



## DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

*Planning Division*

### **m e m o r a n d u m**

**TO:** Laurel Lunt Prussing, Mayor

**FROM:** Elizabeth H. Tyler, FAICP, Director

**DATE:** June 9, 2011

**SUBJECT:** Annexation Case No. 2011-A-01, Involuntary Annexation of 103, 105, 107, 109, 111, 113 and 115 S. Dodson Drive; and 2401 and 2402 E. Elm Street; and 2315, 2319 and 2323 E. Main Street in the Scottswood Third Subdivision

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### **Introduction & Background**

Staff is requesting that the Committee of the Whole consider the attached ordinance on Monday, June 13, 2011 to annex thirteen properties located in Scottswood Third Subdivision. (See Exhibit A) The total land area to be annexed is 3.014 acres, plus 0.09 acres of Elm Street Right-of-Way. Ten of the properties are located in Scottswood Third Subdivision and have each been developed with a single family home. Three of the properties have not been platted as part of a subdivision. Two of the non-platted properties contain single-family homes; the third is undeveloped and is considered part of a zoning lot with 113 S Dodson Drive. Annexation of the properties is possible as they have recently become wholly surrounded by the corporate limits of the City of Urbana. Section 7-1-13 of the Illinois Municipal Code permits a municipality to annex unincorporated territory of 60 acres or less that is wholly surrounded by the corporate boundaries of the municipality. The right-of-way in front of the properties has already been annexed into the City.

The following steps have been taken as part of this process:

- May 9, 2011 Committee of the Whole – motion for Council directing the City Clerk to publish Notice of Annexation
- May 11, 2011 Letter to property owners outlining annexation process, providing annexation information sheet, and announcing date of an informational meeting
- May 24, 2011 Notice to Edge Scott Fire Protection District, Urbana Township, and Urbana Township Commissioner of Highways and  
Certified notice mailed to the tax payers of record
- May 25, 2011 A property owner informational meeting was held with Department Heads, the Urbana Free Library, and the Urbana Park District
- May 27, 2011 Information from meeting mailed to property owners who did not attend May 25 meeting

- June 6, 2011 Notice published in newspaper
- June 13, 2011 Committee of the Whole – opportunity for public input and motion on annexation ordinance
- June 20, 2011 City Council – action on annexation ordinance

City staff is working to annex the properties by June 30, 2011. The City will receive property taxes for fiscal year 2011 payable in 2012 for properties annexed and properly recorded by that date with the Champaign County Recorder of Deeds.

## **Discussion**

On July 19, 2010, the City Council annexed 203 South Dodson Drive (Ordinance No. 2010-07-055). The annexation of this property caused the subject properties to be wholly surrounded by Urbana corporate limits. This created an “island” of unincorporated property which is less than 60 acres in area. Under Illinois State Statute, the City can proceed to annex such properties. The City has been pursuing “filling in” small, unincorporated gaps for a number of years in order to provide improved emergency response and to reduce confusion for service providers—such as police, fire, and public works. In addition to improved service coverage, the City is already responsible for maintaining the street in front of the properties, even though there are no City properties on either side.

The subject properties are located on the east side of Weaver Park. Annexation into the City would also allow the properties to be annexed into the Urbana Park District. Weaver Park is currently in development to be an extension of the athletic complex at Brookens Gym and Prairie Fields. When complete it will have baseball, softball and soccer fields.

## **Zoning and Future Land Use**

The properties are currently zoned Champaign County R-2, Single Family Residence, and will automatically convert to City R-2, Single-Family Residential zoning upon annexation. The 2005 Urbana Comprehensive Plan identifies the Future Land Use for these properties as residential (Future Land Use Map #7), which is consistent with the proposed City zoning.

## **Fiscal Impact**

The City of Urbana will benefit from the annexation of the properties through the receipt of property taxes. The costs to the City will include taking on additional responsibilities for City services, including police and fire. In terms of street maintenance, the City will not incur additional responsibilities as both S Dodson Drive and E Main Street are already within Urbana city limits.

## **Recommendation**

Staff recommends that the Committee of the Whole forward the attached draft ordinance to the City Council’s regular meeting on June 20, 2011 with a motion to approve the ordinance to annex certain property in the Scottswood Third Subdivision into the City of Urbana, Illinois. Although a public

hearing is not required prior to taking action on this case, the property owners have been notified that the Urbana City Council will review this annexation case at the June 13, 2011 Urbana City Council Committee of the Whole meeting.

Prepared by:

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Rebecca Bird, Planner I

Attachments: Draft Ordinance to Annex  
Exhibit A: Annexation Location Map  
Exhibit B: Annexation Plat

cc: Property Owners  
John Hall, Champaign County Planning and Zoning Department

ORDINANCE NO.2011-06-050

AN ORDINANCE ANNEXING CERTAIN TERRITORY TO THE CITY OF URBANA

**(Involuntary Annexation of Thirteen Lots in Scottswood Third Subdivision Wholly Surrounded by Urbana's Corporate Limits / 103, 105, 107, 109, 111, 113 and 115 S. Dodson Drive; and 2401 and 2402 E. Elm Street; and 2315, 2319 and 2323 E. Main Street.)**

WHEREAS, on Monday, May 9, 2011, the Urbana City Council directed the City Clerk to publish a Notice that the annexation of the property therein described was being contemplated and would be considered by the Urbana City Council at its regular meeting on June 20, 2011; and

WHEREAS, the City Clerk of Urbana, Illinois duly published such Notice on June 6, 2011 in the News-Gazette, a newspaper having general circulation in the City of Urbana, Illinois, a Certificate of Publication therefore being on file with the City Clerk's Office; and

WHEREAS, the hereinafter described territory is unincorporated territory wholly surrounded by and contiguous to the City of Urbana, Illinois within the meaning of Section 5/7-1-13 of the Illinois Municipal Code; and

WHEREAS, said unincorporated territory is part of the Edge Scott Fire Protection District, and includes certain territory within Urbana Township, and Notice was given to the Trustees of said Fire Protection District, the Board of Township Trustees, and the Township Commissioner of Highways, that this Ordinance would be voted upon at the regular meeting of this Council at 7:00 p.m., Monday, June 20, 2011, said notices being mailed on May 24, 2011; and

WHEREAS, the territory to be annexed by this Ordinance is presently located within Champaign County's R-2, Single Family Residence zoning district and upon annexation will be directly converted to City R-2, Single-Family Residential; and

WHEREAS, the majority of the Corporate Authorities are of the opinion that it would be for the best interests of the people of the City of Urbana, Illinois, that said territory be annexed to and made a part of the said City.

NOW, THEREFORE, BE IT ORDAINED BY THE CORPORATE AUTHORITIES OF THE CITY OF URBANA, ILLINOIS:

Section 1. That the Urbana Corporate Authorities find and determine that the property described below is surrounded by property previously annexed to the City of Urbana, Illinois, within the meaning of Section 5/7-1-13 of the Illinois Municipal Code.

Section 2. That the following described real estate, be and the same are hereby annexed to the City of Urbana, Illinois:

A part of the Northeast Quarter of the Northwest Quarter of Section 15, Township Nineteen North, Range 9 East of the Third Principal Meridian, Urbana Township, Champaign County, Illinois, being more particularly described as follows:

That part of the Northeast Quarter of the Northwest Quarter of Section 15, Township Nineteen North, Range 9 East of the Third Principal Meridian, in Champaign County, Illinois, described as follows:

All except the East 70 feet thereof, commencing near the center of the road at the Northwest corner of the East one-half of the Northwest Quarter of Section 15, Township 19 North, Range 9 East of the Third Principal Meridian, thence East along the Section line 8 feet to a point of beginning; thence South parallel with the said West line of the East one-half of the Northwest Quarter of said Section 15, 200 feet; thence East 8.5 feet; thence South parallel with the said West line of the East half of the Northwest Quarter of said Section 15, 352 feet; thence Easterly 125.5 feet; thence Northerly 553.5 feet to the said Section line; thence West along said Section line, 142 feet to the place of beginning, in Champaign County, Illinois.

Except;

The Main Street Right of Way lying within the above described tract.

Commonly known for reference as 2315 E. Main Street and also identified as Parcel Index Number 30-21-15-126-002.

AND;

Part of the North East  $\frac{1}{4}$  of the North West  $\frac{1}{4}$  of Section 15, Township 19 North, Range 9 East of the Third Principal Meridian, in Champaign County, Illinois, described as follows:

The East 70 feet, except the South 126 feet of the East 70 feet of the following property:

Commencing in the center of the road at the North West corner of the East  $\frac{1}{2}$  of the North West  $\frac{1}{4}$  of said Section 15 thence East along said Section line 8 feet for a point of beginning; thence South parallel with the West line of the East  $\frac{1}{2}$  of the North West  $\frac{1}{4}$  of Section 15, 200 feet; thence East  $8\frac{1}{2}$  feet; thence South parallel

with said West line of the East 1/2 of the North West 1/4 of Section 15, 352 feet; thence East 125 1/2 feet; thence North 553 1/2 feet to the section line; thence West along said section line, 142 feet to the point of beginning, in Champaign County, Illinois.

Except;

The Main Street Right of Way lying within the above described tract.

Commonly known for reference as 2319 E. Main Street and also identified as Parcel Index Number 30-21-15-126-017.

AND;

Part of the Northeast Quarter of the Northwest Quarter of Section 15, Township 19 North, Range 9 East of the Third Principal Meridian, Champaign County, Illinois, described as follows: The South 126 feet of the East 70 feet of the following described property:

Commencing in the center of the road at the Northwest corner of the East Half of the Northwest Quarter of said Section 15; thence East along said Section line 8 feet for a point of beginning; thence South parallel with the West line of the East Half of the Northwest Quarter of Section 15, 200 feet; thence East 8 1/2 feet; thence South parallel with the said West line of the East Half of the Northwest Quarter of Section 15, 352 feet; thence East 125 1/2 feet; thence Northerly 553 1/2 feet to the Section line; thence West along said Section line 142 feet to the place of beginning, in Champaign County, Illinois.

Commonly known for reference as 113 S. Dodson Drive and also identified as Parcel Index Number 30-21-15-126-016.

AND;

Lots 114, 115, and Lots 119 through 126 inclusive, of Scottswood Third Subdivision, as shown on a plat recorded in Plat Book "N" at page 132 in the Office of the Recorder of Deeds, Champaign County, Illinois.

Commonly known for reference as 2401 and 2402 East Elm Street, 2323 East Main Street, 103, 105, 107, 109, 111, 113 and 115 South Dodson Drive and also identified as Parcel Index Number 30-21-15-127-001, . 30-21-15-126-004, 30-21-15-126-006, 30-21-15-126-007, 30-21-15-126-008, 30-21-15-126-009, 30-21-15-126-010, 30-21-15-126-011, 30-21-15-126-012 and 30-21-15-126-013

Said annexation containing 3.014 acres, more or less, all situated in Urbana Township, Champaign County, Illinois.

Together with the following described adjacent public Right-of-Way which is by operation of the law, automatically annexed with the adoption of an annexation ordinance pertaining to these tracts:

That portion of the Elm Street right-of-way, not previously annexed to the City of Urbana, lying adjacent to the herein annexed tracts, being sixty feet (60') in width and encompassing 0.090 acres, more or less.

The above described territory is more commonly known by the addresses, and referenced by the Champaign County Parcel Index Number (PIN) as specified below.

ADDRESS	PROPERTY IDENTIFICATION NUMBER (PIN)
103 S DODSON DR	30-21-15-126-007;
105 S DODSON DR	30-21-15-126-008;
107 S DODSON DR	30-21-15-126-009;
109 S DODSON DR	30-21-15-126-010;
111 S DODSON DR	30-21-15-126-011;
113 S DODSON DR	30-21-15-126-012 and 30-21-15-126-016;
115 S DODSON DR	30-21-15-126-013;
2401 E ELM ST	30-21-15-127-001;
2402 E ELM ST	30-21-15-126-004;
2315 E MAIN ST	30-21-15-126-002;
2319 E MAIN ST	30-21-15-126-017 and
2323 E MAIN ST	30-21-15-126-006.

Section 3. That the City Clerk be authorized and directed to record a certified copy of this Ordinance together with an accurate map of the territory herein above described in the Recorder's Office of Champaign County, Illinois before June 30, 2011.

Section 4. That the City Clerk be authorized and directed to file, for record, a certified copy of this Ordinance together with an accurate map of the territory hereinabove described in the Office of the County Clerk and County Election Authority of Champaign County, Illinois.

Section 5. The Zoning Ordinance of the City of Urbana, Illinois, and the Zoning Map of Urbana, Illinois, are hereby amended to classify the real property herein annexed as R-2, Single-Family Residential.

Section 6. The territory annexed herein is assigned to City of Urbana Ward 5

Section 7. To avoid uncertainty regarding public safety responsibilities concerning the property herein annexed, this Ordinance shall take effect at noon on the 30<sup>th</sup> day of June, 2011 following its passage by the Urbana City Council.

PASSED by the City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

AYES:

NAYS:

ABSTAINS:

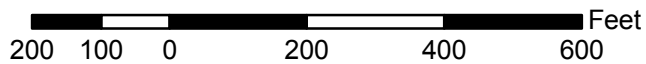
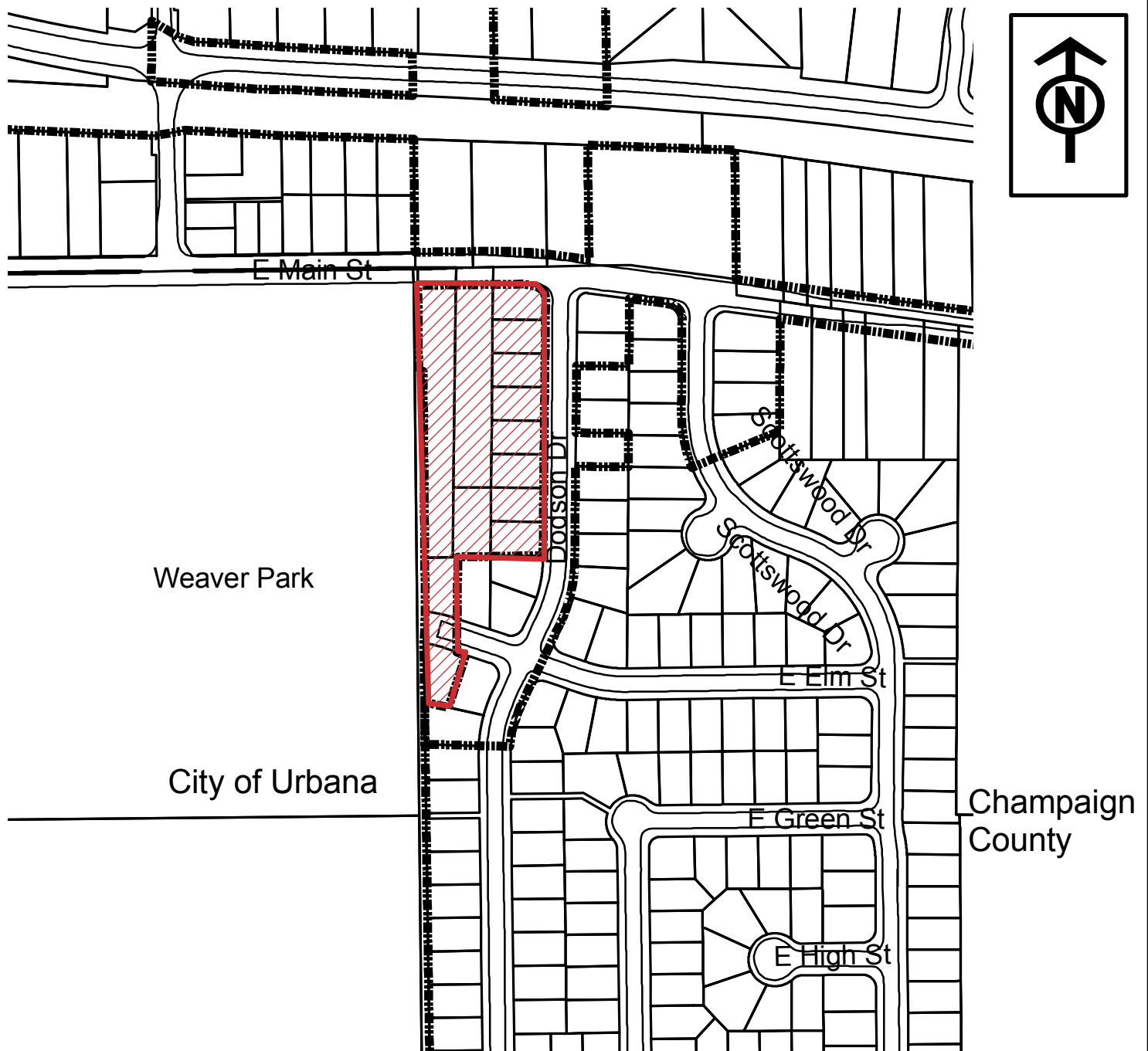
\_\_\_\_\_  
Phyllis D. Clark, City Clerk

APPROVED by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2011.



\_\_\_\_\_  
Laurel Lunt Prussing, Mayor

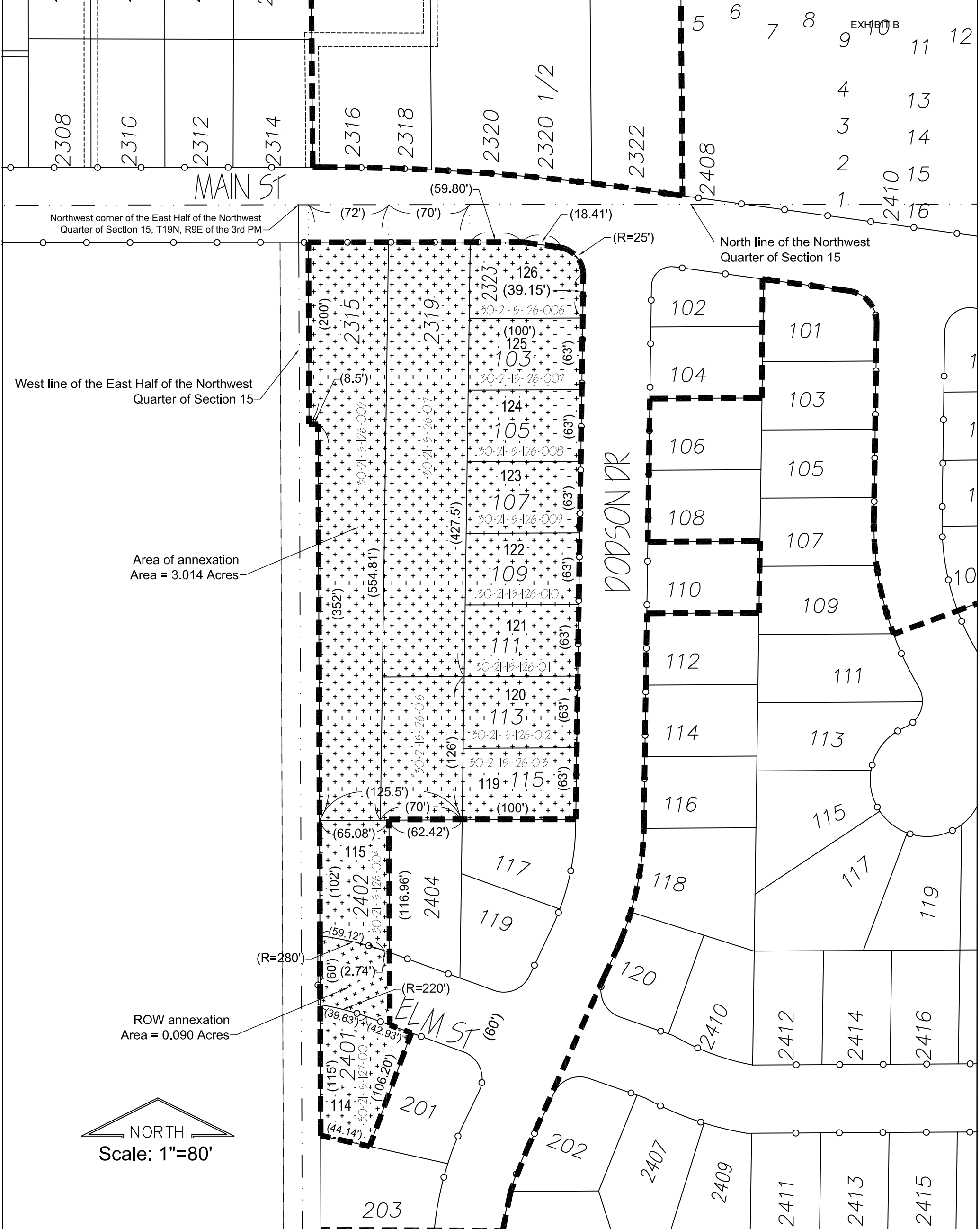


# Location & Aerial Map



Annexation No: 2011-A-01  
Subject: Involuntary Annexation of 13 parcels  
in the Scottswood Subdivision  
Petitioner: Zoning Administrator

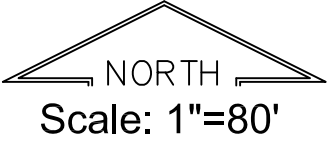
-  Subject Properties
-  Urbana Corporate Limits



West line of the East Half of the Northwest Quarter of Section 15

Area of annexation  
Area = 3.014 Acres

ROW annexation  
Area = 0.090 Acres



MAP SHOWING AREA  
ANNEXED BY CITY  
ORDINANCE #2011-XX-XXX  
CITY OF URBANA, ILLINOIS  
CHAMPAIGN COUNTY  
DATE: JUNE XX, 2011

AREA OF ANNEXATION	
EXISTING CITY LIMITS	
NEW CITY LIMITS	
RIGHT OF WAY LINE	
PROPERTY ADDRESS	2702
LOT NUMBER	416

**ENGINEERING DIVISION**



\_\_\_\_\_  
CITY ENGINEER/PUBLIC WORKS DIRECTOR

CAD: B.W.F. 05/31/2011  
CHECKED: W.R.G. 06/1/2011

A part of the Northeast Quarter of the Northwest Quarter of Section 15, Township Nineteen North, Range 9 East of the Third Principal Meridian, Urbana Township, Champaign County, Illinois, being more particularly described as follows:

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**LEGAL DESCRIPTION OF AREA ANNEXED BY  
CITY ORDINANCE #2011-XX-XXX  
CITY OF URBANA, ILLINOIS  
CHAMPAIGN COUNTY  
DATE: JUNE XX, 2011**

**ENGINEERING  
DIVISION**



CITY ENGINEER/PUBLIC WORKS DIRECTOR

CAD: B.W.F. 06/01/2011  
CHECKED: W.R.G. 06/xx/2011