). The Social Pinpoint site for the project went live on March 28, 2023, where the community can learn more and offer comments on the project.

Reporting Period Q3/23

STATUS

The overall project is tracking on the timeline. Staff are expecting some preliminary recommendations from BerryDunn related to police staffing relatively soon.

BerryDunn is crafting a community survey. The date to issue the survey is not yet known, but the City will work with BerryDunn to ensure wide dissemination.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #1 Public Safety & Well-Being

Strategy 2. Enhance and expand public safety resources

Action Step b) Develop comprehensive safety plan based on the Public Safety Review

Responsibility for Action Council / Executive / Police / Fire

Reporting Period Q3/22

STATUS Awaiting completion of Public Safety Review.

Reporting Period Q4/22

STATUS Awaiting completion of Public Safety Review.

Reporting Period Q1/23

STATUS Awaiting completion of Public Safety Review.

Reporting Period Q2/23

STATUS Awaiting completion of Public Safety Review.

Reporting Period Q3/23

STATUS Awaiting completion of Public Safety Review.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #1 Public Safety & Well-Being

Strategy 3. Promote community well-being

Action Step a) Fund and support community partners that promote health & wellness

Responsibility for Action Mayor / Council

Reporting Period Q3/22

STATUS This is included among the ARPA funding priorities; application process in development.

Reporting Period Q4/22

STATUS ARPA applications are due on November 16.

Reporting Period Q1/23

STATUS Council received numerous ARPA allocations for projects/programs to address community health and wellness. Council will determine ARPA allocations this quarter.

Reporting Period Q2/23

STATUS The final list of ARPA funded projects was adopted by Council in February 2023. Six projects were selected that would support infrastructure to increase community health, safety, and future resilience; these projects were allocated a total of \$5,885,375.

Reporting Period Q3/23

STATUS All of the awardees have signed contracts. Funds are being distributed according to the approved schedules.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #1 Public Safety & Well-Being

Strategy 3. Promote community well-being

Action Step b) Promote communication & outreach to individual neighborhood groups

Responsibility for Action All Departments

Reporting Period Q3/22

STATUS No progress to date.

Reporting Period Q4/22

STATUS No progress to date.

Reporting Period Q1/23

STATUS No progress to date.

Reporting Period Q2/23

STATUS

Representative activities for the quarter: community engagement event for new Fire Stations, outreach for Urbana Arts & Culture 2023 grant cycle, outreach/promotion of Winter Emergency Services, Imagine Urbana outreach, outreach for 2023-2024 Annual Action Plan (CDBG/HOME), and outreach for Youth Services grant program.

Reporting Period Q3/23

STATUS

Representative activities for the quarter: meetings in every ward to present the Balancing Act tool for the Comp Plan; mailer for the stormwater fee; public education and outreach for Geothermal U-C; CU @ Home meeting for the low-barrier shelter on Springfield Avenue; City representation at annual SUNA meeting; City representation at Park District's Neighborhood Nights, Jettie Rhodes Day, various arts and culture events, Juneteenth celebration, C-U One-to-One, Welcoming Week.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #1 Public Safety & Well-Being

Strategy 3. Promote community well-being

Action Step c) Create a 'manual' for victims of violence w/ support services available

Responsibility for Action Police

Reporting Period Q3/22

STATUS This task has been assigned to the Crisis Co-Responder Team (CCRT). A draft is expected by the end of July.

Reporting Period Q4/22

STATUS Initial draft is complete. Issue has not been collecting the information, but rather reducing the information to a manageable amount. Staff from Police and Executive are working on formatting the final document and determining the best way to disseminate the information.

Reporting Period Q1/23

STATUS Final draft being circulated for review. Manual will be issued this quarter.

Reporting Period Q2/23

STATUS Manual has been published on-line; additional services will be added as staff becomes aware of them. Cards with the QR-code for the manual are being printed.

Reporting Period Q3/23

STATUS Cards with the QR-code are available. The Resource Guide is available on the City's website.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #2 Housing

Strategy 1. Support housing security and equity

Action Step a) Complete HOME ARP Action Plan

Responsibility for Action Community Development

Reporting Period Q3/22

STATUS HOME ARP Allocation Plan draft released on June 30 for a 30-day comment period. A public hearing is scheduled prior to Council COW meeting on July 18 and CD Commission on July 26. Comments will be accepted through July 30. Staff will take to Council COW on August 1 with final approval August 8. Plan will be submitted to HUD by August 12 for their review.

Reporting Period Q4/22

STATUS The HOME ARP Allocation Plan was submitted to HUD for review on September 28. Due to the on-line software, the Plan was submitted after the Consolidated Annual Performance Evaluation Report (CAPER) was complete. HUD has 45 days to review and approve or provide comments/revisions.

Reporting Period Q1/23

STATUS HUD approved the HOME ARP Allocation Plan. Staff worked with the City of Champaign staff and requested proposals to meet the priorities outlined in the Plan. The first round of subrecipient agreements were approved by Council on January 23, 2023. Additional proposed allocations will be forthcoming.

Reporting Period Q2/23

STATUS City Council approved HOME ARP agreements to agencies supporting the priorities in the Plan.

Reporting Period Q3/23

STATUS No further action required.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #2 Housing

Strategy 1. Support housing security and equity

Action Step b) Determine amount of ARPA funds to set aside for Housing

Responsibility for Action Mayor / Council

Reporting Period Q3/22

STATUS This is included among the ARPA funding priorities; application process in development.

Reporting Period Q4/22

STATUS ARPA applications are due on November 16.

Reporting Period Q1/23

STATUS The City withdrew its ARPA application for additional funds for housing when the applications for Homeless Housing Initiatives (HHI) fell short of the allotted total.

Reporting Period Q2/23

STATUS No further action required.

Reporting Period Q3/23

STATUS No further action required.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #2 Housing

Strategy 1. Support housing security and equity

Action Step c) Coord w/ housing and social service agencies to reduce homelessness

Responsibility for Action Community Development

Reporting Period Q3/22

STATUS Social Service agencies participated in the priorities and input for the HOME ARP Allocation Plan. All comments were included as part of the Plan. Staff is working with agencies to do a Point-in-Time Count in August in hopes of getting a more realistic number of homeless in our community.

Reporting Period Q4/22

STATUS Staff is working with the City of Champaign to do a joint homeless and housing initiative application process. An Intergovernmental Agreement (IGA) and draft application were presented at the Committee of the Whole on October 17.

Reporting Period Q1/23

STATUS Urbana entered into an IGA for a joint application process with the City of Champaign to address Homeless Housing Initiatives (HHI). Grant review is complete and the first round of Urbana subrecipient agreements were approved by Council on January 23, 2023.

Reporting Period Q2/23

STATUS Staff continues to have a leadership role with the Continuum of Service Providers to the Homeless. The Point in Time Count was conducted in January, and a final report will be issued in Q3. HOME ARP awards were approved by Council this quarter. Staff continues to work with HACC and CCRPC on the creation of a Single Room Occupancy (SRO) project.

Reporting Period Q3/23

STATUS Staff coordinated with Champaign County Continuum of Service Providers to the Homeless to develop a 3-year strategic plan to reduce homelessness in the County. Staff also assisted with planning the County-wide Homeless Services Summit, intended to increase coordination and collaboration among local service providers and funders. City Council voted to provide \$250,000 of HOME ARP funds to support a mid-barrier shelter operated by CU @ Home.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #2 Housing

Strategy 1. Support housing security and equity

Action Step d) Enhance compliance with housing provisions of Human Rights Ord.

Responsibility for Action Executive

Reporting Period Q3/22

STATUS Community introduction/education meetings w/ local organizations: Cunningham Twp, Re-Entry Council, NAACP, RPC/Community Services programs, and the New American Welcome Center. Staff attended the Equity Summit/Equity Institute.

Reporting Period Q4/22

STATUS No change.

Reporting Period Q1/23

STATUS The Human Rights and Equity Officer will make a presentation at Council in February/March to educate the public and outline challenges with the enforceability of the housing provisions of the Human Rights Ordinance.

Reporting Period Q2/23

STATUS The Council passed Resolution No. 2023-05-033R, Resolution in Support of Fair Housing for All Regardless of Source of Income. IML clarified the interpretation of the new State law prohibiting discrimination based on source of income.

Reporting Period Q3/23

STATUS Staff are expanding their expertise within the Office of Human Rights and Equity including detailed training on the Americans with Disabilities Act. Staff are working collaboratively with the Housing Authority of Champaign County on housing discrimination cases. Staff met with Champaign's Community Relations Manager and Compliance Officer to advance shared compliance goals. Staff continue to build their network in the Community of Practice. Human Rights Specialist recently hired.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #2 Housing
Strategy 2. Improve housing quality
Action Step a) Pursue funds to rehab dilapidated homes in targeted neighborhoods

Responsibility for Action Community Development

Reporting Period Q3/22

STATUS Staff will be applying for ARPA funding for a roof repair/replacement program.

Reporting Period Q4/22

STATUS Staff will be requesting ARPA funding for a roof repair/replacement program. Applications are due on November 16.

Reporting Period Q1/23

STATUS Staff requested ARPA funds for a roof repair/replacement program. Award announcements will be made by Council during this quarter. Staff continue to look for funding through the State to address housing rehabilitation projects.

Reporting Period Q2/23

STATUS City Council allocated \$150,000 of ARPA funds to a City-administered Roof Repair and Replacement Program for low-income households. Staff already has four applications in the verification process.

Reporting Period Q3/23

STATUS No update on roof repair. Staff continue to solicit applications from low-income Urbana residents who need assistance to repair or replace their roof. In addition, two properties in Urbana received assistance under CDBG Code Enforcement to address overgrowth and blight.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #2 Housing

Strategy 2. Improve housing quality

Action Step b) Provide targeted assistance for home rehabs & repairs for seniors, etc

Responsibility for Action Community Development

Reporting Period Q3/22

STATUS Annual Action Plan included funding for Emergency Repair, Senior Repair and Accessibility programs. Staff continues to work with Ameren on a partnership for energy efficiency improvements.

Reporting Period Q4/22

STATUS Annual Action Plan included funding for the programs listed above. Staff continues to work with Ameren on a partnership for energy efficiency improvements. Staff partnered with Champaign County Regional Plan Commission (RPC) Senior programs. Goal is for RPC staff member doing intake to assess other needs the senior may have and direct them to available resources (e.g., Meals on Wheels, etc.)

Reporting Period Q1/23

STATUS The partnerships described above are in place and progressing. The first Energy Efficiency project was recently completed. A total of 17 applications were received for Accessibility, Emergency Repair, and Senior Repair programs. A Request for Proposals was issued to the two approved CHDOs.

Reporting Period Q2/23

STATUS The above partnerships are in place and progressing. Ten applications were received for Accessibility, Emergency Repair, and Senior Repair programs this quarter; six have been completed. Council approved CHDO grants for First Followers (rehab one unit) and Habitat (construct four new houses). Staff is working on the Annual Action Plan.

Reporting Period Q3/23

STATUS Eleven applications for rehabilitation assistance were processed and approved by Grants Management staff this quarter.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #2 Housing

Strategy 2. Improve housing quality

Action Step c) Prepare & review Consolidated Annual Performance Evaluation Report

Responsibility for Action Community Development/Council

Reporting Period Q3/22

STATUS Draft Report will be reviewed by Council at its 8/22/2022 meeting.

Reporting Period Q4/22

STATUS Draft CAPER was reviewed by Council on August 22. Final report was submitted to HUD on September 26.

Reporting Period Q1/23

STATUS HUD reviewed the CAPER and issued the review letter. Staff will provide answers to HUD's questions and anticipate closing out year-end review in January 2023.

Reporting Period Q2/23

STATUS No activity this quarter. FY 22/23 report will be presented to Council in September 2023.

Reporting Period Q3/23

STATUS The CAPER was presented to the Committee of the Whole on August 28, 2023 for review and comment. The 30-day public comment period will end on September 20, and the report will be submitted to HUD on September 28.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #3 Infrastructure

Strategy 1. Improve quality of current infrastructure assets

Action Step a) Develop asset mgt plans of existing infrastructure (lighting, etc)

Responsibility for Action Public Works

Reporting Period Q3/22

STATUS Traffic Signals - on Schedule; Lochmueller Group was engaged in March and has begun this effort. Street Lighting - awaiting proposal from CMT. Sanitary System - delayed; closing gaps in system data in FY 23. Bridges - delayed; to be completed internally if/when staff bandwidth is available.

Reporting Period Q4/22

STATUS Traffic Signals - on schedule; targeting final report in January 2023. Street Lighting - executed contract with CMT; targeting final report in April 2023. Sanitary System - delayed; targeting October for publication of RFQ/P for data acquisition and GIS enhancements to close gaps in system data. Bridges -- no change.

Reporting Period Q1/23

STATUS Traffic Signals -- Lochmueller has provided recommendations for short-term improvements and long-term asset management to be incorporated into the CIP. Street Lighting -- on schedule. Sanitary System -- delayed; targeting January for publication of RFQ/P for data acquisition and GIS enhancements to close gaps in system data. Bridges -- no change.

Reporting Period Q2/23

STATUS Traffic Signals -- Staff incorporating recommendations into CIP. Street Lighting -- Targeting final report in April 2023. Projects to be defined early FY24; propose to keep annual project in CR&I in CIP to ensure funds are available. Sanitary System -- Issuing RFQ-P for data acquisition and GIS enhancements before end of FY23. Temporary engineer who helped with LDP/MOP will now begin work on Sanitary Sewer Asset Management Plan.

Reporting Period Q3/23

STATUS Traffic signals -- complete. Street Lighting -- awaiting final version of report that incorporates City comments provided in the spring. Sanitary Sewer System -- data acquisition is underway for sanitary/storm manholes. Sanitary Sewer Asset Management Plan planning effort kicked off and is now in data collection/analysis phase.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #3 Infrastructure

Strategy 1. Improve quality of current infrastructure assets

Action Step b) Develop plan for funding, level of service, and to replace/repair/etc

Responsibility for Action Public Works

Reporting Period Q3/22

STATUS No progress; awaiting completion of public infrastructure asset management plans. Strategic recommendations for funding and level of service targets will be developed based on information from asset management plans.

Reporting Period Q4/22

STATUS No progress. Still awaiting completion of public infrastructure asset management plans. Staff has advanced discussions about enhancing funding to more sustainable levels, which staff hope to discuss with the next financial forecast.

Reporting Period Q1/23

STATUS Under development. Preliminary findings include insufficient funding from dedicated revenue streams for both stormwater management infrastructure and transportation infrastructure. The stormwater management utility fee and the local motor fuel tax will be reviewed and adjustment proposals will be presented later in the year.

Reporting Period Q2/23

STATUS No change.

Reporting Period Q3/23

STATUS Awaiting completion of light asset management plan (LAMP) before developing level of service and sustainable funding targets. Council voted to increase the Stormwater Utility Fee to \$8.00 per ERU on January 1, 2024. Staff is developing a recommendation for a rate adjustment to the Local Motor Fuel Tax for Council consideration. This would be a temporary measure until a more sustainable long-term funding source can be identified.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #3 Infrastructure

Strategy 1. Improve quality of current infrastructure assets

Action Step c) Update City infrastructure codes (subdivision & land development)

Responsibility for Action Public Works / Community Development

Reporting Period Q3/22

STATUS On schedule; a task force comprised of members of Public Works & Community Development has meetings every 2 weeks to perform a detailed and comprehensive review of the draft Manual of Practice (MOP) and Subdivision & Land Development Code (SLDC) updates that began in 2017.

Reporting Period Q4/22

STATUS On schedule. Staff hired a highly qualified temporary engineer in the Engineering Division to assist with managing the SLDC/MOP task force to ensure progress at regularly scheduled workshops. This has proven to be very effective and staff still hope to bring this before Council prior to the end of this fiscal year.

Reporting Period Q1/23

STATUS On schedule. Targeting draft completion by the end of January, followed by stakeholder feedback before sharing with the broader community.

Reporting Period Q2/23

STATUS Completed. This was a huge accomplishment by a number of staff to update this code, which had not been updated since 1998. Enforcement will begin in FY24. BONUS: First update to Flood Damage Prevention Ordinance (Article XI of Chapter 5, Building Code) will be posted for 30-day public comment period.

Reporting Period Q3/23

STATUS New Building Code was adopted with Flood Damage Prevention Ordinance updates.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #3 Infrastructure
Strategy 2. Increase investment in infrastructure equity
Action Step a) Solicit community input for use of EQL funding

Responsibility for Action Executive / Public Works

Reporting Period Q3/22

STATUS Input was solicited from the community; 78 applications are under review for project selection.

Reporting Period Q4/22

STATUS BPAC and staff have completed the review of applications for the EQL program. Resolution adopting BPAC recommendations on agenda for October 17 Committee of the Whole.

Reporting Period Q1/23

STATUS Council approved BPAC recommendations to move 10 projects into the implementation phase. Five additional projects were approved for further study and evaluation.

Reporting Period Q2/23

STATUS Completed.

Reporting Period Q3/23

STATUS Completed.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #3 Infrastructure
Strategy 2. Increase investment in infrastructure equity
Action Step b) Implement EQL selected projects

Responsibility for Action Executive / Public Works / BPAC

Reporting Period Q3/22

STATUS Applications are under review for project selection; money is included in FY 23 CIP once projects have been scoped, selected, and designed.

Reporting Period Q4/22

STATUS Projects are planned to move into planning/design before the end of the calendar year, following Council vote on BPAC recommendations.

Reporting Period Q1/23

STATUS Ten EQL projects are now in the implementation (design/construction) phase. Five additional projects have been designated for further study and evaluation. Design work and studies will begin in January 2023.

Reporting Period Q2/23

STATUS Design underway for most of the EQL project locations. Staff anticipates putting construction work out to bid toward the end of 2023.

Reporting Period Q3/23

STATUS Plans under review for EQL sidewalk and streetlight projects. On schedule for construction in 2024. Speed studies completed for selected EQL traffic calming projects. Next step is analysis of findings with consultant and evaluating cost/benefit of prospective traffic calming measures.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #3 Infrastructure
Strategy 2. Increase investment in infrastructure equity
Action Step c) Budget and strategy to take advantage of infrastructure grant funding

Responsibility for Action Public Works / Community Development

Reporting Period Q3/22

STATUS CD Coordinator position was included in FY 23 budget to help strategize, assist with research/applications, and grant administration. Recruitment/hiring is the next step.

Reporting Period Q4/22

STATUS No change but...staff has continued to monitor and pursue selected grant opportunities with assistance from Champaign County Regional Planning Commission (RPC) and consultants, including the SS4A grant for north Lincoln Avenue and two ITEP grants for shared use paths (Florida Avenue and Baker's Lane).

Reporting Period Q1/23

STATUS No change.

Reporting Period Q2/23

STATUS Second application for RAISE grant for Florida Avenue (Wright to Hillcrest) was submitted. This project was featured as a priority for Champaign County First trip to DC. Urbana did not receive SS4A grant for Lincoln Avenue (Wascher to Killarney), but will reapply this year. Two ITEP grants awarded to Urbana: Florida Avenue Multi-Use Path and Bakers Lane Multi-Use Path.

Reporting Period Q3/23

STATUS Design for ITEP grant projects will begin soon. Staff reapplied for SS4A grant for Lincoln Avenue (Wascher to Killarney). Second attempt for RAISE grant for Florida Avenue was unsuccessful. Instead, staff applied for Highway Safety Improvement Plan (HSIP) grant for the Florida Avenue/Race Street intersection safety improvements. CD Coordinator position still vacant.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #3 Infrastructure
Strategy 2. Increase investment in infrastructure equity
Action Step d) Incorporate "equity lens" into priorities evaluation

Responsibility for Action Public Works

Reporting Period Q3/22

STATUS No progress; EQL program serves as a pilot for incorporating equity lens. Will use what we learn from EQL to identify successful implementation strategies.

Reporting Period Q4/22

STATUS No change.

Reporting Period Q1/23

STATUS No change. Capital planning begins this quarter and staff will incorporate equity into the prioritization criteria.

Reporting Period Q2/23

STATUS Sidewalk prioritization currently gives preference to locations 1) in Community Development Target Areas (low- to moderate-income census blocks), 2) in Pedestrian Priority Areas (defined by CCRPC Sidewalk Inventory Analysis, with target populations of people with disabilities and/or age 65 and older), and 3) eligible for CDBG funding. Staff will use the sidewalk prioritization as a model for incorporating an "equity lens" into planning efforts. Street prioritization is next.

Reporting Period Q3/23

STATUS For the FY24 CIP, staff updated the scoring system for transportation projects by adding a Community Development Target Area (CDTA) category. Additionally, areas within a CDTA or DCEO underserved area get preference points in the scoring system, because they would be eligible for supplemental funding. Combined advantage if both categories apply is 9%.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #3 Infrastructure

Strategy 3. Expand "green" infrastructure within the community

Action Step a) Explore possible locations and funding for EV infrastructure

Responsibility for Action Public Works / SAC

Reporting Period Q3/22

STATUS Once final details of IEPA established EV Charging Station rebate and grant program are released as directed by the Climate and Equitable Jobs Act (CEJA) passed 9/15/21, the City plans to install an EV charging station at Downtown parking deck and assist with marketing this program for other public/private developments. Program was slated to begin 7/1/22 with up to 80% of costs of installation of Level 2 or Level 3 charging stations being eligible for funding but final details have yet to be released.

Reporting Period Q4/22

STATUS Staff will be publishing a Request for Proposals (RFP) for EV charging-as-a-service, whereby the selected vendor/s would build, own, operate, and (eventually) decommission EV charging stations on City-owned property at no cost to the City.

Reporting Period Q1/23

STATUS Staff have selected a vendor to install and operate EV charging stations at City-owned lots at no cost to the City. The vendor is applying for grant funding and developing project feasibility.

Reporting Period Q2/23

STATUS No change.

Reporting Period Q3/23

STATUS The selected vendor (who was also the only responsive vendor) was not awarded a grant and is not able to move forward with an installation. Staff will review City fleet and facilities improvements to support future EV fleet purchases.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #3 Infrastructure
Strategy 3. Expand "green" infrastructure within the community
Action Step b) Options to enhance sustainability/climate resiliency on City property

Responsibility for Action Public Works / HR/Finance / SAC

Reporting Period Q3/22

STATUS Storage Facility (under construction) is being built solar ready. Reviewing alternates for renewable energy sources during design/bidding of public facility improvement projects (including Fire Stations and other proposed facility improvements in the CIP).

Reporting Period Q4/22

STATUS The Sustainability Advisory Commission (SAC) has recommended sustainable design features for the forthcoming Fire Station developments.

Reporting Period Q1/23

STATUS Council's draft program and budget for the Fire Stations incorporate some of SAC's recommendations by including: geothermal heating/colling as a bid alternate, solar power as a bid alternate, and theoretical LEED scoring without formal certification.

Reporting Period Q2/23

STATUS Staff are collecting utility bills for 12 months of actual electrical consumption at the new City-wide storage facility to size a future rooftop solar array.

Reporting Period Q3/23

STATUS Staff have several more months of bills left to collect. After 12 months of data are in hand, staff will evaluate capital funding and a procurement approach for rooftop solar on the storage facility.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #3 Infrastructure

Strategy 3. Expand "green" infrastructure within the community

Action Step c) Explore "green" fee revenue (ex: plastic bags) & green revolving funds

Responsibility for Action Public Works / SAC / HR/Finance / Executive

Reporting Period Q3/22

STATUS Staff received data sheets from UIUC students titled A Plastic Bag Tax for C-U and Logistics of Urbana Waste Plan highlighting info about implementation of a plastic bag tax & development of food waste diversion regs. Additional research, public engagement, etc. regarding green fee revenues or viability of a sustainable green revolving fund has not occurred at this time due to staff bandwidth.

Reporting Period Q4/22

STATUS No change.

Reporting Period Q1/23

STATUS SAC is studying this matter and developing a recommendation for Council. The next SAC meeting is February 7, 2023.

Reporting Period Q2/23

STATUS SAC passed a resolution recommending to Council that they direct staff time towards this goal. More clarity is required for staff to better identify the primary purpose or desired outcome of this effort.

Council will need to consider the on-going activities that will need to be curtailed or eliminated to change the scope and status of this Action Step.

Reporting Period Q3/23

STATUS Staff developed an estimate of staff time necessary for outreach, implementation, and on-gong administration of this type of tax/fee. Council may consider adding implementation of this tax/fee in the next round of Mayor/Council Strategic Goals.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #4 Economic Recovery/Development

Strategy 1. Support current local businesses

Action Step a) Expand small business pandemic support to non-trad'l Urbana bus.

Responsibility for Action Council / Community Development

Reporting Period Q3/22

STATUS Awaiting ARPA allocations. Staff will identify the businesses using current home occupancy permits and food truck licenses with the City by the end of July.

Reporting Period Q4/22

STATUS Following a discussion with City Council on October 3, Council agreed that new grant programs from the Illinois Department of Commerce and Economic Opportunity (DCEO) were a better fit for COVID recovery for non-traditional businesses than trying to use ARPA funds. Staff will prepare a proposal to help existing and emerging new, non-traditional businesses as part of the FY 2023-2024 annual budget.

Reporting Period Q1/23

STATUS A proposal to assist existing and emerging new, non-traditional businesses will be incorporated into the FY 2023-2024 draft budget.

Reporting Period Q2/23

STATUS The State has released \$175 million in a new B2B program for restaurants, hotels, and creative industries. All who are eligible and apply will receive some funding. B2B restaurant grants include taverns, bars, caterers, breweries, wineries, and food trucks. Hotel funding is allocated at \$1,500 per room. Eligible B2B arts recipients include performing and presenting arts organizations, theaters, museums, arts education, and cultural heritage organizations.

Reporting Period Q3/23

STATUS Staff met with several Urbana small business owners and asked what they need most to be successful. Top needs included marketing, technology, networking, and access to capital. (These responses mirror the Illinois Black Business Survey.) Staff are drafting a new marketing grant as a result of these conversations. Staff met with Justine Petersen representative to learn how ARPA funds are being allocated to Urbana businesses in need of assistance.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #4 Economic Recovery/Development
Strategy 1. Support current local businesses
Action Step b) Survey local, minority-owned businesses to understand challenges

Responsibility for Action Community Development

Reporting Period Q3/22

STATUS Staff are in conversation with the Champaign County Black Chamber of Commerce about services they can provide to the City through a partnership agreement. The survey may be one of the areas where BCC can assist. We are also awaiting the results of the Illinois Office of Minority Business Empowerment survey to see how those results capture Urbana.

Reporting Period Q4/22

STATUS On October 10, City Council approved an Economic Development Agreement with the Black Chamber of Commerce. Feedback opportunities will be integral to all co-sponsored events to determine the specific needs of Urbana's Black-owned businesses. Staff is still waiting for the results of the Illinois Office of Minority Business Empowerment survey to be released.

Reporting Period Q1/23

STATUS No change.

Reporting Period Q2/23

STATUS The State released the findings of the Statewide Black Business Survey at the end of February 2023. Staff are working with EDC to create a Champaign County list of Black-owned businesses who will now be surveyed. Urbana will have input on the survey questions.

Reporting Period Q3/23

STATUS City-sponsored Champaign County Black Chamber of Commerce business roundtable event was held in June. No Urbana businesses attended. Staff has learned of successful programs in Peoria and Springfield through DCEO. More research is needed to determine the applicability of these programs to Urbana. Staff are drafting a Black Business Support Strategy for Urbana.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #4 Economic Recovery/Development

Strategy 1. Support current local businesses

Action Step c) Identify site/s Downtown to target for 50 units of market rate housing

Responsibility for Action Mayor / Staff

Reporting Period Q3/22

STATUS Staff has begun the process of identifying sites for market rate housing development.

Reporting Period Q4/22

STATUS Ongoing.

Reporting Period Q1/23

STATUS Staff expect to bring a Request for Proposals to Council for consideration during the first or second quarter to build market rates housing on one or more sites Downtown.

Reporting Period Q2/23

STATUS Staff are preparing the Request for Proposals for Downtown sites suitable for market rate housing development.

Reporting Period Q3/23

STATUS Staff met with Councilmembers and discussed the potential for Illinois Street site and former District #116 site on Race Street to be used for housing. Overall support from Council with an emphasis on workforce housing and varied housing types.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #4 Economic Recovery/Development
Strategy 1. Support current local businesses
Action Step d) Enhance CDAP to include more Urbana MBE/WBE/VBE

Responsibility for Action Executive

Reporting Period Q3/22

STATUS Staff participated in Office of Minority Economic Enterprise financial resources for small business webinar. Staff met with Gabe JaJa, Eprism, for presentation on CDAP and automation features for data collection for contract work. City of Urbana, Champaign County, and Urbana Park District hosted a "mixer" for construction contractors to meet each other for potential partnerships on upcoming construction projects.

Reporting Period Q4/22

STATUS Staff continues to meet with qualified businesses to promote CDAP. Not all qualified businesses are interested in participating in CDAP because the types of services they provide are not targeted toward government or institutional users.

Reporting Period Q1/23

STATUS Staff will include requirement for contractors to propose how to meet 10% MBE/WBE/VBE goals in the Fire Station construction contract, including proposed enforcement conditions.

Reporting Period Q2/23

STATUS Public Works will issue an RFP for Construction Manager services related to the construction of the Fire Stations. Respondents will be required to describe how they would propose to meet and enforce at least 10% participation by MBE/WBE/VBE firms in the construction contracting for these projects.

Reporting Period Q3/23

STATUS Staff are planning a "Doing Business with Urbana" event at The Urbana Free Library where businesses can register for CDAP, register for OpenGov (list of RFPs and contracting opportunities), and submit W-9s to register as City vendors.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #4 Economic Recovery/Development
Strategy 1. Support current local businesses
Action Step e) Merge existing businesses lists and create business registry

Responsibility for Action Executive / Community Development

Reporting Period Q3/22

STATUS Staff are waiting on the Urbana Free Library to purchase Reference USA, which will provide a list at no charge to the City of ALL Urbana businesses that staff can use to cross-reference with the lists already assembled.

Reporting Period Q4/22

STATUS Staff working to cross-walk Reference USA information with our original list. Reference USA does not have email addresses, so additional work is required to obtain that information. Staff is exploring the creation of a business registry process. There is also a working group among City staff, EDC, the Champaign Public Library, and the Black Chamber of Commerce to create a listing of Black-owned businesses County-wide.

Reporting Period Q1/23

STATUS The Urbana business list has been compiled. Citizen Serve is being considered as the tool for creating a business registry. Departmental representatives are currently providing input on useful information to collect.

Reporting Period Q2/23

STATUS Staff continues to add information to the City's internal business list.

Reporting Period Q3/23

STATUS Continued research has shown that a business registry, especially one with a fee, would not be well received by the Urbana business community and would be difficult to enforce and maintain. "Doing Business with Urbana" event (see previous item) is expected to augment the City's existing list.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #4 Economic Recovery/Development

Strategy 1. Support current local businesses

Action Step f) Study the challenges facing childcare providers in Urbana

Responsibility for Action Executive

Reporting Period Q3/22

STATUS Staff have started collecting examples of programs in other cities to support childcare providers.

Reporting Period Q4/22

STATUS Ongoing.

Reporting Period Q1/23

STATUS Ongoing.

Reporting Period Q2/23

STATUS Ongoing.

Reporting Period Q3/23

STATUS Ongoing.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #4 Economic Recovery/Development
Strategy 2. Promote workforce development
Action Step a) Explore creation of incentive program for hospitality/retail workers

Responsibility for Action City Administrator's Office / Urbana Free Library

Reporting Period Q3/22

STATUS Urbana Free Library staff are currently researching whether any such incentive programs exist in other communities. Results of research expected by the end of July.

Reporting Period Q4/22

STATUS Library staff have provided the results of their search to City staff. Still under study.

Reporting Period Q1/23

STATUS All programs studied included subsidies of \$400 - \$1,500 per qualified employee during the height of COVID. Staff need to determine whether local hospitality and restaurant employers would find such a program to be helpful in attracting/retaining permanent employees under current conditions.

Reporting Period Q2/23

STATUS Ongoing.

Reporting Period Q3/23

STATUS Ongoing.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #4 Economic Recovery/Development
Strategy 2. Promote workforce development
Action Step b) Collaborate to create a robust marketing program for SWFT.

Responsibility for Action Mayor 's office / Contracted marketing firm

Reporting Period Q3/22

STATUS The SWFT program is fully enrolled and funded. May need to consider realigning Action Step, such as funding Parkland Foundation Scholarships for Urbana residents enrolled in SWFT or funding Urbana students enrolled in Champaign County Housing Authority Youthbuild program.

Reporting Period Q4/22

STATUS No change.

Reporting Period Q1/23

STATUS Staff recommend updating this goal.

Reporting Period Q2/23

STATUS Staff recommend updating this goal.

Reporting Period Q3/23

STATUS Staff recommend updating this goal.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #4 Economic Recovery/Development

Strategy 2. Promote workforce development

Action Step c) Explore the creation of a Dual Credit Program (FIRE/EMS/LE)

Responsibility for Action Executive

Reporting Period Q3/22

STATUS No progress to date.

Reporting Period Q4/22

STATUS No progress to date.

Reporting Period Q1/23

STATUS No progress to date.

Reporting Period Q2/23

STATUS No progress to date.

Reporting Period Q3/23

STATUS No progress to date.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #4 Economic Recovery/Development
Strategy 3. Recruit new businesses and industries
Action Step a) Recruit a new hotel to the Cunningham Ave corridor near I-74

Responsibility for Action Economic Development

Reporting Period Q3/22

STATUS Hotel Market Study shared with more than 50 hotel brands/franchisees, both locally and nationally. Staff to continue building these relationships and spreading the word on the viability of a hotel on North Cunningham/I-74.

Reporting Period Q4/22

STATUS Ongoing.

Reporting Period Q1/23

STATUS Ongoing. Possible update of Hotel Market Study from March 2022 is currently under consideration.

Reporting Period Q2/23

STATUS Received a new lead from Wyndham Hotels group (including La Quinta, AmericInn, Microtel, Hawthorn Suites). Through this contact, the City's information package will be shared with 400 Wyndham-group hotel owners in Illinois and 300 non-Wyndham owners to solicit interest in Urbana.

Reporting Period Q3/23

STATUS Several targeted parcels of land in the North Cunningham Avenue corridor have sold for non-hotel uses. Staff will reassess the viability of this goal, and consider a potential update to the Hotel Market Study prepared in March 2022.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #4 Economic Recovery/Development
Strategy 3. Recruit new businesses and industries
Action Step b) Create an incentive package & recruit a grocery store to NW Urbana

Responsibility for Action Economic Development / Council

Reporting Period Q3/22

STATUS Property on North Lincoln Avenue has been identified as a possible site. Aldi isn't interested because proximity too close to existing store. Property is in Opportunity Zone but not in TIF or EZ.

Reporting Period Q4/22

STATUS Ongoing.

Reporting Period Q1/23

STATUS Conversations underway with potential grocers or their representatives, although none is currently interested in expanding in the area. This effort is ongoing.

Reporting Period Q2/23

STATUS Investigating potential lead with Grocery Outlet Bargain market, one of the 10 Top Retail Brands to Watch in 2023. They have more than 400 stores across the country.

Reporting Period Q3/23

STATUS Staff are now pursuing two specific grocery store chains without a presence in Urbana: Ruler Foods and DG Market. Staff also met with DCEO staff to learn more about Senate Bill 850 (Illinois Grocery Initiative) and share with them our persistent efforts to attract a grocery store to Ward 3.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #4 Economic Recovery/Development
Strategy 3. Recruit new businesses and industries
Action Step c) Create an incentive package to attract a new cannabis dispensary

Responsibility for Action Economic Development

Reporting Period Q3/22

STATUS Initial research has begun on the state's licensing requirements with the IL Cannabis Loan and Grant Program and the IL Cannabis Regulation Oversight Office. Staff will research how many licenses are available, when they will be issued, and the City's realistic ability to recruit a minority owner.

Reporting Period Q4/22

STATUS Staff has identified the three license holders that could locate in Urbana. Efforts to contact these license holders are ongoing.

Reporting Period Q1/23

STATUS Staff continues to pursue leads in this area.

Reporting Period Q2/23

STATUS Contacted dispensary who was denied a license in Vermilion County. They are unable to transfer their license to Champaign County.

Letters were sent to current holders of Conditional Adult Use Dispensing Organization Licenses for the Urbana-Champaign region. Only respondent indicated their preference for champaign due to higher traffic counts.

Reporting Period Q3/23

STATUS Staff are in communication with an ownership team with both a dispensary license and a craft grower license. Viable sites of sufficient size to suit their needs are limited.

Reporting Period Q4/23

STATUS

Additional Notes:



Mayor/Council Goals

Quarterly Reporting

Strategic Area #4 Economic Recovery/Development
Strategy 3. Recruit new businesses and industries
Action Step d) Identify Downtown destinations for Hotel Royer guests, etc.

Responsibility for Action Mayor / Contracted Firm / BPAC / SAC

Reporting Period Q3/22

STATUS Downtown destinations will be defined further through the Public Realm Study, which will kick-off the week of July 18th. Confluence and Project for Public Spaces are leading the study. Once destinations are defined, they will be marketed via the marketing campaign for which the ED team is issuing an RFP. The RFP will be issued July 8th, responses will be due by August 15th and a selection made by October 1st.

Reporting Period Q4/22

STATUS Public Realm Study is underway. Marketing RFP has been reissued due to limited response; submittals are due on November 14.

Reporting Period Q1/23

STATUS Findings from the Public Realm Study are scheduled to be presented to Council on February 27, 2023.

Reporting Period Q2/23

STATUS Public Realm Study results presented to Council. Initial temporary activities and installations are being developed.

Reporting Period Q3/23

STATUS The Public Realm implementation team is working with The Urbana Free Library to activate the Library's lots at Race and Green Streets for Spring 2024. Economic Development staff has created an Urbana restaurant map. New Downtown businesses opened this quarter include: Encanto (restaurant/bar), Gallery Art Bar (bar), and Strictly Wicks (retail).

Reporting Period Q4/23

STATUS

Additional Notes:



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

Planning Division

m e m o r a n d u m

TO: Mayor Diane Wolfe Marlin and City Council Members

FROM: Kimberly Smith, Community Development Services Director
Marcus Ricci, AICP, Planner II

DATE: September 18, 2023

SUBJECT: **An Ordinance Approving a Final Subdivision Plat** (Fieldstone Subdivision No. 1 / Plan Case 2478-S-23)

Introduction

Nolan Atkins, on behalf of Fieldstone Investments, LLC, requests approval of a final plat for Fieldstone Subdivision No. 1. The applicant wants to subdivide a 3.57-acre tract of land into 14 lots to be developed for single-family homes. The subdivision would be part of the Stone Creek Development. The tract is zoned R-2 (Single-Family Residential) and is undeveloped.

At its September 7, 2023, meeting, the Plan Commission voted unanimously with six ayes and zero nays to approve the preliminary plat and forward the proposed final plat to City Council with a recommendation of approval. Staff concur with this recommendation.

Background

City Council has approved preliminary and final plats for several sections of the Stone Creek Development since 1997. The proposed subdivision generally conforms to the configuration proposed in the original 1997 preliminary plat.

More background and site details are available in the Staff Report in Council Exhibit A.

The Urbana Land Development Code regulates Preliminary, Final, and Concurrently-Submitted Plats. Preliminary and final plats are required to show many items. Both plats were reviewed by City staff and other relevant agencies, and are in general compliance with the Land Development Code. Minor corrections, including providing the attorney's contact information and clarifying the location of lot setbacks, will be made and confirmed prior to recording of the plat by City staff. The proposed final plat generally conforms to the approved preliminary plat, and has been forwarded by the Plan Commission for Council review.

Discussion

Land Use, Zoning Regulation, and Comprehensive Plan Designation

The property is located at the intersection of Colorado Avenue and South Stone Creek Boulevard (Council Exhibit A). The proposed development would be consistent with existing single-family residential uses to the north, west, and farther to the south and east of the site. The proposed subdivision is consistent with the R-2 zoning district's development requirements, including minimum

lot area and frontage. The proposed subdivision is consistent with the Comprehensive Plan’s future land use designation of “Residential – Suburban Pattern” for the site.

Land Development Code Regulation

The proposed lots range from 0.238 to 0.305 acres (Council Exhibit A). The plat proposes no roadway expansion, and maintains future connectivity by reserving future right-of-way dedication for a potential Mumford Drive connection. The stormwater detention for these lots was accounted for as part of the Stone Creek Development. A multiuse path was previously installed in the median of South Stone Creek Boulevard. Utilities are available adjacent to the site. Street trees were previously installed in the South Stone Creek Boulevard median. No waivers, deferrals, or variances have been requested from the requirements of the Urbana Land Development Code or the Urbana Zoning Ordinance.

More background and site details are available in the Staff Report in Council Exhibit A.

Plan Commission

On September 7, 2023, the Plan Commission discussed the proposed preliminary and final plats (Council Exhibit B). The applicant stated his intent for the proposed subdivision to be consistent with the existing subdivisions, with lot owners being members of the existing homeowners association (HOA), and the restrictive covenants to be similar to the existing covenants. The President of the Stone Creek Subdivision HOA spoke in favor of the proposed subdivision and hoped that the lot owners would become members of the existing HOA.

After discussion, the Plan Commission voted unanimously to approve the preliminary plat, and to forward the final plat to City Council with a recommendation to APPROVE the final plat as presented.

Summary of Findings

1. The proposed final plat is consistent with the R-2 (Single-Family Residential) zoning designation for the subject property.
2. The proposed final plat is consistent with the “Residential – Suburban Pattern” Comprehensive Plan future land use designation for the site.
3. The proposed final plat meets the requirements of the Urbana Land Development Code.

Recommendation

At its September 7, 2023 meeting, the Plan Commission voted with six ayes and zero nays to forward Plan Case 2478-S-23 to the City Council with a recommendation to APPROVE the Final Plat of Fieldstone Subdivision No. 1, as presented. Staff concurs with the Plan Commission recommendation.

Attachments: Council Exhibit A: Plan Commission Staff Report, 9/7/2023
 Council Exhibit B: Plan Commission Meeting Minutes DRAFT, 9/7/2023
cc: Nolan Atkins, Applicant, on behalf of Fieldstone Investments, LLC

ORDINANCE NO. _____

AN ORDINANCE APPROVING A FINAL SUBDIVISION PLAT

(Fieldstone Subdivision No. 1 / Plan Case 2478-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, Nolan Atkins, on behalf of Fieldstone Investments, LLC, has submitted a Final Subdivision Plat for the Fieldstone Subdivision No. 1 in general conformance with the pertinent ordinances of the City of Urbana, Illinois; and

WHEREAS, the Final Plat for Fieldstone Subdivision No. 1 meets the requirements of the Urbana Land Development Code; and

WHEREAS, the City Engineer has reviewed and approved the Final Plat for Fieldstone Subdivision No. 1; and

WHEREAS, the Plan Commission voted six (6) ayes and zero (0) nays to forward the case to the Urbana City Council with a recommendation to approve the proposed final plat.

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

Section 1.

The Final Plat for Fieldstone Subdivision No. 1, 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:

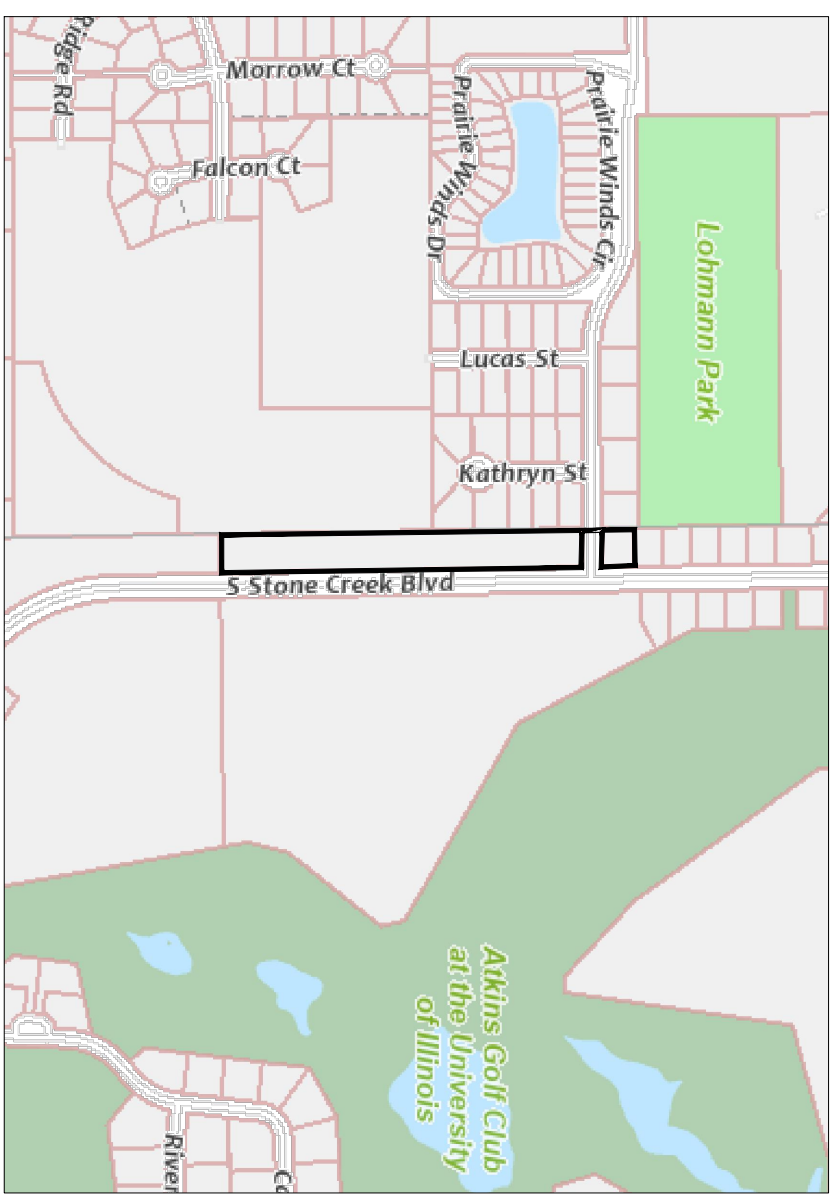
Phyllis D. Clark, City Clerk

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

Diane Wolfe Marlin, Mayor

Ordinance Exhibit A

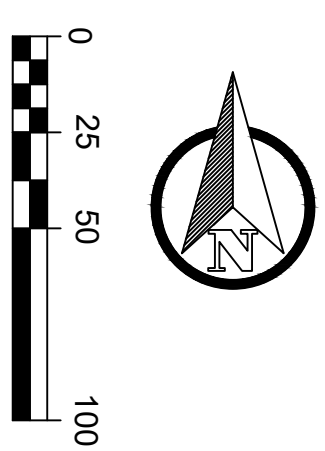
File Name: S:\000 Projects\380 Break Shot Property Management Group\38022002 Break Shot Stone Creek Sub\CAD\38022002.plt.dwg



FINAL PLAT FIELDSTONE SUBDIVISION NO. 1 A PART OF THE NORTHWEST QUARTER OF SECTION 22 TOWNSHIP 19 NORTH, RANGE 9 EAST, OF THE THIRD PRINCIPAL MERIDIAN, CITY OF URBANA CHAMPAIGN COUNTY, ILLINOIS

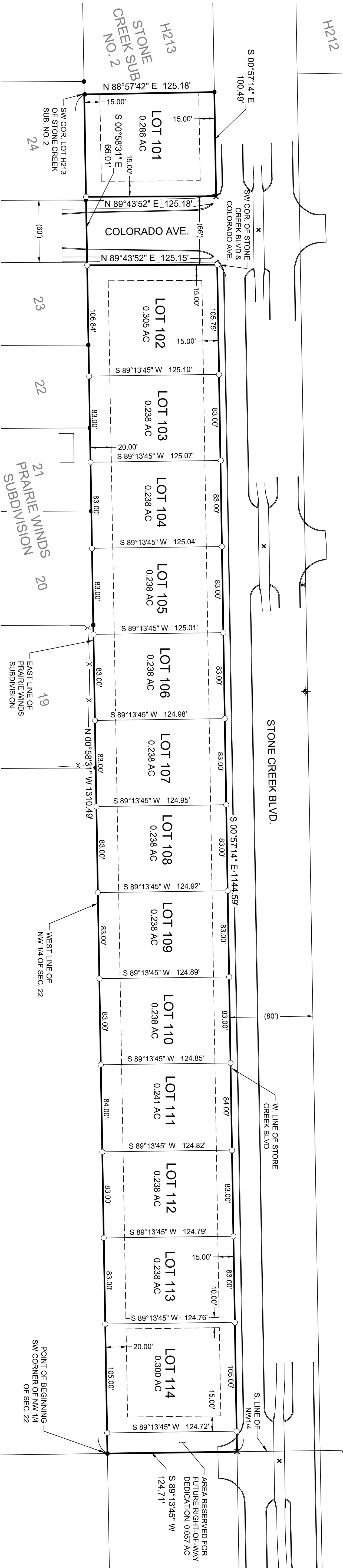
SUBDIVIDER/OWNER
FIELDSTONE INVESTMENTS, LLC
4102A FIELDSTONE ROAD
CHAMPAIGN, IL 61822
PH: 217.893.5601

SURVEYOR/ENGINEER
PRECISION ENGINEERING GROUP, INC.
P.O. BOX 784
CHAMPAIGN, IL 61824-0784
PH: 217.202.8049



PRESENTED FOR RECORDING BY: CITY OF URBANA
RETURNED TO: PRECISION ENGINEERING GROUP, INC.

SPACE RESERVED FOR
RECORDERS STAMP



SURVEYOR'S NOTES

- Field work was completed for this project on February 7, 2023.
- This professional service conforms to the current Illinois Minimum Standards for a Boundary Survey.
- The subdivision is located within the corporate limits of the City of Urbana.
- All required public improvements including storm sewer, storm water management, storm water detention, water main, streets, sidewalks, and sanitary sewer systems have been constructed in accordance with the current City of Urbana standards and shall be constructed within easements as necessary.
- All dimensions are horizontal distances and are between adjacent monuments unless otherwise noted.
- No part of this property is in the Special Flood Hazard Area as defined by FEMA.
- This tract of land is located in Zone(s) "X" on the Special Flood Hazard Area identified for the City of Urbana, Illinois, by the Federal Emergency Management Agency on the Flood Insurance Rate Maps, Panel Number 17019C043D and 17019C0450D, both dated October 2, 2013.
- Tract does not lie within 500 feet of a point on a water course draining over 640 acres.
- Legal description was prepared by the surveyor.

DRAINAGE STATEMENT

We hereby state that to the best of our knowledge and belief the drainage of surface waters of this plat will not be changed by the construction of the improvements of this subdivision or any part thereof or that if such surface water drainage will be changed, reasonable provisions have been made for the collection and diversion of such surface waters into public areas or drains which the subdivision has a right to use and that such surface waters will be planned for in accordance with the generally accepted engineering practices so as to reduce the likelihood of damage to the adjoining property because of the construction of the subdivision.

SURVEYOR'S CERTIFICATE

STATE OF ILLINOIS)
COUNTY OF CHAMPAIGN) s.s.

I, Meire E. Ingersoll, Jr., being Illinois Professional Land Surveyor Number 035.003202, do hereby certify that at the request of the owner, Fieldstone Investments, Inc., I have caused a Survey to be made and a Plat to be drawn under my direct supervision of the following described tracts of land:

A tract of land being part of the Northwest Quarter of Section 22, Township 19 North, Range 9 East of the Third Principal Meridian, Champaign County, Illinois, being described as follows, with bearing on Illinois State Plane East Zone datum:

Beginning at an iron pipe found at the Southwest corner of the Northwest Quarter of said Section 22, proceed North 00° 58' 31" West, 1310.49 feet along the West line of the Northwest Quarter of said Section 22, line also being the Northern extension of the East line of Prairie Winds Subdivision to the Southwest corner of Lot H213 of Stone Creek Subdivision No. 2 as recorded in the Champaign County Recorder's Office; thence North 89° 57' 42" East, 125.18 feet along the South line of said Lot H213 to the West line of Stone Creek Boulevard; thence South 00° 57' 14" East, 100.49 feet along said West line of Stone Creek Boulevard to a chiseled "X" on the North line of Colorado Avenue; thence South 89° 43' 52" West, 125.18 feet along the North line of said Colorado Avenue to an iron rod monument set on the said West line of the Northwest Quarter; thence South 00° 58' 31" East 66.00 feet to an iron rod monument set on the South line of Colorado Avenue; point also being on the East line of Lot 23 of said Prairie Winds Subdivision; thence North 89° 43' 52" East, 125.15 feet along the South line of said Colorado Avenue to an iron rod monument set at the Southwest corner of Colorado Avenue and Stone Creek Boulevard; thence South 00° 57' 14" East, 1144.39 feet along the West line of Stone Creek Boulevard to a chiseled "X" monument set on the South line of the Northwest Quarter of said Section 22; thence South 89° 13' 45" West, 124.71 feet along the South line of the Northwest Quarter of said Section 22 to the point of beginning, encompassing 3,570 acres, more or less.

For said owner who desires to facilitate the sale of said land by subdividing it into lots, street right-of-ways and other areas into which said lands have been so subdivided, and have numbered the lots which numbers are shown in larger size on said plat, and have stated the precise dimensions in feet and hundredths of feet of said lots, streets, and other areas; and that reference has been made upon said plat to permanent survey monuments, and have placed survey monuments as shown on the plat; and the Subdivision shall be known as "Fieldstone Subdivision No. 1".

APPROVALS

Approved by the Urbana Plan Commission of the City of Urbana, Illinois:

Date: _____ By: _____
Chairperson

Approved by the City Council of the City of Urbana, Illinois in accordance with Ordinance No. _____

Date: _____ By: _____
Mayor

Attest: _____ City Clerk; _____ Date

| REV. # | REV. DATE: | REVISION MADE: |
|--------|------------|----------------|
| | | |

| | | | |
|-------------|----------------|-----------|----------|
| DATE: | 08/01/23 | SCALE: | AS SHOWN |
| FIELD BOOK: | 389/p1-5-28-32 | DRAWN BY: | MAM |
| CHECKED BY: | MEI | | |

PRECISION ENGINEERING GROUP, INC.
P.O. BOX 784, CHAMPAIGN, IL 61824-0784
PHONE: 217.202.8049
CIVIL ENGINEERING - LAND SURVEYING
ILLINOIS DESIGN FIRM REGISTRATION NO. 184007565



FIELDSTONE SUBDIVISION NO. 1
PART OF SEC. 22, T.19 N., R. 9 E., 3rd P.M.
URBANA, ILLINOIS

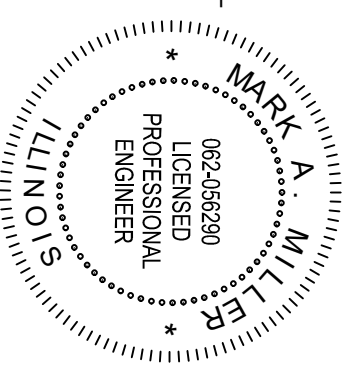
FILE # 38022002
SHEET 1 OF 1

- LEGEND**
- BOUNDARY OF TRACT(S) SURVEYED
- EXISTING SURVEY LINE
- EASEMENT LINE TO BE DEDICATED
- EASEMENT LINE EXISTING
- SETBACK LINE
- FOUND IRON ROD
- SET 1/2" X 30" IRON ROD WITH PLASTIC CAP "PRECISION"
- CONCRETE MONUMENT FOUND
- CONCRETE MONUMENT SET
- BEARING & DIMENSION
- LOT NUMBER

Mark A. Miller
Illinois Licensed Professional Engineer No. 062.066290
License Expires 11/30/23

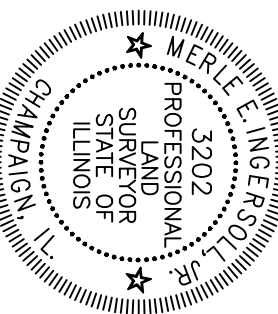
Date

Owner: Fieldstone Investments, LLC Date



Signed and sealed this 1st day of August, 2023.

Meire E. Ingersoll, Jr.
Meire E. Ingersoll, Jr.
Illinois Professional Land Surveyor No. 035.003202
License Expires November 30, 2024



Council Exhibit A: Plan Commission Staff Report

Item a.



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

Planning Division

m e m o r a n d u m

TO: The Urbana Plan Commission
FROM: Marcus Ricci, AICP, Planner II
DATE: September 7, 2023
SUBJECT: **Plan Case 2478-S-23:** A request by Nolan Atkins, on behalf of Fieldstone Investments, LLC, for preliminary and final plat approval for the Fieldstone Subdivision No.1 Subdivision (generally located at the intersection of Stone Creek Boulevard and Colorado Avenue).

Introduction

Nolan Atkins, on behalf of Fieldstone Investments, LLC, requests approval of preliminary and final plats for the Fieldstone Subdivision No. 1 Subdivision. The applicant would like to subdivide a 3.57-acre tract of land into 14 lots to be developed for single-family homes. The subdivision would be part of the Stone Creek Development, west of South Stone Creek Boulevard, at the east end of Colorado Avenue. The tract is zoned R-2 (Single-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 recommendation to City Council for approval or denial. Staff recommends approval of the proposed plats.

Background

City Council has approved multiple plats for the Stone Creek Development – originally proposed as “Rosewood” – starting in 1997:

- Preliminary plat for Stone Creek Subdivision approved on March 3, 1997.¹ This plat was never recorded, so the lots were not created.
- Final plat for Stone Creek Subdivision No. 1 approved on September 2, 1997.²
- Preliminary plat for Stone Creek Commons Subdivision on March 2, 1998.³
- Preliminary plat for Stone Creek Commons Subdivision on May 17, 1999.⁴
- Final Plat for Stone Creek Commons Subdivision No. 1 on June 3, 2002.⁵
- Final Plat for Stone Creek Subdivision No. 2 on July 18, 2005.⁶
- In addition, at least six replats of lots in the subdivision have been administratively reviewed.

¹ Ordinance No. 9697-101; Plan Case 1644-S-97.

² Ordinance No. 9798-37; Plan Case 1672-S-97.

³ Ordinance No. 9798-92; Plan Case 1687-S-98.

⁴ Ordinance No. 1999-05-036; Plan Case 1718-S-99.

⁵ Ordinance No. 2002-05-055; Plan Case 1825-S-02.

⁶ Ordinance No. 2005-07-113; Plan Case 1941-S-05.

Council Exhibit A: Plan Commission Staff Report

Item a.

The applicant is requesting approval of preliminary and final plats to subdivide this portion of Stone Creek Subdivision that was included in the original 1997 preliminary plat. The proposed Fieldstone Subdivision No. 1 would be a continuation of the Stone Creek Subdivision No. 1 to the north.

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 have all of the required items. The plats are out for review by external agencies; comments are due by September 8, 2023. Any comments from reviewers requiring revisions to the plats, e.g., a missing easement, will be addressed by the applicant prior to recording of the plat.

City staff discussed the proposed plats with the applicant at a pre-application conference on July 24, 2023. At that time, the Administrative Review Committee determined that the proposed activity would be considered a Major Development.⁷

Discussion

Land Use, Zoning Regulation, and Comprehensive Plan Designation

Land Use. The property is located at the intersection of Colorado Avenue and South Stone Creek Boulevard (Exhibit A – Location Map). It is along the western edge of the Stone Creek Development of Windsor Road, south of Stone Creek Subdivision No. 2 and east of Prairie Winds Subdivision. Surrounding the site are agricultural uses to the southwest, east, and south, and residential uses to the northwest and north. The proposed development would continue the infill development of residential uses in southeastern Urbana and would be another step towards the completion of the Stone Creek Development. It would be generally consistent with existing single-family residential uses to the north, west, and farther to the south and east of the site.

Zoning Regulation. The property is undeveloped and is zoned R-2 (Single Family Residential). The proposed subdivision is consistent with this district’s development requirements, including minimum lot area and frontage (Exhibit B – Zoning Map). The site is surrounded by the R-2 zoning district on all sides, except for R-1 (Single-Family Residential) to the southwest.

Comprehensive Plan Designation. The 2005 Comprehensive Plan shows this area as “Residential – Suburban Pattern,” as part of the Stone Creek Subdivision (Exhibit C – Future Land Use Map). The proposed subdivision is consistent with the Comprehensive Plan future land use designation for the site.

Land Development Code Regulation

Section XI-2 of the Zoning Ordinance states the Plan Commission reviews subdivision plans and makes recommendations to City Council, as provided in Chapter 21 entitled “Subdivisions and Other

⁷ The Administrative Review Committee is made up of the City Engineer, Director of Community Development Services, and the Secretary of the Plan Commission. It is responsible for enforcing the Land Development Code.

Council Exhibit A: Plan Commission Staff Report

Item a.

Land Developments” of the Urbana City Code.⁸ All of the items below are shown on their required plat(s).

Subdivision Layout and Access. The 3.57-acre parcel would be subdivided into 14 lots ranging from 0.238 to 0.305 acres on the west side of South Stone Creek Boulevard, with 13 lots to the south of Colorado Avenue and one lot to the north (Exhibit D – Preliminary Plat; Exhibit E – Final Plat). Roadway access to the subdivision is provided by South Stone Creek Boulevard from the north and south, and Colorado Avenue from the west; both are designated minor collectors in the Comprehensive Plan. The plat proposes no roadway expansion, and the existing stub along South Stone Creek Boulevard that aligns with Mumford Road to the west would be retained for a future connection. Major arterials in the vicinity of the site include Windsor Road to the south, Florida Avenue to the north, Philo Road to the west, and South High Cross Road to the east.

The proposed subdivision would 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. The stormwater detention for these lots was accounted for as part of the Stone Creek Development. A new stormwater management plan will not be required for the proposed subdivision.

Sidewalks. A multiuse path was previously installed in the median of South Stone Creek Boulevard, and it fulfills the requirement for sidewalks for the proposed subdivision.

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

Street Trees. Street trees were previously installed in the median of South Stone Creek Boulevard, and they fulfill the requirement for street trees for the proposed subdivision.

Deferrals, Waivers, and Variances. No waivers, deferrals, or variances have been requested from the requirements of the Urbana Land Development Code or the Urbana Zoning Ordinance.

Summary of Findings

1. The proposed preliminary and final plats are consistent with the R-2 (Single-Family Residential) zoning designation 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 2478-S-23:

⁸ The revised Chapter was renamed “Land Development Code” when it was adopted by City Council on March 27, 2023, Ordinance No. 2023-03-006; it became effective July 1, 2023.

Council Exhibit A: Plan Commission Staff Report

Item a.

A. For the Preliminary Plat:

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

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.

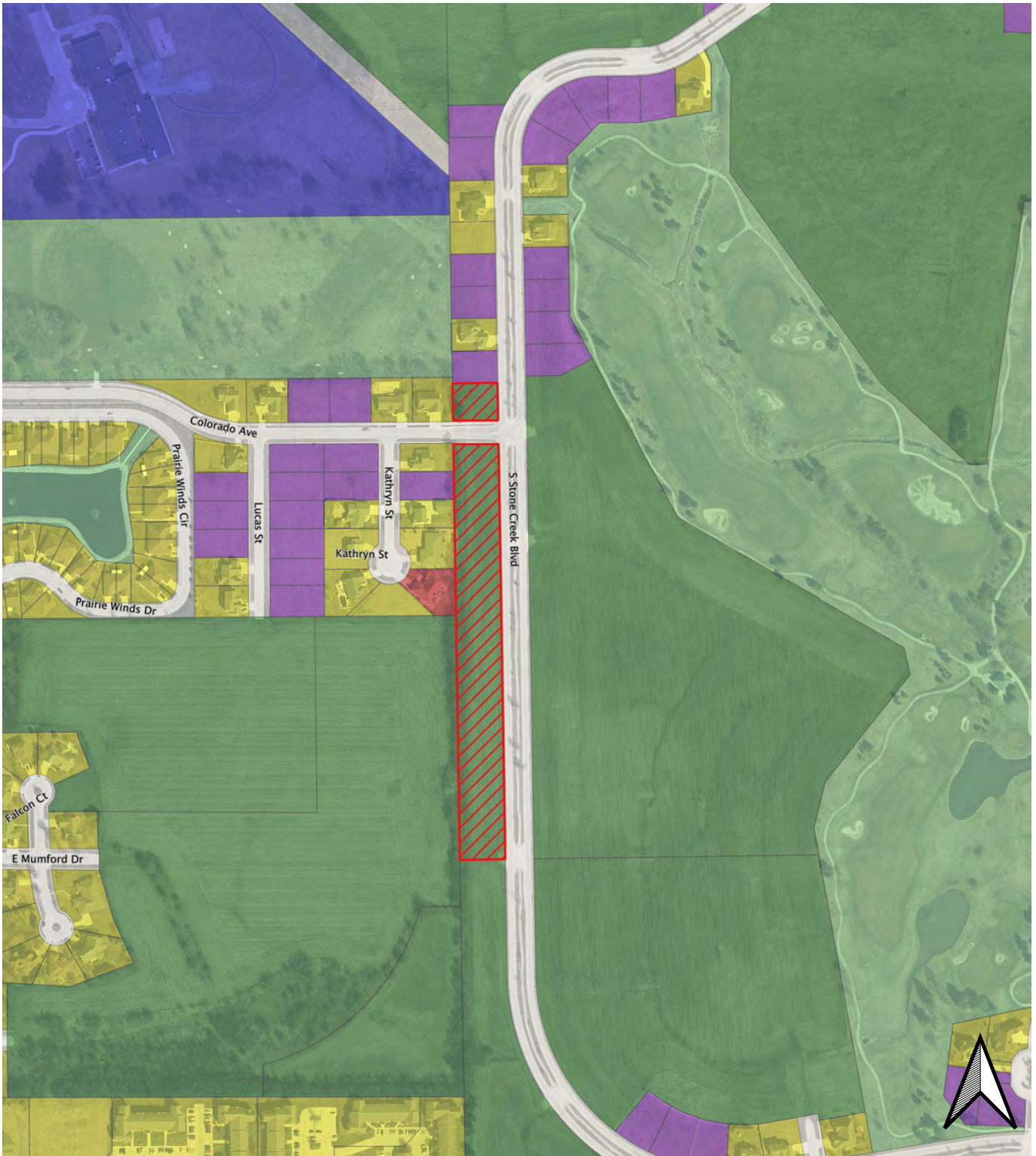
Recommendation

Based on the analysis and findings presented herein, staff recommends that the Plan Commission APPROVE both the Preliminary Plat and the Final Plat of Fieldstone Subdivision No. 1 Subdivision, and forward both plats to City Council with a recommendation to APPROVE both plats.

Attachments: Exhibit A: Location Map
Exhibit B: Zoning Map
Exhibit C: Future Land Use Map
Exhibit D: Preliminary Plat
Exhibit E: Final Plat
Exhibit F: Site Photos

cc: Nolan Atkins, Applicant

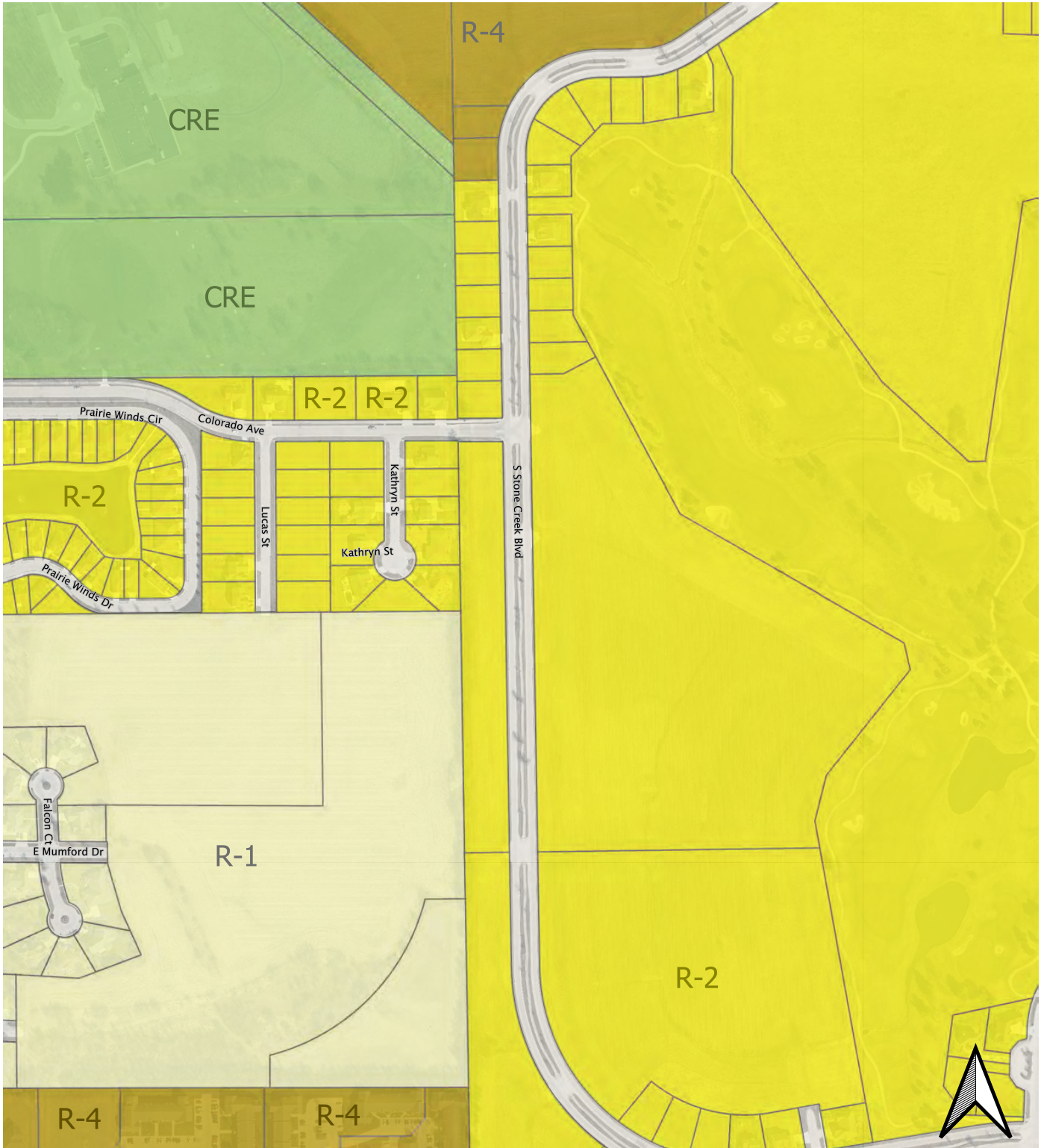
Exhibit A - Location & Land Use



Case: 2478-S-23
 Subject: Fieldstone Major Development
 Location: 2121 & 1841 S. Stone Creek Blvd.
 Applicant: Fieldstone Investments, LLC

- Subject Property
- Residential
- Business, etc.
- Industrial, etc.
- Institutional, etc.
- Leisure
- Natural resources

Exhibit B - Zoning



Case: 2478-S-23
Subject: Fieldstone Major Development
Location: 2121 & 1841 S. Stone Creek Blvd.
Applicant: Fieldstone Investments, LLC

 Subject Property

Exhibit C - Future Land Use



Case: 2478-S-23
Subject: Fieldstone Major Development
Location: 2121 & 1841 S. Stone Creek Blvd.
Applicant: Fieldstone Investments, LLC

 Subject Property

Council Exhibit A: Plan Commission Staff Report

Exhibit D: Preliminary Plat

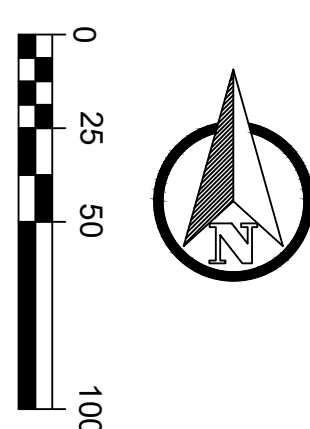
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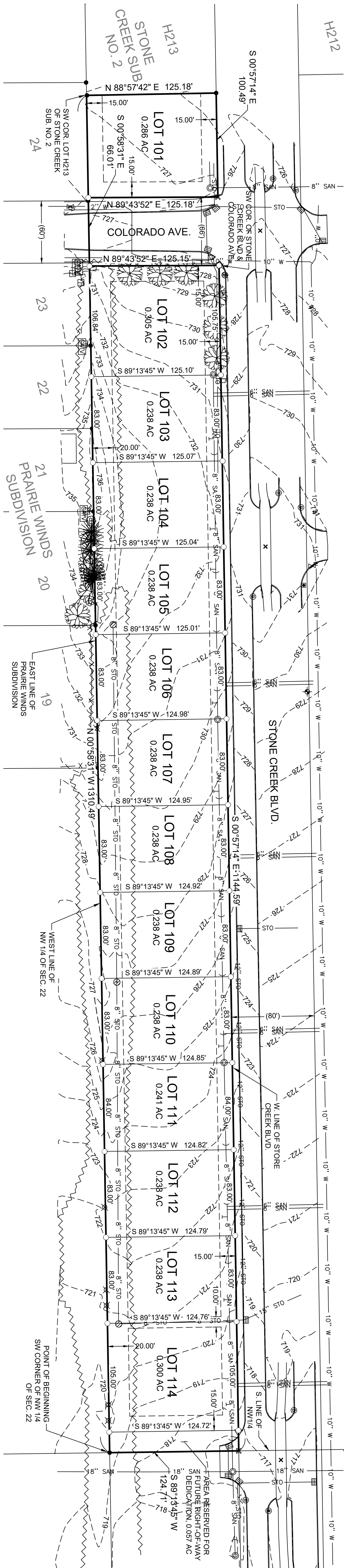
PRELIMINARY PLAT FIELDSTONE SUBDIVISION NO. 1 A PART OF THE NORTHWEST QUARTER OF SECTION 22 TOWNSHIP 19 NORTH, RANGE 9 EAST, OF THE THIRD PRINCIPAL MERIDIAN, CITY OF URBANA CHAMPAIGN COUNTY, ILLINOIS

SUBDIVIDER/OWNER
FIELDSTONE INVESTMENTS, LLC
4102A FIELDSTONE ROAD
CHAMPAIGN, IL 61822
PH. 217.693.5601

SURVEYOR/ENGINEER
PRECISION ENGINEERING GROUP, INC.
P.O. BOX 784
CHAMPAIGN, IL 61824-0784
PH. 217.202.8049



SPACE RESERVED FOR
RECORDERS' STAMP



- LEGEND**
- BOUNDARY OF TRACT(S) SURVEYED
 - EXISTING SURVEY LINE
 - EASEMENT LINE TO BE DEDICATED
 - EASEMENT LINE EXISTING
 - SETBACK LINE
 - FOUND IRON ROD
 - SET 1/2" X 30" IRON ROD WITH PLASTIC CAP "PRECISION"
 - CONCRETE MONUMENT FOUND
 - BEARING & DIMENSION
 - LOT NUMBER

- SURVEYOR'S NOTES**
1. Field work was completed for this project on February 7, 2023.
 2. This professional service conforms to the current Illinois Minimum Standards for a Boundary Survey.
 3. The subdivision is located within the corporate limits of the City of Urbana.
 4. All required public improvements including storm sewer, storm water management, storm water detention, water main, streets, sidewalks, and sanitary sewer systems have been constructed in accordance with the current City of Urbana standards and shall be constructed within easements as necessary.
 5. All dimensions are horizontal distances and are between adjacent monuments unless otherwise noted.
 6. This tract of land is located in Zone(s) "X" on the Special Flood Hazard Area Identified for the City of Urbana, Illinois, by the Federal Emergency Management Agency on the Flood Insurance Rate Maps, Panel Number 170150CA51D and 170150CA50D, both dated October 2, 2013.
 7. Tract does not lie within 500 feet of a point on a water course draining over 640 acres.
 8. Legal description was prepared by the surveyor.

SURVEYOR'S CERTIFICATE

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

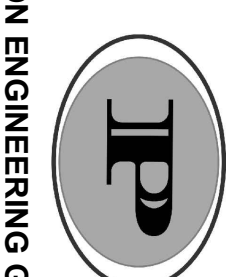
I, **Merle E. Ingersoll, Jr.**, being Illinois Professional Land Surveyor Number 035.003202, do hereby certify that at the request of the owner, Fieldstone Investments, Inc., I have caused a Survey to be made and a Plat to be drawn under my direct supervision of the following described tracts of land:

A tract of land being part of the Northwest Quarter of Section 22, Township 19 North, Range 9 East of the Third Principal Meridian, Champaign County, Illinois, being described as follows, with bearing on Illinois State Plane East Zone datum:

Beginning at an iron pipe found at the Southwest corner of the Northwest Quarter of said Section 22, proceed North 00° 58' 31" West, 1310.49 feet along the West line of the Northwest Quarter of said Section 22, line also being the Southern extension of the East line of Prairie Winds Subdivision to the Southwest corner of Lot H213 of Stone Creek Subdivision No. 2 as recorded in the Champaign County Recorder's Office; thence North 89° 57' 42" East, 125.18 feet along the South line of said Lot H213 to the West line of Stone Creek Boulevard; thence South 00° 57' 14" East, 100.49 feet along said West line of Stone Creek Boulevard to a chiseled "X" on the North line of Colorado Avenue; thence South 89° 43' 52" West, 125.18 feet along the North line of said Colorado Avenue to an iron rod monument set on the said West line of the Northwest Quarter, thence South 00° 58' 31" East 66.00 feet to an iron rod monument set on the South line of Colorado Avenue, point also being on the East line of Lot 23 of said Prairie Winds Subdivision; thence North 89° 43' 52" East, 125.15 feet along the South line of said Colorado Avenue to an iron rod monument set at the Southwest corner of Colorado Avenue and Stone Creek Boulevard; thence South 00° 57' 14" East, 1144.59 feet along the West line of Stone Creek Boulevard to a chiseled "X" monument set on the South line of the Northwest Quarter of said Section 22; thence South 89° 13' 45" West, 124.71 feet along the South line of the Northwest Quarter of said Section 22 to the point of beginning, encompassing 3.570 acres, more or less.

For said owner who desires to facilitate the sale of said land by subdividing it into lots, street right-of-ways and other areas into which said land have been so subdivided; and have numbered the lots which numbers are shown in larger size on said plat; and have stated the precise dimensions in feet and hundredths of feet of said lots, streets, and other areas; and that reference has been made upon said plat to permanent survey monuments; and have placed survey monuments as shown on the plat; and the Subdivision shall be known as "Fieldstone Subdivision No. 1".

| REV. # | REV. DATE | REVISION MADE |
|--------------------------|---------------|---------------|
| 08/01/23 | AS SHOWN | |
| FIELD BOOK: 3801-5-28-22 | DRAWN BY: MAM | |
| CHECKED BY: MEI | | |

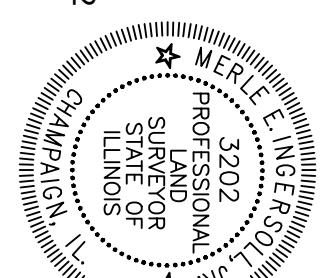


PRECISION ENGINEERING GROUP, INC.
P.O. BOX 784 CHAMPAIGN, IL 61824-0784
PHONE: 217.202.8049
CIVIL ENGINEERING - LAND SURVEYING
ILLINOIS DESIGN FIRM REGISTRATION NO. 184007588

FILE # 38022002
SHEET 1 OF 1

Signed and sealed this 1st day of August, 2023.

Merle E. Ingersoll, Jr.
Merle E. Ingersoll, Jr.
Illinois Professional Land Surveyor No. 035.003202
License Expires November 30, 2024



APPROVALS

APPROVED BY: The Urbana Plan Commission of the City of Urbana, Illinois.
Date: _____ Chairperson: _____

APPROVED BY: The City Council of the City of Urbana, Illinois in accordance with Ordinance No. _____
Date: _____ By: _____ City Clerk
Attest: _____ Mayor

Council Exhibit A: Plan Commission Staff Report

Exhibit E: Final Plat

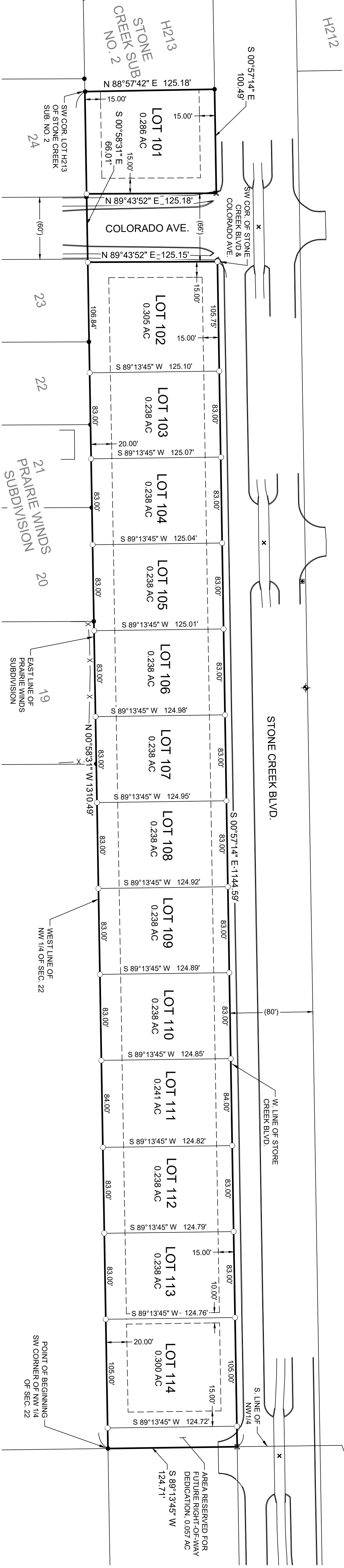
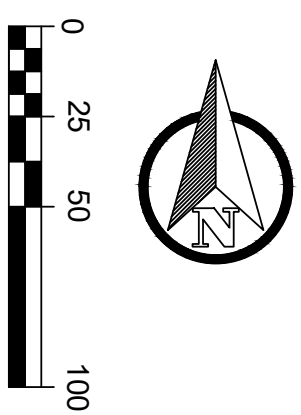
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FINAL PLAT FIELDSTONE SUBDIVISION NO. 1 A PART OF THE NORTHWEST QUARTER OF SECTION 22 TOWNSHIP 19 NORTH, RANGE 9 EAST, OF THE THIRD PRINCIPAL MERIDIAN, CITY OF URBANA CHAMPAIGN COUNTY, ILLINOIS

SUBDIVIDER/OWNER
FIELDSTONE INVESTMENTS, LLC
4102A FIELDSTONE ROAD
CHAMPAIGN, IL 61822
PH. 217.693.5801

SURVEYOR/ENGINEER
PRECISION ENGINEERING GROUP, INC.
P.O. BOX 784
CHAMPAIGN, IL 61824-0784
PH. 217.202.8049



SURVEYOR'S NOTES

- Field work was completed for this project on February 7, 2023.
- This professional service conforms to the current Illinois Minimum Standards for a Boundary Survey.
- The subdivision is located within the corporate limits of the City of Urbana.
- All required public improvements including storm sewer, storm water management, storm water detention, water main, streets, sidewalks, and sanitary sewer systems have been constructed in accordance with the current City of Urbana standards and shall be constructed within easements as necessary.
- All dimensions are horizontal distances and are between adjacent monuments unless otherwise noted.
- No part of this property is in the Special Flood Hazard Area as defined by FEMA.
- This tract of land is located in Zone(s) "X" on the Special Flood Hazard Area identified for the City of Urbana, Illinois, by the Federal Emergency Management Agency on the Flood Insurance Rate Maps, Panel Number 17019C0431D and 17019C0450D, both dated October 2, 2013.
- Tract does not lie within 500 feet of a point on a water course draining over 640 acres.
- Legal description was prepared by the surveyor.

DRAINAGE STATEMENT

We hereby state that to the best of our knowledge and belief the drainage of surface waters of this plat will not be changed by the construction of the improvements of this subdivision or an part thereof or that if such surface water drainage will be changed, reasonable provisions have been made for the collection and diversion of such surface waters into public areas or drains which the subdivider has a right to use and that such surface waters will be planned for in accordance with the generally accepted engineering practices so as to reduce the likelihood of damage to the adjoining property because of the construction of the subdivision.

SURVEYOR'S CERTIFICATE

STATE OF ILLINOIS)
COUNTY OF CHAMPAIGN) s.s.

I, Marie E. Ingersoll, Jr., being Illinois Professional Land Surveyor Number 035.003202, do hereby certify that at the request of the owner, Fieldstone Investments, Inc., I have caused a Survey to be made and a Plat to be drawn under my direct supervision of the following described tracts of land:

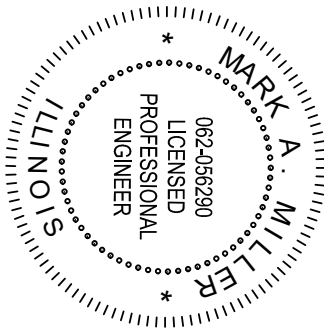
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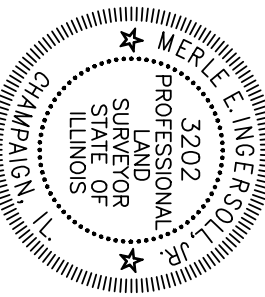
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Signed and sealed this 1st day of August, 2023.

Mark A. Miller
Illinois Licensed Professional Engineer No. 062.056290
License Expires 11/30/23



Marie E. Ingersoll, Jr.
Illinois Professional Land Surveyor No. 035.003202
License Expires November 30, 2024



PRESENTED FOR RECORDING BY: CITY OF URBANA
RETURNED TO: PRECISION ENGINEERING GROUP, INC.

SPACE RESERVED FOR
RECORDERS STAMP

APPROVALS
Approved by the Urbana Plan Commission of the City of Urbana, Illinois:
Date: _____ By: _____
Chairperson

Approved by the City Council of the City of Urbana, Illinois in accordance with Ordinance No. _____
Date: _____ By: _____
Mayor

Attest: _____ City Clerk, _____ Date

| REV. # | REV. DATE | SCALE | REVISION MADE: |
|---------------------------|---------------|-------|----------------|
| 08/01/23 | AS SHOWN | | |
| FIELD BOOK: 38/p1-5-28-32 | DRAWN BY: MAM | | |
| CHECKED BY: MEI | | | |

FINAL PLAT

FIELDSTONE SUBDIVISION NO. 1
PART OF SEC. 22, T.19 N., R. 9 E., 3rd P.M.
URBANA, ILLINOIS



PRECISION ENGINEERING GROUP, INC.
P.O. BOX 784 CHAMPAIGN, IL 61824-0784
PHONE: 217.202.8049
CIVIL ENGINEERING - LAND SURVEYING
ILLINOIS DESIGN FIRM REGISTRATION NO. 1840072985

FILE # 38022002
SHEET 1 OF 1

Council Exhibit A: Plan Commission Staff Report

Exhibit F - Site Photos

Item a.

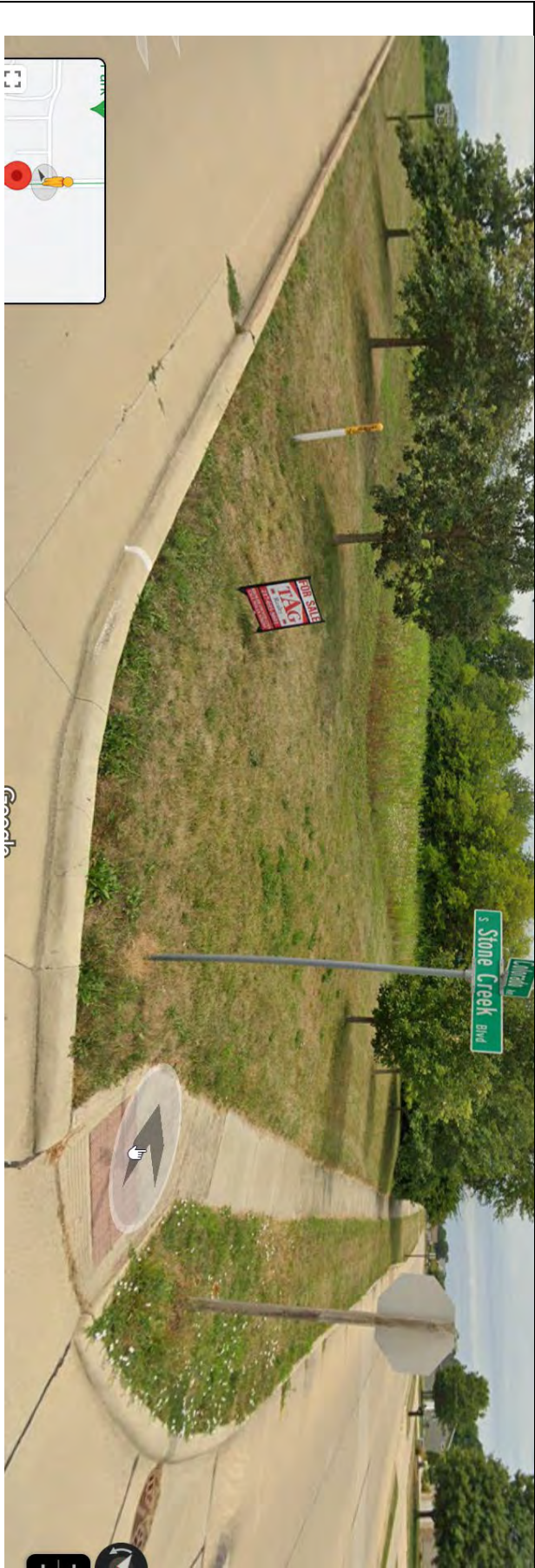


Figure 1. Looking southwest towards Lot 102



Figure 2. Looking northwest towards Lot 101

Council Exhibit A: Plan Commission Staff Report

Exhibit F - Site Photos

Item a.



Figure 4. Looking north towards Lot 101.



Figure 3. Looking south towards Lots 102-114.

Council Exhibit A - Plan Commission Staff Report

Item a.



Stone Creek Subdivision Homeowners Association

*Tom Roth - President
2734 E Castlerock
Urbana, IL 61802
Troth@PrimeLending.com
217-493-8578*

September 6, 2023

In March of 2020 the Atkins family bestowed upon the University of Illinois the tremendous gift of the Stone Creek Golf Club and the unsold land surrounding it. At the same time The Atkins Group was in the process of turning over the Homeowner's Association to the residents. I was part of that steering committee and have served as the President of the HOA since its inception in March of 2020.

As a Board we feel it is our responsibility to ensure that Stone Creek Subdivision continues to be a neighborhood that is worthy of the gift that was given and the golf course that was the result. This responsibility includes the existing entrances, boulevards, lots and houses; it also includes those that intend to build their homes within our boundaries. The Stone Creek Covenants were re-written as part of the turnover in 2019-2020, a great deal of time was spent on the building requirements; the Architecture Committee and Board work diligently to ensure that we hold our new residents to these standards.

We are excited to see these new lots coming onto the market and hope there will be additional homeowners coming soon to our neighborhood. It is our opinion that these homes should be part of our HOA and should be built to the standards we have been entrusted to uphold. These home and homeowners will benefit from all we have done it is only right that they are part of the same.

It is our request that the Planning Commission require these lots be included in the Stone Creek Subdivision as part of their approval for the replat.

Thank you.

Tom Roth

President
Stone Creek Subdivision Homeowners Association

MINUTES OF A REGULAR MEETING

URBANA PLAN COMMISSION

DRAFT

DATE: September 7, 2023

TIME: 7:00 P.M.

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

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

MEMBERS EXCUSED: Dustin Allred

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

PUBLIC PRESENT: Nolan Atkins, [Mr. Atkins' associate], Tom Roth, [3 or 4 others]

...

5. NEW BUSINESS

Plan Case No. 2478-S-23 – A request by Nolan Atkins, on behalf of Fieldstone Investments, LLC, for preliminary and final plat approval for the Fieldstone Subdivision No.1 Subdivision (generally located at the intersection of Stone Creek Boulevard and Colorado Avenue).

Acting Chair Hopkins opened Plan Case No. 2478-S-23. Marcus Ricci, Planner II, presented the details of the case to the Plan Commission from the written staff memo. He summarized a letter of comment submitted by Tom Roth, President of the Stone Creek Subdivision Home Owners Association, which stated that their HOA requests that the proposed subdivision lot owners be members of the existing HOA, and that the subdivision's covenants generally conform to the existing covenants. Mr. Ricci reviewed the options for the Plan Commission and presented staff's recommendation to approve the Preliminary Plat and forward the Final Plat to City Council with a recommendation of approval.

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

Mr. Hopkins stated that there would have been a preliminary plat for this land at some point. He asked if the preliminary plat in this case is substantially similar to the earlier preliminary plat. Mr. Ricci stated that that plat was from 1997 and is expired. Mr. Hopkins restated his question. Mr. Ricci stated that in his review of the previous plats, the proposed plat was not different from the earlier plats.

Mr. Hopkins asked if the Mumford Drive connection shown on the plat appeared on any previous preliminary plat for Eagle Ridge. Mr. Ricci stated that he could say definitively that there has not

been. There was a sewer easement on a previous plat. Furthermore, the area to the west is being subdivided by Sola Gratia Farm, and City staff is requiring that they include a right-of-way reservation for a potential extension of Mumford Drive.

Mr. Hopkins asked if the sewer on the aforementioned plat had ever been built. Mr. Ricci showed the preliminary plat, which shows an 18-inch sanitary line at the roadway stub aligned with Mumford Drive. *Note: Mr. Ricci confirmed the location of the sanitary line from City GIS information.*

Mr. Hopkins noted that none of the attachments were included in the packet. Mr. Garcia apologized and said he would look into it and make sure that did not happen again.

Mr. Hopkins asked if the procedures would be the same as for a public hearing. Mr. Garcia stated that this is not a public hearing, so they should not follow the same procedures. He then clarified that they should still allow public comments.

Mr. Fell asked what the proposed right-of-way for Mumford Drive would be. After discussion, it was determined that it would presumably be 60 feet, which is identical to the nearby Colorado Avenue right-of-way.

Mr. Hopkins asked if there were any more questions for staff. Being none, Acting Chair Hopkins opened the floor for public input. He invited the applicant to address the Plan Commission.

Nolan Atkins, the applicant, stated that it was his intent for the proposed subdivision to be consistent with the existing subdivisions, with lot owners being members of the existing Stone Creek Home Owners Association, and the restrictive covenants to be similar to the existing covenants, including requirements for yard lights.

Mr. Roth spoke to the Commission. He stated that the HOA was in favor of developing the lots, and that their HOA is following the same covenants as the original ones established by The Atkins Group, other than having merged the original five HOAs into a single HOA. He reiterated his HOA members' desire that the proposed subdivision lots would be included in the existing HOA and that the restrictive covenants would be similar to those binding the existing lot owners. Mr. Hopkins asked how the HOA is defined in its bylaws. In other words, how is membership defined? Mr. Roth replied that that is a good question. He said that it included all the lots in Stone Creek Subdivision.

Ms. Simms asked whether the HOA covenants had any language regarding inclusion or equity principles. Mr. Roth replied that the HOA does not review or approve any lot transfers or site plans.

Mr. Fell asked if the covenants were extinguished when The Atkins Group transferred the management of the then-developed lots over to the HOA. Mr. Roth said they took the major covenants for the five HOAs and combined them. The only reason the proposed lots were not included in the HOA was that they were not in existence at the time.

Mr. Fell asked if the Plan Commission had any role in establishing or enforcing HOA covenants. Mr. Garcia answered that it does not.

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

Council Exhibit B: Plan Commission Meeting Minutes DRAFT

September 7, 2023

Item a.

Mr. Fell moved to approve the Preliminary Plat, and moved that the Plan Commission forward Case No. 2478-23 to the City Council with a recommendation to approve the Final Plat, as presented, without conditions. Mr. Andresen seconded both motions.

Roll call on the combined motion was as follows:

| | | | | | |
|--------------|---|-----|---------------|---|-----|
| Mr. Andresen | - | Yes | Mr. Fell | - | Yes |
| Mr. Hopkins | - | Yes | Ms. McFarland | - | Yes |
| Ms. Simms | - | Yes | Ms. Yu | - | Yes |

The motion passed by unanimous vote.

Mr. Garcia noted that Case No. 2478-S-23 would be forwarded to the Committee of the Whole on September 18, 2023.

...



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

Planning Division

m e m o r a n d u m

TO: Mayor Diane Wolfe Marlin and City Council Members

FROM: Kimberly Smith, Community Development Services Director
Marcus Ricci, AICP, Planner II

DATE: September 18, 2023

SUBJECT: **An Ordinance Amending the Urbana Zoning Map** (601 Killarney Street / Plan Case 2477-M-23)

Introduction

Tom Clarkson, on behalf of Urbana Country Club (UG&CC, LLC, “country club”), requests to rezone 601 Killarney Street from B-3 (General Business) to R-4 (Medium-Density Multiple-Family Residential). The proposed rezoning would permit the expansion of the country club, including construction of a maintenance building on the property.

At its August 24, 2023, meeting, the Plan Commission recommended unanimously, with four ayes and zero nays, that City Council approve the request. Staff concur with this recommendation.

Background

The site is approximately 4.7 acres and is located east of the Lincoln Commerce Centre commercial park on the east side of Killarney Street. The subject property and country club-owned property to the north are zoned B-3 (General Business) and are undeveloped. Surrounding land is a mix of B-3, IN-1 (Light Industrial), CRE (Conservation-Recreation-Education), R-4, and County AG-2.

The applicant wants to construct a new maintenance building for the country club on the property, which would be an accessory use for the country club. The parcel must have a zoning classification that permits the principal use of the country club; the current B-3 zoning does not permit country clubs, while the proposed R-4 district does.

The property has been vacant since at least 1940; the adjacent Urbana Country Club was built in 1922. The proposed rezoning would be in line with the Future Land Use Designation of “Park” in Urbana’s 2005 Comprehensive Plan, which “includes all active and passive parklands, public recreation centers and golf courses when not associated with a residential development.”

More background and site details are available in the Staff Report in Council Exhibit A.

Summary of Findings

The Plan Commission agreed with the findings of fact in the Staff Report, including that the proposed rezoning to R-4 would be compatible with the “Park” Future Land Use designation by the 2005 Comprehensive Plan, and compatible with the adjacent CRE and County AG-2 zoning districts. The public would benefit from the parcel being developed into any compatible use, including residential, park, or country club.

Public Input

Staff published a legal notice in *The News-Gazette* to notify the public of the request and public hearing. Staff also sent letters to five neighboring property owners, and posted a public hearing sign on the property. Staff received no correspondence regarding the request.

Board Vote and Recommendation

At a public hearing during its August 24, 2023, meeting, the Plan Commission voted unanimously, with four ayes and zero nays, to recommend that City Council **approve** the requested rezoning based on the findings in the Staff Report that the request generally met the rezoning criteria. No issues were discussed.

Staff concur with the recommendation to **approve** the requested rezoning.

Full staff findings are available in the Plan Commission Staff Report in Council Exhibit A and the public hearing minutes are available in Council Exhibit B.

Attachments: Draft Ordinance
Council Exhibit A: 8/24/2023 ZBA Meeting Staff Report, including Exhibits
Council Exhibit B: DRAFT 8/24/2023 Plan Commission Meeting Minutes

cc: Tom Clarkson, Applicant
Michael Friend, Farnsworth Group, Project Engineer

ORDINANCE NO. _____

**AN ORDINANCE AMENDING THE URBANA ZONING MAP
(601 Killarney Street / Plan Case No. 2477-M-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, Tom Clarkson, on behalf of Urbana Country Club, requests a rezoning from the B-3 (General Business) zoning district to the R-4 (Medium-Density Multiple-Family Residential) zoning district, at 610 Killarney Street; and

WHEREAS, after due publication, the Urbana Plan Commission held a public hearing on August 24, 2023, and voted with four (4) ayes and zero (0) nays to forward Plan Case 2477-M-23 to the Urbana City Council with a recommendation to approve a rezoning to the R-4 (Medium-Density Multiple-Family Residential) zoning district; and

WHEREAS, the City Council finds that the requested rezoning is consistent with the criteria contained in *La Salle National Bank v. County of Cook*, 12 Ill. 2d 40, 145 N.E.2d 65 (Ill. 1957) and *Sinclair Pipe Line Co. v. Village of Richton Park*, 19 Ill.2d 370 (1960); and

WHEREAS, the City Council, after due consideration, finds that an amendment to the Urbana Zoning Map as herein provided is in the best interests of the residents of the City and is desirable for the welfare of the City’s government and affairs.

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

Section 1.

The Official Zoning Map of Urbana, Illinois, is herewith and hereby amended to change the zoning classification from the B-3 (General Business) zoning district to the R-4 (Medium-Density Multiple-Family Residential), for the property more particularly described as follows:

Lot 2 of Prairie Center First Subdivision to the City of Urbana, as per plat recorded January 27, 2006, as Document 2006R02280, in Champaign County, Illinois.

Commonly known as 601 Killarney Street, Urbana, Illinois 61801
P.I.N.: 91-21-05-303-003

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:

Phyllis D. Clark, City Clerk

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

Diane Wolfe Marlin, Mayor



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

Planning Division

m e m o r a n d u m

TO: The Urbana Plan Commission
FROM: Marcus Ricci, AICP, Planner II
DATE: August 10, 2023
SUBJECT: **Plan Case 2477-M-23:** An application by Tom Clarkson, on behalf of Urbana Country Club (UG&CC, LLC), to rezone 601 Killarney Street from B-3 (General Business) to R-4 (Medium-Density Multiple-Family Residential).

Introduction & Background

Tom Clarkson, on behalf of Urbana Country Club (UG&CC, LLC, “club”), requests to rezone 601 Killarney Street from B-3 (General Business) to R-4 (Medium-Density Multiple-Family Residential). The proposed rezoning would permit the expansion of the adjacent country club, including construction of a maintenance building on the property.

Staff recommend approving the proposed rezoning, as it satisfies the rezoning criteria.

Description of Site and Area

The site is approximately 4.68 acres and is located east of the Lincoln Commerce Centre commercial park on the east side of Killarney Street (see Exhibit A). The property and the adjacent property to the north – also owned by the club – are zoned B-3 (General Business) and are undeveloped (see Exhibit B). The commercial park and land to the west and southwest are zoned a mix of B-3 and IN-1 (Light Industrial). Land to the south is zoned County AG-2. Land to the north and east is outside the City’s corporate limits, and is subject to a 2006 Annexation Agreement¹ and regulated as City CRE (Conservation-Recreation-Education) and R-4 (Medium-Density Multiple-Family Residential). Table 1 below identifies the current zoning and the existing and future land uses of the site and surrounding properties (see Exhibit C).

Discussion

The applicant wants to construct a new maintenance building for the country club on the property. The maintenance building would be considered an accessory use for the country club, and as a parcel housing an accessory use, the parcel must have a zoning classification that permits the principal use: the country club. The current B-3 zoning does not permit country clubs; the proposed R-4 district does permit them, as do most residential zoning districts and the AG (Agriculture) zoning district.

¹ The purpose of the 2006 annexation agreement (Ord. No. 2006-01-009 / 2006R26010) was to allow the country club’s previous owner to build condominiums on the property. Those plans never came to fruition, and the parcel subject to the agreement was never annexed into the City. However, the agreement is still technically in effect until 2026, and, until it expires, the property is subject to the City zoning designated in the agreement (CRE and R-4). We present this merely as background information; it is irrelevant to the case at hand whether the adjacent parcel is under the City’s or County’s zoning jurisdiction.

The property has been vacant since at least 1940. The Urbana Country Club was built in 1922, and includes an 18-hole golf course, tennis courts, swimming pool, spa, dining and banquet facilities, and meeting rooms. The proposed maintenance building would eventually replace the existing maintenance building. The proposed rezoning would be in line with the Future Land Use Designation of “Park” in Urbana’s 2005 Comprehensive Plan, which “includes all active and passive parklands, public recreation centers and golf courses when not associated with a residential development.”

Table 1. Zoning and Land Use

| Location | Zoning | Existing Land Use | Future Land Use |
|----------|---|-------------------------------|-------------------------|
| Site | B-3 (General Business) | Undeveloped | Park & Light Industrial |
| North | B-3 (General Business) | Undeveloped | Park & Light Industrial |
| South | County AG-2 (Agriculture) | Cemetery | Institutional |
| East | CRE (Conservation-Recreation-Education), R-4 (Medium-Density Multiple-Family Residential) | Country Club | Park |
| West | B-3 (General Business) & City IN-1 (Light Industrial) | Commercial & Industrial Parks | Light Industrial |

Rezoning Criteria

In the case of *La Salle National Bank v. County of Cook*, the Illinois Supreme Court developed a list of factors that are paramount in evaluating the legal validity of a zoning classification for a particular property. In addition to the six La Salle Criteria, the court developed two more factors in the case of *Sinclair Pipe Line Co. v. Village of Richton Park*. Together, all eight factors are discussed below to compare the current zoning to the proposed zoning.

1. *The existing land uses and zoning of the nearby property.*

Nearby properties are a mix of B-3 (General Business), IN-1 (Light Industrial/Office) and County AG-2 (Agriculture) zoning districts, and contain a mix of commercial, industrial, institutional, and recreational uses. The primary reason for the proposed rezoning is to permit an expansion of the Urbana Country Club, which is currently zoned CRE and R-4. The proposed rezoning would greatly reduce the number of potential uses, especially business uses, while permitting the proposed country club expansion and almost all types of residential and park uses. As the potential uses would not conflict with the existing nearby uses, this should weigh in favor of the proposed rezoning.

2. *The extent to which property values are diminished by the restrictions of the ordinance.*

As stated above, rezoning the property to R-4 will significantly reduce the number of uses that would be allowed on the parcel, so this rezoning may end up reducing the property’s value. However, the current B-3 zoning prohibits the expansion of the country club onto this property, which makes the property less *usable* to the owner. While this criteria typically considers lower

property values to be a negative for a property owner, in this case, since the owner is willing to make a tradeoff between property value and usability, this should weigh in favor of the proposed rezoning.

3. *The extent to which the ordinance promotes the health, safety, morals, or general welfare of the public.*

The uses in the proposed R-4 zoning district are fewer in number and, in general, they are lower in intensity, and produce less noise, pollution, and odor than the uses permitted in the current B-3 zoning district. The proposed R-4 zoning district would allow the property owners to use the parcel to support their existing country club's activities by constructing a new maintenance building, which will allow expansion of the country club by providing offices and better storage for equipment and materials. This should weigh in favor of the proposed rezoning.

4. *The relative gain to the public as compared to the hardship imposed on the individual property owner.*

The public gains no benefit from having an undeveloped parcel in a commercial park; it could benefit if it was developed into some use permitted by the current B-3 zoning. If the property owner wants to use it for its current country club use, it makes sense to allow them to expand, if the alternative is to let it continue sitting vacant as it has for more than 80 years. The public could benefit from some of the uses allowed by the proposed R-4 rezoning, whether that is an expansion of the country club, future housing, or some other use permitted in the R-4 district. On the other hand, the property owner would suffer some hardship if they were not able to expand the country club, since they would need to find some other location on the existing country club site for a new maintenance facility. This should weigh in favor of the proposed rezoning.

5. *The suitability of the subject property for the zoned purposes.*

The property is well-suited for the proposed R-4 zoning district, depending on which of the permitted uses would be built at the site. It is served by public sanitary and storm sewer, and the 2005 Comprehensive Plan designates the area's future uses as "Park" and "Industrial." The proposed R-4 zoning permits the proposed use of "Country Club," as well as other park and residential uses; other uses require a conditional or special use permit. This should weigh in favor of the proposed rezoning.

6. *The length of time the property has been vacant as zoned, considered in the context of land development, in the area, in the vicinity of the subject property.*

The property has been vacant since before 1940. It was first platted in 1979 as part of Lot 1 of "Lincoln Centre," and then replatted in 2006 as Lot 2 of "Prairie Center First Subdivision." If the proposed rezoning is not granted, the property could stay vacant until the current property owners elect to use it for something permitted under the current B-3 district, or until they sell it. Granting the proposed rezoning to R-4 would permit expansion of the adjacent country club, or permit other park or residential uses. This should weigh in favor of the proposed rezoning.

7. *The community's need for more of the proposed use.*

The applicant requests a rezoning to allow for expansion of its adjacent country club. This use is well-established, having started in 1922. The club continues to add services to its portfolio, and has plans to expand its operations area. This should weigh in favor of the proposed rezoning.

8. *The care with which the community has planned its land use development.*

The 2005 Comprehensive Plan designates the west part of the property for future “Park” land use. The Urbana Country Club itself is recognized by many agencies as a valuable recreation resource, and included on many inventories and maps.² This should weigh in favor of the proposed rezoning.

Overall, the request meets all eight criteria for a rezoning.

Summary of Findings

1. The proposed rezoning to R-4 (Medium-Density Multiple-Family Residential) would be compatible with the “Park” Future Land Use designation by the 2005 City of Urbana Comprehensive Plan, as it would allow both park uses and residential uses.
2. The proposed rezoning would be compatible with the adjacent CRE and County AG-2 zoning districts, and may not be incompatible with the adjacent B-3 and IN-1 zoning districts, depending on how the parcel is developed.
3. The public would benefit from the parcel being developed into any compatible use, as it has always been either agricultural or undeveloped.
4. The proposed zoning would allow for residential uses in general, as well as country clubs and parks, which aligns, or does not conflict, with the existing land uses and zoning in the surrounding area, and with the 2005 City of Urbana Comprehensive Plan.

Options

The Plan Commission has the following options in Plan Case 2477-M-23:

1. Forward the case to City Council with a recommendation to approve the rezoning request.
2. Forward the case to City Council with a recommendation to deny the rezoning request.

Recommendation

Based on the evidence presented in the discussion above, and without the benefit of considering additional evidence that may be presented at the public hearing, staff recommends that the Plan Commission forward the case to City Council with a recommendation to **APPROVE** the rezoning request to R-4 (Medium-Density Multiple-Family Residential).

Attachments: Exhibit A: Location Map
Exhibit B: Zoning Map
Exhibit C: Future Land Use Map
Exhibit D: Application for Zoning Map Amendment
Exhibit E: 2006 Annexation Agreement
Exhibit F: Site Photos
Exhibit G: Zoning Description Sheets: B-3, R-4

cc: Tom Clarkson, Applicant

² “Active Choices: Champaign County Greenways & Trails Plan, 2022. <https://bit.ly/CC-Greenways-Plan>.

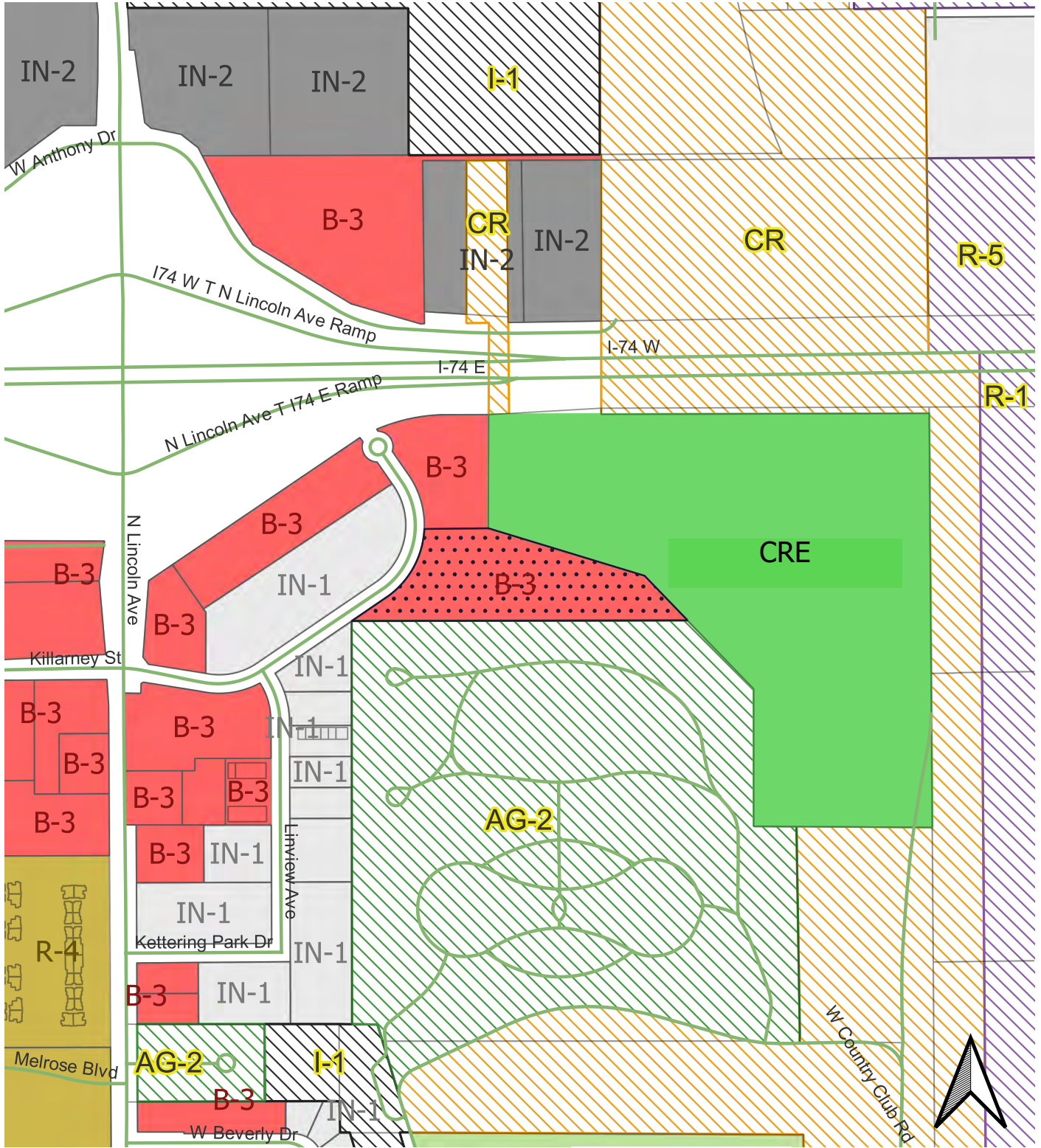
Exhibit A - Location & Land Use



Case: 2477-M-23
 Subject: Urbana Country Club Rezoning
 Location: 601 Killarney Street
 Applicant: Tom Clarkson, on behalf of UG&CC, LLC

-  Subject Property
-  Residential
-  Business, etc.
-  Industrial, etc.
-  Institutional, etc.
-  Leisure
-  Natural resources
-  Vacant

Exhibit B - Zoning

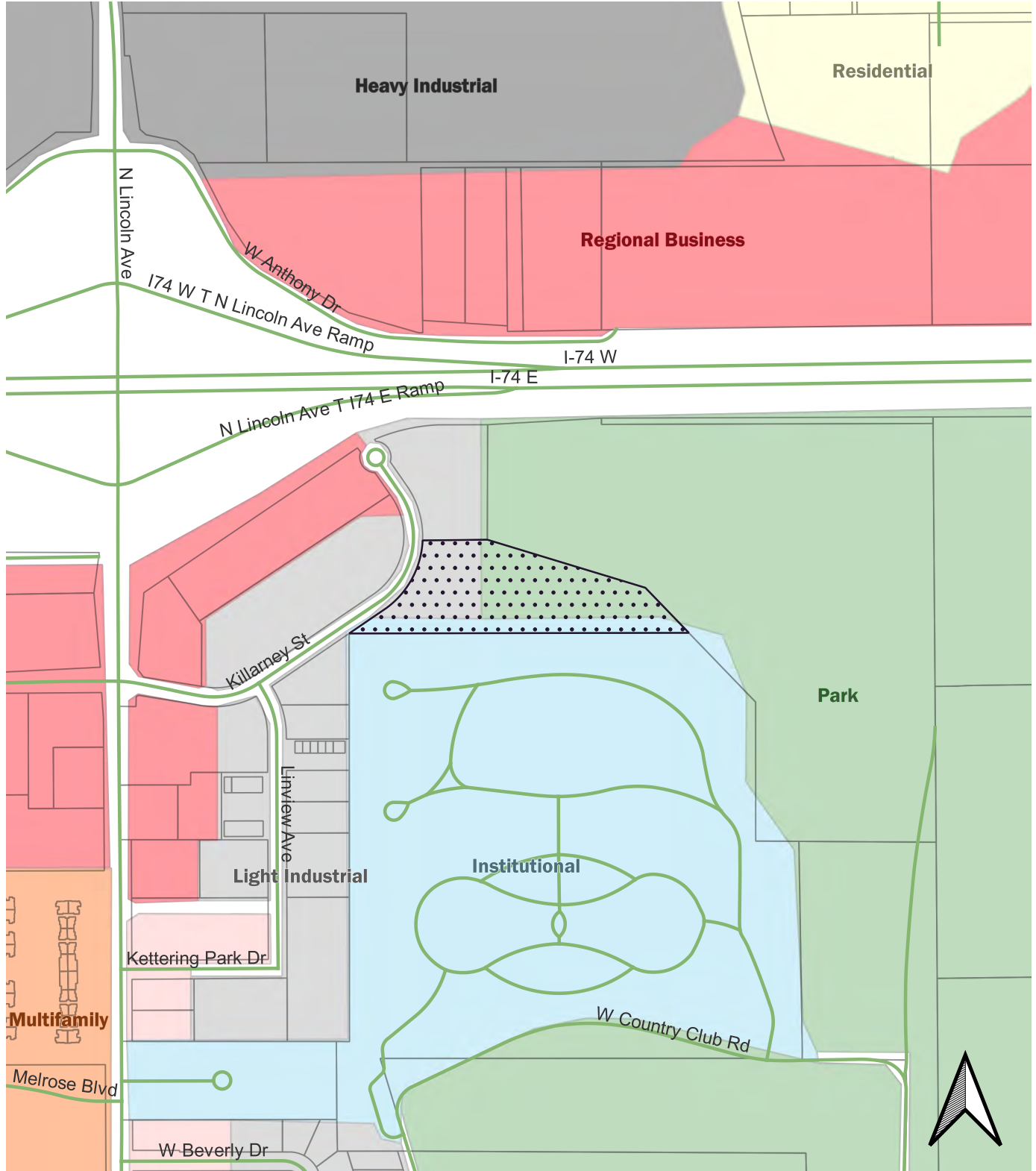


Case: 2477-M-23
 Subject: Urbana Country Club Rezoning
 Location: 601 Killarney Street
 Applicant: Tom Clarkson, on behalf of UG&CC, LLC

Subject Property

Solid Zoning & Yellow-Masked Labels: City Zoning
 Hatched Zoning & Un-Masked Labels: County Zoning

Exhibit C - Future Land Use



Case: 2477-M-23
 Subject: Urbana Country Club Rezoning
 Location: 601 Killarney Street
 Applicant: Tom Clarkson, on behalf of UG&CC, LLC

 Subject Property



Application for Zoning Map Amendment

PLAN COMMISSION

The application fee must accompany the application when submitted for processing. Please refer to the City’s website at http://www.urbanaininois.us/fees for the current fee associated with this application. The Applicant is also responsible for paying the cost of legal publication fees. Estimated costs for these fees usually run between \$75.00 and \$225.00. The applicant will be billed separately by the News-Gazette.

DO NOT WRITE IN THIS SPACE - FOR OFFICE USE ONLY

Date Request Filed 07-05-2023 Plan Case No. 2477-M-23
Fee Paid - Check No. 2606 Amount \$208.00 Date 07-05-2023

PLEASE PRINT OR TYPE THE FOLLOWING INFORMATION

1. APPLICANT CONTACT INFORMATION

Name of Applicant(s): Urbana Country Club Phone: (217) 344-8670
Address (street/city/state/zip code): 100 E Country Club Road, Urbana IL 61801
Email Address: info@ucc1922.com
Property interest of Applicant(s) (Owner, Contract Buyer, etc.): Owner

2. OWNER INFORMATION

Name of Owner(s): Tom Clarkson- CFO Phone: (217) 344-8670
Address (street/city/state/zip code): 100 E Country Club Road, Urbana IL 61801
Email Address: Tom.Clarkson@flex-n-gate.com
Is this property owned by a Land Trust? [] Yes [x] No
If yes, please attach a list of all individuals holding an interest in said Trust.

3. PROPERTY INFORMATION

Address/Location of Subject Site: 601 Killarney St, Urbana, IL 61801
PIN # of Location: 91-21-05-303-003
Lot Size: 4.68 Acres
Current Zoning Designation: B-3
Proposed Zoning Designation: R-4
Current Land Use (vacant, residence, grocery, factory, etc): vacant
Proposed Land Use: Maintenance Facility for Golf Course
Present Comprehensive Plan Designation: Parks

How does this request conform to the Comprehensive Plan? Still a park space

Legal Description *(If additional space is needed, please submit on separate sheet of paper):*

LOT 2 OF PRAIRIE CENTER FIRST SUBDIVISION TO THE CITY OF URBANA, AS PER PLAT RECORDED JANUARY 27, 2006 AS DOCUMENT 2006R02280, IN CHAMPAIGN COUNTY, ILLINOIS.

4. CONSULTANT INFORMATION

Name of Architect(s): Hillside Development Group, LLC Phone: 815-867-6445

Address *(street/city/state/zip code):* 106 W. Lincoln Ave, Iroquois, IL 60945

Email Address: hillsidedg@gmail.com

Name of Engineers(s): Farnsworth Group Phone: 217-352-7408

Address *(street/city/state/zip code):* 2211 West Bradley Avenue, Champaign IL, 61821

Email Address: mfriend@F-W.com

Name of Surveyor(s): Farnsworth Group Phone: 217-352-7408

Address *(street/city/state/zip code):* 2211 West Bradley Avenue, Champaign IL, 61821

Email Address: mfriend@F-W.com

Name of Professional Site Planner(s): Phone:

Address *(street/city/state/zip code):*

Email Address:

Name of Attorney(s): Phone:

Address *(street/city/state/zip code):*

Email Address:

5. REASONS FOR MAP AMENDMENT:

What error in the existing Zoning Map would be corrected by the Proposed Amendment?

The proposed maintenance facility is deemed to be an accessory to the Urbana Country Club and therefore needs to be zoned in a district that permits country club use.

What changed or changing conditions warrant the approval of this Map Amendment?

Proposed building of a maintenance facility to service the Urbana Country Club.

Explain why the subject property is suitable for the proposed zoning.
.It is an accessory to an already existing Champaign County R-1 zoned property.

What other circumstances justify the zoning map amendment
The Urbana Planning and Zoning Department recommended this zoning designation.

Time schedule for development (if applicable)
Construction in the fall of 2023.


Additional exhibits submitted by the petitioner.
**Prairie Center First Subdivision Rezoning Exhibit
Prairie Center First Subdivision Existing Zoning Exhibit
Schematic Design of proposed Urbana Country Club Maintenance Facility**

NOTE: If additional space is needed to accurately answer any question, please attach extra pages to the application.

By submitting this application, you are granting permission for City staff to post on the property a temporary yard sign announcing the public hearing to be held for your request.

CERTIFICATION BY THE APPLICANT

I certify all the information contained in this application form or any attachment(s), document(s) or plan(s) submitted herewith are true to the best of my knowledge and belief, and that I am either the property owner or authorized to make this application on the owner's behalf.



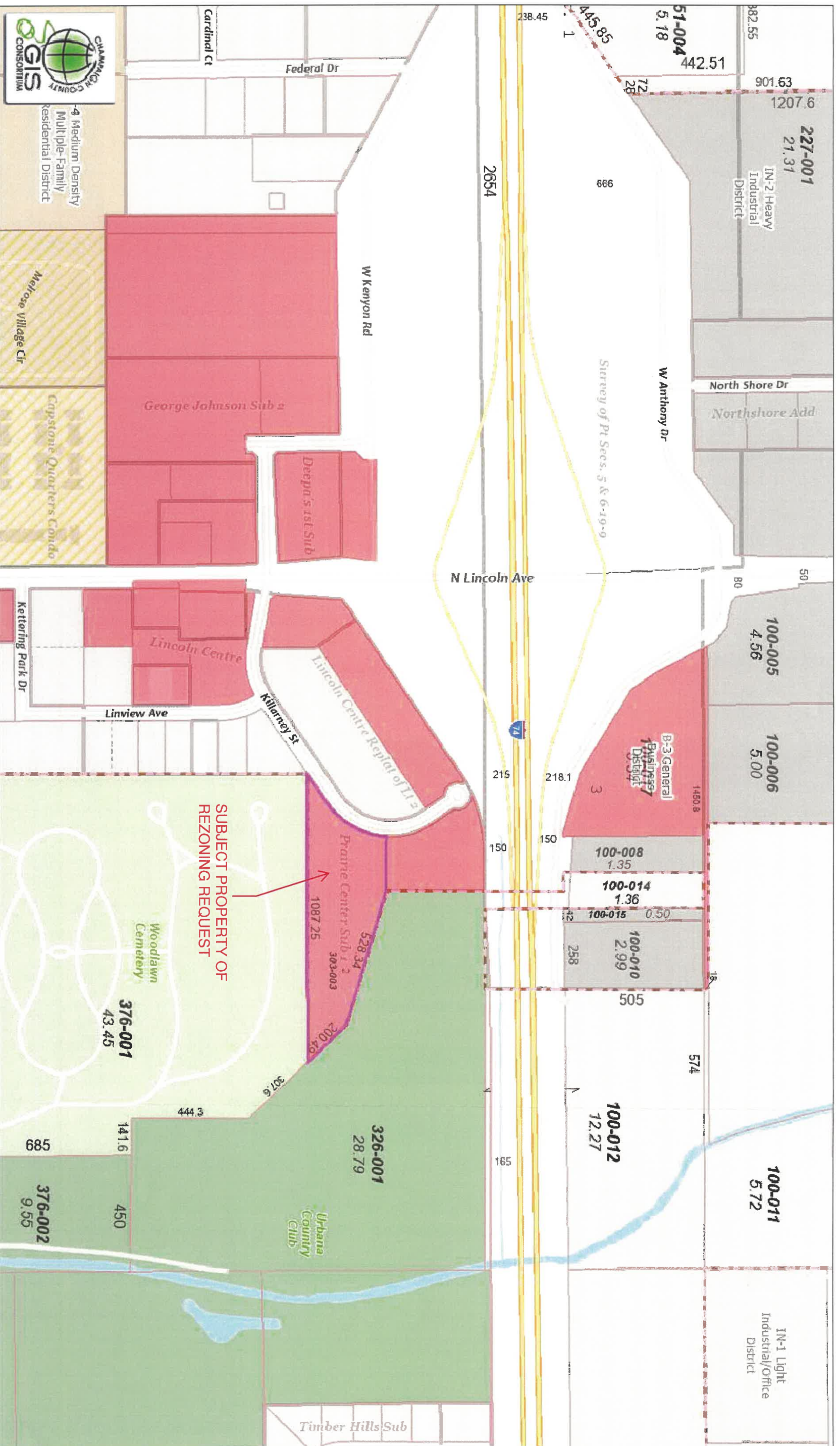
Applicant's Signature

6/30/23
Date

PLEASE RETURN THIS FORM ONCE COMPLETED TO:

City of Urbana
Community Development Department Services
Planning Division
400 South Vine Street, Urbana, IL 61801
Phone: (217) 384-2440
Fax: (217) 384-2367

GIS Webmap Public Interface Champaign County, Illinois



210 Feet



4-Medium Density Multiple-Family Residential District

Melrose Village Cir

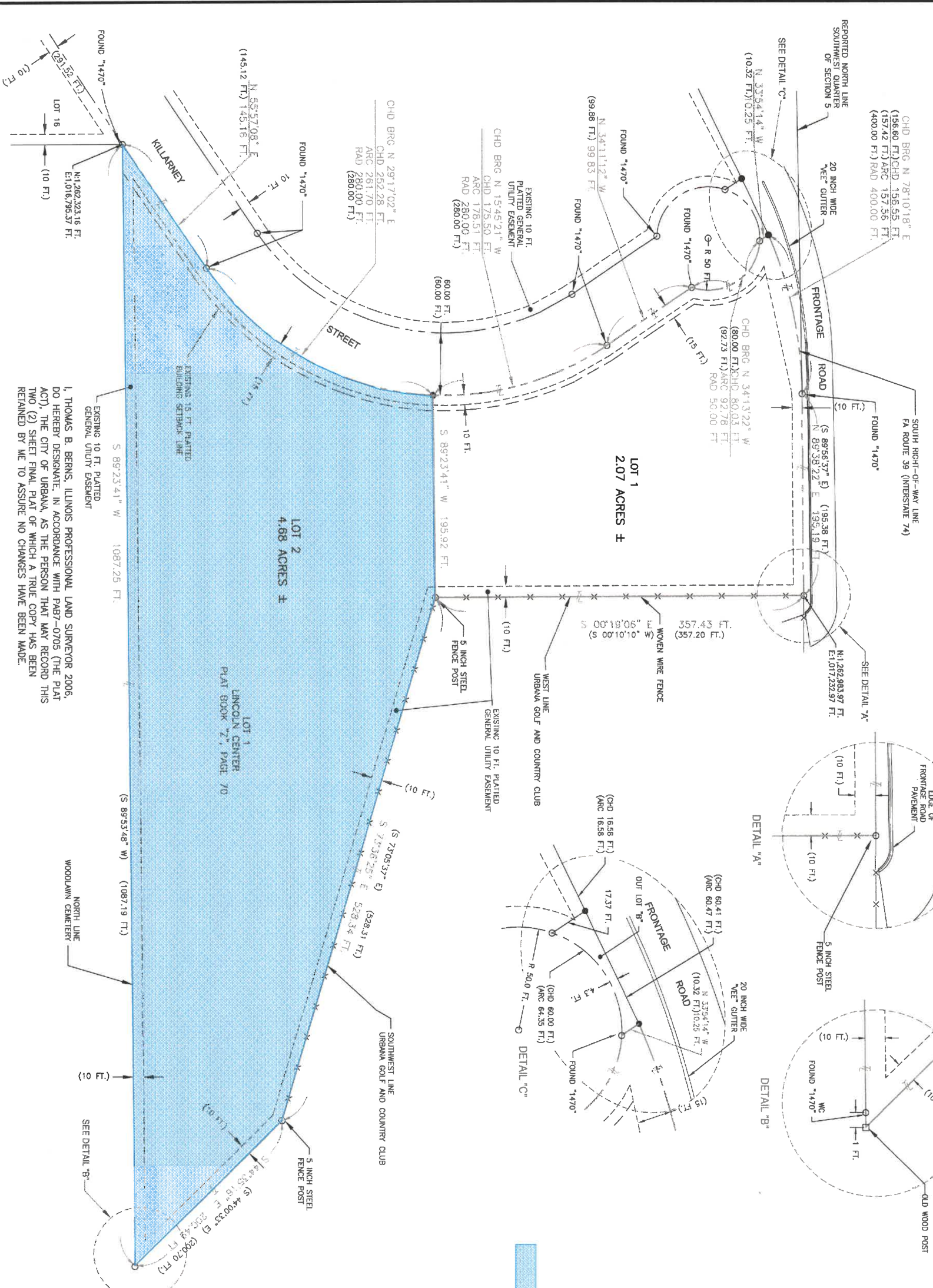
Capstone Quarters Condo

Kettering Park Dr

This map application was prepared with geographic information system (GIS) data created by the Champaign County GIS Consortium (CCGIS), or other CCGIS member agency. These entities do not warrant or guarantee the accuracy or suitability of GIS data for any purpose. The GIS data within this application is intended to be used as a general index to spatial information and not intended for detailed, site-specific analysis or resolution of legal matters. Users assume all risk arising from the use or misuse of this application and information contained herein. The use of this application constitutes acknowledgement of this disclaimer.



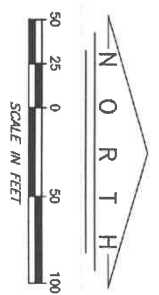
REZONING EXHIBIT



JULIE
 NOTE: THE EXACT LOCATION OF ALL UTILITIES SHALL BE VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION ACTIVITIES FOR UTILITY LOCATIONS CALL JULIE
 1 (609) 882-9123

RETURN TO:
 BERNIS, CLANCY, AND ASSOCIATES, P.C.
 405 EAST MAIN STREET
 URBANA, ILLINOIS 61802

I, THOMAS B. BERNIS, ILLINOIS PROFESSIONAL LAND SURVEYOR 2006, DO HEREBY DESIGNATE, IN ACCORDANCE WITH PAR. 7-0705 (THE PLAT ACT), THE CITY OF URBANA, AS THE PERSON THAT MAY RECORD THIS TWO (2) SHEET FINAL PLAT OF WHICH A TRUE COPY HAS BEEN RETAINED BY ME TO ASSURE NO CHANGES HAVE BEEN MADE.



- LEGEND**
- 30 INCH LONG, 1/2 INCH DIAMETER IRON PIPE SURVEY MONUMENT SET WITH ALUMINUM CAP STAMPED "LS 2006 2207"
 - EXISTING IRON PIPE/PIN SURVEY MONUMENT FOUND
 - EXISTING FENCE LINE
 - EXISTING UTILITY EASEMENT LINE
 - - - EXISTING RIGHT-OF-WAY LINE
 - ===== TITLE LINE
 - () RECORD MEASUREMENT AND/OR DATA
 - WC WITNESS CORNER
 - ARC ARC MEASUREMENT
 - CHD. CHORD MEASUREMENT
 - CHD BRG CHORD BEARING MEASUREMENT
 - RAD. RADIIUS
 - EXISTING PLATTED BUILDING SETBACK LINE
 - AREA REQUESTED TO BE REZONED FROM B-3 TO R-4

SIGNED AND SEALED JANUARY 24, 2006

 THOMAS B. BERNIS, P.E., L.S., PRESIDENT
 BERNIS, CLANCY AND ASSOCIATES, P.C.
 ILLINOIS PROFESSIONAL LAND SURVEYOR 2006
 URBANA, CHAMPAIGN COUNTY, ILLINOIS
 DATE OF LICENSE EXPIRATION: NOVEMBER 30, 2006



**PRAIRIE CENTER
 FIRST SUBDIVISION
 CITY OF URBANA
 CHAMPAIGN COUNTY, ILLINOIS**



BERNIS, CLANCY AND ASSOCIATES
 ENGINEERS • SURVEYORS • PLANNERS
 405 EAST MAIN STREET - POST OFFICE BOX 755
 URBANA, ILLINOIS 61803-0755
 PHONE: (217) 394-1144 - FAX: (217) 394-3355

JOB: 5136 DATE: SHEET 1 OF 2
 FILE: 5136P1.DWG 012406



Council Exhibit A - 8/24/2023 Plan Commission Staff Report

GENERAL NOTES

ALL MEASUREMENTS ARE IN FEET AND DECIMAL PARTS THEREOF, UNLESS NOTED OTHERWISE.

SEE CITY OF URBANA ORDINANCES AND REGULATIONS FOR ZONING, SETBACK AND BUILDING STANDARD REQUIREMENTS.

DETAILS NOT DRAWN TO SCALE.

COORDINATES AND BEARINGS SHOWN ARE BASED UPON THE ILLINOIS STATE PLANE COORDINATE SYSTEM, EAST ZONE, NAD 83 (1986) PER URBANA HORIZONTAL CONTROL STATIONS 19 AND 22.

THE DESIGN, APPROVAL(S) AND COSTS OF EXTENDING THE PUBLIC SANITARY SEWER LINE FROM LOT 2 TO SERVE LOT 1 WILL BE THE RESPONSIBILITY OF THE PURCHASER/DEVELOPER OF SAID LOT 1. THE PUBLIC SANITARY SEWER LINE WILL BE INSTALLED WITHIN THE PLATTED 10 FOOT GENERAL EASEMENT ALONG KILLARNEY STREET AND SHALL BE CONSTRUCTED TO THE STANDARDS AND REQUIREMENTS OF THE URBANA SUBDIVISION AND LAND DEVELOPMENT CODE.

APPROVED BY:

Wade R. Henry CITY ENGINEER

Elizabeth H. Zeln DIRECTOR, COMMUNITY DEVELOPMENT SERVICES

Randy D. Mysore SECRETARY, URBANA PLAN COMMISSION

DATE: 1/27/06

ATTEST: *Phillip A. Clark* CITY CLERK, 1/27/06 DATE
by *Debra D. Roberts* City Clerk



OWNERS AND ENGINEERS STATEMENT

TO THE BEST OF OUR KNOWLEDGE AND BELIEF, THE DRAINAGE OF SURFACE WATERS WILL NOT BE CHANGED BY THE DEVELOPMENT OF PRAIRIE CENTER FIRST SUBDIVISION, CITY OF URBANA, CHAMPAIGN COUNTY, ILLINOIS, OR ANY PART THEREOF, OR IF SUCH SURFACE WATER DRAINAGE WILL BE CHANGED, THAT REASONABLE PROVISION HAS BEEN MADE FOR THE COLLECTION AND DIVERSION OF SURFACE WATERS INTO PUBLIC AREAS OR DRAINS WHICH THE SUBDIVIDER HAS THE RIGHT TO USE, AND THAT SUCH SURFACE WATERS WILL BE PLANNED FOR IN ACCORDANCE WITH GENERALLY ACCEPTED ENGINEERING PRACTICES SO AS TO REDUCE THE LIKELIHOOD OF DAMAGE TO THE ADJOINING PROPERTY BECAUSE OF CONSTRUCTION OF PRAIRIE CENTER FIRST SUBDIVISION, CITY OF URBANA, CHAMPAIGN COUNTY, ILLINOIS.

Thomas B. Berns

THOMAS B. BERNS, PRESIDENT
BERNS, CLANCY AND ASSOCIATES, P.C.
ILLINOIS PROFESSIONAL ENGINEER NUMBER 30889
URBANA, CHAMPAIGN COUNTY, ILLINOIS
LICENSE EXPIRES: NOVEMBER 30, 2007



Thomas B. Berns
PRAIRIE CENTER
HEALTH SYSTEMS, INC.

JULIE

NOTE: THE EXACT LOCATION OF ALL UTILITIES SHALL BE VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION ACTIVITIES. FOR UTILITY LOCATIONS CALL JULIE
1 (800) 882-0173

SURVEYORS REPORT

I, THOMAS B. BERNS, ILLINOIS PROFESSIONAL LAND SURVEYOR 2006 AND PRESIDENT OF BERNS, CLANCY AND ASSOCIATES, P.C. DO HEREBY STATE THAT AT THE REQUEST OF AND FOR THE EXCLUSIVE BENEFIT OF PRAIRIE CENTER HEALTH SYSTEMS, INC., I PREPARED A BOUNDARY SURVEY ON THE GROUND TO THE NORMAL STANDARD OF CARE OF PROFESSIONAL LAND SURVEYORS PRACTICING IN CHAMPAIGN COUNTY, ILLINOIS OF A PART OF THE SOUTHWEST QUARTER OF SECTION 5, TOWNSHIP 19 NORTH, RANGE 9 EAST OF THE THIRD PRINCIPAL MERIDIAN, URBANA, CHAMPAIGN COUNTY, ILLINOIS, BEING MORE PARTICULARLY DESCRIBED AS SET FORTH IN THE DESCRIPTION PROVIDED TO ME AS FOLLOWS:

LOT 1 OF LINCOLN CENTER SUBDIVISION AS FILED FOR RECORD IN BOOK "Z" AT PAGE 70 IN THE OFFICE OF THE RECORDER OF CHAMPAIGN COUNTY, ILLINOIS.

I FURTHER STATE THAT AS A RESULT OF THIS PRESENT SURVEY THE ABOVE DESCRIBED LOT 1 CONTAINS 6.75 ACRES, MORE OR LESS, ALL AS SHOWN ON THE ACCOMPANYING PLAT, ALL SITUATED IN URBANA, CHAMPAIGN COUNTY, ILLINOIS.

I FURTHER STATE THAT BASED UPON MY REVIEW OF THE FEDERAL EMERGENCY MANAGEMENT AGENCY FLOOD INSURANCE RATE MAP, PANEL 9 OF 11, COMMUNITY PANEL NUMBER 170035 0009 B WITH AN EFFECTIVE DATE OF JANUARY 16, 1981, THE PROPERTY SURVEYED IS REPORTEDLY LOCATED WITHIN ZONE "C" (AREAS OF MINIMAL FLOODING).

I FURTHER STATE THAT THE OWNER DESIRES TO FACILITATE THE SALE OF SAID LAND BY CREATING LOTS FOR WHICH PURPOSE I PREPARED A PLAT TO WHICH THIS REPORT IS ATTACHED AND MADE A PART THEREOF. PARTICULARLY DESCRIBING AND SETTING FORTH THE LOTS INTO WHICH SAID LANDS HAVE BEEN SO PLATTED AND I NUMBERED THE LOTS, WHICH NUMBERS ARE SHOWN IN LARGE SIZE ON SAID PLAT AND HAVE STATED AND SHOWN THE PRECISE DIMENSIONS OF SAID LOTS.

I FURTHER STATE THAT REFERENCE HAS BEEN MADE UPON SAID PLAT TO KNOWN AND PERMANENT SURVEY MONUMENTS FROM WHICH FUTURE SURVEYS MAY BE MADE AND THAT I PLACED SURVEY MONUMENTS AT EACH LOT CORNER AS SHOWN ON THE ACCOMPANYING PLAT AND THAT ALL OF THE DIMENSIONS ARE SHOWN IN FEET AND HUNDRETHS OF FEET AND THAT THE EASEMENT LOCATIONS AND WIDTHS ARE AS INDICATED ON SAID PLAT.

I FURTHER STATE THAT NO INVESTIGATION CONCERNING ENVIRONMENTAL AND SURFACE CONDITIONS, OR TO DETERMINE THE EXISTENCE OF UNDERGROUND OR OVERHEAD CONDUITS OR FACILITIES WHICH MAY AFFECT THE USE OR DEVELOPMENT OF THIS PROPERTY WAS MADE AS A PART OF THIS SURVEY.

I FURTHER STATE THAT AS A PART OF THIS BOUNDARY SURVEY, EXCEPT AS MAY BE SPECIFICALLY NOTED ON THIS PLAT, I MADE NO INVESTIGATION CONCERNING ZONING OR LAND USE, NOR HAVE I MADE AN INDEPENDENT SEARCH OF THE RECORDS FOR EASEMENTS, ENCUMBRANCES, RESTRICTIVE COVENANTS, SUBDIVISION RESTRICTIONS, OWNERSHIP, TITLE EVIDENCE OR ANY OTHER FACTS WHICH AN ACCURATE AND CURRENT TITLE SEARCH MAY DISCLOSE FOR SUBJECT PROPERTY OR FOR ADJOINING PARCELS AS I RELIED UPON THE MATERIALS AND REPRESENTATIONS SUPPLIED BY THE OWNER.

I FURTHER STATE THAT NO ATTEMPT HAS BEEN MADE AS A PART OF THIS BOUNDARY SURVEY TO OBTAIN DATA CONCERNING THE EXISTENCE, SIZE, DEPTH, CONDITION, CAPACITY, OR LOCATION OF ANY MUNICIPAL OR PUBLIC SERVICE FACILITY. FOR INFORMATION REGARDING THESE UTILITIES, PLEASE CONTACT THE APPROPRIATE AGENCIES.

I FURTHER STATE THAT THERE ARE NO APPARENT ABOVE GROUND ENCROACHMENTS EXCEPT AS SHOWN ON THE ACCOMPANYING PLAT OF SURVEY.

I FURTHER STATE THAT THE AREA COVERED BY THIS PLAT OF SURVEY IS WITHIN THE CORPORATE LIMITS OF THE CITY OF URBANA, CHAMPAIGN COUNTY, ILLINOIS.

I FURTHER STATE THAT NO PART OF THE AREA COVERED BY THIS PLAT OF SURVEY IS WITHIN 500 FEET OF A SURFACE DRAIN OR WATER COURSE SERVING A TRIBUTARY AREA OF 640 ACRES OR MORE.

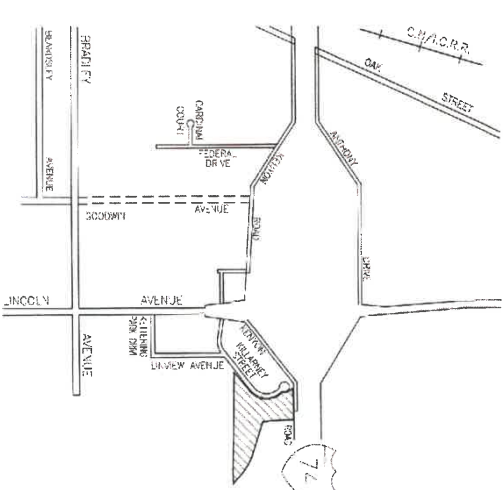
I FURTHER STATE AT THE REQUEST OF THE OWNERS, THIS SUBDIVISION IS TO BE KNOWN AS "PRAIRIE CENTER FIRST SUBDIVISION, CITY OF URBANA, CHAMPAIGN COUNTY, ILLINOIS".

I FURTHER STATE THAT THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

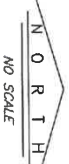
SIGNED AND SEALED JANUARY 24, 2006

Thomas B. Berns

THOMAS B. BERNS, P.E., L.S., PRESIDENT
BERNS, CLANCY AND ASSOCIATES, P.C.
ILLINOIS PROFESSIONAL LAND SURVEYOR 2006
URBANA, CHAMPAIGN COUNTY, ILLINOIS
DATE OF LICENSE EXPIRATION: NOVEMBER 30, 2006



PROJECT LOCATION: NO R I T H



PRAIRIE CENTER
FIRST SUBDIVISION
CITY OF URBANA
CHAMPAIGN COUNTY, ILLINOIS



BERNS, CLANCY AND ASSOCIATES
ENGINEERS • SURVEYORS • PLANNERS
405 EAST MAIN STREET - POST OFFICE BOX 755
URBANA, ILLINOIS 61804-0755
PHONE: (217) 384-1144 - FAX: (217) 384-3355

JOB: 5136 DATE: SHEET 2 OF 2
FILE: 5136FP2.DWG 012406



Council Exhibit A - 8/24/2023 Plan Commission Staff Report

Address: J:\2020\0201046.00 - Urbana Country Club Entrance And Parking\04_Drawings\DWG\Maintenance Area Plans\C_UCC Maintenance Facility Zoning Exhibit - 0201046.00.dwg | 8/22/2023 3:11 PM |

| EXISTING SYMBOLS | PROPOSED SYMBOLS |
|----------------------------|---------------------------|
| BENCHMARK | UTILITY EASEMENT |
| CONTROL POINT | SILT FILTER FENCE |
| PR NAIL | DITCH CHECK |
| IRON PIPE | TOP OF CURB ELEVATION |
| RIGHT-OF-WAY MARKER | PAVEMENT ELEVATION |
| BOLLARD | TOP OF WALK ELEVATION |
| BONE HOLE | CONTROL POINT COORDINATES |
| SIGN | |
| MAILBOX | |
| SATELLITE | |
| FLOW LINE | |
| DECIDUOUS TREE W/ SIZE | |
| EVERGREEN TREE W/ SIZE | |
| UTILITY DOWN GUY | |
| UTILITY POLE | |
| UTILITY POLE DROP | |
| UTILITY POLE + TRANSFORMER | |
| TRAFFIC HANDLE BOX | |
| COMMUNICATION BOX | |
| ELECTRICAL HANDLE BOX | |
| ELECTRICAL METER | |
| LOT LIGHT | |
| STREET LIGHT | |
| TRAFFIC SIGNAL MAST ARM | |
| UNDERGROUND ELECTRIC LINE | |
| OVERHEAD ELECTRIC LINE | |
| UNDERGROUND TELEPHONE LINE | |
| OVERHEAD TELEPHONE LINE | |
| UNDERGROUND TELEPHONE LINE | |
| GAS METER | |
| GAS MARKER | |
| UNDERGROUND GAS LINE | |
| SEWER CLEANOUT | |
| SANITARY MANHOLE | |
| SANITARY SEWER | |
| SANITARY SEWER WITH SIZE | |
| FORCE MAIN WITH SIZE | |
| CURB INLET | |
| INLET - GRADE TYPE | |
| INLET - MANHOLE TYPE | |
| STORM MANHOLE | |
| STORM SEWER | |
| STORM SEWER WITH SIZE | |
| FIRE HYDRANT | |
| YARD HYDRANT | |
| SHUTOFF VALVE | |
| VALVE | |
| RECORD INFORMATION | |
| WATER MAIN | |
| WATER MAIN WITH SIZE | |
| PROPERTY LINE | |
| RIGHT-OF-WAY | |
| FENCE LINE | |
| CONTOUR LINE MAJOR | |
| CONTOUR LINE MINOR | |
| BUILDING LINE | |



INFORMATION SHOWN ON THIS MAP IS SCHEMATIC ONLY, ACTUAL LOCATION AND ROTATION WILL BE DETERMINED DURING DESIGN.

Project Status
NOT FOR CONSTRUCTION

DATE: MM/DD/YYYY
DESIGNED: MM/DD/YYYY
DRAWN: MM/DD/YYYY
REVIEWED: MM/DD/YYYY
FIELD BOOK NO.:
SHEET TITLE: URBANA COUNTRY CLUB MAINTENANCE FACILITY

Farnsworth GROUP
2211 WEST BRADLEY AVENUE
CHAMPAIGN, ILLINOIS 61821
(217) 352-2708 / info@fw.com

www.fw.com
Engineers | Architects | Surveyors | Scientists

DATE: 08/19/2023
DESCRIPTION: SCHEMATIC DESIGN

PROJECT NO.: 0201046.00



Fig. 1: Looking south towards Woodlawn Cemetery



Fig. 2: Looking southwest towards Killarney Street.



B-3 – GENERAL BUSINESS ZONING DISTRICT

ZONING DESCRIPTION SHEET

According to Section IV-2 of the Zoning Ordinance, the purpose and intent of the B-3 Zoning District is as follows:

"The B-3, General Business District is intended to provide areas for a range of commercial uses wider than that of Neighborhood Business but at a lower intensity than Central Business, meeting the general business needs of the City."

Following is a list of the Permitted Uses, Special Uses, Planned Unit Development Uses and Conditional Uses in the B-3 District. Permitted Uses are allowed by right. Special Uses and Planned Unit Development Uses must be approved by the City Council. Conditional Uses must be approved by the Zoning Board of Appeals.

PERMITTED USES:

Agriculture

- Farm Equipment Sales and Service
- Feed and Grain (*Sales Only*)
- Garden Shop
- Plant Nursery or Greenhouse
- Roadside Produce Sales Stand

Business - Adult Entertainment

- Adult Entertainment Uses

Business – Cannabis

- Craft Grower
- Dispensary (*Medical & Non-Medical*)
- Infuser

Business - Food Sales and Services

- Bakery (*Less than 2,500 square feet*)
- Banquet Facility
- Café or Deli
- Catering Service
- Confectionery Store
- Convenience Store
- Fast-Food Restaurant
- Liquor Store
- Meat and Fish Market
- Restaurant
- Supermarket or Grocery Store
- Tavern or Night Club

Business - Miscellaneous

- Auction Sales (*Non-Animal*)
- Contractor Shop and Show Room (*Carpentry, Electrical, Exterminating, Upholstery, Sign Painting, and Other Home Improvement Shops*)
- Day Care Facility (*Non-Home Based*)
- Lawn Care and Landscaping Service
- Mail Order Business
- Radio or TV Studio
- Shopping Center – Convenience
- Shopping Center – General
- Wholesale Business

Business - Personal Services

- Ambulance Service
- Barber/ Beauty Shop
- Dry Cleaning or Laundry Establishment
- Health Club/ Fitness
- Laundry and/or Dry Cleaning Pick-up
- Massage Therapist
- Medical Carrier Service
- Mortuary
- Movers
- Pet Care/ Grooming
- Self-Service Laundry
- Shoe Repair Shop
- Tailor and Pressing Shop

PERMITTED USES Continued:

Business - Professional and Financial Services

Bank/ Savings and Loan Association
Check Cashing Service
Copy and Printing Service
Packaging/ Mailing Service
Professional and Business Office
Vocational, Trade or Business School

Business - Retail Trade

Antique or Used Furniture Sales and Service
Appliance Sales and Service
Art and Craft Store and/or Studio
Bicycle Sales and Service
Building Material Sales (*All Indoors Excluding Concrete or Asphalt Mixing*)
Clothing Store
Department Store
Drugstore
Electronic Sales and Services
Florist
Hardware Store
Heating, Ventilating, Air Conditioning Sales and Service
Jewelry Store
Monument Sales (*Excluding Stone Cutting*)
Music Store
Office Supplies/ Equipment Sales and Service
Pawn or Consignment Shop
Pet Store
Photographic Studio and Equipment Sales and Service
Shoe Store
Sporting Goods
Stationery, Gifts, or Art Supplies
Tobacconist
Variety Store
Video Store
All Other Retail Stores

Business - Vehicular Sales and Service

Automobile Accessories (*New*)
Automobile, Truck, Trailer or Boat Sales or Rental
Automobile/ Truck Repair
Car Wash
Gasoline Station
Mobile Home Sales
Truck Rental

Business - Recreation

Athletic Training Facility
Bait Sales
Bowling Alley
Dancing School
Driving Range
Gaming Hall*****
Lodge or Private Club
Miniature Golf Course
Outdoor Commercial Recreation Enterprise (*Except Amusement Park*)****
Pool Hall
Private Indoor Recreational Development
Theater, Indoor

Business - Transportation

Motor Bus Station
Taxi Service

Industrial

Microbrewery

Public and Quasi-Public

Church, Temple or Mosque
Electrical Substation
Farmer's Market
Institution of an Educational or Charitable Nature
Library, Museum or Gallery
Methadone Treatment Facility
Municipal or Government Building
Park
Police or Fire Station
Principle Use Parking Garage or Lot
Public Maintenance and Storage Garage
University/College
Utility Provider

Residential

Bed and Breakfast Inn
Bed and Breakfast Inn, Owner Occupied
Dwelling, Community Living Facility, Category II or Category III
Dwelling, Home for Adjustment
Dwelling, Loft
Dwelling, Transitional Home, Category I or II
Hotel or Motel

SPECIAL USES:

Business – Retail

Firearm Store†

Business – Vehicular Sales and Service

Towing Service

Truck Stop

Public and Quasi-Public

Correctional Institution or Facility

Hospital or Clinic

Residential

Dwelling, Multifamily

PLANNED UNIT DEVELOPMENT USES:

Business – Miscellaneous

Commercial Planned Unit Development (See Section XIII-3)

Mixed-Use Planned Unit Development (See Section XIII-3)

CONDITIONAL USES:

Business - Miscellaneous

Crematorium

Self-Storage Facility

Veterinary Hospital (*Small Animal*)****

Public and Quasi-Public

Nonprofit or Governmental, Educational and
Research Agencies

Radio or Television Tower and Station

Residential

Assisted Living Facility

Nursing Home

Industrial

Bookbinding

Confectionery Products Manufacturing and
Packaging

Electronics and Related Accessories - Applied
Research and Limited Manufacturing

Engineering, Laboratory, Scientific and Research
Instruments Manufacturing

Motion Picture Production Studio

Printing and Publishing Plants for Newspapers,
Periodicals, Books, Stationery and Commercial
Printing

Surgical, Medical, Dental and Mortuary

Instruments and Supplies Manufacturing

Table V-1 Notes:

**** See Table VII-1 for Standards for Specific Conditional Uses

***** The establishment requesting a license for a principal use gaming hall shall be a minimum of five hundred feet from any other licensed gaming hall or pre-existing Day Care Facility, Day Care Home, School, or Place of Worship, as defined under the Religious Corporation Act (805 ILCS 110/0.01 et seq.). The establishment requesting a license for a principal use gaming hall shall also be a minimum of two hundred and fifty feet away from any previously existing establishment containing a licensed video gaming terminal. Said distances shall be measured as the intervening distance between business frontages.

† See Section VII-5.D for Standards for Firearm Stores

DEVELOPMENT REGULATIONS IN THE B-3 DISTRICT

| ZONE | MIN LOT SIZE (square feet) | MIN AVERAGE WIDTH (in feet) | MAX HEIGHT (in feet) | MAX FAR | MIN OSR | MIN FRONT YARD (in feet)¹ | MIN SIDE YARD (in feet)¹ | MIN REAR YARD (in feet)¹ |
|-------------|-----------------------------------|------------------------------------|-----------------------------|----------------|----------------|---|--|--|
| B-3 | 6,000 | 60 | None³ | 4.00 | None | 15 | 5 | 10 |

FAR = Floor Area Ratio
 OSR = Open Space Ratio

Footnote¹ – See Section VI-5 and Section VIII-4 for further information about required yards.

Footnote³ – In the AG, CRE, B-1, B-2, MOR and IN-1 Zoning Districts, and for residential uses in the B-3 and B-4 Districts, if the height of a building two stories or exceeds 25 feet, the minimum side and rear yards shall be increased as specified in Section VI-5.F.3 and Section VI-5.G.1, respectively. In the AG and CRE Districts, the maximum height specified in Table VI-3 shall not apply to farm buildings; however, the increased setbacks required in conjunction with additional height, as specified in Section VI-5, shall be required for all non-farm buildings.

For more information on zoning in the City of Urbana call or visit:

City of Urbana
Community Development Services Department
Planning Division
 400 South Vine Street, Urbana, Illinois 61801
 (217) 384-2440 phone | Email: Planning@urbanaininois.us
 City Website: www.urbanaininois.us



R-4 – MEDIUM DENSITY MULTIPLE-FAMILY ZONING DISTRICT

ZONING DESCRIPTION SHEET

According to Section IV-2 of the Zoning Ordinance, the purpose and intent of the R-4 Zoning District is as follows:

"The R-4, Medium Density Multiple-Family Residential District is intended to provide areas for multiple-family dwellings at low and medium densities."

Following is a list of the Permitted Uses, Special Uses, Planned Unit Development Uses and Conditional Uses in the R-4 District. Permitted Uses are allowed by right. Special Uses and Planned Unit Development Uses must be approved by the City Council. Conditional Uses must be approved by the Zoning Board of Appeals.

PERMITTED USES:

Agriculture

Agriculture, Cropping

Business - Recreation

Country Club or Golf Course

Public and Quasi-Public

Church, Temple or Mosque
Elementary, Junior High School or Senior High School
Institution of an Educational or Charitable Nature
Library, Museum or Gallery
Municipal or Government Building
Park

Residential

Boarding or Rooming House
Dormitory
Dwelling, Community Living Facility, Category I, Category II and Category III
Dwelling, Duplex***
Dwelling, Duplex (*Extended Occupancy*)***
Dwelling, Multifamily
Dwelling, Multiple-Unit Common-Lot-Line***
Dwelling, Single Family
Dwelling, Single Family (*Extended Occupancy*)
Dwelling, Transitional Home, Category I
Dwelling, Two-Unit Common-Lot-Line***

SPECIAL USES:

Business – Professional and Financial Services

Professional and Business Office

Residential

Dwelling, Home for Adjustment

Public and Quasi-Public

Police or Fire Station
Principal Use Parking Garage or Lot

PLANNED UNIT DEVELOPMENT USES:

Business – Miscellaneous

Mixed-Use Planned Unit Development (*See Section XIII-3*)

Residential

Residential Planned Unit Development (*See Section XIII-3*)

CONDITIONAL USES:

Agriculture

Artificial Lake of One (1) or More Acres

Public and Quasi-Public

Electrical Substation

Business – Miscellaneous

Day Care Facility (*Non-Home Based*)

Residential

Assisted Living Facility
 Bed and Breakfast, Owner Occupied
 Dwelling, Transitional Home, Category II
 Nursing Home

Business - Recreation

Lodge or Private Club

Table V-1 Notes:

*** See Section VI-3 for lot area and width regulations for duplex and common-lot line dwelling units.

DEVELOPMENT REGULATIONS IN THE R-4 DISTRICT

| ZONE | MIN LOT SIZE (square feet) | MIN AVERAGE WIDTH (in feet) | MAX HEIGHT (in feet) | MAX FAR | MIN OSR | MIN FRONT YARD (in feet) ¹ | MIN SIDE YARD (in feet) ¹ | MIN REAR YARD (in feet) ¹ |
|------|----------------------------|-----------------------------|----------------------|--------------------|---------|---------------------------------------|--------------------------------------|--------------------------------------|
| R-4 | 6,000 | 60 | 35 ¹⁷ | 0.50 ¹⁴ | 0.35 | 15 ⁹ | 5 | 10 ¹⁸ |

FAR = Floor Area Ratio

OSR = Open Space Ratio

Footnote¹ – See Section VI-5 and Section VIII-4 for further information about required yards.

Footnote⁹ – In the R-1 District, the required front yard shall be the average depth of the existing buildings on the same block face, or 25 feet, whichever is greater, but no more than 60 feet, as required in Section VI-5.D.1. In the R-2, R-3, R-4, R-5, R-7, and MOR Districts, the required front yard shall be the average depth of the existing buildings on the same block face (including the subject property), or 15 feet, whichever is greater, but no more than 25 feet, as required in Section VI-5.D.1. (*Ordinance No. 9596-58, 11-20-95*) (*Ordinance No. 9697-154*) (*Ordinance No. 2001-03-018, 03-05-01*)

Footnote¹⁴ – In the R-4 District, the maximum floor area ratio may be increased to 0.70, provided that there is a minimum of 2,000 square feet of lot area per dwelling unit.

Footnote¹⁷ – Public buildings, schools, or institutions of an educational, religious, or charitable nature which are permitted in the R-2, R-3, and R-4 Districts may be erected to a height not to exceed 75 feet, if the building is set back from the building line at least one foot for each one foot of additional building height above the height limit otherwise applicable.

Footnote¹⁸ – In the Multiple-Family Residential, Business, or Industrial Districts, a buffer yard and/or landscaping buffer may be required if the property is adjacent to the MOR Zoning District or any residential district, in accordance with Table VI-1. Buffer Yard, and Table VI-2. Landscaping Buffer.



Stone Creek Subdivision Homeowners Association

***Tom Roth - President
2734 E Castlerock
Urbana, IL 61802
Troth@PrimeLending.com
217-493-8578***

September 6, 2023

In March of 2020 the Atkins family bestowed upon the University of Illinois the tremendous gift of the Stone Creek Golf Club and the unsold land surrounding it. At the same time The Atkins Group was in the process of turning over the Homeowner's Association to the residents. I was part of that steering committee and have served as the President of the HOA since its inception in March of 2020.

As a Board we feel it is our responsibility to ensure that Stone Creek Subdivision continues to be a neighborhood that is worthy of the gift that was given and the golf course that was the result. This responsibility includes the existing entrances, boulevards, lots and houses; it also includes those that intend to build their homes within our boundaries. The Stone Creek Covenants were re-written as part of the turnover in 2019-2020, a great deal of time was spent on the building requirements; the Architecture Committee and Board work diligently to ensure that we hold our new residents to these standards.

We are excited to see these new lots coming onto the market and hope there will be additional homeowners coming soon to our neighborhood. It is our opinion that these homes should be part of our HOA and should be built to the standards we have been entrusted to uphold. These home and homeowners will benefit from all we have done it is only right that they are part of the same.

It is our request that the Planning Commission require these lots be included in the Stone Creek Subdivision as part of their approval for the replat.

Thank you.

Tom Roth

President
Stone Creek Subdivision Homeowners Association

MINUTES OF A REGULAR MEETING

URBANA PLAN COMMISSION

DRAFT

DATE: August 24, 2023

TIME: 7:00 P.M.

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

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

MEMBERS EXCUSED: Dustin Allred, Chenxi Yu

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

PUBLIC PRESENT: Tom Clarkson, Michael Friend, Scott White

1. CALL TO ORDER and ROLL CALL

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

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

...

4. CONTINUED PUBLIC HEARINGS

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

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

Marcus Ricci, Planner II, presented the details of the case to the Plan Commission from the written staff memo. He reviewed the options for the Plan Commission and presented staff's

Council Exhibit B: DRAFT Plan Commission Meeting Minutes

August 24, 2023

Item b.

recommendation to forward Plan Case No. 2477-M-23 to the City Council with a recommendation for approval.

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

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

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

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

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

The motion passed by unanimous vote.

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

...

ORDINANCE NO. _____

AN ORDINANCE REVISING THE ANNUAL BUDGET ORDINANCE

(Budget Amendment #2 – DCEO Grant)

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

WHEREAS, the corporate authorities of the City heretofore did approve the annual budget ordinance of and for the City of Urbana for the fiscal year beginning July 1, 2023 and ending June 30, 2024; and

WHEREAS, the said corporate authorities find that revising the annual budget ordinance by deleting, adding to, changing, or creating sub-classes within object classes and object classes themselves is in the best interests of the residents of the City and is desirable for the welfare of the City’s government and affairs; and

WHEREAS, funds are available to effectuate the purpose of such revision; and

WHEREAS, the Budget Director may not make such revision under the authority so delegated to the Budget Director pursuant to 65 ILCS 5/8-2-9.6 or Urbana City Code Section 2-133.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL AND THE MAYOR, BEING THE CORPORATE AUTHORITIES OF THE CITY OF URBANA, ILLINOIS, as follows:

Section 1.

The annual budget ordinance shall be and the same is hereby revised as set forth in the exhibit appended hereto and made a part hereof as if fully set forth herein.

Section 2.

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 (65 ILCS 5/1-2-4).

This Ordinance is hereby passed by the affirmative vote, the “ayes” and “nays” being called, of two-thirds of the corporate authorities then holding office (6 of 8 votes) of the City of Urbana, Illinois, at a duly noticed and convened meeting of the said corporate authorities.

PASSED BY THE CORPORATE AUTHORITIES this __ Day of _____, 20__.

AYES: _____

NAYS: _____

ABSTENTIONS: _____

Phyllis D. Clark, City Clerk

APPROVED BY THE MAYOR this __ Day of _____, 20__.

Diane Wolfe Marlin, Mayor

Budget Amendment 2023/24 - 02 - Exhibit A

| General Ledger Code | Project String | Description | Current Budget | Revised Budget | Difference | Reason |
|---|--------------------|--|-------------------|-------------------|--------------------|---|
| CAPITAL REPLACEMENT & IMPROVEMENT FUND (200) | | | | | | |
| <u>Revenues</u> | | | | | | |
| 200-41160 | 40800-DCEO | OTHER STATE GRANTS | - | 1,500,000 | 1,500,000 | move DCEO grant \$1.5M for fire station from CD Grants Fund to CIP fund |
| Total Revenues | | | 14,425,627 | 15,925,627 | 1,500,000 | |
| <u>Expenditures</u> | | | | | | |
| 20040470-53200-40800 | 40800-CONST-FIREST | BUILDING - CITY FACILITIES IMPROVEMENT PROJECT | 10,869,456 | 12,369,456 | 1,500,000 | move DCEO grant \$1.5M for fire station from CD Grants Fund to CIP fund |
| Total Expenditures | | | 15,268,969 | 16,768,969 | 1,500,000 | |
| Ending Fund Balance (estimated) | | | 1,552,394 | 1,552,394 | - | |
| COMMUNITY DEV GRANTS FUND (331) | | | | | | |
| <u>Revenues</u> | | | | | | |
| 33150537-41160 | | OTHER STATE GRANTS | 2,025,000 | 525,000 | (1,500,000) | move DCEO grant \$1.5M for fire station from CD Grants Fund to CIP fund |
| Total Revenues | | | 6,171,824 | 4,671,824 | (1,500,000) | |
| <u>Expenditures</u> | | | | | | |
| 33150537-53200-40800 | 40800-CONST-DCEO | BUILDING - CITY FACILITIES IMPROVEMENT PROJECT | 1,500,000 | - | (1,500,000) | move DCEO grant \$1.5M for fire station from CD Grants Fund to CIP fund |
| Total Expenditures | | | 6,231,824 | 4,731,824 | (1,500,000) | |
| Ending Fund Balance (estimated) | | | (444,077) | (444,077) | - | |

Item a.

MEMORANDUM

TO: Mayor Diane Wolfe Marlin and City Council Members

FROM: Carol J. Mitten, City Administrator
Elizabeth Hannan, Human Resources & Finance Director / CFO

DATE: September 14, 2023

SUBJECT: **FY2024 Budget Amendment #2 – DCEO Grant**

Introduction: Attached is an Ordinance revising the FY2024 annual budget to provide for items described below. This budget amendment requires six affirmative votes, including the Mayor, in order to pass.

Discussion: This budget amendment is provided in response to a City Council request to separate the items related to a specific grant from the Department of Commerce and Economic Opportunity (DCEO) that were part of Budget Amendment #1. These items were removed from Budget Amendment #1, which was approved on September 11, 2023.

This amendment would move \$1,500,000 related to a DCEO grant allocated for capital improvement projects out of Community Development Grants Fund (331) into the Capital Replacement & Improvement (CR & I) Fund (200) where it can be accounted for with other facility project expenditures related to fire station construction.

The City was awarded by the Department of Commerce and Economic Opportunity (DCEO) a total grant amount of \$2,000,000 in FY23 for Community Development Capital Improvement Projects, Affordable Housing, Violence Prevention, and Administrative costs. A total of \$1,500,000 was allocated for capital improvement projects and was budgeted under Community Development Grants Fund (331) for fire station construction.

In October 2002, City Council completed a final programming survey focused on the use of space in the proposed fire stations, renewable energy technologies, and options for funding the construction. The survey results showed the strongest support for “seeking grants” (7 out of 7) and “bonding additional funds” (6 out of 7). A majority of Councilmembers (4 out of 7) also supported using CDBG and ARPA funds for eligible expenses, and well as additional CR & I contributions from the General Fund. Support for the various funding options is detailed in the March 21, 2023 briefing sheet. (See below.)

The milestone dates below describe the progression of this allocation through the Council decision-making process to date.

September 19 and September 26, 2022 (COW and Council meetings)

Council approved acceptance of the \$2,000,000 DCEO grant and allocation among the general spending categories. Specifically, the \$1,500,000 amount was included for “Community Development Capital Improvement Projects”

(See attachments: September 15, 2022 Council memo and Resolution No. 2022-09-074R)

[City Council Video Resolution No 2022-09-074R from 09-19-2022 \(urbana.il.us\)](https://urbana.il.us)

March 21, 22, and 27, 2023 (Council 2 x 2s)

In this round of 2 x 2s, all Councilmembers were briefed on two topics: the Storm Water Asset Management Plan and the Fire Station Funding Alternatives. As to the latter topic, staff were seeking guidance/support for the recommendation to use the \$1,500,000 grant allocation for fire station construction. The intention was to determine whether Council supported incorporating the recommended funding allocation into the upcoming Capital Improvement Plan (CIP). Based on the input received, the \$1,500,000 in DCEO grant funding was allocated to fire station construction in the proposed CIP.

(See attachment: Briefing sheet entitled, Fire Station Funding Alternatives Discussion, dated March 21, 2023)

May 22, 2023 (Council meeting)

Presentation of the CIP for FY2024-FY2028. The funding for fire station construction was specifically referenced in Slide 9 of the presentation (minute 15). Slide 9 is attached to this memo. No mention was made of the source of fire station funding as a result of this presentation.

[City Council Regular Meeting - Monday, May 22, 2023 - YouTube](https://www.youtube.com/watch?v=...)

June 20 and 26 (COW and Council meetings)

Presentation and adoption of Resolution No. 2023-06-072R, adopting the FY24-FY28 CIP. The DCEO grant was shown in Fund 331, on page 7 of Section 6: Fund Report, under Project 40800 – City Facility Improvement. The companion piece in Section 4: Facilities Capital Projects for Fire Stations #2 and #3 (page 11 of the Facilities Book) shows \$1,500,000 in funding for the fire stations coming from Fund 331 in FY24. Both referenced pages are attached.

Ideally, the CIP would have shown the \$1,500,000 portion of the DCEO grant in the CR & I Fund when proposed and approved. Since it was not, this amendment is needed to move these funds out of Community Development Grants Fund (331) into the CR & I Fund (200) where they can be accounted for with other expenses for City facility projects. Nothing else about the use of the grant money has changed.

Fiscal Impact: This budget amendment does not affect the fund balance in the General Operating Fund, or any other fund, since changes in revenues and expenditures offset.

Recommendation: Forward the budget amendment authorizing these adjustments to the FY2024 budget for approval at the September 25, 2023 City Council meeting.

Attachments:

- September 15, 2022 Council memo (re: Resolution Authorizing Acceptance of a DCEO Grant
- Resolution No. 2022-09-074R
- Fire Station Funding Alternatives Discussion, March 21, 2023
- Slide 9 from CIP presentation to Council on May 22, 2023
- Proposed Capital Improvement Plan Fiscal Years 2024-2028, Section 6: Fund Report, page 7
- Proposed Capital Improvement Plan Fiscal Years 2024-2028, Section 4: Facilities Capital Projects (FY24 Construction), page 11



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

Grants Management Division

m e m o r a n d u m

TO: Mayor Diane Wolfe Marlin and Urbana City Council Members

FROM: Sheila Dodd, Community Development Services Director

DATE: September 15, 2022

**SUBJECT: RESOLUTION AUTHORIZING ACCEPTANCE OF A DCEO Grant
(Community Development, Violence Prevention, and
Administrative Costs)**

Introduction

The City of Urbana received notice from the State of Illinois that a grant in the amount of \$2,000,000 was awarded for Community Development, Violence Prevention, and Administrative costs through the legislative budget. The city will complete the required application materials and will bring future funding agreements to City Council for approval.

Discussion

The Department of Commerce and Economic Opportunity (DCEO) notified the city this grant is structured as reimbursement for projects throughout the course of the grant period. The grant is anticipated to be for a portion of project costs and not for the entirety of a project. The table below outlines the grant budget:

| | |
|--|-------------|
| Community Development Capital Improvement Projects | \$1,500,000 |
| Affordable Housing | \$250,000 |
| Violence Prevention Programs | \$200,000 |
| Administrative Costs | \$50,000 |
| Total | \$2,000,000 |

Fiscal Impact

There will be no fiscal impact on the City General Fund, as the funding comes from DCEO. Funds received will be used for the projects outlined above.

Options

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 accept the DCEO grant.

Recommendation

Staff recommends that Council support the acceptance of the DCEO grant and approve the attached resolution.

RESOLUTION NO. 2022-09-074R**A RESOLUTION AUTHORIZING ACCEPTANCE OF A DCEO GRANT
(Community Development, Violence Prevention, and Administrative Costs)**

WHEREAS, the City of Urbana (the “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 Resolution constitutes an exercise of the City’s home rule powers and functions as granted in the Illinois Constitution, 1970; and

WHEREAS, the State of Illinois Department of Commerce and Economic Opportunity (“DCEO”) has awarded a grant (“Grant”) in the amount of \$2,000,000 to the City for community development, violence prevention, and administrative costs; and

WHEREAS, the City is willing to accept the Grant on the terms and conditions provided by DCEO.

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

Section 1. That the DCEO’s Grant to reimburse for community development, violence prevention, and administrative costs is accepted by the City and that the City shall abide by the terms and conditions provided by DCEO.

Section 2. That the Mayor of the City of Urbana, Illinois, be and the same is hereby authorized to undertake such additional steps as may be necessary for the City to receive the

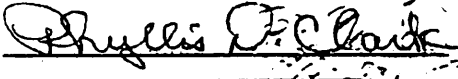
Grant and to arrange for the City's compliance with the terms and conditions contained in the exhibit appended hereto and made a part hereof without further actions by the City Council.

PASSED by the City Council this 26th day of September, 2022.

AYES: Evans, Hursey, Bishop, Wilken, Quisenberry

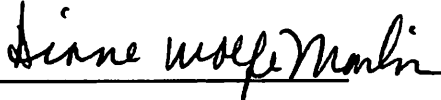
NAYS: None

ABSTENTIONS: Kolisetty



Phyllis D. Clark, City Clerk

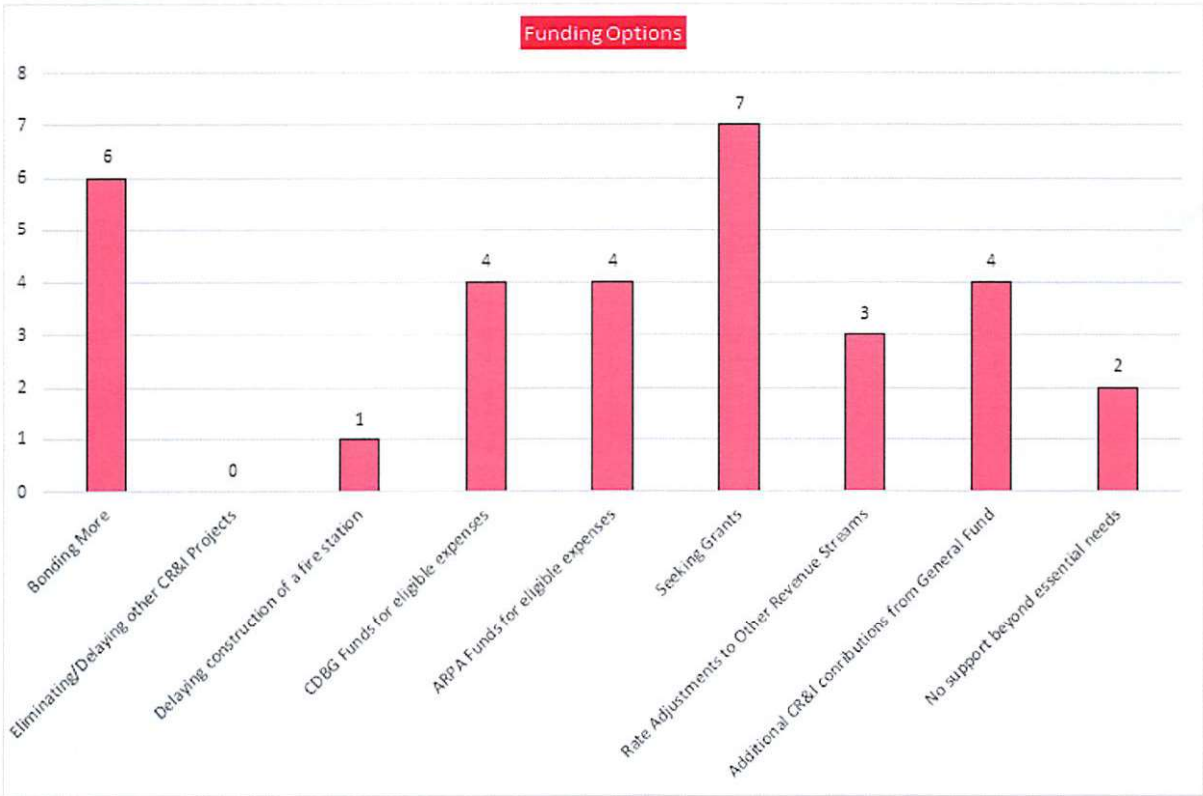
APPROVED by the Mayor this 18th day of October, 2022.



Diane Wolfe Marlin, Mayor

Fire Station Funding Alternatives Discussion

Funding options feedback from Council survey



Total cost for two stations construction based on final program and budget

Low: \$9.6M
 High:\$10.1M

2022 CIP funds reserved

\$5.3M for construction of two stations

Funding Gap

\$4.3 to \$4.8M in new funds need to be secured/allocated.
 Broadly speaking there are three main funding options: debt, cash, & grants

Request

In September, City Council accepted the grant from the State of Illinois. The grant is structured as reimbursement for projects throughout the course of the grant period. The grant is anticipated to be for a portion of project costs and not for the entirety of a project. The table below outlines the grant budget:

| | |
|--|-------------|
| Community Development Capital Improvement Projects | \$1,500,000 |
| Affordable Housing | \$250,000 |
| Violence Prevention Programs | \$200,000 |
| Administrative Costs | \$50,000 |
| Total | \$2,000,000 |

3/21/2023

- 1) The Community Development Capital Improvement line set aside \$1.5 million remaining that has a deadline of June 30, 2024. Staff followed up with DCEO regarding the eligible use for the Fire Department and DCEO indicated the funds could be used for acquisition of land as well as predevelopment and constructions costs for the stations.
- 2) Best use for both the grant and fires stations
 - a. Can spend \$1.5 before deadline (grant best use)
 - b. 'Cost free' alternative to debt (interest), cash (opportunity cost), or delay [fire station best use]

Next Steps

The grant will be incorporated into the 2023 CIP and FY 24 Budget. The remaining funding gap will be addressed with a combination of cash/debt.

Grants

AWARDED / ALLOCATED / PROGRAMMED (\$9.4 million)

- \$1.8 million – CDBG (annual misc. public infrastructure needs in target areas)
- \$1.6 million – ARPA (Sanitary Lateral Lining Pilot Program + LMFT allowance)
- \$2.5 million – ITEP/REBUILD (x2) for Baker’s Lane and Florida Avenue Side paths
- \$2.0 million – STBG/STPU Lincoln (Wascher-Killarney) & Florida Avenue Design
- \$1.5 million – DCEO for Reconstruction of Fire Stations 2 & 3

PENDING AWARD (\$23.5 million)

- \$10.1 million – RAISE Grant, Florida Avenue Construction
- \$7.3 million – SS4A Grant, Lincoln Avenue (Wascher-Killarney) Construction
- \$6.0 million – STBG/STPU Lincoln Avenue (Green to Florida)
- \$65k – IL EPA 319 Grant, Boneyard Creek Improvement

- CDBG – Community Development Block Grant
- ARPA – American Rescue Plan Act
- ITEP – Illinois Transportation Enhancement Program
- REBUILD – Specialized Infrastructure Funding
- STBG/STPU – Surface Transportation Block Grant/Surface Transportation Program – Urban
- DCEO – Department of Commerce and Economic Opportunity
- RAISE – Rebuilding American Infrastructure with Sustainability and Equity
- SS4A – Safe Streets for All
- EPA – Environmental Protection Agency



CITY OF
URBANA

331 - COMMUNITY DEV GRANTS FUND PLAN

| PROJECT | PROJECT STRING | DESCRIPTION | FY23 Est. | FY24 Plan | FY25 Plan | FY26 Plan | FY27 Plan | FY28 Plan |
|-----------------------------------|------------------|-------------------------|----------------|------------------|----------------|----------------|----------------|----------------|
| OPERATIONS | | | | | | | | |
| 40120 - CDBG TRAFFIC STUDIES | 40120-PLANNING-- | PLANNING | 18,525 | - | - | - | - | - |
| MAINTENANCE PROGRAMS | | | | | | | | |
| 40170 - CDBG SIDEWALKS | 40170-PLANNING-- | PLANNING & CONSTRUCTION | 70,657 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 |
| | 40170-CONST-- | CONSTRUCTION | 373,612 | 160,000 | 160,000 | 160,000 | 160,000 | 160,000 |
| CAPITAL PROJECTS | | | | | | | | |
| 40174 - CDBG STREET LIGHTING | 40174-PLANNING | PLANNING | - | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| | 40174-CONST | CONSTRUCTION | - | 135,000 | 135,000 | 135,000 | 135,000 | 135,000 |
| 40800 - CITY FACILITY IMPROVEMENT | 40800-CONST-DCEO | CONSTRUCTION | - | 1,500,000 | - | - | - | - |
| TOTAL EXPENSE | | | 462,794 | 1,850,000 | 350,000 | 350,000 | 350,000 | 350,000 |

343 - TIF 4 (CUNNINGHAM AVE.) PLAN

| PROJECT | PROJECT STRING | DESCRIPTION | FY23 Est. | FY24 Plan | FY25 Plan | FY26 Plan | FY27 Plan | FY28 Plan |
|---|---------------------|-------------------------|--------------|----------------|------------------|----------------|--------------|--------------|
| OPERATIONS | | | | | | | | |
| 40176 - TIF 4 MISC. TRAFFIC STUDIES | 40176-PLANNING | PLANNING | - | 200,000 | - | - | - | - |
| MAINTENANCE PROGRAMS | | | | | | | | |
| 40177 - TIF 4 SIDEWALKS | 40177-PLANNING | PLANNING & CONSTRUCTION | - | 300,000 | 300,000 | 300,000 | - | - |
| 40178 - TIF 4 STREET LIGHTING | 40178-PLANNING | PLANNING & CONSTRUCTION | - | 165,000 | 165,000 | 165,000 | - | - |
| 40179 - TIF 4 STREET PATCHING | 40179-PLANNING | PLANNING & CONSTRUCTION | - | 100,000 | 100,000 | 100,000 | - | - |
| CAPITAL PROJECTS | | | | | | | | |
| 40172 - COUNTRY CLUB & PERKINS | 40172-PLANNING-TIF4 | PLANNING & CONSTRUCTION | - | 56,667 | 610,000 | - | - | - |
| 40180 - TIF 4 INTERSECTION IMPROVEMENTS | 40180-PLANNING | PLANNING & CONSTRUCTION | - | - | 200,000 | 200,000 | - | - |
| TOTAL EXPENSE | | | - | 821,667 | 1,375,000 | 765,000 | - | - |

344 - CENTRAL TIF PLAN

| PROJECT | PROJECT STRING | DESCRIPTION | FY23 Est. | FY24 Plan | FY25 Plan | FY26 Plan | FY27 Plan | FY28 Plan |
|--|----------------------|-------------------------|---------------|----------------|--------------|--------------|--------------|--------------|
| CAPITAL PROJECTS | | | | | | | | |
| 40175 - CENTRAL TIF DOWNTOWN SIDEWALKS | 40175-PLANNING-TIFC | PLANNING & CONSTRUCTION | - | 100,000 | - | - | - | - |
| 40169 - BONEYARD CREEK LIGHTING | 40169-PLANNING-TIFC- | PLANNING | 48,950 | 9,000 | - | - | - | - |
| | 40169-CONST-TIFC- | CONSTRUCTION | - | 150,000 | - | - | - | - |
| TOTAL EXPENSE | | | 48,950 | 259,000 | - | - | - | - |

500 - PARKING FUND

| PROJECT | PROJECT STRING | DESCRIPTION | FY23 Est. | FY24 Plan | FY25 Plan | FY26 Plan | FY27 Plan | FY28 Plan |
|------------------------------|----------------|---------------------------|----------------|---------------|--------------|--------------|--------------|--------------|
| MAINTENANCE PROGRAMS | | | | | | | | |
| 40700 - PARKING GARAGE REHAB | 40700-CONST | GARAGE REHAB/IMPROVEMENTS | 20,000 | 50,000 | - | - | - | - |
| CAPITAL PROJECTS | | | | | | | | |
| 40701 - METER INFRASTRUCTURE | 40180-PLANNING | PLANNING & CONSTRUCTION | 280,000 | - | - | - | - | - |
| TOTAL EXPENSE | | | 300,000 | 50,000 | - | - | - | - |

Fire Stations #2 and #3

| PROJECT | FUND | FY23 Projected | FY24 Allocated | FY25 Allocated | FY26 Allocated | FY27 Allocated | FY28 Allocated |
|---------------------------|----------|----------------|----------------|----------------|----------------|----------------|----------------|
| 40800-CONST-FIREST-DESIGN | 200 CR&I | 550,000 | 300,000 | - | - | - | - |
| 40800-CONST-FIREST | 200 CR&I | - | 7,470,000 | - | - | - | - |
| 40800-PROPACQ-FIRESTA3 | 200 CR&I | 290,000 | - | - | - | - | - |
| 40800-CONST-DCEO | 331 CDBG | - | 1,500,000 | - | - | - | - |
| TOTAL | | 840,000 | 9,270,000 | 0 | 0 | 0 | 0 |



Description

For both Fire Stations #2 and #3, new stations to be constructed at locations nearby the existing stations.

Location

Fire Station #2: 2103 Philo Rd. (exist.), 1501 E. Mumford Dr. (new).
Fire Station #3: 1407 N. Lincoln Ave. (exist.), 1205 W. Bradley Ave. (new)

Purpose and Need

For both Fire Stations #2 and #3: Identified as at-risk prioritized facility in 2019 Phase 1- Facilities Condition Assessment. This facility is rated with a Facilities Condition Index of poor (Fire Station #3 was trending to a recommendation of divestment). Key Finding #3 from 2020 Phase II- Space and Programming Needs Assessment: Unsafe and unenjoyable working conditions impact employee morale.

Timeline

Studies & Plans FY23-FY24, Construction FY24-FY25.

Changes from Previous CIP

Increased budgets for both locations through scoping study. New site for Station #3 was selected and acquired.