



**DATE:** Thursday, December 07, 2023  
**TIME:** 7:00 PM  
**PLACE:** 400 South Vine Street, Urbana, IL 61801

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## AGENDA

**A. Call to Order and Roll Call**

**B. Changes to the Agenda**

**C. Approval of Minutes of Previous Meeting**

[Minutes](#) of the November 9, 2023 Regular Meeting

**D. Continued Public Hearings**

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

**E. Unfinished Business**

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

**Review of Plan Commission Bylaws** - Changes to Plan Commission meeting schedule for 2024

**F. New Public Hearings**

**G. New Business**

**H. Public Input**

**I. Staff Report**

**J. Study Session**

**K. Adjournment**

## **PUBLIC INPUT**

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

Public Input will be taken in the following ways:

### **Email Input**

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

### **Written Input**

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

### **Public Hearing**

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

### **Verbal Input**

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

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

The presiding officer or public body members shall not enter into a dialogue with citizens. Questions from the public body members shall be for clarification purposes only. Public Input shall not be used as a time for problem solving or reacting to comments made but, rather, for hearing citizens for informational purposes only.

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

**Accommodation**

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

Phone: 217.384.2455

Email: [hro@urbanaillinois.us](mailto:hro@urbanaillinois.us)

**Watching the Meeting via Streaming Services**

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

**MINUTES OF A REGULAR MEETING**

**URBANA PLAN COMMISSION**

**DRAFT**

**DATE:** November 9, 2023

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

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

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**MEMBERS ATTENDING:** Dustin Allred, Andrew Fell, Lew Hopkins, Debarah McFarland, Bill Rose, Karen Simms, Chenxi Yu

**MEMBERS EXCUSED:** Will Andresen

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

**PUBLIC PRESENT:** John Alee; Babatunde Amad; Darlene Bailey; Cheryl Bicknell; Jackie Curry; Elderess Melinda Carr; Earnest Dent; Marion D. Harrington, Jr.; James Johnson; Marcus Johnson; Brian Kesler; Claudia Lenhoff; Robert E. Lewis; Cora Morris; Chad Osterbur; Audra Owens; Marty Smith; Bishop King James Underwood; Reverend Dr. Evelyn Underwood; Bridgett Wakefield; Dan Wakefield

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**A. CALL TO ORDER and ROLL CALL**

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

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

**B. CHANGES TO THE AGENDA**

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

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

**C. APPROVAL OF MINUTES OF PREVIOUS MEETING**

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

**D. CONTINUED PUBLIC HEARINGS**

There were none.

**E. UNFINISHED BUSINESS**

There was none.

**F. PUBLIC INPUT**

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

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

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

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

**G. NEW BUSINESS**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

## **H. NEW PUBLIC HEARINGS**

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

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



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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

## **I. NEW BUSINESS**

### **Review of Plan Commission Bylaws – Changes to Plan Commission Meeting Schedule for 2024**

Mr. Hopkins moved to continue this item on the agenda to the next regular meeting. Ms. McFarland seconded the motion. The motion was passed by unanimous voice vote.

## **J. PUBLIC INPUT**

There was none.

## **K. STAFF REPORT**

There was none.

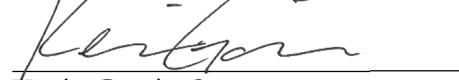
**L. STUDY SESSION**

There was none.

**M. ADJOURNMENT OF MEETING**

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Kevin Garcia", is written over a horizontal line.

Kevin Garcia, Secretary  
Urbana Plan Commission



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

Planning Division  
m e m o r a n d u m

**TO:** Urbana Plan Commission  
**FROM:** Kevin Garcia, Principal Planner  
**DATE:** November 30, 2023  
**SUBJECT:** Supplemental Memorandum RE: Hope Village Planned Unit Development and Plats (Plan Case Nos. 2479-S-23 and 2480-PUD-23)

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## Supplemental Memorandum

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

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

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

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

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

### Concurrent Review Process

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

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

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

### Review Criteria

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



Preliminary plats are reviewed for conformity with:

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

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

### **Review Timeline**

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

### **Final Planned Unit Development (2480-PUD-23)**

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

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

### **Options:**

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

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

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

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

Attachments: Exhibit A – Plan Commission Minutes 11/9/2023 – DRAFT

Links: [Staff Report – 2479-S-23](#)

[Staff Report – 2480-PUD-23](#)

cc: Marty Smith, Nick Crompton

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