



CITY OF URBANA CITY COUNCIL REGULAR MEETING

DATE: Monday, July 31, 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
- C. Additions to the Agenda
- D. Presentation and Public Input
 - 1. Oath of Office: Chief of Police *Larry Boone*
- E. Council Input and Communications
- F. Unfinished Business
- G. Reports of Standing Committees
- H. Committee of the Whole (*Council Member Jaya Kolisetty*)

2. Regular Agenda

- a. **Ordinance No. 2023-07-021:** An Ordinance Revising the Annual Budget Ordinance (Budget Amendment #9 - Omnibus) - HRF
- b. **Ordinance No. 2023-07-022:** An Ordinance Amending a Redevelopment Agreement with Icon Hospitality, LLC - CD
- c. **AN ORDINANCE APPROVING AN AMENDMENT TO A REDEVELOPMENT AGREEMENT (Icon Hospitality LLC - Urbana Landmark Hotel)**
- d. **Ordinance No. 2023-07-023:** An Ordinance Approving a Preliminary Planned Unit Development (Hope Village - Plan Case 2476-PUD-23) - CD
- e. **Resolution No. 2023-07-077R:** A Resolution Approving and Authorizing the Execution of an Urbana HOME Consortium Subrecipient Agreement (C-U at Home, LLC - Men's Non-Congregate Min-Basrrier Shelter HOMRE ARPAFY 2021 / 2022) - CD

1. Consent Agenda

- a. **Resolution No. 2023-07-074R:** A Resolution Authorizing City Intervention in Pending Property Tax Assessment Appeals Before the Illinois Property Tax Appeal Board (Hampton Inn, PTAB Docket #2022-02633) - Exec

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>

- b. **Resolution No. 2023-07-076R:** A Resolution Authorizing City Intervention in Pending Property Tax Assessment Appeals Before the Illinois Property Tax Appeal Board (Willowbrook, PTAB Docket #2022-02875) - Exec

I. Reports of Special Committees

J. Reports of Officers

K. New Business

L. Discussion

M. Mayoral Appointments

1. APPOINTMENTS:

Human Relations Commission - term ending June 30, 2026

Shalini Smith

Urbana-Champaign Big Broadband (UC2B) Board - term ending June 30, 2026

Sebastian Kelle

2. RE-APPOINTMENTS:

Urbana-Champaign Big Broadband (UC2B) Board - term ending July 30, 2026

Connie Dillard

Urbana-Champaign Bid Broadband (UC2B) Board - term ending July 30, 2026

Paul Hixon

N. Adjournment

PUBLIC INPUT

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

Email Input

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

Written Input

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

Verbal Input

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

Public comment shall be limited to no more than four (4) 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 may give priority to those persons who indicate they wish to speak on an agenda item upon which a vote will be taken.

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

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

meeting record.

Accommodation

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

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



MEMORANDUM

TO: Mayor Diane Wolfe Marlin and City Council Members

FROM: Elizabeth Hannan, Human Resources & Finance Director / CFO
Alyana Robinson, Financial Analyst

DATE: July 13, 2023

SUBJECT: FY2023 Budget Amendment #9 – Omnibus

Introduction: Attached is an Ordinance revising the FY2023 annual budget to provide for items described below. This budget amendment requires six affirmative votes, including the Mayor, in order to pass.

Discussion: Due to timing of expenditures and encumbrances, when a budget amendment was approved on June 26, some 2023 projected actuals were incorrectly reduced to carry over the funds to FY2024. However, when reviewing actual expenditures and encumbrances after fiscal year-end, the updated 2023 expenditures were significantly above the revised budget. This budget amendment will update FY2023 budget for the following projects to match the actual expenditures at fiscal year-end which are also listed in detail on the exhibit to the Ordinance.

- Capital Replacement & Improvement Fund (200) - City Facilities Improvement Project
- Stormwater Utility Fund (201) - Crystal Lake Park Sediment Removal project to match actual expenditures
- Sanitary Sewer Fund (204) - Sanitary Sewer Misc. Repairs
- Community Development Grants Fund (331) – This is related to the reimbursement grant from the Department of Commerce and Economic Opportunity that the City received in FY2023 related to the ILEAS rehabilitation project.

These changes are all a matter of timing and the line items will be reduced in an upcoming budget amendment in FY2024.

Fiscal Impact: These changes will not increase either recurring revenues or recurring expenditures and will not result a change in the General Fund balance.

Alternatives:

1. Forward the Ordinance amending the FY2023 budget to City Council for approval on July 24, 2023.
2. Amend one or more of the items before forwarding to Council for approval.

Recommendation: Forward the budget amendment authorizing these adjustments to the FY2023 budget for approval at the July 24, 2023 City Council meeting.

ORDINANCE NO. _____**AN ORDINANCE REVISING THE ANNUAL BUDGET ORDINANCE****(Budget Amendment #9 – Omnibus)**

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, 2022 and ending June 30, 2023; 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 2022/23 - 09 - Exhibit A

General Ledger Code	Project String	Description	Current Budget	Revised Budget	Difference	Reason
CAPITAL REPLACEMENT & IMPROVEMENT FUND (200):						
<u>Expenditures</u>						
20040470-53200-40800		BUILDING - CITY FACILITIES IMPROVEMENT	1,895,225	2,699,664	804,439	update actual expenditures to reflect timing of budgeting for encumbrances
Total Expenditures			3,543,013	4,347,452	804,439	
Ending Fund Balance (estimated)			2,395,736	1,591,297	(804,439)	
 STORMWATER UTILITY FUND (201)						
<u>Expenditures</u>						
20140470-53303-40136		STORMWATER - CRYSTAL LAKE PARK SEDIMENT REMOVAL	-	21,590	21,590	update actual expenditures to reflect timing of budgeting for encumbrances
Total Expenditures			2,824,927	2,846,517	21,590	
Ending Fund Balance (estimated)			1,425,180	1,403,590	(21,590)	
 SANITARY SEWER FUND (204)						
<u>Expenditures</u>						
20440470-53304-40500		SANITARY SEWER - SANITARY SEWER MISC. REPAIRS	225,869	242,628	16,759	update actual expenditures to reflect timing of budgeting for encumbrances
Total Expenditures			1,862,126	1,878,885	16,759	
Ending Fund Balance (estimated)			1,171,803	1,155,044	(16,759)	
 COMMUNITY DEV GRANTS FUND (331)						
<u>Expenditures</u>						
33150537-52800		OTHER MISC PROGRAMS - GRANT MISC CONTRACTUAL SERVICES	-	3,173,909	3,173,909	update actual expenditures to reflect timing of budgeting for encumbrances
Total Expenditures			6,313,365	9,487,274	3,173,909	
Ending Fund Balance (estimated)			(384,077)	(3,557,986)	(3,173,909)	

**THIRD AMENDMENT TO A REDEVELOPMENT AGREEMENT BY AND BETWEEN
CITY OF URBANA, CHAMPAIGN COUNTY, ILLINOIS AND ICON HOSPITALITY,
LLC**

This Third Amendment (hereinafter, “Third Amendment”) to a Redevelopment Agreement by and between City of Urbana, Champaign County, Illinois and Icon Hospitality, LLC (an affiliate and assignee of Marksons Affiliates, LLC) dated June 1, 2019 is entered into this ____ Day of _____, 2023 by and between the City of Urbana, Illinois and Icon Hospitality, LLC (collectively, the “Parties” and individually and generically, a “Party”).

WHEREAS, the City of Urbana, Illinois (hereinafter the “City”) and Marksons Affiliates, LLC (hereinafter, “Marksons”) entered into a Redevelopment Agreement dated June 1, 2019 (hereinafter, “Agreement”); and

WHEREAS, at the request of Marksons, the City approved of Marksons’ assignment of its rights and obligations to an affiliated entity owned by Marksons known as Icon Hospitality, LLC on or about January 23, 2020; and

WHEREAS, the Agreement was amended (“First Amendment”) on November 2, 2020 to redefine the “Project Commencement Date” as defined in Section 1.1 of the Agreement to be July 1, 2021; and

WHEREAS, the impacts of the COVID-19 pandemic that led to the extension of the Project Commencement Date in the First Amendment have continued to impact the timeline for construction due to long lead times and limited availability of building materials and components; and

WHEREAS, Icon Hospitality commenced construction by July 1, 2021 but was unable to achieve completion and commence operations by the “Project Occupancy Date” (as defined in Section 1.1 of the Agreement) due to the COVID-19 pandemic; and

WHEREAS, Icon Hospitality requested an extension of the Project Occupancy Date for an additional eight (8) months; and the Agreement was amended (“Second Amendment”) on November 21, 2022 to redefine the “Project Occupancy Date” (as defined by Section 1.1. of the Agreement) to August 31, 2023; and

WHEREAS, Icon Hospitality has requested an extension of the Project Occupancy Date for an additional (6) months; to redefine the “Project Occupancy Date” (as defined by Section 1.1 of the Agreement) to February 29, 2024; and

WHEREAS, the City is willing to grant Icon Hospitality’s aforesaid request, with the additional provision that if the redefined Project Occupancy Date is not met, the Reimbursement

Amount (as defined by Section 4.1(a) of the Agreement) will be reduced incrementally for each month of delay.

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

Section 1: Section 1.1 of the Agreement is hereby amended to extend the “Project Occupancy Date” from eighteen (18) months following the Project Commencement Date to thirty two (32) months following the Project Commencement Date.

Section 2: Section 4.1(a) of the Agreement is hereby amended to add the following at the end of the Section: “For any portion of each month beyond February 29, 2024 that the Project Occupancy Date occurs, the Reimbursement Amount shall be reduced by \$xxx per month.”

Section 3: Each Party to this Amendment represents and acknowledges that the person who has executed this Amendment is duly authorized to do so on behalf of the Party for whom that person is executing this Amendment.

Section 4: Except as otherwise expressly provided in this Amendment, all other terms, conditions and covenants contained in the Agreement (including previous amendments) shall remain in full force and effect.

[END OF AMENDMENT. SIGNATURES FOLLOW.]

For the City of Urbana, Illinois

For Icon Hospitality, LLC

Diane Wolfe Marlin, Mayor

Haaris Pervaiz

Attest: _____
City Clerk

Witness: _____

Date: _____

Date: _____

ORDINANCE NO. _____

**AN ORDINANCE APPROVING AN AMENDMENT TO A REDEVELOPMENT
AGREEMENT**

(Icon Hospitality LLC - Urbana Landmark Hotel)

WHEREAS, the City of Urbana, an Illinois municipal corporation (the “City”), is a home rule unit of local government pursuant to Article 7, Section 6 of the Illinois Constitution of 1970 and 65 ILCS 5/1-1-10; and

WHEREAS, the City Council approved a Redevelopment Agreement with Marksons Affiliates, LLC (the “Agreement”), on July 1, 2019, to renovate and operate the former Urbana Landmark Hotel as a Tapestry Collection by Hilton brand property; and

WHEREAS, the City Council later approved an amendment to the Agreement (“First Amendment”), on November 2, 2020, that extended the Project Commencement Date (as defined by the Agreement) from July 1, 2020 to July 1, 2021; and

WHEREAS, the first Amendment also acknowledged an approved assignment of the Agreement and Marksons Affiliates’ interest in the hotel to Icon Hospitality, LLC; and

WHEREAS, construction on the hotel did commence on or about July 1, 2021; and

WHEREAS, the on-going effects of the COVID-19 global pandemic impacted lead times and materials availability even after construction commencement; and

WHEREAS, the City Council later approved an amendment to the Agreement (“Second Amendment”), on November 21, 2022, that extended the Project Occupancy Date (as defined by the Agreement) for an additional eight (8) months, thereby extending the Project Occupancy Date from December 31, 2022 to August 31, 2023; and

WHEREAS, Icon Hospitality has requested an extension of the Project Occupancy Date (as defined by the Agreement) for an additional six (6) months, thereby extending the Project Occupancy Date from August 31, 2023 to February 29, 2024; and

WHEREAS, the City Council, after due consideration, finds that approval of the extension request 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 City Council approves amending the Agreement to extend the Project Occupancy Date as defined and used in the Agreement for an additional six (6) months from August 31, 2023 to February 29, 2024 as reflected in the Third Amendment attached hereto.

Section 2.

The Mayor of the City of Urbana, Illinois, shall be and is hereby authorized to execute and deliver such documents required to reflect the extension granted in Section 1, and the City Clerk of the City of Urbana, Illinois, be and the same is authorized to attest to said execution of said documents as so authorized and approved for and on behalf of the City of Urbana, Illinois.

Section 3.

This Ordinance shall be in full force and effect from and after its passage.

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 _____, _____.

AYES:

NAYS:

ABSTENTIONS:

Phyllis D. Clark, City Clerk

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

Diane Wolfe Marlin, Mayor



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

Economic Development Division

m e m o r a n d u m

TO: Mayor Diane Wolfe Marlin and City Council Members

FROM: Carol Mitten, City Administrator
Stepheny McMahon, Economic Development Supervisor

DATE: July 13, 2023

SUBJECT: **AN ORDINANCE AMENDING A REDEVELOPMENT AGREEMENT WITH ICON HOSPITALITY, LLC**

Background

While continued progress is being made on the renovation of the Hotel Royer, the ongoing impact of the pandemic has led the developer, Icon Hospitality LLC, to request a second extension of the Project Occupancy Date of the hotel (as defined by the redevelopment agreement) from August 31, 2023 to February 29, 2024. This would be the third amendment of the original redevelopment agreement. The ongoing supply chain disruptions due to the pandemic and lengthened lead times for materials and equipment continue to be an issue, thereby bringing about this request.

The original redevelopment agreement for the former Landmark Hotel was passed in June 2019 between the City of Urbana and Marksons Affiliates, LLC (Ordinance No. 2019-06-036). This agreement outlined the City's investment of \$5.5 million in the project via a bond issuance upon the developer obtaining the following:

- certificate of occupancy for the hotel and restaurant
- final approval for the property to be operated and maintained as a Hilton Tapestry Brand Hotel
- equity or permanent debt financing for the balance of the cost of the project

Revenue to pay the bond for the hotel investment would be realized through tax increment from the increased assessed value in the renovated property, food and beverages taxes, hotel/motel taxes, and a new boutique hotel tax.

In 2020, Icon Hospitality requested a one-year extension from the original commencement date to July 1, 2021 with a corresponding extension of the 18-month project timeline to completion. Due to the unforeseen circumstances that arose with the pandemic and subsequent shelter-in-place orders, the Council agreed that this extension was well founded and passed the ordinance to amend the agreement on November 2, 2020 (Ordinance No. 2020-10-055). This Ordinance also acknowledged an assignment of the agreement from Marksons Affiliates to Icon Hospitality, LLC.

In 2022, Icon Hospitality requested an additional 8-month extension of the 18-month project timeline to completion, extending the Project Occupancy Date to August 31, 2023. The Council agreed that this extension was well founded and passed the ordinance to amend the agreement on November 21, 2022 (Ordinance No. 2022-11-047).

Renovation work on the Hotel Royer has been steady since the commencement of work in July 2021. Exterior work is now complete and work is focused on the interior finishes. The guest rooms are at various stages of completion, with many rooms fully furnished and awaiting completion of punch list items. Concrete work in the pool room is complete; wallpaper and carpeting are being installed in the meeting spaces. Key managerial and sales positions within the hotel have been filled to start marketing and selling the convention space and rooms for large events. The many other positions needed to run the day-to-day operations of the hotel will not be filled until closer to opening.

The Hotel Royer is being advertised on the Hilton [website](#) with a starting date for reservations of November 28, 2023.

The redevelopment project has already resulted in the most significant renovation this historic property has seen in over 37 years. The developers are returning the property to its highest and best use, which will generate new tax revenues, bring visitors and commerce to the downtown area, and restore this iconic and historic building in the heart of Downtown Urbana.

Council Feedback

Councilmembers were provided tours of the Hotel Royer on Friday, June 30. (The tours were staggered to comply with Open Meeting Act restrictions.) Staff also requested feedback from Councilmembers as to their level of support for extending the redevelopment agreement again. The feedback ranged from general support for the requested extension to limiting the extension and/or reducing the incentive in exchange for a more prolonged extension.

The draft text of the Third Amendment to the Redevelopment Agreement attached hereto includes the extension date as requested by the developer. This date was supported by most Councilmembers. Based on additional feedback from Councilmembers, the Council may want to consider adding language that would diminish the incentive in the event that the deadline is missed. (For example, “For any portion of each month beyond February 29, 2024 that the Project Occupancy Date occurs, the Reimbursement Amount shall be reduced by \$xxx per month.”)

Recommendation

Staff recommends that an extension of the Project Occupancy Date be granted until February 29, 2024. Staff also recommends that a pre-determined reduction(s) in the incentive be built into the Agreement so that the developer understands precisely what it at stake by missing the Project Occupancy Date.

Attachments: Draft Ordinance
 Draft Third Amendment to the Redevelopment Agreement

MEMORANDUM

TO: Mayor Diane Wolfe Marlin and City Council Members

FROM: Carol Mitten, City Administrator
Stepheny McMahon, Economic Development Supervisor

DATE: July 26, 2023

SUBJECT: AN ORDINANCE AMENDING A REDEVELOPMENT AGREEMENT WITH
ICON HOSPITALITY, LLC

Following the direction from Council's vote at the Committee of the Whole on July 24, 2023, we have revised the Third Amendment to remove any reference to penalties associated with missing the completion deadline.

The draft Ordinance is unchanged. Both a redline version and a clean version of the revised Third Amendment are attached.

Attachments: Draft Ordinance
Revised Third Amendment (redline)
Revised Third Amendment (clean)

ORDINANCE NO. _____

**AN ORDINANCE APPROVING AN AMENDMENT TO A REDEVELOPMENT
AGREEMENT**

(Icon Hospitality LLC - Urbana Landmark Hotel)

WHEREAS, the City of Urbana, an Illinois municipal corporation (the “City”), is a home rule unit of local government pursuant to Article 7, Section 6 of the Illinois Constitution of 1970 and 65 ILCS 5/1-1-10; and

WHEREAS, the City Council approved a Redevelopment Agreement with Marksons Affiliates, LLC (the “Agreement”), on July 1, 2019, to renovate and operate the former Urbana Landmark Hotel as a Tapestry Collection by Hilton brand property; and

WHEREAS, the City Council later approved an amendment to the Agreement (“First Amendment”), on November 2, 2020, that extended the Project Commencement Date (as defined by the Agreement) from July 1, 2020 to July 1, 2021; and

WHEREAS, the first Amendment also acknowledged an approved assignment of the Agreement and Marksons Affiliates’ interest in the hotel to Icon Hospitality, LLC; and

WHEREAS, construction on the hotel did commence on or about July 1, 2021; and

WHEREAS, the on-going effects of the COVID-19 global pandemic impacted lead times and materials availability even after construction commencement; and

WHEREAS, the City Council later approved an amendment to the Agreement (“Second Amendment”), on November 21, 2022, that extended the Project Occupancy Date (as defined by the Agreement) for an additional eight (8) months, thereby extending the Project Occupancy Date from December 31, 2022 to August 31, 2023; and

WHEREAS, Icon Hospitality has requested an extension of the Project Occupancy Date (as defined by the Agreement) for an additional six (6) months, thereby extending the Project Occupancy Date from August 31, 2023 to February 29, 2024; and

WHEREAS, the City Council, after due consideration, finds that approval of the extension request 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 City Council approves amending the Agreement to extend the Project Occupancy Date as defined and used in the Agreement for an additional six (6) months from August 31, 2023 to February 29, 2024 as reflected in the Third Amendment attached hereto.

Section 2.

The Mayor of the City of Urbana, Illinois, shall be and is hereby authorized to execute and deliver such documents required to reflect the extension granted in Section 1, and the City Clerk of the City of Urbana, Illinois, be and the same is authorized to attest to said execution of said documents as so authorized and approved for and on behalf of the City of Urbana, Illinois.

Section 3.

This Ordinance shall be in full force and effect from and after its passage.

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 _____, _____.

AYES:

NAYS:

ABSTENTIONS:

Phyllis D. Clark, City Clerk

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

Diane Wolfe Marlin, Mayor

**THIRD AMENDMENT TO A REDEVELOPMENT AGREEMENT BY AND BETWEEN
CITY OF URBANA, CHAMPAIGN COUNTY, ILLINOIS AND ICON HOSPITALITY,
LLC**

This Third Amendment (hereinafter, “Third Amendment”) to a Redevelopment Agreement by and between City of Urbana, Champaign County, Illinois and Icon Hospitality, LLC (an affiliate and assignee of Marksons Affiliates, LLC) dated June 1, 2019 is entered into this ____ Day of _____, 2023 by and between the City of Urbana, Illinois and Icon Hospitality, LLC (collectively, the “Parties” and individually and generically, a “Party”).

WHEREAS, the City of Urbana, Illinois (hereinafter the “City”) and Marksons Affiliates, LLC (hereinafter, “Marksons”) entered into a Redevelopment Agreement dated June 1, 2019 (hereinafter, “Agreement”); and

WHEREAS, at the request of Marksons, the City approved of Marksons’ assignment of its rights and obligations to an affiliated entity owned by Marksons known as Icon Hospitality, LLC on or about January 23, 2020; and

WHEREAS, the Agreement was amended (“First Amendment”) on November 2, 2020 to redefine the “Project Commencement Date” as defined in Section 1.1 of the Agreement to be July 1, 2021; and

WHEREAS, the impacts of the COVID-19 pandemic that led to the extension of the Project Commencement Date in the First Amendment have continued to impact the timeline for construction due to long lead times and limited availability of building materials and components; and

WHEREAS, Icon Hospitality commenced construction by July 1, 2021 but was unable to achieve completion and commence operations by the “Project Occupancy Date” (as defined in Section 1.1 of the Agreement) due to the COVID-19 pandemic; and

WHEREAS, Icon Hospitality requested an extension of the Project Occupancy Date for an additional eight (8) months; and the Agreement was amended (“Second Amendment”) on November 21, 2022 to redefine the “Project Occupancy Date” (as defined by Section 1.1. of the Agreement) to August 31, 2023; and

WHEREAS, Icon Hospitality has requested an extension of the Project Occupancy Date for an additional (6) months; to redefine the “Project Occupancy Date” (as defined by Section 1.1 of the Agreement) to February 29, 2024. ~~and~~

~~**WHEREAS**, the City is willing to grant Icon Hospitality’s aforesaid request, with the additional provision that if the redefined Project Occupancy Date is not met, the Reimbursement~~

~~Amount (as defined by Section 4.1(a) of the Agreement) will be reduced incrementally for each month of delay.~~

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

Section 1: Section 1.1 of the Agreement is hereby amended to extend the “Project Occupancy Date” from eighteen (18) months following the Project Commencement Date to thirty two (32) months following the Project Commencement Date.

~~**Section 2:** Section 4.1(a) of the Agreement is hereby amended to add the following at the end of the Section: “For any portion of each month beyond February 29, 2024 that the Project Occupancy Date occurs, the Reimbursement Amount shall be reduced by \$xxx per month.”~~

Section 32: Each Party to this Amendment represents and acknowledges that the person who has executed this Amendment is duly authorized to do so on behalf of the Party for whom that person is executing this Amendment.

Section 43: Except as otherwise expressly provided in this Amendment, all other terms, conditions and covenants contained in the Agreement (including previous amendments) shall remain in full force and effect.

[END OF AMENDMENT. SIGNATURES FOLLOW.]

For the City of Urbana, Illinois

For Icon Hospitality, LLC

Diane Wolfe Marlin, Mayor

Haaris Pervaiz

Attest: _____
City Clerk

Witness: _____

Date: _____

Date: _____

**THIRD AMENDMENT TO A REDEVELOPMENT AGREEMENT BY AND BETWEEN
CITY OF URBANA, CHAMPAIGN COUNTY, ILLINOIS AND ICON HOSPITALITY,
LLC**

This Third Amendment (hereinafter, “Third Amendment”) to a Redevelopment Agreement by and between City of Urbana, Champaign County, Illinois and Icon Hospitality, LLC (an affiliate and assignee of Marksons Affiliates, LLC) dated June 1, 2019 is entered into this ____ Day of _____, 2023 by and between the City of Urbana, Illinois and Icon Hospitality, LLC (collectively, the “Parties” and individually and generically, a “Party”).

WHEREAS, the City of Urbana, Illinois (hereinafter the “City”) and Marksons Affiliates, LLC (hereinafter, “Marksons”) entered into a Redevelopment Agreement dated June 1, 2019 (hereinafter, “Agreement”); and

WHEREAS, at the request of Marksons, the City approved of Marksons’ assignment of its rights and obligations to an affiliated entity owned by Marksons known as Icon Hospitality, LLC on or about January 23, 2020; and

WHEREAS, the Agreement was amended (“First Amendment”) on November 2, 2020 to redefine the “Project Commencement Date” as defined in Section 1.1 of the Agreement to be July 1, 2021; and

WHEREAS, the impacts of the COVID-19 pandemic that led to the extension of the Project Commencement Date in the First Amendment have continued to impact the timeline for construction due to long lead times and limited availability of building materials and components; and

WHEREAS, Icon Hospitality commenced construction by July 1, 2021 but was unable to achieve completion and commence operations by the “Project Occupancy Date” (as defined in Section 1.1 of the Agreement) due to the COVID-19 pandemic; and

WHEREAS, Icon Hospitality requested an extension of the Project Occupancy Date for an additional eight (8) months; and the Agreement was amended (“Second Amendment”) on November 21, 2022 to redefine the “Project Occupancy Date” (as defined by Section 1.1. of the Agreement) to August 31, 2023; and

WHEREAS, Icon Hospitality has requested an extension of the Project Occupancy Date for an additional (6) months; to redefine the “Project Occupancy Date” (as defined by Section 1.1 of the Agreement) to February 29, 2024.

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

Section 1: Section 1.1 of the Agreement is hereby amended to extend the “Project Occupancy Date” from eighteen (18) months following the Project Commencement Date to thirty two (32) months following the Project Commencement Date.

Section 2: Each Party to this Amendment represents and acknowledges that the person who has executed this Amendment is duly authorized to do so on behalf of the Party for whom that person is executing this Amendment.

Section 3: Except as otherwise expressly provided in this Amendment, all other terms, conditions and covenants contained in the Agreement (including previous amendments) shall remain in full force and effect.

[END OF AMENDMENT. SIGNATURES FOLLOW.]

For the City of Urbana, Illinois

For Icon Hospitality, LLC

Diane Wolfe Marlin, Mayor

Haaris Pervaiz

Attest: _____
City Clerk

Witness: _____

Date: _____

Date: _____



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: Kevin Garcia, Principal Planner

DATE: July 13, 2023

SUBJECT: **Plan Case Nos. 2476-PUD-23:** An application by Marty Smith, on behalf of Carle Foundation, for a residential Planned Unit Development located south of Federal Drive and north of Dorie Miller Drive and Carver Drive in the R-3 (Single and Two-Family Residential) and R-4 (Medium Density Multiple Family Residential) Zoning Districts.

Introduction

Marty Smith, on behalf of the Carle Foundation, has submitted an application for preliminary approval of a residential Planned Unit Development (PUD), “Hope Village”, on the farmland south of Federal Drive and north of the Carver Park neighborhood in Champaign.

Hope Village is a collaboration between the Carle Foundation, the University of Illinois, and Champaign County Health Care Consumers. The City of Urbana has also pledged \$850,000 to the project from American Rescue Plan Act (ARPA) funds.

The development would include 30 small homes and a community center to provide permanent supportive housing for medically-fragile homeless people. The applicant requests a zoning waiver to build fewer parking spaces than the Zoning Ordinance requires, because they expect that most residents will not own their own car.

At its June 22, 2023, meeting, the Plan Commission unanimously recommended that City Council APPROVE the request with conditions (four ayes, zero nays); staff concurs with this recommendation, with modified conditions.

Discussion

Detailed information on the proposed development, including how it fits into the goals of the Comprehensive Plan and the PUD section of the Zoning Ordinance, is available in the Staff Report in Exhibit A.

Distinction Between Preliminary and Final Planned Unit Developments

Almost all of the applications for planned unit developments the City has received over the last 20 years have been for concurrent review of preliminary and final plans. In this case, the applicant seeks preliminary development approval only, so it is important to understand what is expected at this time and what is expected if and when the applicant seeks final development approval.

In general, preliminary plans are conceptual and do not include a high level of detail. Final plans are much more detailed, and include things like building elevations, preliminary utility and stormwater plans, and

landscape plans. Approval of preliminary plans essentially lets an applicant know their project has support, and it gives them the “green light” to spend the time and money necessary to develop the more detailed plans required for final approval.

This case is somewhat unusual because the applicant has the right to, and desires to, commence construction on two buildings by right. Those two buildings are the community center and a single model home.¹ The applicant wants to get the Council’s concurrence on the conceptual site plan to ensure that these structures will be appropriately situated in the final site plan.

The table below summarizes the differences between the level of detail expected for preliminary and final PUD plans. *For more detail, please see the Zoning Ordinance excerpt in Exhibit D.*

Preliminary PUD	Final PUD
<u>Conceptual Site Plan</u> - General Building Locations - Streets/Sidewalks/Paths - Natural Areas - Land Uses & Buffers Between Different Uses	<u>Specific Site Plan</u> - Building/Structure Locations - Streets/Sidewalks/Paths - Open Space - Lighting - Signs Landscape Plan Stormwater Plan (Preliminary) Utilities Plan (Preliminary) Building Elevations (Conceptual) Development Program Development Schedule

Plan Commission

The Plan Commission held a public hearing on the preliminary PUD at their June 22, 2023, meeting, and voted to recommend approval, with conditions. Details of that meeting are available in Exhibit C.

Neighborhood Meetings

The applicant held a general neighborhood meeting on June 20, 2023 at the Pilgrim Missionary Baptist Church, 1310 N. Sixth St., in Champaign. A summary of that meeting is provided in Exhibit C. The applicant also met separately with the three individuals who raised concerns about the project at Plan Commission to answer their questions, many of which were operational in nature. In addition, the applicant is hosting another neighborhood meeting on July 13, 2023, at 6:00pm, at the New Free Will Baptist Church, 601 E. Grove St., in Champaign.

Public Input

Staff published a legal ad in The News-Gazette to notify the public of the request, sent notices to owners of 27 neighboring properties, and posted a public hearing sign on the property. Staff received no public input on the case. Several members of the public spoke at the Plan Commission hearing. In general, everyone who spoke was supportive of the project’s goals, but some people from the adjacent neighborhood had concerns about the potential effects it could have on the surrounding area. Details can be found in the draft Plan Commission minutes in Exhibit B.

¹ The community center will be the home of Hope Village, Inc., the charitable organization that will oversee Hope Village. Charitable institutions are allowed by right in the R-4 zoning district. The model home will be considered an accessory structure, and would also be allowed by right. The model home would not be allowed to be occupied as a residence unless so approved in the Final PUD.

Summary of Findings

Full staff findings are available in the Plan Commission staff report (Exhibit A). In summary, staff find the request conforms to the goals of the 2005 Comprehensive Plan and the PUD section of the Zoning Ordinance.

Recommendation

At its June 22, 2023, meeting, the Plan Commission voted unanimously – with four ayes and zero nays – to forward Plan Case 2476-PUD-23 to the City Council with a recommendation to APPROVE the Preliminary Planned Unit Development, with the following conditions and waivers:

1. That no construction on the applied-for site can occur before final approval of the final PUD application.
2. The final PUD application is not constrained by the preliminary site plan.
3. The final site plan will take major steps to mitigate the impacts on the neighborhood to the south.
4. An additional meeting with the public will be conducted.
5. Parking requirements are waived.

Staff concur with the Plan Commission's recommendation to approve the preliminary PUD, along with condition two and the parking waiver. However, staff recommends removing conditions one and four, and modifying condition three. Since the applicant could build the community center and one model home by right and without any PUD approvals, the first condition is unwarranted. In addition, the fourth condition is no longer necessary, as the applicant is holding a second neighborhood meeting on the evening of July 13, 2023. Finally, the third condition is somewhat vague and would be difficult to measure. Staff recommend alternative phrasing below.

Staff therefore recommend that City Council APPROVE the Preliminary Planned Unit Development with the following conditions and waivers:

1. The final site plan is not constrained by the preliminary site plan.
2. The final site plan is responsive to the concerns of neighboring residents.
3. Parking requirements are waived.

Attachments: Draft Ordinance
 Exhibit A: Staff Report
 Exhibit B: Plan Commission Draft Minutes 6/22/23
 Exhibit C: Summary of June 20, 2023 Neighborhood Meeting
 Exhibit D: Zoning Ordinance Excerpt

cc: Marty Smith, Nick Crompton

**AN ORDINANCE APPROVING A PRELIMINARY DEVELOPMENT PLAN FOR A
PLANNED UNIT DEVELOPMENT
(Plan Case No. 2476-PUD-23)**

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

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

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

WHEREAS, the applicant has submitted a preliminary development plan with a requested waiver to reduce the minimum parking requirement; and

WHEREAS, after due publication, the Urbana Plan Commission held a public hearing on such petition at 7:00 p.m. on June 22, 2023, in Plan Case No. 2476-PUD-23; and

WHEREAS, the Plan Commission voted four (4) ayes and zero (0) nays to forward the cases to the Urbana City Council with a recommendation to approve the requested preliminary PUD; and

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

Illinois, as follows:

Section 1.

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

1. The final site plan is not constrained by the preliminary site plan.
2. The final site plan is responsive to the concerns of neighboring residents.
3. Parking requirements are waived.

The subject property is more accurately described as follows:

Tract 1: Beginning At An Iron Rod Situated In The South One-Half Of Section 6, Township 19 North, Range_ 9 East, Of The Third Principal Meridian, City .Of Urbana, Champaign County, Illinois, Said Iron Pipe Also Being A Part Of The Boundary Monuments Of The "Church Of The Living God Plat Of Survey, Recorded As Document No. 2011R22983, In The Office Of The Champaign County Recorder, Said Pipe Also Being Situated At The Southwest Corner Of Park 74 Industrial Development No.2; Thence North 89°12'55" East, Along The South Line Of Said Subdivision, A Distance Of 766.77 Feet To A Chiseled Cross Situated At The Northwest Corner Of The Replats Of Lots 1 And. 2 Of Melrose Of Urbana; Thence South 00°44'22" East, Along The West Line Of Said Replats Of Lots 1 And 2, A Distance Of 725.77 Feet To An Iron Rod . Bearing A Damaged Cap Situated At The Northeast Corner Of Carver Park Subdivision To-Urbana; Thence South 89°26'00" West, Along The North Line Of Said Subdivision, A Distance Of 229,91 Feet To An Iron Pipe Found Situated At The Northeast Corner Of Lot 18 Of Said Subdivision; Thence North 00°45'06" West, A Distance Of 114.84 Feet To An Iron Rod Bearing A Cap Stamped 2537 Said Rod Also Being Situated On The Easterly Extension Of The North Line Of Lot 48 Of Said Carver Park Subdivision; Thence South 89°27'06" West, Along Said Extension, A Distance Of 535.15 Feet To A Rod Bearing A Cap Stamped 2537 Situated On The. East Line Of The Baptist Missionary Church Property; Thence . North 00°41 '20" W., Along Said East Line Of The Church Property, A Distance Of 323.63 Feet To An Iron Rod Bearing A Cap Stamped 1462; _ Thence North 01°08'16" West, A Distance Of 218.22.Feet To an Iron Rod Situated At The Southeast Corner Of "The Bishop Crawford . Subdivision", As Said Subdivision Is Recorded As Document No. 2013R27410, Dated 11/21/2013, In The Office Of The Aforesaid Champaign County Recorder; Thence Continuing North 01 °08' 16" West,

A Distance Of 66.00 Feet To The Point Of Beginning, Being Situated Within The Limits Of
The City Of Urbana, In Champaign, County, Illinois.

Item d.

PIN: 91-21-06-451-005

Tract 2: That part of the Southwest Quarter of the Southeast Quarter of Section 6, Township
19 North, Range 9 East of the Third Principal Meridian, more particularly described as
follows:

Beginning 55.00 feet East of the Northeast corner of Lot 48 of Carver Park Addition to the
City of Champaign, Illinois, as a point of beginning; thence Easterly parallel with the North
line of Lots 20, 19 and 18 of said subdivision, 165.00 feet; thence Southerly parallel to the East
line of the aforesaid Lot 48, 115.00 feet to the Northeast corner of Lot 18 of said subdivision;
thence Westerly along the North line of Lots 18, 19 and 20 of said subdivision, 165.00 feet to
the Northeast corner of Lot 21 of said subdivision; thence Northerly parallel to the East line
of Lot 48 of said subdivision, 115.00 feet to the point of beginning, Champaign County,
Illinois.

PIN: 91-21-06-451-004

Section 2.

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

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

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

AYES:

NAYS:

ABSTENTIONS:

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: Urbana Plan Commission

FROM: Kevin Garcia, Principal Planner

DATE: June 16, 2023

SUBJECT: **Plan Case Nos. 2476-PUD-23:** An application by Marty Smith, on behalf of Carle Foundation, for a residential Planned Unit Development located south of Federal Drive and north of Dorie Miller Drive and Carver Drive in the R-3 (Single and Two-Family Residential) and R-4 (Medium Density Multiple Family Residential) Zoning Districts.

Introduction

Marty Smith, on behalf of the Carle Foundation, has submitted an application for preliminary approval of a residential Planned Unit Development on the farmland south of Federal Drive in Urbana, and north of Dorie Miller Drive and Carver Drive in Champaign. The property is zoned R-4, Medium Density Multiple-Family Residential and R-3, Single- and Two-Family Residential.

The initial phase of development would include 30 small homes and a community center to provide permanent supportive housing for medically-fragile homeless people. The applicant requests a zoning waiver to build fewer parking spaces than the Zoning Ordinance requires, because they expect that most residents will not own their own car.

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

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

Background

Site Description

The site occupies the southern half of an 11.5-acre site that is north of Carver Drive and Dorie Miller Drive in Champaign, and is south of Federal Drive in Urbana. The site is currently (and historically) used as farmland. To the south is the Carver Park neighborhood, which is Champaign-Urbana's first subdivision financed and built by African Americans.¹ To the north is a light industrial area.

A summary of zoning and land uses for the site and surrounding properties is below. Exhibits A, B, and C further illustrate this information.

¹ <https://ccafrikanamericanheritage.org/trail-stop/carver-park/>

	Zoning	Existing Land Use	Future Land Use
Site	R-4, Medium-Density Multiple-Family Residential R-3, Single- and Two-Family Residential	Farming	Institutional
North	IN-1, Light Industrial / Office	Religious, Offices, Light Industrial	Light Industrial
South	SF1, Single-Family Residential (Champaign)	Apartments, Fraternity	N/A (outside City limits)
East	R-4, Medium-Density Multiple-Family Residential	Vacant	Multifamily Residential
West	SF1, Single-Family Residential (Champaign)	Religious	N/A (outside City limits)

Proposed Development

The proposed development is a tiny home community for medically-fragile homeless people. It will provide permanent supportive housing for a group of people who are especially under-served in our area and have very limited housing options. The initial phase of development will include 30 homes and a community center. It will include walking paths, recreational space, and gardening plots for residents' use. The development will be gated, with main access through the community center. There will also be emergency access points on the southwest and southeast, and paths for emergency vehicles to use within the site. Aside from emergency vehicles, there will be no other vehicles on site.

Discussion

The proposed development will help fill a much-needed gap in our community. It is a collaboration between the Carle Foundation, the University of Illinois, and Champaign County Health Care Consumers. The City of Urbana has also pledged \$850,000 to the project from American Rescue Plan Act (ARPA) funds.

Comprehensive Plan

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

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

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

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

PUD Ordinance Goals

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

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

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

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

This goal is not applicable to this proposal.

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

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

The proposed PUD is generally consistent with this goal.

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

The residents of Hope Village will not own cars. As such, removing the minimum parking requirement is warranted.

The proposed PUD is generally consistent with this goal.

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

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

The proposed PUD is generally consistent with this goal.

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

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

The proposed PUD is generally consistent with this goal.

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

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

The development will connect to Carver Drive, and while the site plan does not show sidewalks connecting from Carver Drive to the site, staff recommend they be included in the final PUD. In addition, if the southeast portion of the site is developed in the future, street and sidewalk connections should be made to Dorie Miller Drive.

The proposed PUD is generally consistent with this goal.

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

The architectural style and building form of the homes will be consistent. They will be placed throughout the site on walking paths, which should give the development a consistent, specific aesthetic.

The proposed PUD is generally consistent with this goal.

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

The preliminary plans include recreational facilities, trails, outdoor gathering spaces and other open space, and community gardening plots.

The proposed PUD is generally consistent with this goal.

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

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

This goal is not applicable to this proposal.

Applicability

Section XIII-3 of the Urbana Zoning Ordinance outlines requirements for a PUD. The purpose of a PUD is “to encourage development that goes beyond the minimum zoning and development standard in terms of design, public amenities, innovative ‘green’ construction and implementation of the Comprehensive Plan and other official development plans and policies. In exchange for public amenities, developers are granted flexibility in applying the typical zoning and development regulations.”

Planned Unit Developments can be residential, commercial, mixed-use, or industrial. The proposed development is a residential PUD. To be considered for a PUD, a proposed development must have a gross site area of at least a half-acre and meet one of the four criteria outlined in Section XIII-3.D of the Zoning Ordinance. The proposed development is on a lot that is over one acre and therefore meets the lot size requirement. The proposed PUD meets one of the four criteria listed below as defined by the Urbana Zoning Ordinance.

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

Parking Waiver

Planned Unit Developments offer developers flexibility in applying zoning and development regulations. The Zoning Ordinance requires two parking spaces for every house, so even a “tiny home” requires two parking spaces. In this case, the Zoning Ordinance would require 60 parking spaces for the 30 proposed homes, plus additional parking for the community center. Since residents will not have vehicles, the applicant requests a waiver to reduce the amount of parking provided.

Staff recommend a simple waiver to eliminate parking requirements altogether, which will allow the applicant to build the amount they feel they need.

Summary of Findings

1. Marty Smith, on behalf of the Carle Foundation, has submitted an application for preliminary approval of a residential Planned Unit Development on the farmland south of Federal Drive in Urbana, and north of Dorie Miller Drive and Carver Drive in Champaign. The property is zoned R-4, Medium Density Multiple-Family Residential and R-3, Single- and Two-Family Residential.
2. The proposed development qualifies for PUD approval per Section XIII-3 of the Urbana Zoning Ordinance because it exceeds one-half acre and meets one of the four criteria outlined in Section XIII-3.D (Unique Development).
3. The proposed development is generally consistent with several of the goals of a PUD as listed in Section XIII-3.C of the Urbana Zoning Ordinance.
4. The application is generally consistent with many of the goals, objectives, and future land use map in the 2005 Comprehensive Plan.
5. The proposal includes a waiver to reduce the amount of parking required. Staff recommend eliminating the parking requirement altogether.
6. The proposed preliminary development plan incorporates a number of recommended design features, including general site design, architectural design, pedestrian connectivity, vehicular connectivity, maximum parking, parking area landscaping, landscaping and screening, and open space design.

Options

The Plan Commission has the following options for recommendations to the City Council regarding Plan Case 2476-PUD-23:

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

Recommendation

Based on the evidence presented in the discussion above, and without the benefit of considering additional evidence that may be presented at the public hearing, staff recommends the Plan Commission forward Plan Case Nos. 2476-PUD-23 to the City Council with a recommendation for APPROVAL with the following conditions:

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

Attachments: Exhibit A: Location and Existing Land Use Map
 Exhibit B: Existing Zoning Map
 Exhibit C: Future Land Use Map
 Exhibit D: Preliminary PUD Application
 Exhibit E: Site Plan

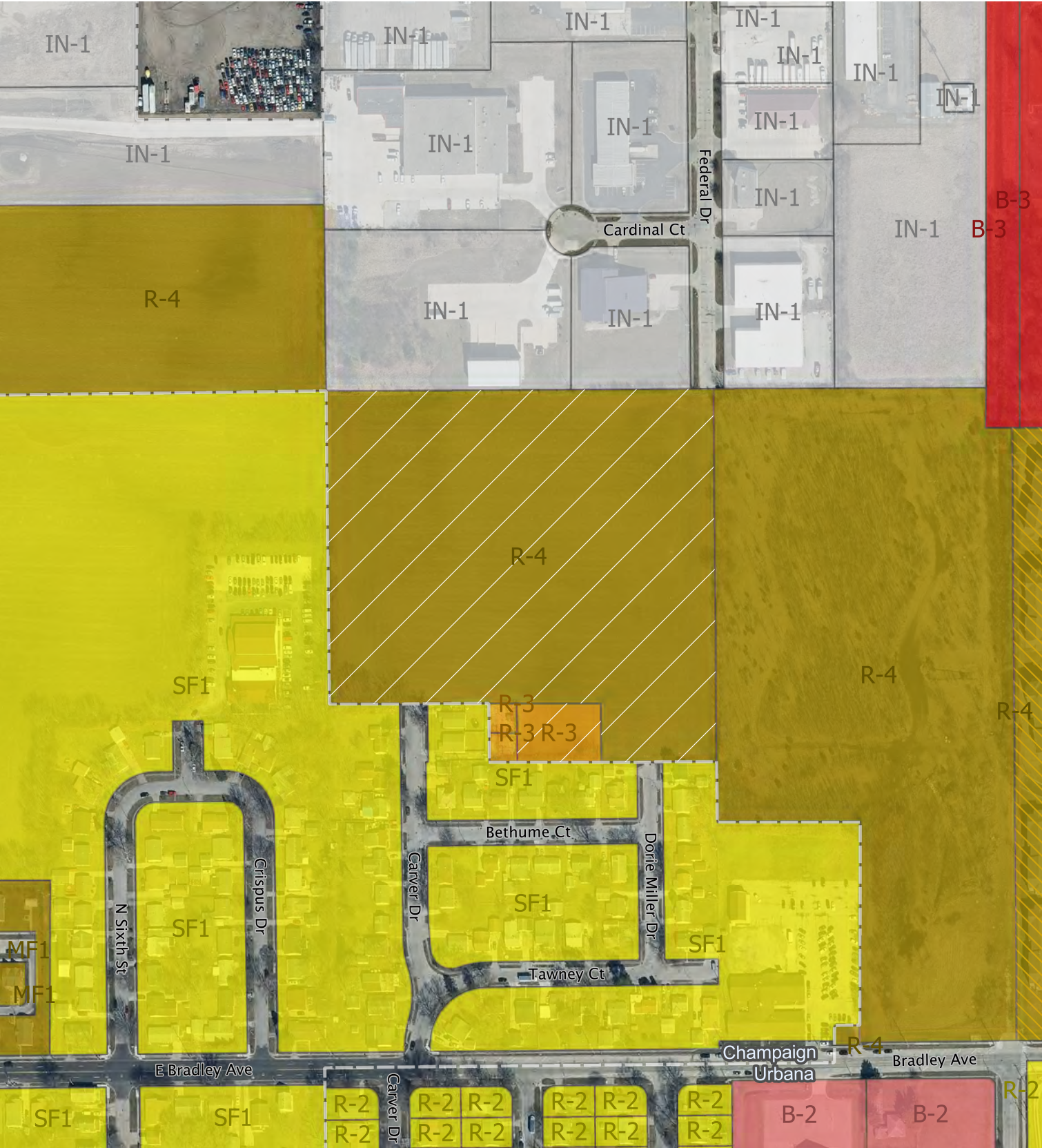
cc: Marty Smith, Nick Crompton

Exhibit A - Location & Land Use



Case: 2476-PUD-23
Subject: Hope Village Planned Unit Development
Location: North of Carver Drive and Dorie Miller Drive
Applicant: Carle Hospital Foundation

 Subject Property



Case: 2476-PUD-23
Subject: Hope Village Planned Unit Development
Location: North of Carver Drive and Dorie Miller Drive
Applicant: Carle Hospital Foundation

 Subject Property



Case: 2476-PUD-23
Subject: Hope Village Planned Unit Development
Location: North of Carver Drive and Dorie Miller Drive
Applicant: Carle Hospital Foundation

 Subject Property



Application for a Planned Unit Development - Preliminary

PLAN COMMISSION

The application fee must accompany the application when submitted for processing. Please refer to the City's website at <http://www.urbanailinois.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 Petition Filed _____ Plan Case No. _____
 Fee Paid - Check No. _____ Amount _____ Date _____

PLEASE PRINT OR TYPE THE FOLLOWING INFORMATION

1. APPLICANT CONTACT INFORMATION

Name of Applicant(s): **The Carle Foundation** Phone: **217-902-6388**
 Address (street/city/state/zip code): **611 W. Park St., Urbana, IL 61801**
 Email Address: **Marty.Smith@carle.com**
 Property interest of Applicant(s) (Owner, Contract Buyer, etc.): **Owner**

2. OWNER INFORMATION

Name of Owner(s): **The Carle Foundation** Phone: **217-902-6388**
 Address (street/city/state/zip code): **611 W. Park St., Urbana, IL 61801**
 Email Address: **Marty.Smith@carle.com**

Is this property owned by a Land Trust? ☐ Yes ☒ No

If yes, please attach a list of all individuals holding an interest in said Trust.

NOTE: Applications must be submitted and signed by the owners of more than 50% of the property's ownership.

3. PROPERTY INFORMATION

Name of Planned Unit Development: **Hope Village**
 Address/Location of Subject Site: **1799 Federal Dr., Urbana, IL 61801**
 PIN # of Location: **91-21-06-451-004; 91-21-06-451-005**
 Lot Size: **11.775 acres**
 Current Zoning Designation: **R-3, R-4**

Current Land Use (*vacant, residence, grocery, factory, etc.*): **Vacant**

Proposed Land Use: **Unique Development**

Present Comprehensive Plan Designation: **Institutional**

How does this request conform to the Comprehensive Plan? **See Pg. 4 below**

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

Attached hereto as Exhibit A

4. CONSULTANT INFORMATION

Name of Architect(s): Architectural Expressions, LLP (See Exhibit B for additional architects) **Phone:** 217-378-5300

Address (street/city/state/zip code): 116 N. Chestnut St., Suite 300, Champaign, IL 61820

Email Address:

Name of Engineers(s): Chad M. Osterbur

Phone: 217-352-7688

Address (street/city/state/zip code): 1610 Broadmoor Dr., Champaign, IL 61821

Email Address: costerbur@fehrgraham.com

Name of Surveyor(s): Chad M. Osterbur

Phone: 217-352-7688

Address (street/city/state/zip code): 1610 Broadmoor Dr., Champaign, IL 61821

Email Address: costerbur@fehrgraham.com

Name of Professional Site Planner(s):

Phone:

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

Email Address:

Name of Attorney(s): Lott H. Thomas

Phone: 217-351-1500

Address (street/city/state/zip code): 30 E. Main St., Suite 500, Champaign, IL 61820

Email Address: lht@thomasmamer.com

5. PLANNED UNIT DEVELOPMENT REQUIREMENTS

Has the applicant arranged for a preliminary conference as specified in Section XIII-3.F of the Zoning Ordinance?



Yes



No

Date of Preliminary Conference: May 22, 2023

Type of PUD proposed: (*See Section XIII-3.A for descriptions of the following.*)



Residential



Commercial



Mixed Use



Industrial

In order to qualify as a PUD, the development plan must include a gross site area of **at least one-half acre** and meet **at least one** of the following:

- a) *Mixed-Use.* Either in the same building or with a “campus” approach, provide for a mixture of single-family, two-family, multi-family, commercial, office, and/or recreational uses.
- b) *Conservation.* Protect natural, cultural and/or historical resources and harmoniously utilize such features as part of the development. This may include environmentally sensitive or “green” building and site design.
- c) *Infill.* Redevelop properties within the urban area that are vacant or underutilized due to obstacles such as lot layout, utility configuration, and road access.
- d) *Unique Development.* Development that significantly responds to the goals and objectives of the Comprehensive Plan and other relevant plans and policies and/or addresses unique features of the site.

Briefly describe the proposed PUD and how it meets the above criteria. (Attach additional sheets if necessary)

Hope Village will be a Unique Development.

Hope Village conforms with the following Objectives of the Comprehensive Plan:

- 2.4 Promote development that residents and visitors recognize as being of high quality and aesthetically pleasing;
- 3.1 Encourage an urban design for new development that will complement and enhance its surroundings;
- 3.2 Promote new developments that are unique and capture a "sense of place";
- 4.1 Encourage a variety of land uses to meet the needs of a diverse community;
- 4.2 Promote the design of new neighborhoods that are convenient to transit and reduce the need to travel long distances to fulfill basic needs;
- 4.3 Encourage development patterns that offer the efficiencies of density and a mix of uses;
- 11.1 Encourage the inclusion of open spaces and recreational facilities in new residential and mixed-use developments;
- 15.1 Plan for new growth and development to be contiguous to existing development where possible in order to avoid "leapfrog" development;
- 16.1 Encourage a mix of land use types to achieve a balanced growing community;
- 16.3 Encourage development in locations that can be served with existing or easily extended infrastructure and city services;
- 19.1 Ensure that new residential development has sufficient recreation and open space, public utilities, public services, and access to commercial and employment centers;
- 19.2 Encourage residential developments that offer a variety of housing types, prices, and designs;
- 28.5 Encourage University efforts to promote public-private partnerships that can benefit multiple parties; and
- 29.2 Strengthen Urbana's standing as a regional health-care center by supporting appropriately sited development opportunities and encouraging supportive services and amenities to benefit the sector;
- 39.1 Make social services available to residents in need;
- 39.2 Implement strategies to address social issues related to housing, disabilities, poverty and community development infrastructure;
- 39.3 Implement strategies to address chronic homelessness and to provide permanent shelter;
- 40.3 Work to distribute affordable housing opportunities throughout the community to avoid the effects of concentrated poverty.

Hope Village will be a small homes community that will offer a comprehensive approach to serving a segment of the homeless population that has been under-served and left with few options in our community. It will also provide permanent supportive housing, healthcare, and intense wrap around services to village residents.

The gated community will consist of 30 small homes, a community center, and amenities to engage and assist the residents. The community center will provide office space for social services and counseling, community gathering, life skills teaching, and recreational opportunities. The village will include outdoor walking trails, gathering space(s), community gardening, and other various amenities to provide a complete living experience.

Additionally, Hope Village will complement and enhance its surroundings in the neighborhood. The village will be fully staffed and monitored for security and resident assistance. Additionally, services to the village such as Carle Mobile Clinic and the Carle Health fresh produce grocer bus will also be available to the surrounding neighborhoods of the village.

Provide a narrative explaining how the proposed PUD is consistent with the following general goals of a PUD. In doing so, please identify which goals are applicable to the PUD and why.

- a) To encourage high quality non-traditional, mixed use, and/or conservation development in areas identified in the Comprehensive Plan;
- b) To promote infill development in a manner consistent with the surrounding area;
- c) To promote flexibility in subdivision and development design where necessary;
- d) To provide public amenities not typically promoted by the Zoning Ordinance;
- e) To promote development that is significantly responsive to the goals, objectives, and future land uses of the Urbana Comprehensive Plan;
- f) To provide a higher level of street and pedestrian connectivity within the development and the surrounding neighborhood in accordance with the Urbana Comprehensive Plan.
- g) To coordinate architectural styles, building forms, and building relationships within the development and the surrounding neighborhood;
- h) To encourage the inclusion of a variety of public and private open space, recreational facilities, greenways and trails not typically promoted by the Zoning Ordinance;
- i) To conserve, to the greatest extent possible, unique natural and cultural features, environmentally sensitive areas, or historic resources, and to utilize such features in a harmonious fashion.

(Attach additional sheets if necessary)

The Hope Village project is primarily funded and sponsored by The Carle Foundation and the University of Illinois at Urbana-Champaign. It will be a high quality, non-traditional small homes community, that by fact of being the first of its kind in Urbana, will promote flexibility in subdivision and development design.

Each of the 30 small homes will consist of a living space, kitchen, bedroom, and full bath. The village will provide public amenities not typically promoted by the Zoning Ordinance. Within the village residents will have access to the community center which will provide office space, social services and counseling, life skills teaching, and space and opportunities for community gathering and recreation.

It will include a variety of public and private open space, recreational facilities, greenways, and trails. Residents will have access to outdoor walking trails, gathering spaces, and community gardening plots.

Section XIII-3 of the Urbana Zoning Ordinance allows for the following standards to be varied from, if justified by the circumstances particular to the site or the project and approved by the City Council: lot width, building height, floor area ratio, setbacks, off-street parking and loading, landscaping and screening, and fences.

Briefly describe any/all waivers that are anticipated as part of the development plan including justification for the waivers. Please note for each waiver whether approval is requested now, at the preliminary development plan approval stage, or will be requested at the final development plan approval stage. (Attach additional sheets if necessary)

- A. **Off-street parking count to be reduced. Residents will not have vehicles. Approval requested now.**
- B.
- C.
- D.

Does the proposed development plan involve a zoning map amendment? ☐ Yes ☒ No
If yes, please describe:

Does the proposed development plan involve a subdivision plat? ☒ Yes ☐ No

Table XIII-2 of the Urbana Zoning Ordinance outlines recommended design features for PUD's. Please identify which design features are anticipated to be incorporated into the proposed PUD.
 (SEE ATTACHED)

All aspects of General Site Design (building layout, transition area, lighting, and street lights) will be used in Hope Village.

Pedestrian connectivity design features will be crosswalks, connectivity, internal connectivity, and bicycle parking.

Vehicular connectivity design features will be access, internal connectivity, and external connectivity.

Parking Area(s) design features will be maximum parking and parking area landscaping. Parking will be available in front of the Community Building, which is the public entrance to the building facing south. Resident entry to the Community Building will be via the north facing entrance.

Landscaping and screening design features will include a landscape identity, street trees, and screening.

The open space design features will be an open space provision, drainage areas, passive recreation, active recreation, and connected open space.

Architectural design features will be architectural consistency, architectural identity, articulated design, openings, exterior surfaces, fences, building-street relationship, energy efficient construction, materials, and accessibility/visibility.

5. PRELIMINARY DEVELOPMENT PLAN SUBMITTAL REQUIREMENTS:

A preliminary development plan must be submitted with this application and should be conceptual but must minimally include the following materials: *(Blanks are provided to help in determining whether submission is complete)*

- ☐ A general location map of suitable scale which shows the location of the property within the community and adjacent parcels.
- ☐ A site inventory and analysis to identify site assets and constraints, such as floodplains, wetlands, soils, wooded areas, existing infrastructure and easements, existing buildings, and public lands.
- ☐ A conceptual site plan with the following information:
 - ☐ Any adjacent and/or contiguous parcels of land owned or controlled by the petitioner(s).
 - ☐ Proposed land uses, building locations, and any conservation areas.
 - ☐ Existing and proposed streets, sidewalks, and multi-use paths.
 - ☐ Buffers between different land uses.
- ☐ Any other information deemed necessary by Secretary of the Plan Commission.

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.

DocuSigned by:

Nicholas Crompton6/13/2023

0C1C38C9F8D7498...

Applicant's Signature

Date

VP of Facilities and Constr.

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

(PAGE 6 RESPONSES RE: TABLE XIII-2)

All aspects of General Site Design (building layout, transition area, lighting, and street lights) will be used in Hope Village.

Pedestrian connectivity design features will be crosswalks, connectivity, internal connectivity, and bicycle parking.

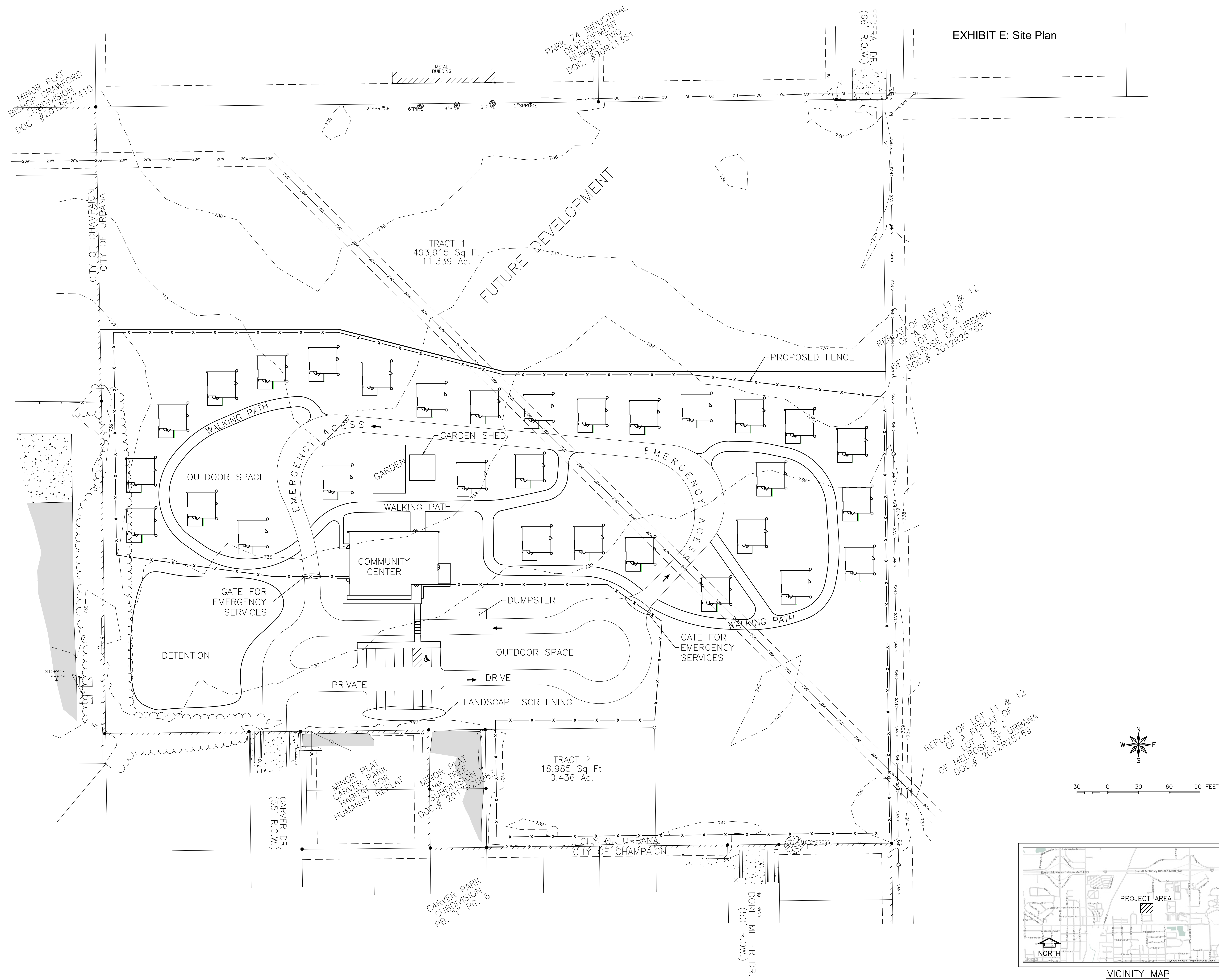
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REVISIONS		
REV. NO.	DESCRIPTION	DATE

MINUTES OF A REGULAR MEETING**URBANA PLAN COMMISSION****DRAFT****DATE:** June 22, 2023**TIME:** 7:00 P.M.**PLACE:** Council Chambers, City Building, 400 South Vine Street, Urbana, Illinois

MEMBERS ATTENDING: Dustin Allred, Lew Hopkins, Debarah McFarland, Chenxi Yu**MEMBERS EXCUSED:** Will Andresen, Andrew Fell, Karen Simms**STAFF PRESENT:** Kevin Garcia, Principal Planner; Nick Olsen, Planner I; Marcus Ricci, Planner II; Kimberly Smith, Director of Community Development Services**PUBLIC PRESENT:** *fill in*

1. CALL TO ORDER and ROLL CALL

Chair Allred called the meeting to order at 7:01 p.m. Roll call was taken, and there was a quorum of the members present.

2. CHANGES TO THE AGENDA

There were none.

3. APPROVAL OF MINUTES of PREVIOUS MEETING

The minutes of the May 18, 2023, regular meeting w presented for approval. Ms. Yu moved that the Plan Commission approve the minutes as written. Mr. Hopkins seconded the motion. The minutes were approved by unanimous voice vote.

4. CONTINUED PUBLIC HEARINGS

There were none.

5. UNFINISHED BUSINESS

There was none.

6. NEW PUBLIC HEARINGS

Plan Case No. 2476-PUD-23 – An application by Marty Smith, on behalf of Carle Foundation, for a residential Planned Unit Development located south of Federal Drive and north of Dorie Miller Drive and Carver Drive in the R-3 (Single and Two-Family Residential) and R-4 (Medium Density Multiple Family Residential) Zoning Districts.

Chair Allred opened Plan Case No. 2476-PUD-23. Kevin Garcia, Principal Planner and Zoning Administrator, gave a presentation going over the details of the request to build a residential Planned Unit Development. This request is for preliminary approval of a PUD. The initial phase would include 30 homes for medically fragile persons. It would have a waiver for minimum parking required. They would have to return for a final approval of the PUD. It is in the far north end of Urbana, on the border of the Cities of Urbana and Champaign. The development would occupy the southern half of the parcel. It has always been used for farming. Three are churches to the southeast and industrial to the north, and some vacant land to the north.

It is a mix of zoning districts, primarily R-4, with a small piece of R-3 zoned land. The site plan shows an initial phase of 30 tiny homes and a community center in the center of the development. The plan includes walking trails and a garden. There would be emergency access points to the southwest and southeast; there would be no non-emergency vehicular traffic, other than for maintenance.

The Comprehensive Plan identifies this area's future use as Institutional, and the proposed PUD meets that designation. It aligns with twenty goals of the Comprehensive Plan. It also meets seven of the nine goals of a Planned Unit Development as stated in the Zoning Ordinance.

The purpose of PUDs is to promote development that goes beyond the typical development. It must be on a minimum of one-half acre. This proposal qualifies as a "Unique Development." It includes a waiver for required parking from two parking spaces per dwelling units and additional for the community center. Staff recommend eliminating the minimum parking requirement, allowing them to build sufficient parking for their proposal based on their calculations.

The developer held a neighborhood meeting. It was well-attended, including around 25 members of the public, eight members of the project team, and two City staff.

Staff recommend approval with two conditions: that the final development plans be in general conformance with the attached Site Plan, and that the final development plans include sidewalks that connect the development to Carver Drive.

Mr. Allred asked if members of the commission had any questions for Mr. Garcia.

Mr. Hopkins clarified that this was an application for a preliminary approval for a PUD. This would then go to Council; they would come back with a final approval for the PUD which would then go to Council for approval. This would all have to be accomplished prior to issuance of a building permit. Mr. Garcia stated that the commission could recommend changes to the site plan at this time. Mr. Allred asked that, if the only waiver was for parking requirements, would they be able to do this by right if there no minimum parking requirements. Mr. Garcia said that it also dealt with the allowance is for only one principal structure per parcel. Mr. Allred asked what other development regulations were involved. Mr. Garcia said that the preliminary site plan does not stated with design standards are being met; that is part of the requirements for the final site plan. Mr. Allred asked how the residential PUD meets the "Institutional" designation of the Comprehensive Plan. Mr. Garcia

said that the community center would provide supportive services. “Institutional” includes charitable uses, and that is how this PUD would meet that.

Mr. Allred mentioned that during the neighborhood meeting, someone mentioned transit services, and he wondered where the closest transit stop is. Mr. Garcia stated that there is a stop at Carver and Bradley, and the developer is in discussion with MTD regarding potential additional stops. The developer may also be considering private shuttle services.

Chair Allred reviewed the procedures for a public hearing. He then opened the hearing for public input. There was none, so he closed the public input portion of the hearing and opened it for Plan Commission discussion and/or motion(s).

Marty Smith, the applicant, stated that the development focuses on the chronically homeless. There is a lack of services provided in the community and this seeks to fill that. There will be intense wrap-around services, a teaching kitchen, laundry facilities. It is not just housing, it is also healthcare, to get to the root needs of the residents. Mr. Hopkins asked who owns the land. Mr. Smith said that Carle owns it now, and the six-acre tract for Hope Village would be transferred to Hope Village; the balance would be held by Carle. Mr. Hopkins stated then the remainder would be held by Carle. Mr. Hopkins asked about the future connectivity of the remainder of the parcel, and wants to know how Phase 2 or the design of the remainder of the parcel; the remainder does have access to Federal Drive. Mr. Hopkins asked how the 30 residents would be selected from the 137 persons without homes that have been identified. Claudia Lenhoff, Consumers..., said that their organization does a Point-in-Time count twice a year. They have many resources, and they have identified a subset of clients that cannot be serviced by the other resources: two criteria are a history of chronic homelessness, and they are medically fragile. They may be older individuals. They identified thirty clients in an earlier count, they identified 17 in a more recent count. This set of 30 homes should be a good start, as other organizations have also started bringing other resources to the community. One client they have identified is an individual in their upper 50's, has stage 4 cancer, and has been given three to four months prognosis.

Mr. Allred asked Mr. Smith regarding comments and concerns that came up at the neighborhood meeting regarding integration in the neighborhood, and safety – what would it look like? Mr. Smith said that the fence would be likely be a decorative metal fence. There would also be security cameras; most of these measures are designed for protection of the residents rather than the neighborhood. Mr. Allred said that there were renderings in the newspaper; Mr. Smith said that renderings were available at the neighborhood meeting. Mr. Garcia said those were not part of the application and were not relevant at this point in the preliminary PUD approval process.

In favor:

Judith Kramer, a resident of Urbana spoke in favor of the request. She had attended at the university's Compact Governing meeting, and participated in the health and wellness table. She said that so many of the things they discussed there seemed to be included in the proposed medically-fragile tiny home community. She is a member of the board of the Champaign County Consumers. There volunteers went door-to-door and handed out fliers about the proposed development. She said that “this is real planning.”

Lisa Dixon, a lifelong resident of Champaign and Urbana, went to the neighborhood meeting and is in favor of the proposed development. She believes that doing something for the least of us is doing something for the most of us, and hopes that Hope Village is a concrete example of something we

can do for the least of us. She is also a member of the Champaign County Consumers Union. As she listened to the planning around the development at the neighborhood meeting, she knew that the developers could not answer everything, but that it was well thought out, and is trying to integrate residents rather than keeping them separate. She hopes Urbana will be a leader in this sort of development that takes care of the least of us, and hopes that she will be able to contribute time and energy to residents of the village.

Has questions:

Darlene Bailey, is not 100% opposed to the proposed, but that she has many unanswered questions. She understands these people (the proposed residents), she rides transit with them, she sees them. There are other issues that need addressed, and she needs to know where its going. Will it be only for medically fragile people? Will others be allowed in later phases? 194 persons were mentioned in a later count: what will happen with the other 160 people? She is not 100% opposed, but there are unanswered questions that needs answered before she feels comfortable with the project. Mr. Hopkins asked her if she lives in the neighborhood. She said she lives near Beardsley and Carver on the south side of Beardsley, where there are a lot of accidents.

In opposition:

[name] lives in Carver Park. There are school buses and Amazon trucks, and garbage trucks, and there is a lot of traffic. There are kids, people walking pets, and just walking. She feels that the traffic has been well thought out. This is the oldest African-American neighborhood, and seems to be always the first one chosen for these sorts of proposals, and she wonders why that is. If everything is clear-cut, then she would feel better about it, but it is not. She said that at the neighborhood meeting mentioned that 18 sites had been considered, and she wonders why this one was chosen. Please consider the residents, not just the money and what commissioners want.

Eldress Melinda Carr lives in the Dr. Ellis Subdivision and had several concerns. She wants the homeless to have housing, it is the location that she is concerned with. Earlier budget discussions at City Council had not mentioned the location. They are already dealing with other difficult issues and a history of “warehousing.” Councilperson Shirese Hursey had wondered where Carle has been for the last 30 years when they could have been helping the neighborhood with community services. Although there may be medically-fragile persons, there may also be people with criminal backgrounds. The facility does not feel like a residential facility. Of course they want people to have housing, it is the location that she is concerned with. They want the people of neighborhood to be respected. They also don’t know who the eventual owner (operator) will be, and how it will impact neighborhood residents.

Recap by applicant:

Ms. Lenhoff said they would be working with the Continuum of service providers that includes organizations that provide services to the homeless, including street outreach. They will also be working with hospitals to get referrals for future discharges that do not have housing.

Regarding traffic, she believes that the development would not be adding much traffic to the neighborhood: the chronically homeless do not typically have cars. Employees will not park on Carver Drive. They looked at 18 different properties in Urbana. Some were not for sale, some were not the appropriate size, some did not have an interest in selling. They will have a continual commitment from the three founders – Carle, UIUC, and the Champaign County Health Care Consumers. They will work with the community to identify and address issues. Their planning has

been intentional, and they will do their best not just for the residents, but also for the neighborhood and the community.

Mr. Allred said there was a question about whether the eligibility could change in the future. Would the “medically-fragile resident” be a condition of the PUD application. Mr. Garcia said that that requirement had not been considered. Ms. Lenhoff does not anticipate that there would ever be a shortage of medically-fragile persons. Within that population of homeless, there is an increasing percentage of them that are seniors. She does not think that the goal here will change, and the homes and programming are being designed for this community.

Mr. Hopkins asked if any other sites were made public during the site selection process. Mr. Smith said two sites of the 18 candidates were made offers, and the other was not a viable option. No demolition would be required, it had utilities, it has the required zoning, it has compatible surrounding uses, there is public transit, and it would be a benefit to the surrounding neighborhood.

Chad Osterbur Fehr Graham, Bryan Kessler Architectural Expressions, from the design team approached. Mr. Hopkins reiterated that this is the preliminary PUD, and then additional detail will be needed for the final PUD. He said that the design team is not responsible for the remainder parcel in their initial design phase. Mr. O said they are only designing Hope Village, but that they are not designing themselves into a corner. Mr. Hopkins said that Phase 2 may include a connection to Dorie Drive. Mr. Hopkins said there is a “tract 2” in the southeast corner that might connect to Dorie Drive for which no planning is currently being done, in addition to the remainder to the north. Mr. O. said they would be responsible for the undeveloped parcel to the south, and that those two parcels would be one parcel owned by Carle. There are no plans for the remainder parcel to the north. Mr. Hopkins asked why the north boundary was drawn the way it was. Mr. K asked how they would like to see it drawn – straight? Mr. Hopkins said there is infrastructure drawn. Mr. O said that all of the infrastructure inside is private. Mr. O said that he believes the new north boundary is straight. Mr. Hopkins asked why the connection from the parking lot to Dorie Drive is not made now. He said there are two issues: “why us?”, and “why done in this particular way?” which focuses all of the traffic on one small neighborhood. Construction should come from Federal Drive, not from Carver. Servicing and operations could come from Federal rather from Carver, including deliveries, caseworkers, the mobile food bus. There are other ways to mitigate the “why us?” concerns. Mr. K said they want to be conscious to the residents as well, and there is nothing in the preliminary plan that requires construction traffic to come from Carver.

Mr. Allred said he feels they are at a disadvantage, as they don’t have the materials that were made available to the public. Mr. K said they have tried to set the development back from the residents to the south. He anticipates there would be nice landscaping between the community center and the adjacent neighborhood. Design-wise, they plan for the tiny homes to have asphalt shingles and composite siding, so they are trying to deliver a quality product with a “modern edge.” The community center is currently being planned to be made available for the community at large. Mr. Allred mentioned that detention ponds can be good or bad depending on how they are maintained; is this location due to the natural topography? Mr. K said that it was located there to take advantage of natural winds to be cooled as it passes over the pond, and help to cool the homes – which would also be air-conditioned. Mr. Hopkins pointed out that the detention pond is at the high point of the parcel, and since it is outside of the fence, it might need to be fenced due to the proximity to the adjacent neighborhood. So the detention pond’s location should be considered an open question. Mr. O said they would be required to meet all stormwater requirements. Mr. Hopkins said that going

against the natural drainage patterns would mean that it would not be doing any “green” stormwater management practices.

Mr. Garcia clarified the requirements for a preliminary PUD approval (see Zoning Ordinance), including a conceptual site plan (list required items). He then listed the additional items required for the final PUD approval, including other required plans. The submitted application included all of the items and details required for a preliminary PUD approval.

Mr. Allred closed the public portion of the hearing.

Mr. Allred mentioned that the second condition did not seem necessary as it was a level of detail not required for the preliminary PUD approval. Mr. Garcia agreed.

Mr. Hopkins opined that this is something that should be done, and that this proposal is doing it someone else’s back yard, and that they could be doing a better job at doing it to mitigate the impacts that it may have in others’ backyards. It would go to Committee of the Whole on July 17. Mr. Hopkins said that a building permit application would be two or three months away. Mr. Garcia clarified that the community center and a model home could be built by right. Mr. Hopkins asked if he thought that was a good idea; Mr. Garcia said that that was not his decision to make. Ms. Yu asked if it would be a mobile home; Mr. Garcia said model home, not mobile home. Mr. Hopkins asked if they could build the community center by right without the PUD approval. Mr. Garcia said they could.

Recommend approval of a preliminary application. Conditions on that:

- That no construction on the applied-for site can occur before final approval of the final PUD application.
- Approve the parking waiver.
- The final PUD application is not constrained by the preliminary site plan.
- the final site plan will take major steps to mitigate the impacts on the neighborhood to the south.

Mr. Garcia offered that, if PC offered some specific changes, the developer could make changes and bring it back to PC on July 5. Mr. Hopkins said he would not be here, and he thinks that the things he is thinking about could be changed that quickly. Mr. Allred said that the mitigations should not come from PC, it should come from the neighbors. He mentioned that a second neighborhood meeting had been mentioned at the first meeting, and attempts should be made to address the neighborhood’s concerns.

Mr. Allred mentioned that the parking waiver does not need to be a condition.

Mr. Hopkins moved to recommend that the Plan Commission forward the case to City Council with a recommendation of approval, with these conditions:

- That no construction on the applied-for site can occur before final approval of the final PUD application.
- The final PUD application is not constrained by the preliminary site plan.
- the final site plan will take major steps to mitigate the impacts on the neighborhood to the south.
- An additional meeting with the public will be conducted.

Ms. McFarland seconded.

Roll call on the motion was as follows:

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

The case will go to Council on July 17.

7. NEW BUSINESS

There was none.

8. PUBLIC INPUT

There was none.

9. STAFF REPORT

There was none.

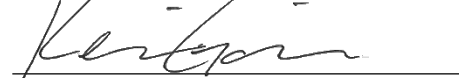
10. STUDY SESSION

There was none.

11. ADJOURNMENT OF MEETING

The meeting was adjourned at 8:49 p.m.

Respectfully submitted,



Kevin Garcia, Secretary
Urbana Plan Commission

Meeting Summary

The meeting was attended by 35 people (25 members of the public, eight members of the project team, and two City staff).

Pastor Ricky Parks started the meeting at 6:11 p.m. He spoke in support of the project and mentioned the need in the community for the kind of service that Hope Village would provide.

Project Overview

Claudia Lennhoff, from Champaign County Healthcare Consumers (CCHCC), then gave an overview of the need for stable housing for homeless and medically-frail individuals who are not being sufficiently served by existing local resources. She said tiny homes in a village setting with on-site case management and other wraparound services could help to meet this need. She mentioned that homelessness itself often leads to medical issues and shorter lifespans, and that this project could help to prevent some of those issues. She said that specific on-site services would include intensive case management related to disability services, health insurance, prescriptions, behavioral health, and legal aid. She explained that this would be permanent supportive housing, which would be available for individuals for as long as they wish and are in compliance with village policies. They would have staffing and security on-site. There would be gates, cameras, and curfews in the interest of security.

Marty Smith, from Carle Health, spoke. He reiterated that the project would be serving a need that is not currently being met by existing services, and emphasized that the project would be innovative by coupling permanent supportive housing with on-site healthcare. He stated that Hope Village would be a standalone non-profit organization governed by representatives from Carle, CCHCC, and the University of Illinois at Urbana-Champaign (UIUC). He presented a site plan, featuring 30 homes and a community center with a kitchen, laundry, activities, and some medical services. He said each home would have its own bathroom and one bedroom. There would be trails and community spaces within the village. He stated that a mobile health clinic and mobile fresh produce bus would visit the site and be available to the surrounding neighborhood.

Mr. Smith stated that they looked at a lot of properties, and that the parcel size, zoning, and location made it an ideal location. He said that they are hoping to have the first phase of the project completed by December 31st of this year, which would consist of a community center and one model home. He then stated the various sources of funding the project has received, and clarified that the project would begin at what is currently the dead end of Carver Drive.

Ms. Lennhoff stated that, in response to questions they'd heard while walking around the neighborhood dropping off fliers, nothing would be torn down to build the village; the site is currently vacant. She stated that case managers on-site would have 5-6 clients. She said that this ratio would allow residents to receive the attention they need. She stated that there will be a residents council, though the village would ultimately be governed by the non-profit organization. She stated that they would partner with a variety of other local organizations for additional services and amenities.

Mr. Smith and Ms. Lennhoff then opened the floor for questions from the meeting attendees.

The Q&A session lasted until 8:15 p.m. City staff had to leave the meeting around 7:20 to attend a Committee of the Whole meeting in Urbana, so the summary below is incomplete.

Q&A Session

A community member asked how the surrounding community would interact with Hope Village residents in on a daily basis. Marty Smith mentioned a project in Wilmington, NC where neighbors became volunteers helping with gardening, and that community dinners and other events would be a possibility depending on community interest. Ms. Lennhoff stated that residents would likely see residents at the bus stop, and reiterated that volunteers for services would be welcome. She said there may be employment opportunities.

She emphasized how important the quality of the development is to them, and they also want it to be a model for aging-in-place.

A community member asked who would see it given that it be at the end of dead end. Ms. Lennhoff said people would see it when visiting the community center or at grocery or health mobile clinics.

A community member asked how close the Village would be to Carver Drive. Mr. Smith pointed out that there would be a buffer of about 120 feet between the existing neighborhood and the community center. He mentioned there is some space to the southeast that could be additionally developed in the future.

A community member asked if flooding would be an issue. Chad Osterbur, the project engineer, gave an overview of the stormwater management plan, and stated that flooding would not be an issue.

A community member asked about transportation and food access. Ms. Lennhoff stated that many things would be brought on-site, and that they are considering the possibility of a shuttle as well. She reiterated that a mobile produce bus visiting the site would be open to the community as well.

A community member asked if there would be cost to residents of the village. Ms. Lennhoff stated that if people have a source of income, they would pay an “affordable” portion (typically less than 30% of monthly income). She stated that they would help people access resources such as disability if they are eligible and not currently receiving it. She stated that no one will be turned away for lack of income. The Housing Authority may also be providing some vouchers.

The community member asked if members of the public would be able to use the community center. Marty Smith stated that the center would primarily be residents, but some events would be open to the broader community. The community member then asked if the homes would have a kitchen. Mr. Smith said yes, and invited the community member to view an available floorplan. Ms. Lennhoff emphasized the importance of units being self-contained.

A community member asked about security measures. Ms. Lennhoff stated there would be cameras and security guards for safety of both residents and the surrounding area.

A community member asked if security would be armed. Ms. Lennhoff stated that guns would not be allowed, and that residents would not have arms. She also stated that drugs and alcohol would not be allowed on the site.

A community member asked about language in an FAQ page about management of access via gates and the community center. Ms. Lennhoff said any visitors would check-in and be logged at the community center, but only at certain times of the day, and by appointment.

A community member asked if the number of homes would be 30 for certain, or if that could increase. Mr. Smith stated that there is room on the property to the southeast if the need arises for potential expansion, but nothing is currently planned.

A community member asked about congestion on Carver and safety of children playing outside. Ms. Lennhoff stated that any vehicle traffic would be staff members. Residents themselves would not likely generate traffic themselves. Ms. Lennhoff stated that they could provide traffic safety education to residents. The community member also asked about snow management. Mr. Smith stated they would work with the city to coordinate those issues. Mr. Smith stated that there would be no parking for Hope Village on Carver Drive, but internal to the development.

A community member asked how large the non-profit board would be. Ms. Lennhoff stated that Illinois law prefers a range, but doesn't know for sure of the top her head. She stated that they will be looking for people familiar with this kind of service as well as the community's needs, and doing outreach for board members down the road. Mr. Smith stated that NPO was only recently incorporated. Ms. Lennhoff stated that a community advisory committee might make sense to work with the board. She stated that they will use contact info from the evening's sign-in sheets to keep the community updated on the project.

A community member asked what time the curfew would be. Ms. Lennhoff stated that they are still working out those details.

A community member asked if there is a count of homeless individuals in the area. Ms. Lennhoff referred to the local point-in-time count, which most recently counted 137 homeless individuals.

The community member asked why tiny homes instead of apartments. Ms. Lennhoff stated that shared walls for medically fragile individuals can sometimes cause problems. Tiny homes can hopefully reduce conflict and increase a sense of security. She stated that accessibility and access to the outdoors will be more manageable with Tiny Homes as well.

Josh from CCHCC emphasized that Tiny Homes can also create a sense of ownership that may not be felt from an apartment as well.

A community member asked about the impact of the project on surrounding properties. Mr. Smith stated that nothing is certain, but that he feels that the improvements to the area would have a positive effect.

A community member stated that he feels like they are coming to residents "after the fact", when they already know what they are going to be doing. Mr. Smith emphasized that they are still in the planning process and want the public to remain engaged.

A community member asked if there would be an age limit for residents and or criminal background screening, and emphasized that she also feels that this could have been brought to the neighborhood sooner. Ms. Lennhoff stated this this would be for adult residents, and that criminal background would not necessarily prohibit residents, certain offenses, particularly related to patterns of violence, might result in denial of residency.

[City staff left the meeting at this point, inviting attendees to the Plan Commission meeting. The Q&A session continued for another hour.]

Section XIII-3. Planned Unit Developments⁴

A. Planned Unit Development Definitions.

1. *Planned Unit Development.* A large, integrated development adhering to a detailed site plan and located on a contiguous tract of land that may include a mixture of residential, commercial and/or industrial uses. Zoning and development regulations may be varied in conformance with this section and the adopted Urbana Comprehensive Plan.
 - a) *Residential Planned Unit Development.* A type of planned unit development focusing primarily on residential uses, which may include limited compatible business development.

³ (Ord. No. 8283-18, 9-7-82)

⁴ (Ord. No. 2007-01-003, 04-02-07)

- b) *Commercial Planned Unit Development.* A type of planned unit development focusing primarily on business uses, which may include compatible residential development.
 - c) *Mixed Use Planned Unit Development.* A type of planned unit development focusing on the integration of residential and business uses in a manner compatible with the surrounding uses and with the goals of the Urbana Comprehensive Plan.
 - d) *Industrial Planned Unit Development.* A type of planned unit development focusing primarily on industrial uses, and permitting other compatible business uses.
- 2. *Conservation Development.* A development design technique that concentrates buildings on specific areas on a site to allow remaining land to be used for recreation, common open space, or the preservation of historically or environmentally sensitive features.
 - 3. *Infill Development.* Development of vacant or partially developed parcels which are surrounded by areas that are substantially or fully developed and served by existing public infrastructure.
- B. *Purpose Statement.* The purpose of a planned unit development is to encourage development that goes beyond the minimum zoning and development standards in terms of design, public amenities, innovative “green” construction, and implementation of the Comprehensive Plan and other official development plans and policies. In exchange for public amenities, developers are granted flexibility in applying the typical zoning and development regulations. These amenities may include bicycle trails, public art, unique architecture, protection of natural resources, “green” design and building, or higher density and mixed-use development. For developers, flexibility allows more creative development that encourages infill development, provides a wider variety of housing choices, or meets a market niche. In all planned unit developments, the final built form shall be generally consistent with the goals, objectives, and future land uses of the Urbana Comprehensive Plan and other relevant plans and policies.
- C. *Goals*
- The general goals of a planned unit development are:
- 1. To encourage high quality non-traditional, mixed use, and/or conservation development in areas identified in the Comprehensive Plan;
 - 2. To promote infill development in a manner consistent with the surrounding area;
 - 3. To promote flexibility in subdivision and development design where necessary;
 - 4. To provide public amenities not typically promoted by the Zoning Ordinance;
 - 5. To promote development that is significantly responsive to the goals, objectives, and future land uses of the Urbana Comprehensive Plan;
 - 6. To provide a higher level of street and pedestrian connectivity within the development and the surrounding neighborhood in accordance with the Urbana Comprehensive Plan.
 - 7. To coordinate architectural styles, building forms, and building relationships within the development and the surrounding neighborhood;
 - 8. To encourage the inclusion of a variety of public and private open space, recreational facilities, greenways and trails not typically promoted by the Zoning Ordinance;

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

D. *Applicability*

1. In order to qualify as a planned unit development, the development plan must include a gross site area of at least one-half acre and meet at least one of the following criteria. The Zoning Administrator shall determine if a development qualifies as a planned unit development in accordance with these criteria:
 - a) *Mixed-Use*. Either in the same building or with a “campus” approach, provide for a mixture of single-family, two-family, multi-family, commercial, office, and/or recreational uses.
 - b) *Conservation*. Protect natural, cultural and/or historical resources and harmoniously utilize such features as part of the development. This may include environmentally sensitive, or “green” building and site design.
 - c) *Infill*. Redevelop properties within the urban area that are vacant or underutilized due to obstacles such as lot layout, utility configuration, and road access.
 - d) *Unique Development*. Development that significantly responds to the goals and objectives of the Comprehensive Plan and other relevant plans and policies and/or addresses unique features of the site.

E. *Minimum Development Standards*

1. *Flexible Zoning Standards*. Except as otherwise provided herein, standards for lot width, building height, floor area ratio, setbacks, off-street parking and loading, landscaping and screening, and fences may vary from the standards established in this Ordinance if justified by the circumstances particular to the site or the project and approved by City Council in accordance with the purpose and goals of this section.
2. *Flexible Subdivision Standards*. All dimensional and design standards, such as public and private streets, sidewalks, and stormwater management facilities, shall meet the requirements of the Urbana Subdivision and Land Development Code. A waiver of the requirements for public improvements may be considered concurrently or subsequently with the planned unit development as part of a subdivision plat subject to the criteria in Section 21-7 of the Urbana Subdivision and Land Development Code.
3. *Multiple Structures and Uses*. There may be more than one principal and/or accessory building on a lot in a planned unit development. Similarly, there may be more than one principal and/or accessory use on a lot in a planned unit development.

F. *Preliminary Development Plan Submittal Requirements*

1. *Preliminary Conference*. Prior to the preparation of a formal application, the applicant shall meet with the Secretary of the Urbana Plan Commission and the Zoning Administrator, or his/her designee, to discuss the proposed development and determine if it meets the requirements of this Article and if additional information is needed. Only the following persons may submit an application the owner of more than 50% of the subject property, a contract purchaser of the subject property, or a person with evidence of written consent from the owner.

2. *Preliminary Development Plan Application.* The applicant shall submit a completed application to the Secretary of the Urbana Plan Commission, together with five copies of a preliminary development plan, and an application fee as specified in Section XI-8. The preliminary development plan should be conceptual but shall minimally include the following materials:
 - a) The name and address of all owners of the site proposed for development, as well as the name and address of all professional site planners, architects, engineers, surveyors, or other consultants. Applications shall be submitted by the owners of more than 50% of the ownership of the subject property involved.
 - b) A general location map of suitable scale which shows the location of the property within the community and adjacent parcels.
 - c) A site inventory and analysis to identify site assets and constraints, such as floodplains, wetlands, soils, wooded areas, existing infrastructure and easements, existing buildings, and public lands.
 - d) A conceptual site plan with the following information:
 - 1) Any adjacent and/or contiguous parcels of land owned or controlled by the petitioner(s).
 - 2) Proposed land uses, building locations, and any conservation areas.
 - 3) Existing and proposed streets, sidewalks, and multi-use paths.
 - 4) Buffers between different land uses.
 - e) Any other information deemed necessary by the Secretary of the Plan Commission.
3. If the development plan involves a Zoning Map Amendment, such a request may be submitted concurrently with or subsequently to the planned unit development permit request.
4. If the development plan involves a subdivision plat and/or subdivision code waiver request, such a request may be submitted concurrently with or subsequently to the planned unit development permit request.

G. *Final Development Plan Submittal Requirements*

1. The applicant shall submit a completed application to the Secretary of the Urbana Plan Commission, together with five copies of a final development plan, and an application fee as specified in Section XI-8. The final development plan shall minimally contain the following materials:
 - a) A general location map of suitable scale which shows the location of the property within the community and adjacent parcels.
 - b) A specific site plan with the following information:
 - 1) The location of proposed structures and existing structures that will remain, with height and gross floor area noted for each structure; and
 - 2) The circulation system indicating pedestrian, bicycle, and motor vehicle movement systems, including existing and proposed public right-of-way; transit stops; easements and other reservations of land; the location of existing and proposed curb

cuts, off-street parking and loading spaces, including service drives; sidewalks and other walkways; and

- 3) A landscape plan indicating the general location of trees, shrubs, and ground cover (proposed or existing); and
- 4) The location of any proposed open space; and
- 5) A preliminary stormwater plan indicating the general location of impervious surfaces, detention/retention basins, and the basic storm sewer layout; and
- 6) A preliminary utilities plan indicating the general location of sanitary sewers, electricity, gas, telecommunications, and similar services; and
- 7) The location of street and pedestrian lighting, including lamp intensity and height.
- 8) Conceptual elevations of all proposed commercial buildings and conceptual typical elevations of residential buildings. Scaled elevations shall identify building materials, the location, height and material for screening walls and fences, storage areas for trash and rooftop equipment.
- 9) Design, location, display area, and height of any proposed signage subject to the regulations of the Urbana Zoning Ordinance.
- 10) A development program that provides general information about the development, including desired residential and commercial tenants, housing price targets, estimated construction costs, and any other information that conveys that purpose and intent of the development.
- 11) A development schedule indicating:
 - a. The approximate date when construction of the project will begin;
 - b. The phases in which the project will be built, if applicable, and the approximate date when construction of each phase will begin;
 - c. The approximate dates when the development of each of the stages will be completed;
- 12) Any other information deemed necessary by the Secretary of the Plan Commission.

H. *Preliminary Development Plan Review*

1. *Plan Commission Review.*

- a) Following receipt of a complete Planned Unit Development application and supporting materials, and the payment of applicable fees, the Secretary of the Plan Commission shall schedule, and the Plan Commission shall hold, a public hearing in accordance with the notification requirements of Section XI-10 of the Zoning Ordinance.
- b) If the proposed Planned Unit Development is within 300 feet of a residentially zoned parcel or a parcel containing a residential use, the applicant shall hold a neighborhood meeting where the public can review the project and provide comments to the applicant.

The applicant shall work with Planning staff to:

- 1) Identify a location for the meeting;

- 2) Send notice to all addresses and property owners within 800 feet at least 10 days before the meeting; and
- 3) Hold the meeting at least seven days before the Plan Commission hearing.

At the meeting, the applicant shall provide the following, at a minimum:

- 1) Any plans, renderings, and other relevant information about the project;
- 2) Any waivers they are requesting; and
- 3) Any public benefits the project will provide.

An applicant may also meet this requirement by holding a neighborhood meeting before submitting their application, if that meeting fulfills all of the above criteria

- c) Within 30 days after completing the public hearing, the Plan Commission shall recommend approval or disapproval, or, at the request of the applicant, continue discussion pertaining to the preliminary development plan. The Plan Commission shall consider the proposed preliminary Planned Unit Development plan in accordance with the definitions and goals of this section, the report and recommendations of City staff, and the minimum requirements set forth in this section. The Plan Commission shall forward to the City Council the preliminary Planned Unit Development application and plan, together with its recommendation thereon. The recommendation may include revisions to, additions to, or deletions from the application and development plan submitted by the applicant.
2. *City Council Review.* The City Council shall review the application and Plan Commission recommendations and either approve, approve with changes, or disapprove the preliminary Planned Unit Development plan. Approval or approval with changes shall be made by adopting an ordinance by a majority vote of alderpersons then holding office. In the event of a tie, the Mayor may cast the deciding vote. Approval shall not be construed as an implied waiver of any requirements. A waiver of any requirement shall be expressly written.
3. Approval of the Preliminary Development Plan by the City Council shall constitute approval of the basic provisions and outlines of the plan, and approval of the representation and provisions of the applicant regarding the plan. City Council approval shall be valid for one year from the date of approval, or longer if specified in the approving ordinance.
4. The Zoning Administrator shall notify the petitioner in writing of the City Council's decision regarding the Preliminary Planned Unit Development plan. If the Council approves the plan, the City Clerk shall record a copy of the ordinance approving the plan with the Champaign County Recorder's Office, and forward a copy of the recorded ordinance to the petitioner within six months following passage of the ordinance approving said plan.

I. *Final Development Plan Procedures*

1. Final Development Plan applications shall be submitted before the expiration of the Preliminary Development Plan. The Final Development Plan shall be reviewed in accordance with Section XIII-3.J and Section XIII-3.K.
2. The application shall demonstrate that the proposed development plan meets the criteria specified in Section XIII-3.K.
3. Each application for a Planned Unit Development Permit shall be accompanied by a fee to be paid by the applicant, as provided in Section XI-8.

J. Final Planned Unit Development Review

1. A public hearing shall be held by the Plan Commission, in accordance with notification requirements specified in Section XI-10 of this Ordinance. The applicant shall hold a neighborhood meeting if the proximity conditions of Section XIII-H.1.b above apply.
2. The Plan Commission shall determine whether the reasons set forth in the application, and the evidence adduced during the public hearing, justify the granting of the Planned Unit Development Permit based upon the criteria specified in Section XIII-3.K.
3. The Plan Commission shall make a recommendation to the City Council for or against the Final Planned Unit Development plan, and may also recommend such additional conditions as are deemed appropriate or necessary for the public health, safety, and welfare, and to carry out the purposes of this Ordinance, including but not limited to the following:
 - a) Regulate the location, extent, and intensity of such uses;
 - b) Require the screening of such uses by means of fences, walls, or vegetation;
 - c) Stipulate required minimum lot sizes, minimum yards, and maximum height of buildings and structures;
 - d) Regulate vehicular access and volume, and the design and location of parking and loading areas and structures;
 - e) Require conformance to health, safety, and sanitation requirements, as necessary;
 - f) Regulate signs and outdoor lighting;
 - g) Any other provisions deemed necessary to effect the purposes of this Ordinance.
4. The City Council shall consider the recommendation of the Plan Commission and either approve, approve with changes, or disapprove the Final Planned Unit Development plan. Approval or approval with changes shall be made by adopting an ordinance by a majority vote of alderpersons then holding office. In the event of a tie, the Mayor may cast the deciding vote. The City Council may impose any conditions or requirements, including but not limited to those recommended by the Plan Commission, which it deems appropriate or necessary in order to accomplish the purposes of this Ordinance.
5. In the case of a valid written protest, the Planned Unit Development Permit shall not be authorized except by a favorable vote of two-thirds of the alderpersons then holding office. In the event of a tie, the Mayor may cast the deciding vote. Procedures for protest against any proposed Planned Unit Development Permit are specified in Section XI-11 of this Ordinance.
6. The Zoning Administrator shall notify the petitioner in writing of the City Council's decision regarding the Final Planned Unit Development plan. If the Council approves the plan, the City Clerk shall record a copy of the ordinance approving the plan with the Champaign County Recorder's Office, and forward a copy of the recorded ordinance to the petitioner within six months following passage of the ordinance approving said plan.
7. Once expressly authorized by the City Council pursuant to the Preliminary and Final Planned Unit Development plan procedures, the Zoning Administrator shall then issue a Planned Unit Development Permit in accordance with the approved plan. No building permit or Certificate of Occupancy (if no building permit is required) shall be issued before issuance of a Planned Unit Development Permit.

8. Unless otherwise specifically stated by the City Council, the planned unit development approval shall be valid for a period of two years from the date of City Council approval. The Zoning Administrator may extend the approval for an additional year in response to a written request by the applicant detailing the reasons why the timeline set forth in the original application cannot be fulfilled.
9. If construction has not begun or an approved use has not been established in the planned unit development within the timeframe specified herein, the approval of the final development plan shall lapse and be considered void and no longer in effect.
10. Violation of the terms and conditions of the Planned Unit Development Permit shall be deemed a violation of this Ordinance, subject to the revocation or cancellation of the permit and the provisions of Section XI-1. Extensions of any time period, or changes in the development schedule or other time sequence which were approved as part of the planned unit development permit may be approved by the Zoning Administrator. Any such extension or change which is not so authorized shall be deemed a violation of this Ordinance as provided above.

K. *Final Planned Unit Development Criteria for Approval*

The applicant shall demonstrate that the development plan meets the following criteria:

1. That the proposed development is conducive to the public convenience at that location; and
2. That the proposed development is designed, located, and proposed to be operated so that it will not be unreasonably injurious or detrimental to the surrounding areas, or otherwise injurious or detrimental to the public welfare; and
3. That the proposed development is consistent with the goals, objectives, and future land uses of the Urbana Comprehensive Plan and other relevant plans and policies; and
4. That the proposed development is consistent with the purpose and goals of this section; and
5. That the proposed development is responsive to the relevant recommended design features identified in Table XIII-2 of this Ordinance.

L. *Changes in the Approved Development Plan.* Minor changes to an adopted development plan may be approved by the Zoning Administrator, provided that the changes do not:

1. Substantially alter the overall use or character of the development, as approved by the City Council; or
2. Significantly increase the overall lot coverage of structures, individual building height, or intensity of use, resulting in the development plan no longer meeting the approval criteria specified in Section XIII-3.K; or
3. Significantly reduce approved open space, setbacks, off-street parking and loading space, or required street widths, resulting in the development plan no longer meeting the approval criteria specified in Section XIII-3.K; or
4. Create problems regarding pedestrian, bicycle, and vehicular traffic circulation, public safety, emergency access, or public utilities; or
5. Necessitate additional waivers to the Urbana Subdivision and Land Development Code.

M. *Permitted Uses*



MEMORANDUM

TO: Mayor Diane Wolfe Marlin and City Council Members
FROM: Carol Mitten, City Administrator
DATE: July 11, 2023
SUBJECT: Resolutions Authorizing City Intervention in Pending Property Tax Assessment Appeals Before the Illinois Property Tax Appeal Board

Introduction: City staff recommend that the City intervene in three cases before the Illinois Property Tax Appeal Board (PTAB). Illinois Administrative Code Title 86, Section 1910.60(d) requires that “[t]he Request to Intervene must be accompanied by a copy of the resolution of the governing board of the taxing body authorizing its legal representative to file a Request to Intervene on its behalf.”

Background: The City of Urbana carefully considers requests from property owners who are seeking reductions of more than \$100,000 in assessed value in a given tax year. In certain cases, such as those that are the subject of the proposed Resolutions, the City seeks to intervene in appeals to PTAB filed by property owners.

Discussion: There are three proposed Resolutions, one for each of the properties listed below:

Hampton Inn (1200 West University Avenue; PIN #91-21-07-414-019)
PTAB Docket #2022-02633

Hunsinger Enterprises (604 West Elm Street, PIN #92-21-17-110-006)
PTAB Docket #2022-02834

Willowbrook (1601 – 1605 Willow Road: PIN #91-21-05-477-028)
PTAB Docket #2022-02875

The facts of each case are different and unique to the property involved. However, what the cases have in common is the opinion of City staff that the Equalized Assessed Value established by the Champaign County Board of Review for these properties for Tax Year 2022 should not be reduced further by the PTAB. Therefore, staff request authorization for the City’s legal representative to intervene in these cases at PTAB.

Recommendation: I recommend that City Council approve the attached Resolutions.

Attachments: Draft Resolutions

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING INTERVENTION IN A PENDING PROPERTY
TAX ASSESSMENT APPEAL BEFORE THE ILLINOIS PROPERTY TAX APPEAL
BOARD**

(Hospitality Investors Trust, dba Hampton Inn, 1200 West University Avenue)

WHEREAS, Hospitality Investors Trust ("Hampton Inn") is the taxpayer for certain real property located at 1200 West University Avenue, Urbana, Illinois; and

WHEREAS, Hampton Inn has filed an appeal with the Property Tax Appeal Board ("PTAB"), designated as PTAB Docket No. 2022-02633, seeking a reduction of more than \$100,000 in the tax year 2022 assessed valuation of said real property; and

WHEREAS, the City of Urbana ("City") is a taxing body that has a revenue interest in the property; and

WHEREAS, Illinois Administrative Code Title 86, Section 1910.60(d), authorizes any taxing body that has a revenue interest in an appeal proceeding before PTAB to intervene in the proceeding; and

WHEREAS, the City Council finds that the protection of the City's revenue interest in the assessed value of said property is best served by intervening in the aforesaid appeal proceeding and by requesting an extension of time to submit written or documentary evidence; and

WHEREAS, Illinois Administrative Code Title 86, Section 1910.60(d), requires a taxing body's Request to Intervene to be accompanied by a copy of the resolution of the governing board of the taxing body authorizing its legal representative to file such a request on its behalf.

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

Section 1. The City Council hereby authorizes the City Attorney, as its legal representative, to file a Request to Intervene in Appeal Proceedings with the Property Tax Appeal Board ("PTAB")

in the matter of Hospitality Investors Trust dba Hampton Inn, 1200 West University Avenue, Urbana, Illinois, PTAB Docket No. 2022-02633, to represent the City's interests with respect to the appeal challenging the tax year 2022 assessed valuation for said property, and to further seek an extension of time to submit written or documentary evidence. The City Attorney is authorized to designate outside counsel, if necessary, to represent the City in this matter and to perform the acts above described.

PASSED BY THE CITY COUNCIL this Date day of Month, Year.

AYES:

NAYS:

ABSTENTIONS:

Phyllis D. Clark, City Clerk

APPROVED BY THE MAYOR this Date day of Month, Year.

Diane Wolfe Marlin, Mayor

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING INTERVENTION IN A PENDING PROPERTY
TAX ASSESSMENT APPEAL BEFORE THE ILLINOIS PROPERTY TAX APPEAL
BOARD**

(Hunsinger Enterprises, Inc, 604 West Elm Street)

WHEREAS, Hunsinger Enterprises, Inc. ("Hunsinger") is the taxpayer for certain real property located at 604 West Elm Street, Urbana, Illinois; and

WHEREAS, Hunsinger has filed an appeal with the Property Tax Appeal Board ("PTAB"), designated as PTAB Docket No. 2022-02834, seeking a reduction of more than \$100,000 in the tax year 2022 assessed valuation of said real property; and

WHEREAS, the City of Urbana ("City") is a taxing body that has a revenue interest in the property; and

WHEREAS, Illinois Administrative Code Title 86, Section 1910.60(d), authorizes any taxing body that has a revenue interest in an appeal proceeding before PTAB to intervene in the proceeding; and

WHEREAS, the City Council finds that the protection of the City's revenue interest in the assessed value of said property is best served by intervening in the aforesaid appeal proceeding and by requesting an extension of time to submit written or documentary evidence; and

WHEREAS, Illinois Administrative Code Title 86, Section 1910.60(d), requires a taxing body's Request to Intervene to be accompanied by a copy of the resolution of the governing board of the taxing body authorizing its legal representative to file such a request on its behalf.

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

Section 1. The City Council hereby authorizes the City Attorney, as its legal representative, to file a Request to Intervene in Appeal Proceedings with the Property Tax Appeal Board ("PTAB")

in the matter of Hunsinger Enterprises, Inc., 604 West Elm Street, Urbana, Illinois, PTAB Docket No. 2022-02834, to represent the City's interests with respect to the appeal challenging the tax year 2022 assessed valuation for said property, and to further seek an extension of time to submit written or documentary evidence. The City Attorney is authorized to designate outside counsel, if necessary, to represent the City in this matter and to perform the acts above described.

PASSED BY THE CITY COUNCIL this Date day of Month, Year.

AYES:

NAYS:

ABSTENTIONS:

Phyllis D. Clark, City Clerk

APPROVED BY THE MAYOR this Date day of Month, Year.

Diane Wolfe Marlin, Mayor

RESOLUTION NO. _____**A RESOLUTION AUTHORIZING INTERVENTION IN A PENDING PROPERTY TAX ASSESSMENT APPEAL BEFORE THE ILLINOIS PROPERTY TAX APPEAL BOARD****(1601-1605 Willow Road LLC, 1601-1605 North Willow Road)**

WHEREAS, 1601-1605 Willow Road LLC ("Willowbrook") is the taxpayer for certain real property located at 1601-1605 North Willow Road, Urbana, Illinois; and

WHEREAS, Willowbrook has filed an appeal with the Property Tax Appeal Board ("PTAB"), designated as PTAB Docket No. 2022-02875, seeking a reduction of more than \$100,000 in the tax year 2022 assessed valuation of said real property; and

WHEREAS, the City of Urbana ("City") is a taxing body that has a revenue interest in the property; and

WHEREAS, Illinois Administrative Code Title 86, Section 1910.60(d), authorizes any taxing body that has a revenue interest in an appeal proceeding before PTAB to intervene in the proceeding; and

WHEREAS, the City Council finds that the protection of the City's revenue interest in the assessed value of said property is best served by intervening in the aforesaid appeal proceeding and by requesting an extension of time to submit written or documentary evidence; and

WHEREAS, Illinois Administrative Code Title 86, Section 1910.60(d), requires a taxing body's Request to Intervene to be accompanied by a copy of the resolution of the governing board of the taxing body authorizing its legal representative to file such a request on its behalf.

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

Section 1. The City Council hereby authorizes the City Attorney, as its legal representative, to file a Request to Intervene in Appeal Proceedings with the Property Tax Appeal Board ("PTAB")

in the matter of 1601-1605 Willow Road LLC, 1601-1605 North Willow Road, Urbana, Illinois, PTAB Docket No. 2022-02875, to represent the City's interests with respect to the appeal challenging the tax year 2022 assessed valuation for said property, and to further seek an extension of time to submit written or documentary evidence. The City Attorney is authorized to designate outside counsel, if necessary, to represent the City in this matter and to perform the acts above described.

PASSED BY THE CITY COUNCIL this Date day of Month, Year.

AYES:

NAYS:

ABSTENTIONS:

Phyllis D. Clark, City Clerk

APPROVED BY THE MAYOR this Date day of Month, Year.

Diane Wolfe Marlin, Mayor