



## DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

*Planning Division*

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

**TO:** Mayor Diane Wolfe Marlin and Members of the Urbana City Council

**FROM:** Sheila Dodd, Interim Community Development Services Director  
Marcus Ricci, AICP, Planner II

**DATE:** June 16, 2022

**SUBJECT:** **An Ordinance Amending the Urbana Zoning Ordinance** (Tatman's Towing Special Use Permit / Plan Case 2447-SU-22)

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### **Introduction**

BWC Tundra LLC, represented by Andrew Fell, requests a special use permit to allow expansion of a Towing Service at its property at 810 and 1002 Perkins Road in the B-3, General Business, Zoning District. Expansion would include constructing a new towing service building, paving an existing gravel parking area, and constructing a concrete access drive. The existing business – Tatman's Towing – currently stores its service vehicles and relocated vehicles outside on a gravel parking area. The proposed building would allow it to maintain and store fleet vehicles inside, as well as pave much of the gravel parking area around the building. Section V-1.A.3 and Table V-1 of the Urbana Zoning Ordinance allow a Towing Service in the B-3 district with a special use permit.

The Urbana Plan Commission held a public hearing on the proposed special use permit at its June 9, 2022, meeting and voted unanimously (five ayes, one abstention, zero nays) to recommend that City Council approve the special use permit with one updated condition, as presented. Staff concur with this recommendation.

### **Background**

#### **Introduction**

Tatman's Towing has operated at this location since before the property's annexation into the City of Urbana in 1977. In 2005, Robert Myers, Urbana's Planning Manager, issued a "Notice of Proper Zoning" acknowledging that the existing towing service was a legally-conforming use, allowing it to continue operation.<sup>1</sup> The requested special use permit would allow expansion of the existing special use.

#### **Description of the Site and Surrounding Properties**

The towing service currently operates on the west side of the zoning lot comprised of 810 and 1002 Perkins Road, on the north side of Perkins Road, east of Cunningham Avenue (Exhibit A). Access to the site is varied: one concrete access at the west end is shared with the adjacent Fifth Dimension collision and repair facility. A second gravel access in the middle of the property is the primary access; and a third unpaved/informal access is at the east end of the zoning lot. Other nearby uses include Dust & Son Auto Supplies, Hickory River Smokehouse and StorQuest Economy Storage to the north,

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<sup>1</sup> Zoning Notice, Robert Myers (2005) with attached 7677-R57 Resolution and Annexation Agreement.

Willow Springs Condo Subdivision to the east (unincorporated), and one residence (unincorporated) and a multi-business contractor building to the south. Table 1 summarizes the current zoning, existing land uses, and 2005 Comprehensive Plan future land use designations of the site and surrounding land (Exhibits B and C).

**Table 1. Zoning, Existing Land Use, Future Land Use Designation**

	<b>Zoning</b>	<b>Existing Land Use</b>	<b>Future Land Use</b>
<b>Site</b>	City B-3, General Business	Towing Service (legally conforming)	Community Business
<b>North</b>	City B-3, General Business	Restaurant, Auto Supplies, Self-Storage	Community Business
<b>East</b>	County R-3, Two-Family Residence	Condominiums	Multifamily
<b>South</b>	County AG-1, Agriculture & City B-3, General Business	Single-Family Residence, Commercial Contractors	Multifamily & Community Business
<b>West</b>	City B-3, General Business	Auto Collision and Repair	Community Business

### Existing Use

The business dispatches tow service vehicles to relocate clients’ vehicles back to the property or to other sites. Dispatch and tow service maintenance activities are conducted in the existing 4,723-square-foot building in the northwest corner of the property (Exhibit D – Site Plan). Both tow service vehicles and relocated (towed) vehicles are stored outside in the north and east portions of the property, inside a partially-screened chain-link fence. All parking areas are currently gravel, with the access drives being concrete (west), gravel (middle), and unimproved (east).

### Proposed Use

The proposed 8,593-square-foot building (80 feet by 108 feet) would provide additional space to service the service vehicles and to store them indoors (Exhibit E – Building Plans, Sheet A1). The main vehicle service area (80 feet by 73 feet) has six bay doors and is two stories and would have a metal siding exterior. The main floor includes a second garage (39 feet x 73 feet), entry room, break room, restrooms, and storage. The second floor over the support areas provides light storage space.

The existing six-foot-high chain-link fence around the relocated vehicle storage area would be removed. Most of the existing gravel parking area on three sides of the building (155 feet x 160 feet) would be topped with asphalt millings. The new parking area includes 15 new parking spaces, augmenting the existing 19 parking spaces to fulfill the minimum parking requirement. The paved area would continue onto an access lane leading east to a new concrete access drive out to Perkins Road. A six-foot-high solid wood fence would be built parallel to the south and east property lines, approximately 10 to 15 feet inside the property lines, and would be screened by trees and shrubs. This fence would also enclose the eastern lot; parking would not be permitted on this area (Exhibit D – Site Plan, Sheet T1).

Screening would be required for several reasons: to buffer between the subject business district and adjacent residential districts and uses<sup>2</sup>, to screen the off-street vehicle parking from the adjacent residential districts and uses<sup>3</sup>, and to screen outdoor storage of the towed vehicles from all public rights-of-way and adjacent residential uses or districts.<sup>4</sup> The proposed solid-wood fence requires

<sup>2</sup> Urbana Zoning Ordinance: Section VI-6.A.2.b – Buffer & Landscape Yards – Landscaping Buffer.

<sup>3</sup> Urbana Zoning Ordinance: Section VI-6.B.1.a – Screening of Off-Street Parking and Storage Areas.

<sup>4</sup> Urbana Zoning Ordinance: Section VI-6.E – Outdoor Storage Screening.

additional landscaping of one tree and three shrubs every forty feet 40 feet since the fence itself is longer than 40 feet. Existing landscaping on the subject property may be used to fulfill screening requirements that allow landscaping as an option; landscaping must be replaced when it no longer provides screening.

### **Public Outreach and Comment**

As required by the Zoning Ordinance, staff published Legal Notice of the requested special use permit in the News-Gazette. Staff also posted the required sign at the site of the request, notifying the public of the upcoming public hearing. Finally, staff mailed letters to the owners of record of parcels within 320' of the bounds of the site.

Operators of two neighboring businesses submitted letters of support for the request: Dust and Son Auto Supplies and Hickory River Smokehouse (Exhibit G – Communications). Two letters of concern were submitted by Ed Clancy, a resident and President of the Three Willows Condominium Association, the subdivision to the east, on behalf of several of the residents. Concerns expressed included screening, stormwater management, site lighting and use of the east parcel. Suggestions included changing the east chain-link fence to a solid wood fence or a short concrete wall topped with a wood fence.

In response to the concerns expressed, staff conducted additional research and provided the following information. The proposed solid-wood fence and landscaping would fulfill the requirements of the Zoning Ordinance, and meet most of the neighbors' suggested construction. The site plan has been reviewed by John Zeman, City Engineer, and must meet the city's requirements for stormwater management. The building and site plans proposed eight exterior building wall-mounted light fixtures, controlled by photocells. No other new site lighting is proposed. A photometric plan is required and must comply with the zoning ordinance to ensure minimal off-site light trespass. No use of the east parcel is proposed, including parking of vehicles.

### **Discussion**

#### **Requirements for a Special Use Permit**

According to Section VII-4.A of the Urbana Zoning Ordinance, an application for a special use permit shall demonstrate the following:

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

The towing service has operated at this location since at least 1977, which is when the property was annexed into the city: it is an established piece of the fabric of the neighborhood. The property is convenient to the public because of its location near Cunningham Avenue – a five-lane state route – and Interstate 74, allowing tow service vehicles to use main roads designed for heavy-duty vehicles, as well as for customers and employees to reach the facility. There are sidewalks up to the property and across the street and CUMTD bus stops just west of the property.

*2. That the proposed use is designed, located, and proposed to be operated so that it will not be unreasonably injurious or detrimental to the district in which it shall be located, or otherwise injurious to the public welfare.*

The towing service would continue to be operated so as not to be injurious or detrimental to the B-3 zoning district, or injurious to the general public. This development is intended to house existing service vehicles and provide better facilities to maintain those vehicles: it is not intended to expand the business, its hours, or scope of operations. No expansions to vehicle feet or staff are planned. The proposed asphalt milling parking area and concrete access drive will eliminate gravel parking and access areas, reducing gravel migration and dust. (Exhibit D – Site Plan, Sheet A2). The added screening will make the outdoor parking and storage areas less visible from the adjacent residential areas.

*3. That the proposed use conforms to the applicable regulations and standards of, and preserves the essential character of, the district in which it shall be located, except where such regulations and standards are modified by Section VII-7.*

The special use permit would allow the existing towing service to expand and maintain legal conformity, and preserve the essential character of, the B-3, General Business, zoning district. The proposed building and parking area are being reviewed by City staff through the building and engineering permit review process, including zoning compliance. The preliminary site plan was reviewed and recommended for approval by the Plan Commission: minimal changes are likely to be needed to meet full compliance with City and other regulations.

### **Synopsis and Response**

The proposed building, parking lot paving, and access drive meet the criteria required for a special use permit. The new indoor facility will allow easier maintenance and indoor storage of company property. The wood fence and landscaping will improve the character of the neighborhood by screening the off-street parking and outdoor storage of relocated vehicles, and by providing a buffer between the commercial and residential uses.

In response to the requirements in Section VII-4.A of the Zoning Ordinance, the Plan Commission shall make a recommendation to the City Council for or against the proposed special use, and may also recommend such additional conditions and requirements on the operation of the proposed use as are appropriate or necessary for the public health, safety, and welfare, and to carry out the purposes of this Ordinance, including but not limited to conditions that:

1. Regulate the location, extent, and intensity of such use;
2. Require adherence to an approved site plan;
3. Require landscaping and the screening of such use by means of fences, walls, or vegetation;
4. Stipulate a required minimum lot size or yards, and maximum height of buildings and structures;
5. Regulate vehicular access and volume, and the design and location of parking and loading areas and structures;
6. Require conformance to health, safety, and sanitation requirements as necessary;
7. Regulate signs and outdoor lighting; and
8. Any other conditions deemed necessary to affect the purposes of the Zoning Ordinance.

### **Plan Commission**

On June 9, 2022, the Plan Commission held a public hearing on this case. Commissioners asked about parking on the eastern lot; this would be prohibited because it is not paved. Parking would be

permitted in the required rear yard, up to 18 inches from the rear property line. The original stormwater drainage pattern directed runoff northward to an adjacent micro-regional detention basin and the Engineering Division would ensure that the development complies with stormwater management requirements. Although no special use permit was issued for the original towing service use, it was determined a legally-conforming use by Planning Manager Robert Myers due to its existence prior to annexation. The new building's exterior would be metal siding. There were no comments from the public.

## **Summary of Findings**

1. BWC Tundra LLC, represented by Andrew Fell, requests a special use permit to construct a towing service building, parking area, and access drive at its property at 810 and 1002 Perkins Road in the B-3, General Business, Zoning District. Section V-1.A.3 and Table V-1 of the Urbana Zoning Ordinance allow a Towing Service in the B-3 district with a special use permit.
2. Tatman's Towing has operated at this site since before the property's annexation into the City of Urbana in 1977. The towing service stores its service vehicles outside on a gravel parking area and the proposed building would allow it to maintain and store them inside, as well as improve most of the gravel parking area around the building.
3. The proposed expansion would continue to be conducive to the public at this location, where it has operated since 1977, as the towing service is accessed easily by car and mass transit.
4. The proposed expansion would not be injurious or detrimental to the B-3 zoning district, or injurious to the general public, as the proposed project would reduce the amount of outdoor parking, and gravel parking and access.
5. The requested special use permit would allow the existing towing service to expand and maintain legal conformity with the standards and regulations of, while preserving the essential character of, the B-3 zoning district.

## **Options**

The Urbana City Council has the following options:

1. Approve the Ordinance, or
2. Approve the Ordinance with certain terms and conditions, or
3. Deny the Ordinance.

## **Recommendation**

The Plan Commission voted unanimously at its June 9, 2022, meeting (five ayes, one abstention, zero nays) to forward the case to the City Council with a recommendation to approve, with the following condition:

- Construction must be in general conformance with the attached site plan entitled “Tatman’s Towing, New Construction, 810 East Perkins Road, Urbana, IL, Sheet T1 – Site Plan” dated 6/8/2022.

Staff concurs with this recommendation.

Attachments:           Exhibit A: Location & Land Use Map  
                              Exhibit B: Zoning Map  
                              Exhibit C: Future Land Use Map  
                              Exhibit D: Application for Special Use Permit  
                              Exhibit E: Building Plans (Excerpt)  
                              Exhibit F: Photos  
                              Exhibit G: Communications

cc: Andrew Fell, Applicant  
     Eric Kraft, Owner

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE APPROVING A SPECIAL USE PERMIT**

**(810 and 1002 Perkins Road / Plan Case 2447-SU-22 – BWC Tundra, LLC)**

**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**, Andrew Fell has petitioned the City on behalf of BWC Tundra, LLC, for approval of a special use permit to expand a Towing Service at 810 and 1002 Perkins Road in the B-3, General Business, Zoning District; and

**WHEREAS**, Tatman’s Towing has operated at this site since before the property’s annexation into the City of Urbana in 1977, is a legally-conforming use, and the proposed special use permit would allow indoor maintenance and storage of its vehicles and paving of existing gravel parking areas; and

**WHEREAS**, the proposed towing service expansion would continue to be conducive to the public at this location, where it has operated since 1977, as the towing service is accessed easily by car and mass transit; and

**WHEREAS**, the proposed towing service expansion would not be injurious or detrimental to the B-3 zoning district, or injurious to the general public because the proposed project would reduce the amount of outdoor parking, gravel parking and access, and would increase screening; and

**WHEREAS**, the requested special use permit would allow the existing towing service to expand and maintain legal conformity with the standards and regulations of, while preserving the essential character of, the B-3 zoning district; and

**WHEREAS**, after due publication, the Urbana Plan Commission held a public hearing on June 9, 2022, and voted with eight (5) ayes, one (1) abstention, and zero (0) nays to forward Plan Case 2447-SU-22 to the Urbana City Council with a recommendation to approve the request for a special use permit, subject to the condition specified in Section 1 herein; and

**WHEREAS**, approval of the special use permit, with the condition set forth below, is consistent with the requirements of Section VII-4 of the Urbana Zoning Ordinance, Special Use Procedures, and with the general intent of that section of the ordinance; and

**WHEREAS**, the City Council, after due consideration, finds that approving a special use permit as herein provided is in the best interests of the residents of the City and is desirable for the welfare of the City's government and affairs.

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

**Section 1.**

An Ordinance is hereby enacted and a special use permit is hereby approved to allow expansion of a towing service in the B-3, Central Business, Zoning District with the following condition:

- Construction must be in general conformance with the attached site plan entitled "Tatman's Towing, New Construction, 810 East Perkins Road, Urbana, IL, Sheet T1 – Site Plan" dated 6/8/2022 (Attachment 1).

Legal Description:

Tract A: Lot 101 Tatman's Perkin's School Sub, Replat of Lot 1

P.I.N. 91-21-04-352-036

Commonly known as 810 East Perkins Road

Tract B: Lot 4 Sarah's 1st Sub

P.I.N. 91-21-04-352-024

Commonly known as 1002 East Perkins Road



**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 date day of Month, Year.

AYES:

NAYS:

ABSTENTIONS:

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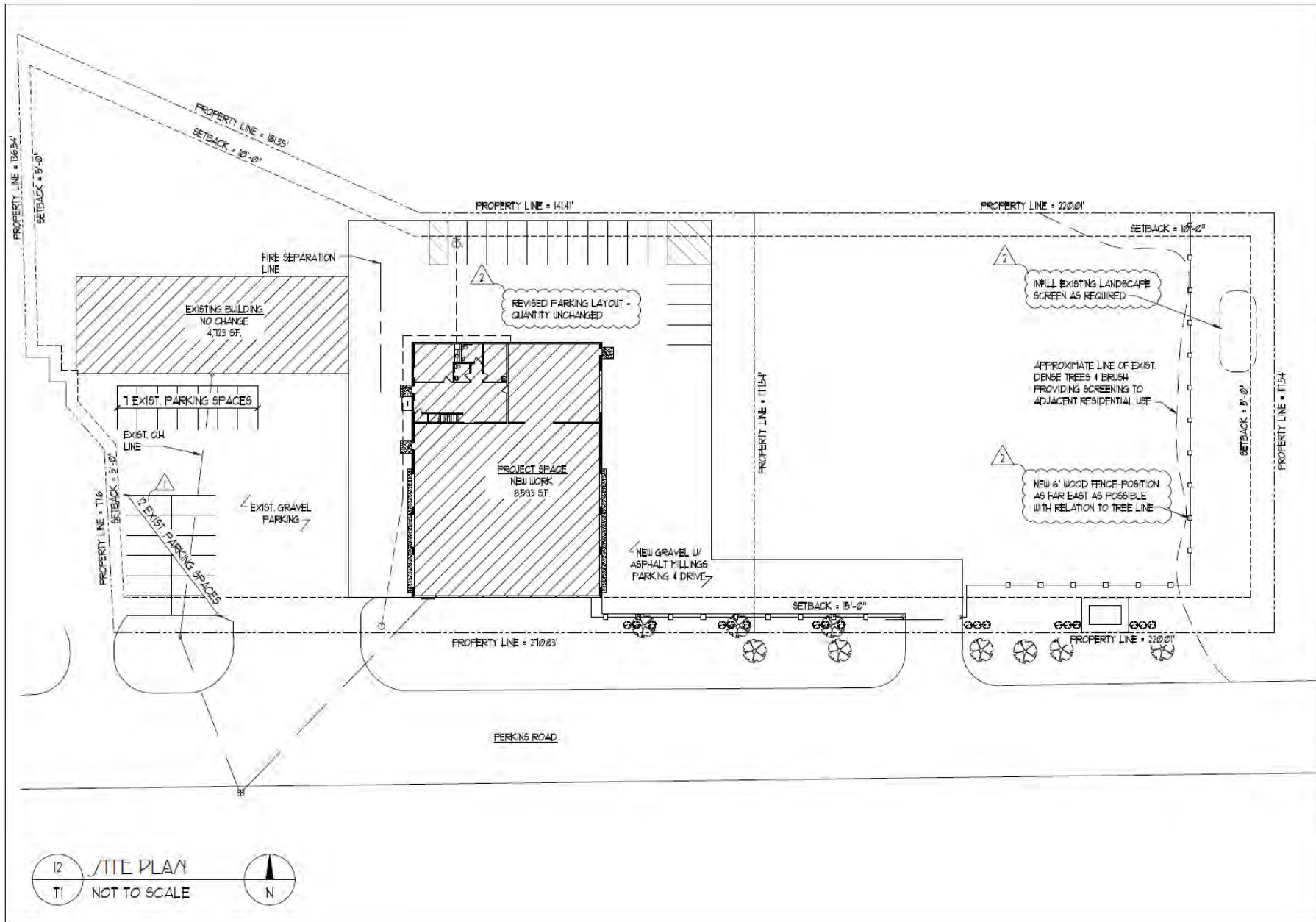
Phyllis D. Clark, City Clerk

**APPROVED BY THE MAYOR** this date day of Month, Year.

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Diane Wolfe Marlin, Mayor

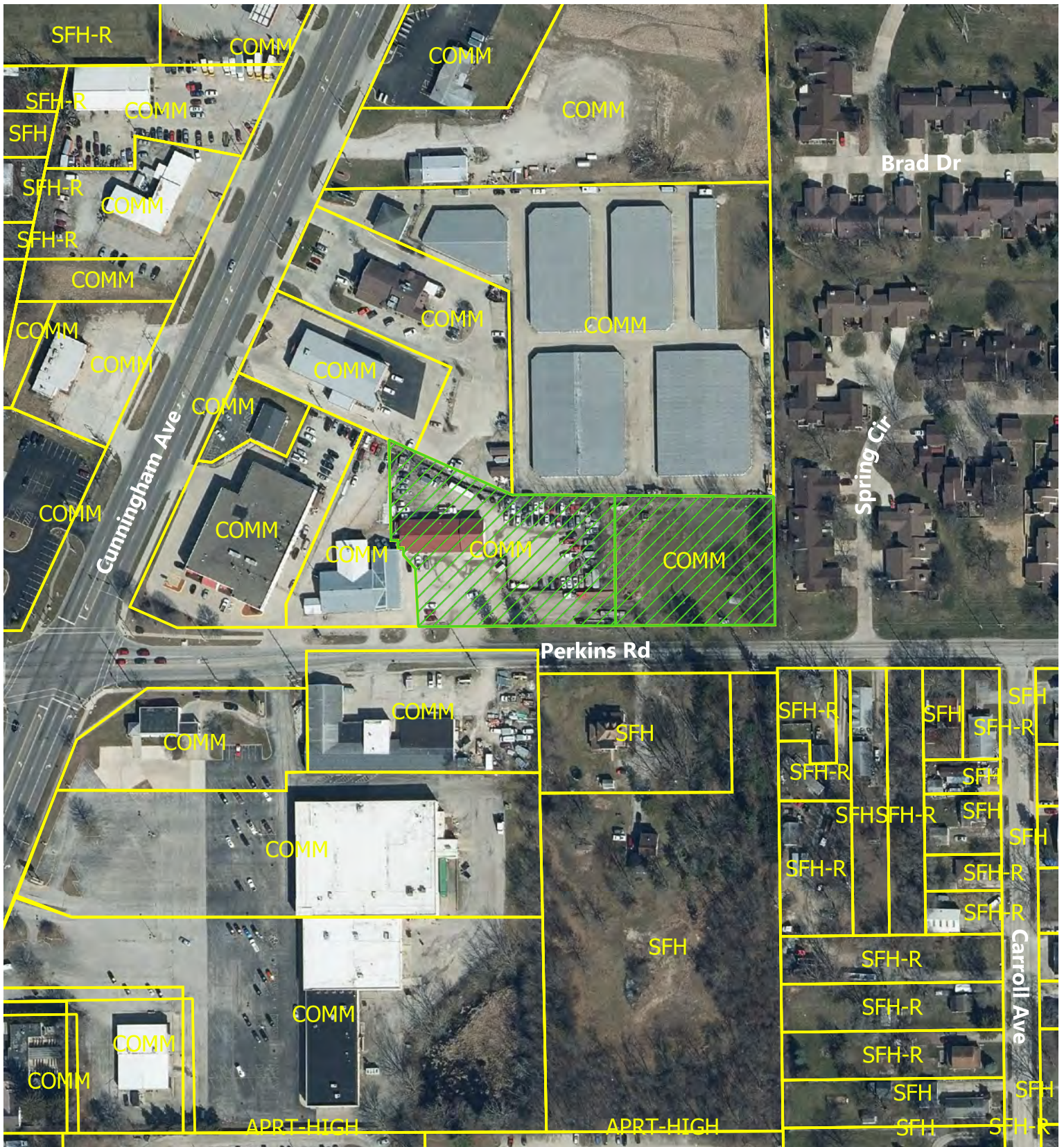
# ATTACHMENT 1



PROJECT # 2042	DATE: 10/02/21
DESIGNER: J. J. JONES	DATE: 10/02/21
REVISIONS: 2021/10/07	REVISED: 2021/10/07
<b>ANDREW FELL</b> ARCHITECTURE AND DESIGN 515 NORTH HANCOCK STREET, SUITE 101 HOUSTON, TEXAS 77002 PHONE: 214.353.2850 WWW.ANDREWPELL.COM EMAIL: andrew@andrewfell.com	
<small>This document is the property of Andrew Fell Architecture and is not to be distributed or used for any other project without the written consent of Andrew Fell Architecture. All rights reserved. Discrepancies may be noted for this document prior to the start of construction. All dimensions are in feet and inches unless otherwise noted.</small>	
<b>TATMAN TOWING</b> <b>NEW CONSTRUCTION</b> 8101 CRENSHAW RD LOS ANGELES, CA 90001	
<b>T1</b>	



# Exhibit A - Location & Land Use



Case: 2447-SU-22  
 Subject: Special Use Permit - Towing Service  
 Location: 810 & 1002 Perkins Road  
 Applicant: Andrew Fell for BWC Tundra, LLC



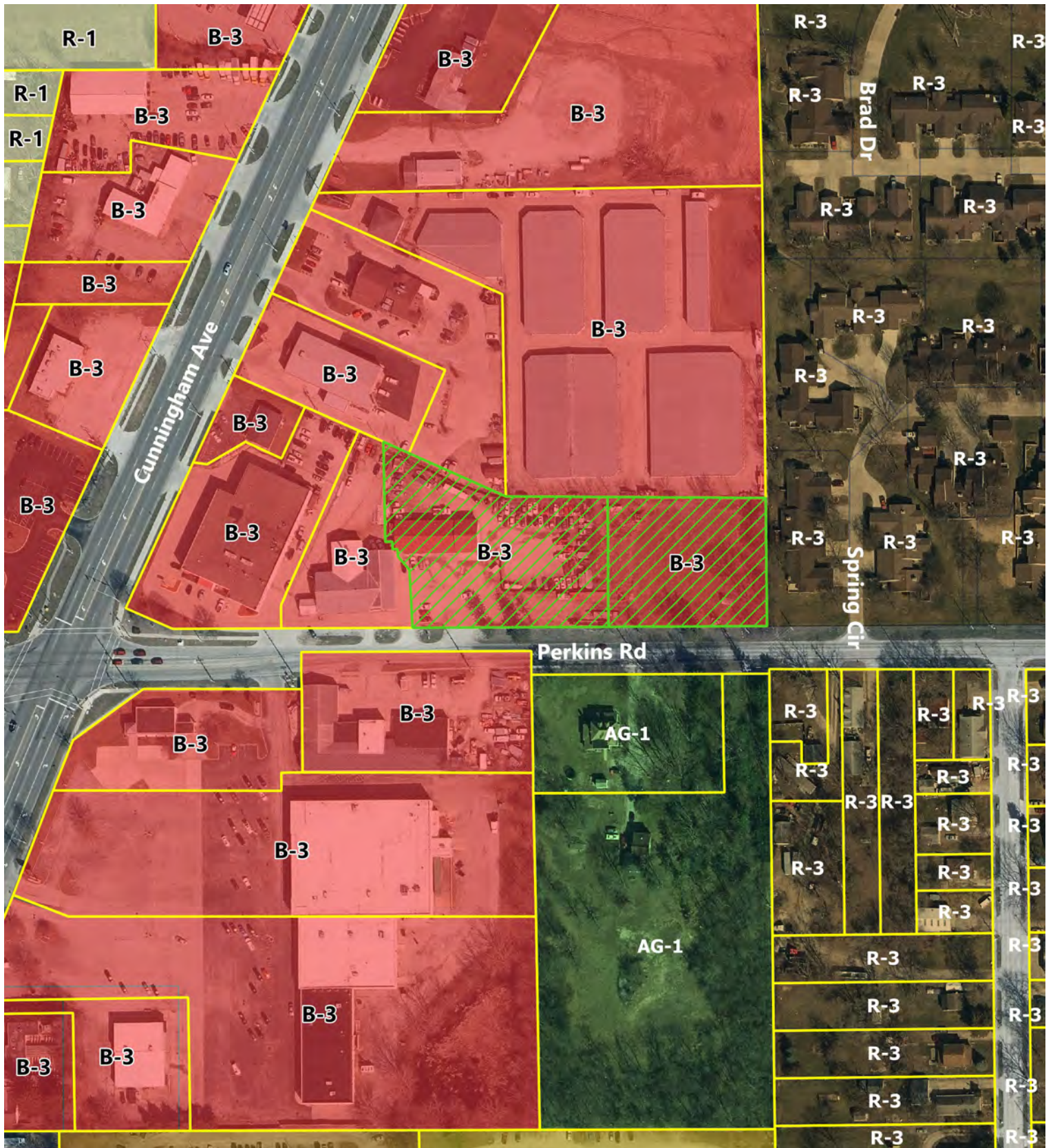
## Legend

 SUBJECT PROPERTY





# Exhibit B - Current Zoning



Case: 2447-SU-22  
 Subject: Special Use Permit - Towing Service  
 Location: 810 & 1002 Perkins Road  
 Applicant: Andrew Fell for BWC Tundra, LLC

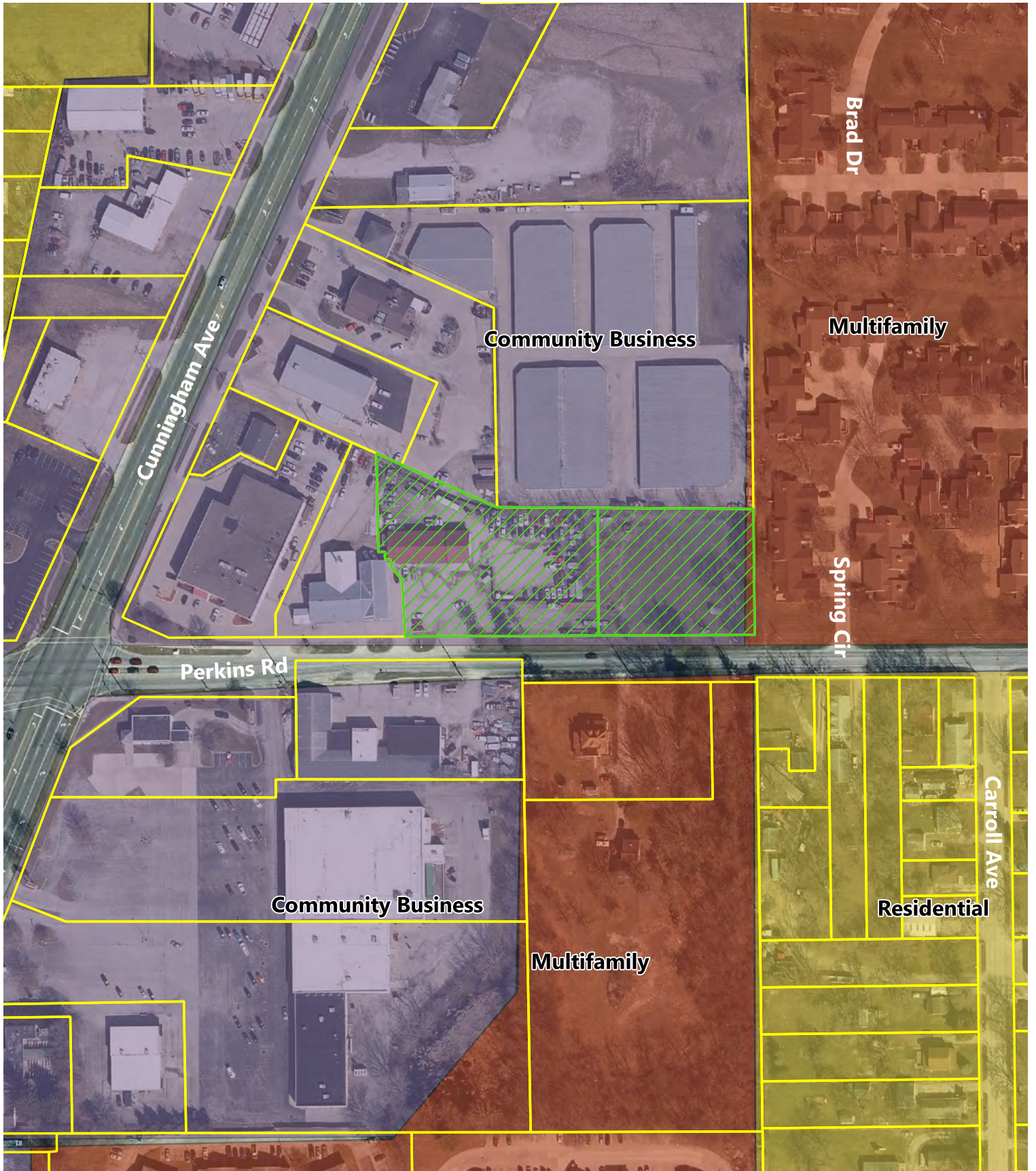
SUBJECT PROPERTY

City Zoning	County Zoning
B-3	AG-1
	R-3





# Exhibit C - Future Land Use



Case: 2447-SU-22  
Subject: Special Use Permit - Towing Service  
Location: 810 & 1002 Perkins Road  
Applicant: Andrew Fell for BWC Tundra, LLC



## Legend

 SUBJECT PROPERTY





# Exhibit D - Application for Special Use Permit

## 3. CONSULTANT INFORMATION

**Name of Architect(s):** Andrew Fell Architecture and Design Phone: 217-363-2890

Address (*street/city/state/zip code*): 515 N Hickory, Suite 101, Champaign, Illinois 61820

Email Address: [permits@andrewfell.com](mailto:permits@andrewfell.com)

**Name of Engineers(s):** BKB (Bryan Bradshaw) Phone: 215-531-2971

Address (*street/city/state/zip code*): 301 N Neil, Suite 400, Champaign, IL 61820

Email Address: [bbradshaw@bkbeng.com](mailto:bbradshaw@bkbeng.com)

**Name of Surveyor(s):** BKB Engineering Phone:

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

Email Address:

**Name of Professional Site Planner(s):** BKB Engineering Phone:

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

Email Address:

**Name of Attorney(s):** Phone:

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

Email Address:

## 4. REASONS FOR SPECIAL USE PERMIT

Explain how the proposed \_\_\_\_\_ public convenience at the location of the property.

**See Attached**

Explain how the proposed use is designed, located and proposed to be operated, so that it will not be unreasonably injurious or detrimental to the district in which it shall be located, or otherwise injurious or detrimental to the public welfare.

**See Attached**

Explain how the proposed use conforms to the applicable regulations and standards of and preserves the essential character of the district in which it shall be located.

**See Attached**



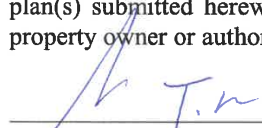
# Exhibit D - Application for Special Use Permit

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

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

## **CERTIFICATION BY THE APPLICANT**

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

  
\_\_\_\_\_  
Applicant's Signature

  
\_\_\_\_\_  
Date

## **PLEASE RETURN THIS FORM ONCE COMPLETED TO:**

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



# Exhibit D - Application for Special Use Permit

## SPECIAL USE PERMIT APPLICATION

810 East Perkins Road  
Urbana, Illinois 61802

### 4. REASONS FOR SPECIAL USE PERMIT

Explain how the proposed use is conducive to the public convenience at the location of the property.

This is a continuation of an existing use. The success of the business is a cause for expansion. Currently the commercial vehicles used in the business are parked outside, as are some vehicles that are temporarily located at the property due to being towed, or because of an accident, etc. As a result there are now always vehicles visible outside in some quantity, with many of them in states of disrepair or unsalvageable. There are occasionally damaged trucks, busses, cars, etc. in the tow yard that are used by local emergency responders for training purposes.

Currently all of these vehicles are parked on either gravel or grass, and all of them are easily seen (cannot be missed) from Perkins Road. There is an area of opaque fencing to conceal a large area of the existing yard, but much of it is visually open to the public

Explain how the proposed use is designed, located and proposed to be operated, so that it will not be unreasonably injurious or detrimental to the district in which it shall be located or otherwise injurious or detrimental to the public welfare.

This project is to gain space to store the business vehicles inside, out of the weather, and to provide a screened area to store vehicles temporarily on site. The purpose is to protect the investment into their machinery, and to screen the sometimes unsightly assemblage of automobiles from the public.

The main intent of this project is to secure expensive machinery and to screen the lot area.

Please note that the building itself is not a vehicle repair garage, or anything associated with the maintenance or repair of any non-business owned vehicle. In other words, no outside cars or trucks are worked on in the facility. The primary purpose of the building is to store tow trucks when not in use, wash those trucks, and occasionally do very minimal work on them – such as changing the oil or rotating tires.

Explain how the proposed use conforms to the applicable regulations and standards of and preserves the essential character of the district in which it shall be located.

The neighborhood is a mixture of businesses with some multi-family to the east (which is to be heavily screened) and a mixture of commercial and one single residential property south, across Perkins Road, with the house being on the east edge of the subject property.

This work will not enlarge, or change, any aspects of the uses in the neighborhood. This simply continues the existing uses and activities, but screens them much more appropriately from the general public.

# Exhibit D - Application for Special Use Permit - Revised Site Plan

**A N D R E W F E L L**

A R C H I T E C T U R E A N D D E S I G N

515 NORTH HICKORY, SUITE 101  
CHAMPAIGN, ILLINOIS 61820  
PHONE: 217.363.2890  
EMAIL: andrewfell@comcast.net

08JUN22

City of Urbana Community Development  
400 South Vine Street  
Urbana, Illinois 81801

RE: Tatman's Towing Facility  
Perkins Road  
Urbana, Illinois

Dear Community Development,

For the above referenced project submitted for a Special Use Application, we would like to make a couple of minor revisions to be considered during the review meeting.

- 1) The screen fence along the eastern side of the property is to be moved to the east to the extent possible before impacting the existing vegetation row. This is approximately 10' off the east property line. This fence will be revised to a wood fence.
- 2) The vegetation 'gap' on the eastern edge of the site is to be infilled.
- 3) The parking spaces adjacent to the building are relocated to accommodate easier access to the building with large vehicles. There is no change to the number of parking spaces.

Lastly, I believe you are aware, but Adrienne from our office will be representing the firm at the proceedings.

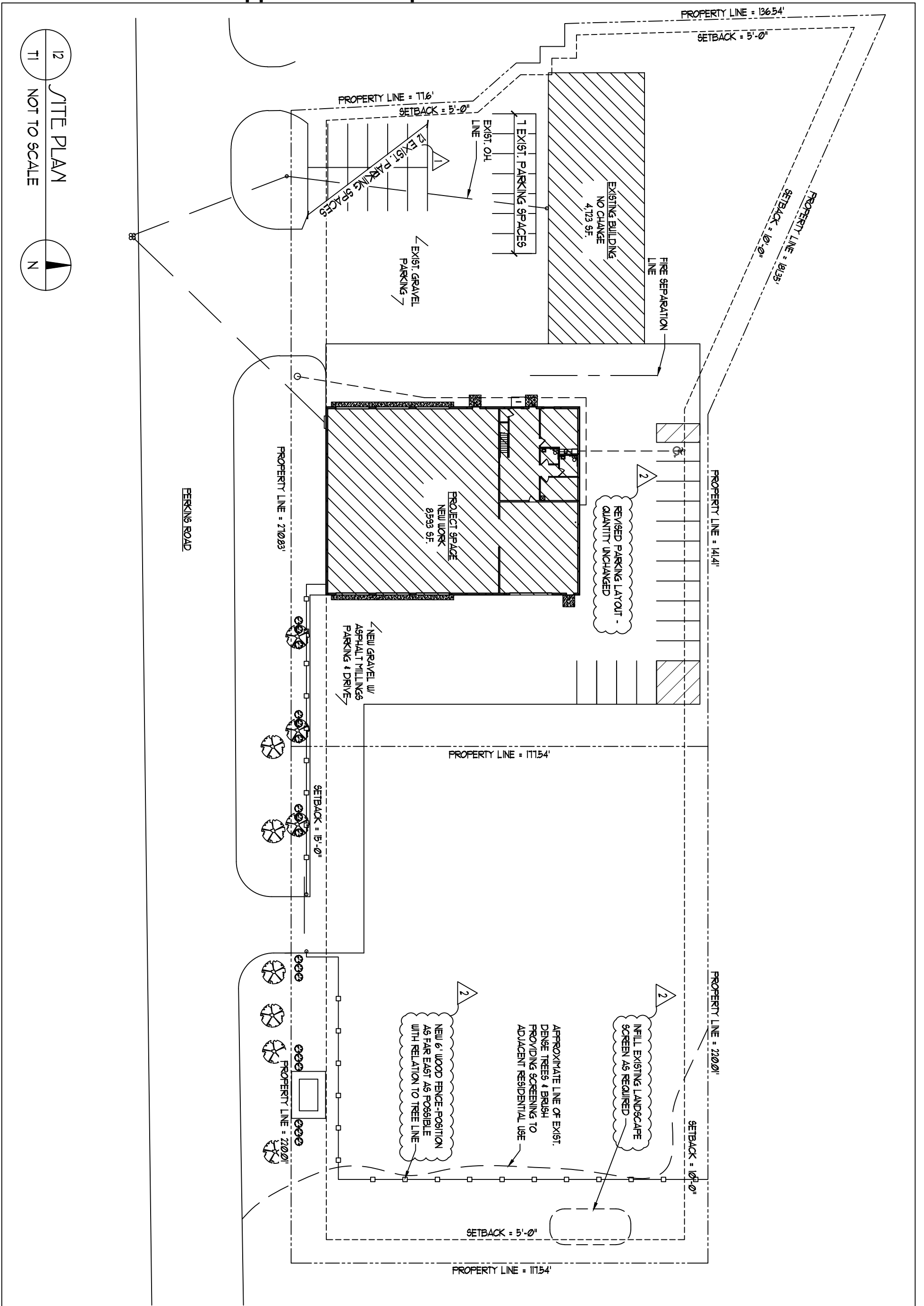
Please call if you have any questions or need any other information.

Sincerely,

Andrew T. Fell AIA

A N D R E W F E L L  
ARCHITECTURE AND DESIGN

# Exhibit D - Application for Special Use Permit - Revised Site Plan



TATMAN'S TOWING  
NEW CONSTRUCTION

810 E PERKINS RD  
URBANA, IL 61802

These drawings and specifications are the property and copyright of Andrew Fell, Architecture and Design and shall not be used on any other work except by written agreement with the Architect. Only written dimensions shall be used. Do not scale drawings. Dimensions shall be verified on the job site. Any discrepancy shall be brought to the notice of the Architect prior to the commencement of any work.

ANDREW FELL  
ARCHITECTURE AND DESIGN

515 NORTH HICKORY STREET, SUITE 101  
CHAMPAIGN, ILLINOIS 61820  
PHONE: 217.363.2890  
WWW.ANDREWFELL.COM  
EMAIL: andrewfell@comcast.net

PROJECT # 21042

DATE: 11/NOV21

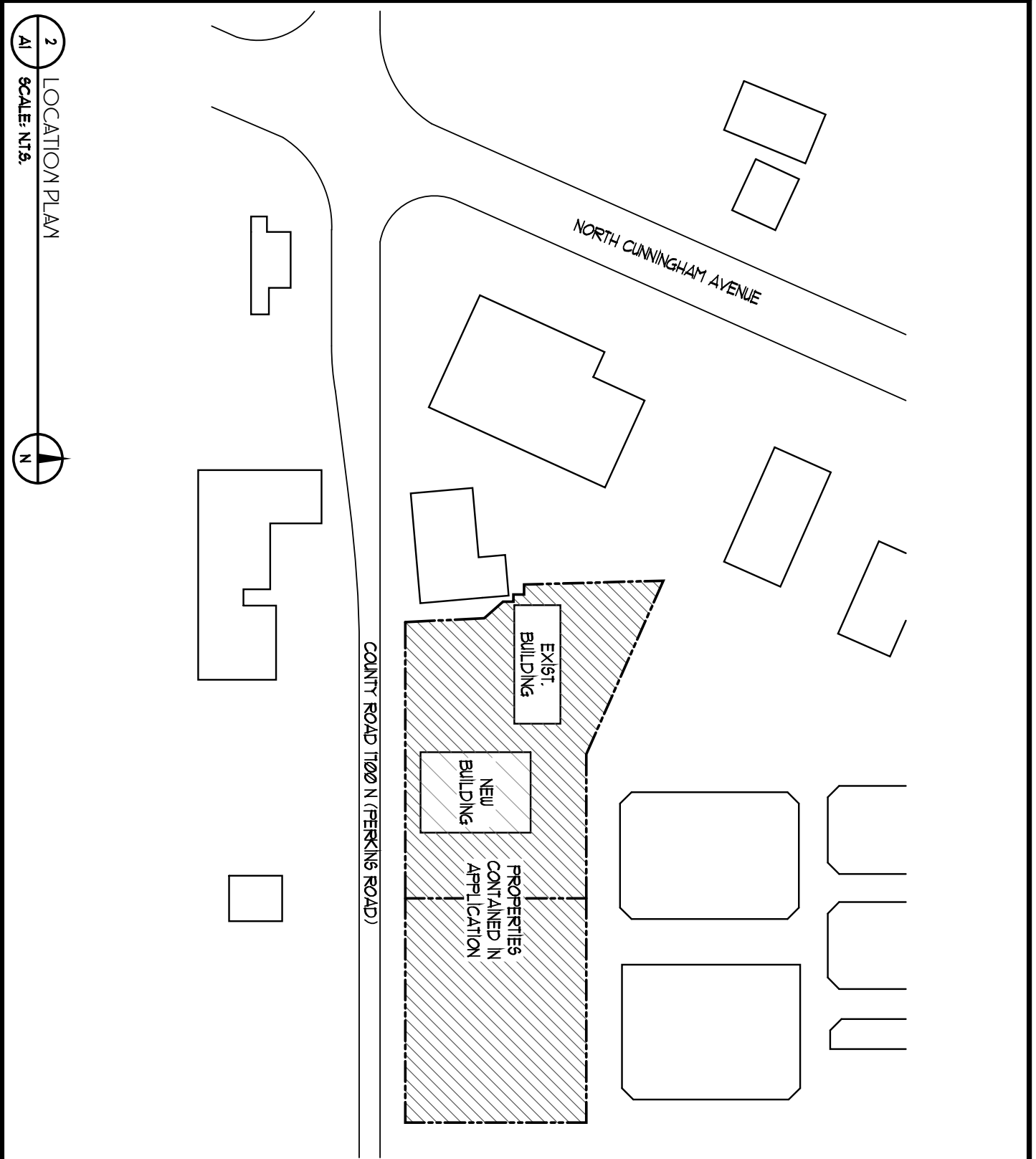
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REV02: 2022.JUN.08

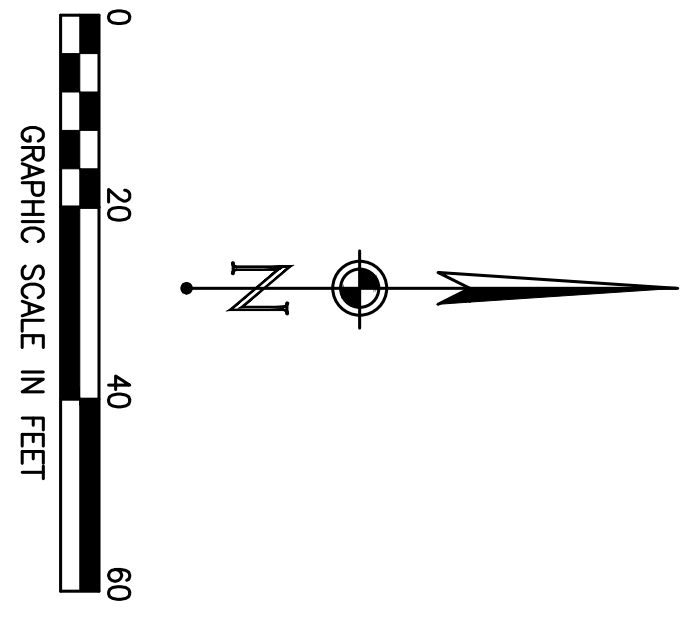
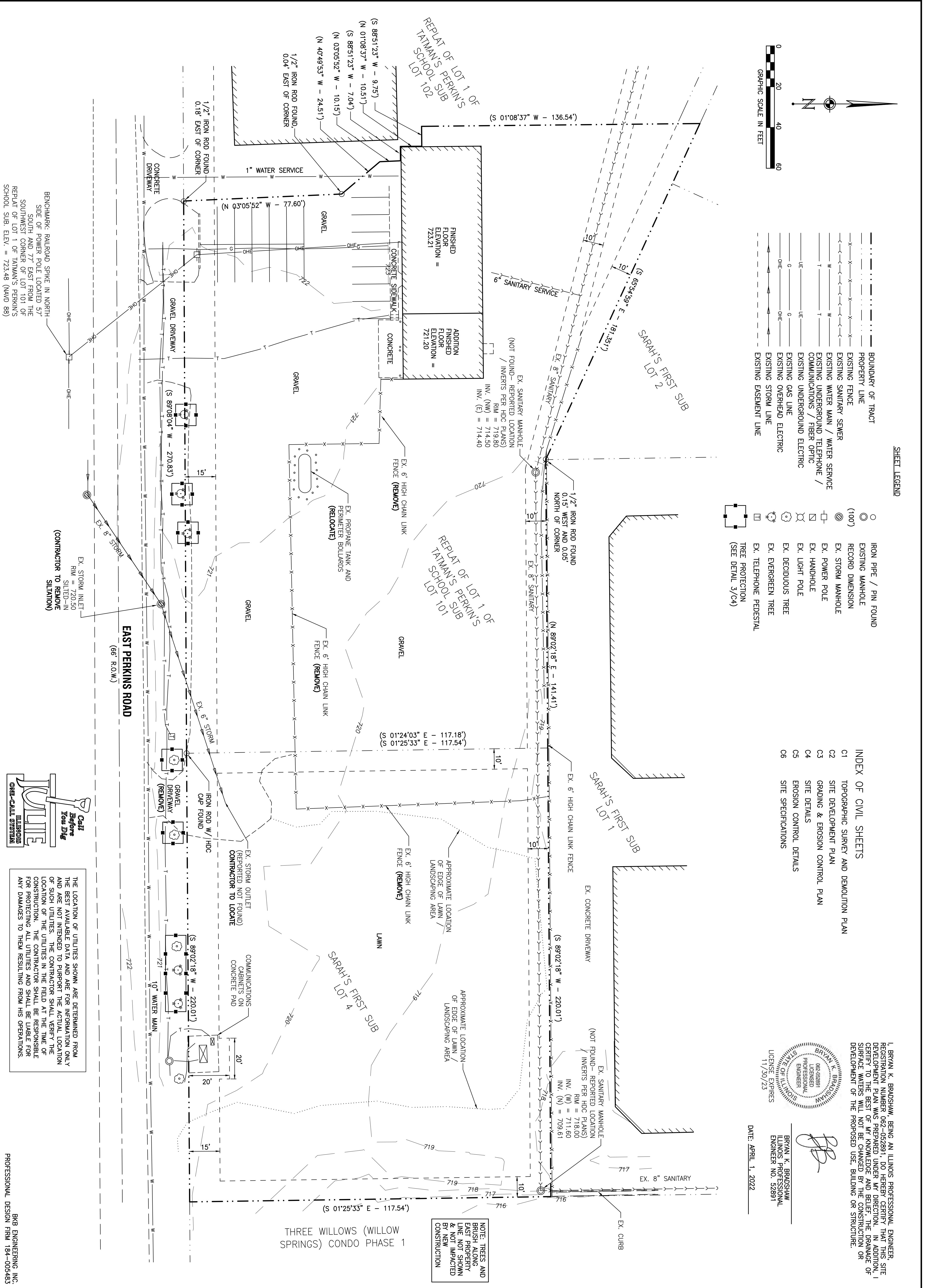
T1

# Exhibit D - Application for Special Use Permit



<p style="text-align: center;">A1</p>	<p style="text-align: center;">TATMAN'S TOWING NEW CONSTRUCTION</p> <p>810 E. PERKINS RD URBANA, ILLINOIS</p>	<p>These drawings and specifications are the property and copyright of Andrew Fell, Architecture and Design and shall not be used on any other work except by written agreement with the Architect. Only written dimensions shall be used. Do not scale drawings. Dimensions shall be verified on the job site. Any discrepancy shall be brought to the notice of the Architect prior to the commencement of any work.</p>	<p style="text-align: center;">ANDREW FELL ARCHITECTURE AND DESIGN</p> <p>515 NORTH HICKORY STREET, SUITE 101 CHAMPAIGN, ILLINOIS 61820 PHONE: 217.303.2880 WWW.ANDREWPELL.COM EMAIL: andrewfell@comcast.net</p>	<p>PROJECT # 21042</p> <p>DATE : 2022.APRIL.21</p> <p>REV./NO./Y :</p>
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# Exhibit E - Building Plans (Excerpt)



**SHEET LEGEND**

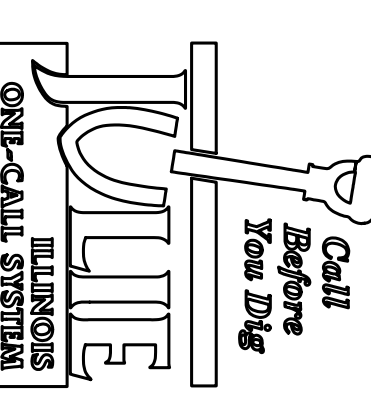
---X---X---X---	BOUNDARY OF TRACT
---	PROPERTY LINE
-X-X-X-X-X-X-	EXISTING FENCE
-X-X-X-X-X-X-	EXISTING SANITARY SEWER
-X-X-X-X-X-X-	EXISTING WATER MAIN / WATER SERVICE
-X-X-X-X-X-X-	EXISTING UNDERGROUND TELEPHONE / COMMUNICATIONS / FIBER OPTIC
-X-X-X-X-X-X-	EXISTING GAS LINE
-X-X-X-X-X-X-	EXISTING OVERHEAD ELECTRIC
-X-X-X-X-X-X-	EXISTING STORM LINE
-X-X-X-X-X-X-	EXISTING EASEMENT LINE
○	IRON PIPE / PIN FOUND
○	EXISTING MANHOLE
○	RECORD DIMENSION
○	EX. STORM MANHOLE
○	EX. POWER POLE
○	EX. HANDHOLE
○	EX. LIGHT POLE
○	EX. DECIDUOUS TREE
○	EX. EVERGREEN TREE
○	EX. TELEPHONE PEDESTAL
□	TREE PROTECTION
□	EX. TELEPHONE PEDESTAL (SEE DETAIL 3/C4)

**INDEX OF CIVIL SHEETS**

C1	TOPOGRAPHIC SURVEY AND DEMOLITION PLAN
C2	SITE DEVELOPMENT PLAN
C3	GRADING & EROSION CONTROL PLAN
C4	SITE DETAILS
C5	EROSION CONTROL DETAILS
C6	SITE SPECIFICATIONS

1. BRYAN K. BRADSHAW, BEING AN ILLINOIS PROFESSIONAL ENGINEER, REGISTRATION NUMBER 062-052891, DO HEREBY CERTIFY THAT THIS SITE DEVELOPMENT PLAN WAS PREPARED UNDER MY DIRECTION. IN ADDITION, I CERTIFY TO THE BEST OF MY KNOWLEDGE AND BELIEF, THE DAMAGE OF SURFACE WATERS WILL NOT BE CHANGED BY THE CONSTRUCTION OR DEVELOPMENT OF THE PROPOSED USE, BUILDING OR STRUCTURE.

*Bryan K. Bradshaw*  
 BRYAN K. BRADSHAW  
 ILLINOIS PROFESSIONAL ENGINEER NO. 52891  
 LICENSE EXPIRES 11/30/23  
 DATE: APRIL 1, 2022



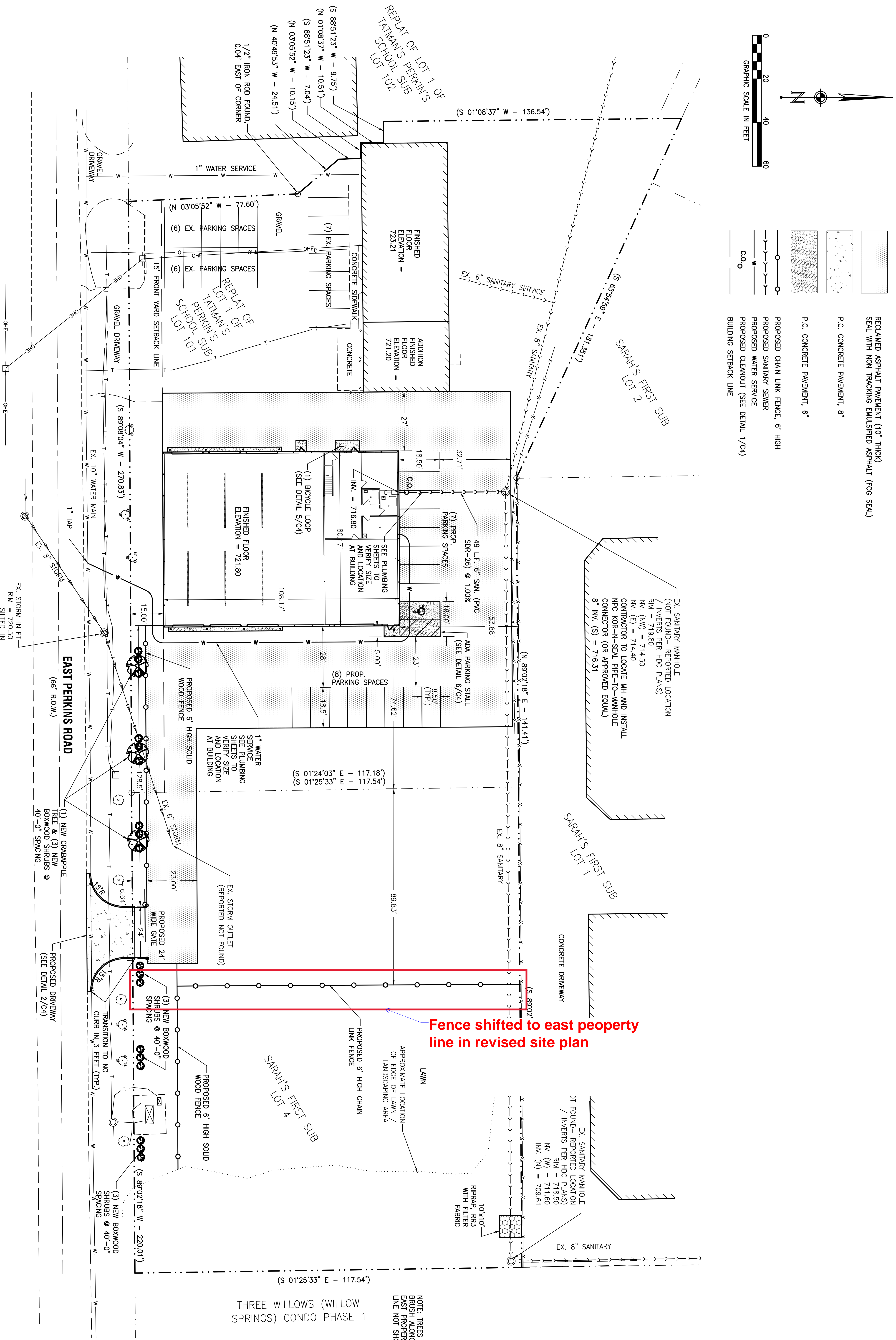
THE LOCATION OF UTILITIES SHOWN ARE DETERMINED FROM THE BEST AVAILABLE DATA AND ARE FOR INFORMATION ONLY AND ARE NOT INTENDED TO PURPORT THE ACTUAL LOCATION OF SUCH UTILITIES. THE CONTRACTOR SHALL VERIFY THE LOCATION OF THE UTILITIES IN THE FIELD AT THE TIME OF CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL UTILITIES AND SHALL BE LIABLE FOR ANY DAMAGES TO THEM RESULTING FROM HIS OPERATIONS.

BKB ENGINEERING, INC.  
 PROFESSIONAL DESIGN FIRM 184-005483

TOPOGRAPHIC SURVEY AND DEMOLITION PLAN TATMAN'S TOWING 808-1002 E. PERKINS ROAD URBANA, ILLINOIS		BKB ENGINEERING 301 N. NEIL STREET, SUITE 400   CHAMPAIGN, IL 61820 CELL 217.840.3546   OFFICE 217.531.2971   FAX 217.531.2211	REVISIONS <table border="1"> <thead> <tr> <th>NO.</th> <th>DATE</th> <th>DESCRIPTION</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	NO.	DATE	DESCRIPTION									
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# Exhibit E - Building Plans (Excerpt)



**Fence shifted to east property line in revised site plan**

THREE WILLOWS (WILLOW SPRINGS) CONDO PHASE 1

NOTE: TREES AND BRUSH ALONG EAST PROPERTY LINE NOT SHOWN

SITE DEVELOPMENT PLAN  
 TATMAN'S TOWING  
 808-1002 E. PERKINS ROAD  
 URBANA, ILLINOIS

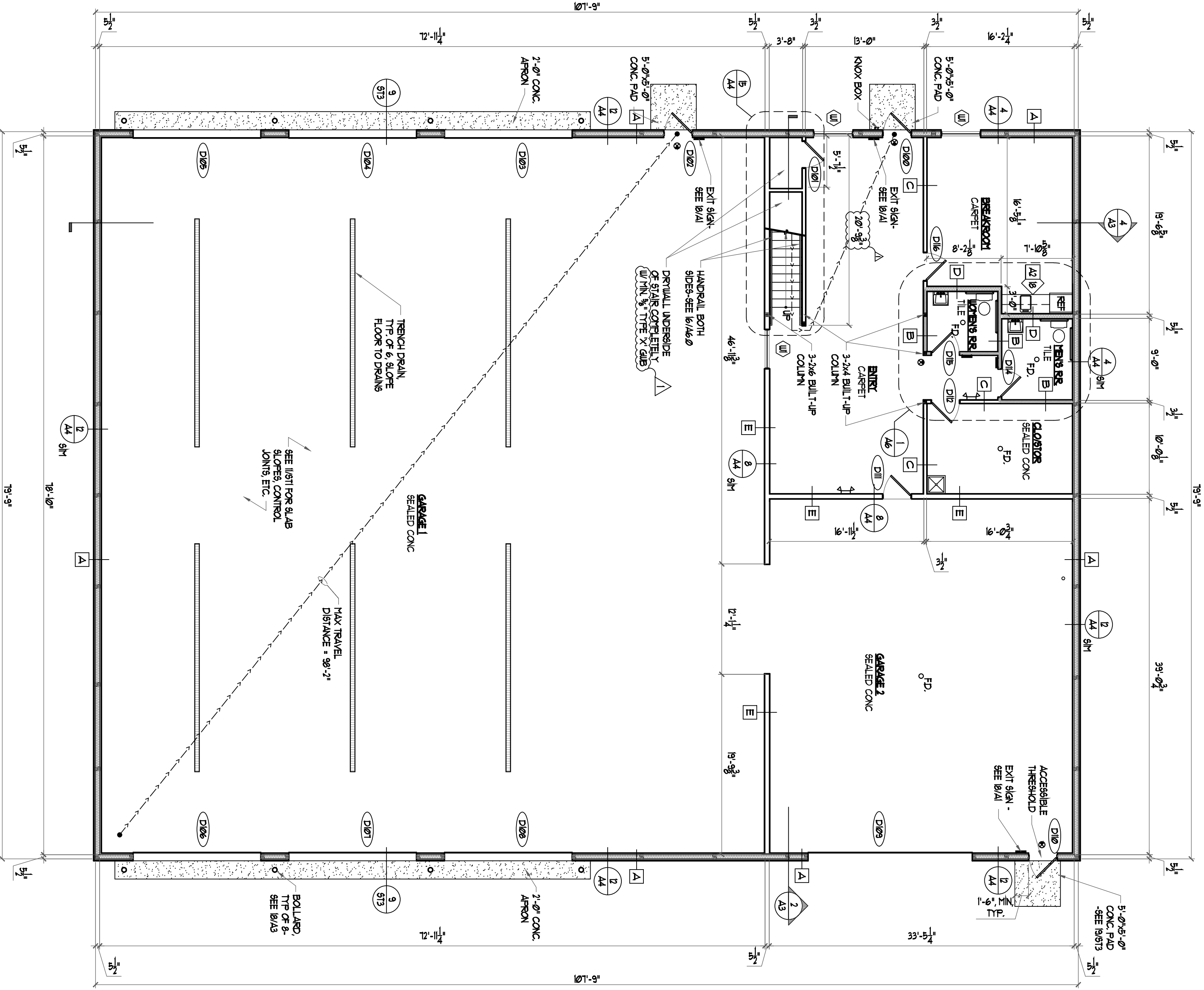
**B K B**  
 ENGINEERING  
 301 N. NEIL STREET, SUITE 400 | CHAMPAIGN, IL 61820  
 CELL 217.840.3546 | OFFICE 217.531.2971 | FAX 217.531.2211

REVISIONS		
NO.	DATE	DESCRIPTION

PROJECT: 40-2203  
 DESIGN BY: BKB  
 DRAWN BY: BKB  
 DATE: 3/31/22  
 SHEET: C2

# Exhibit E - Building Plans (Excerpt)

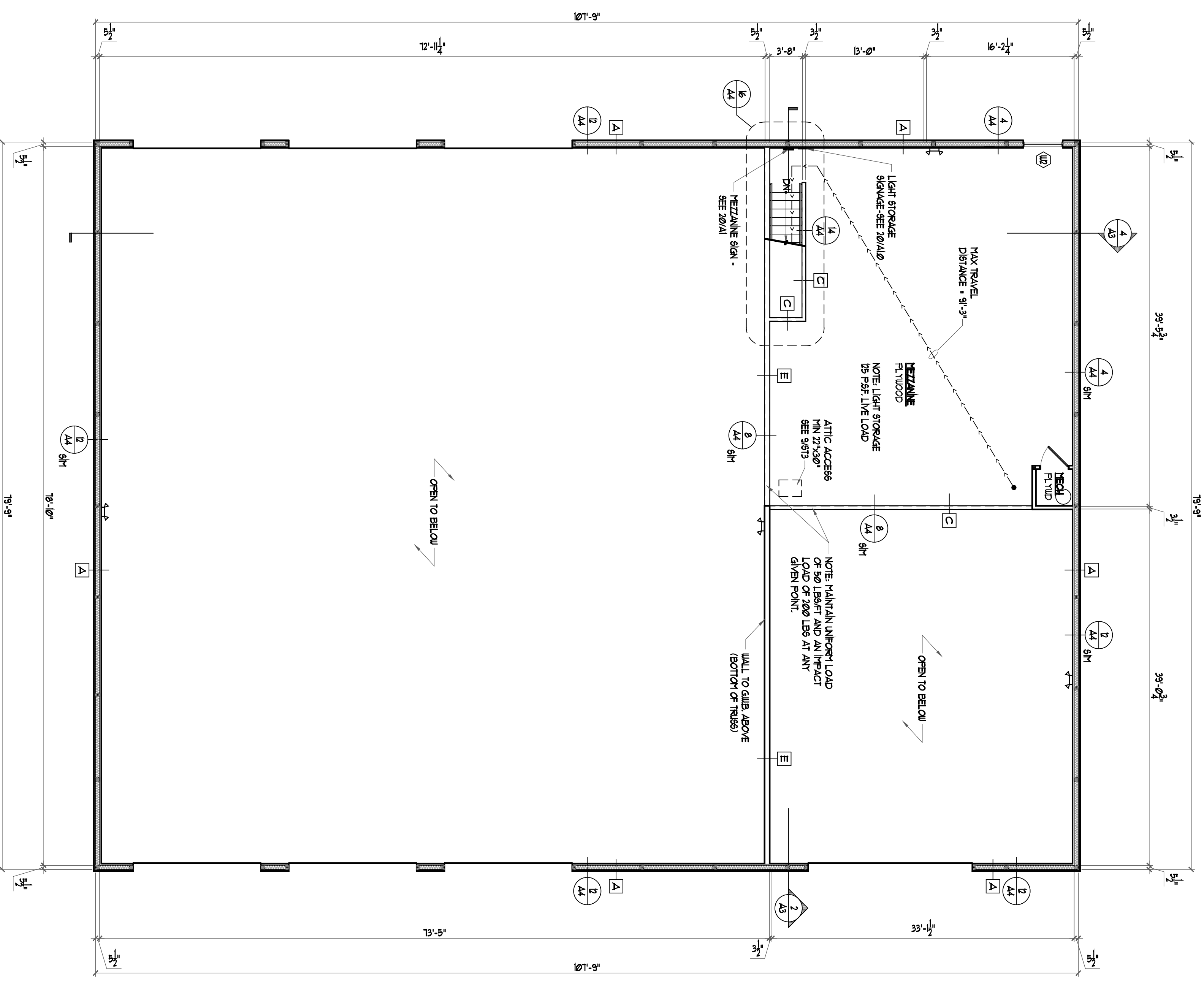
- NOTES:  
 1. PROVIDE THE EXTERIORS PER V.P.A. 03.  
 2. BEARING EQUAL TO 2.5X0 W/3 FT. WOOD SPACER UNLESS OTHERWISE NOTED - MIN. 4" x 4".  
 3. ANY WOOD IN CONTACT WITH CONCRETE TO BE PRESSURE TREATED.  
 4. ANY STUD MAY BE BORED OR DRILLED PROVIDED THAT THE RESULTING HOLE IS NO GREATER THAN 40% OF THE STUD WIDTH AND EDGE OF HOLE NO CLOSER THAN 1/4" TO THE EDGE. A STUD MAY BE BORED TO A DIAMETER NOT EXCEEDING 60% OF ITS WIDTH PROVIDED THAT SUCH STUDS THAT ARE EXPOSED TO WEATHER OR BEARING PARTITIONS ARE DOUBLED AND THAT NOT MORE THAN 10% OF THE STUDS ARE DOUBLED.  
 5. RESTORING OF PENETRATIONS THROUGH WALL, FLATES (TOP AND BOTTOM) SHALL BE SEALED AS REQUIRED HEREIN:  
 A. HOLES CUT THROUGH FLOOR/CEILING RAFTING AND WALL, FLATES SHALL BE BORED WITH ROUND BIT AND HELD TO MINIMUM APPROXIMATELY 1/4" MAXIMUM CLEARANCE.  
 B. SHALL NOT BE RESTORED TO ORIGINAL CONDITION IN THE ANALYSE SPACE BETWEEN WALL AND FLOOR/CEILING RAFTING. THE RESTORATION SHALL BE TO ORIGINAL CONDITION WITH THE FOLLOWING:  
 C. OPENINGS LARGER THAN 1/4" CLEARANCE SHALL BE SEALED TIGHT WITH "THERMABARRIER" FOR A MINIMUM DEPTH OF 2" AT BOTH TOP AND BOTTOM OF PENETRATION.  
 D. FIRE STOP AROUND ALL PENETRATIONS THROUGH WALL, FLATES (IE ELECTRICAL UNITS).  
 6. FIRE PENETRATIONS TO BE PLACED A MAXIMUM OF 3" FROM THE ENTRY DOOR A MAXIMUM OF 3" APART PROVIDED A MAX OF 4" INTO CIRCULATION PATHS AND BE POINTED SO THAT THE TOP OF THE EXTERIOR IS NO MORE THAN 6" AFF.  
 7. ALL EXTERIOR DOORS TO HAVE ACCESSIBLE ROUTE THRESHOLDS.  
 8. HVAC SYSTEM CONFIGURED SO AS TO NOT ALLOW AIR FLOW BETWEEN SHOP AREAS AND OFFICE AREA.



3 FIRST FLOOR PLAN  
 SCALE: 1/8" = 1'-0"



- NOTES:  
 1. PROVIDE THE EXTERIORS PER V.P.A. 03.  
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 8. HVAC SYSTEM CONFIGURED SO AS TO NOT ALLOW AIR FLOW BETWEEN SHOP AREAS AND OFFICE AREA.



II MEZZANINE PLAN  
 SCALE: 1/8" = 1'-0"



TATMAN'S TOWING  
 NEW CONSTRUCTION  
 810 E PERKINS RD  
 URBANA, IL 61802

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ANDREW FELL  
 ARCHITECTURE AND DESIGN  
 615 NORTH HICKORY STREET, SUITE 101  
 CHAMPAIGN, ILLINOIS 61820  
 PHONE: 217.363.2890  
 WWW.ANDREWPELL.COM  
 EMAIL: andrewfell@comcast.net

PROJECT # 21042  
 DATE: 11/01/21  
 REV/NOV:  
 REV/01: 2022.APRIL.07

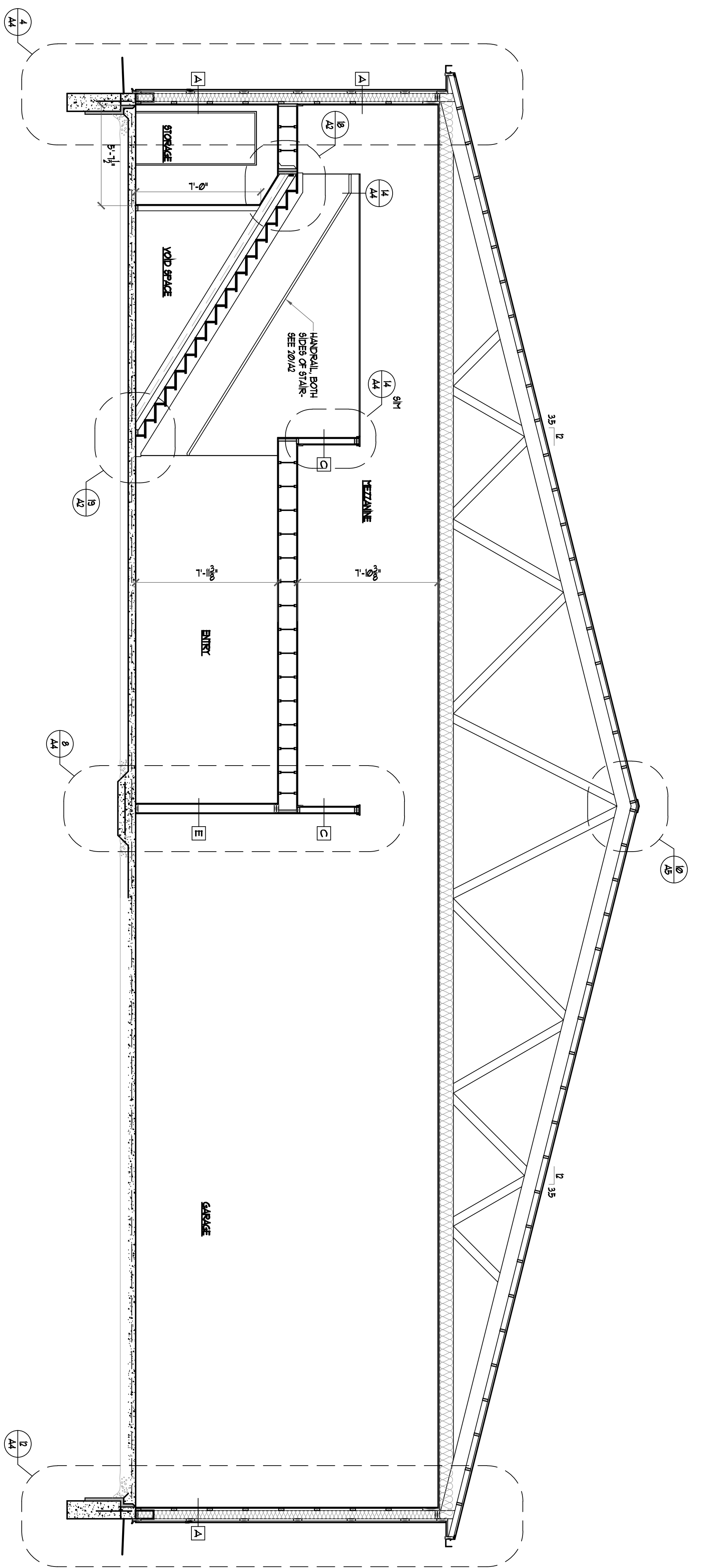




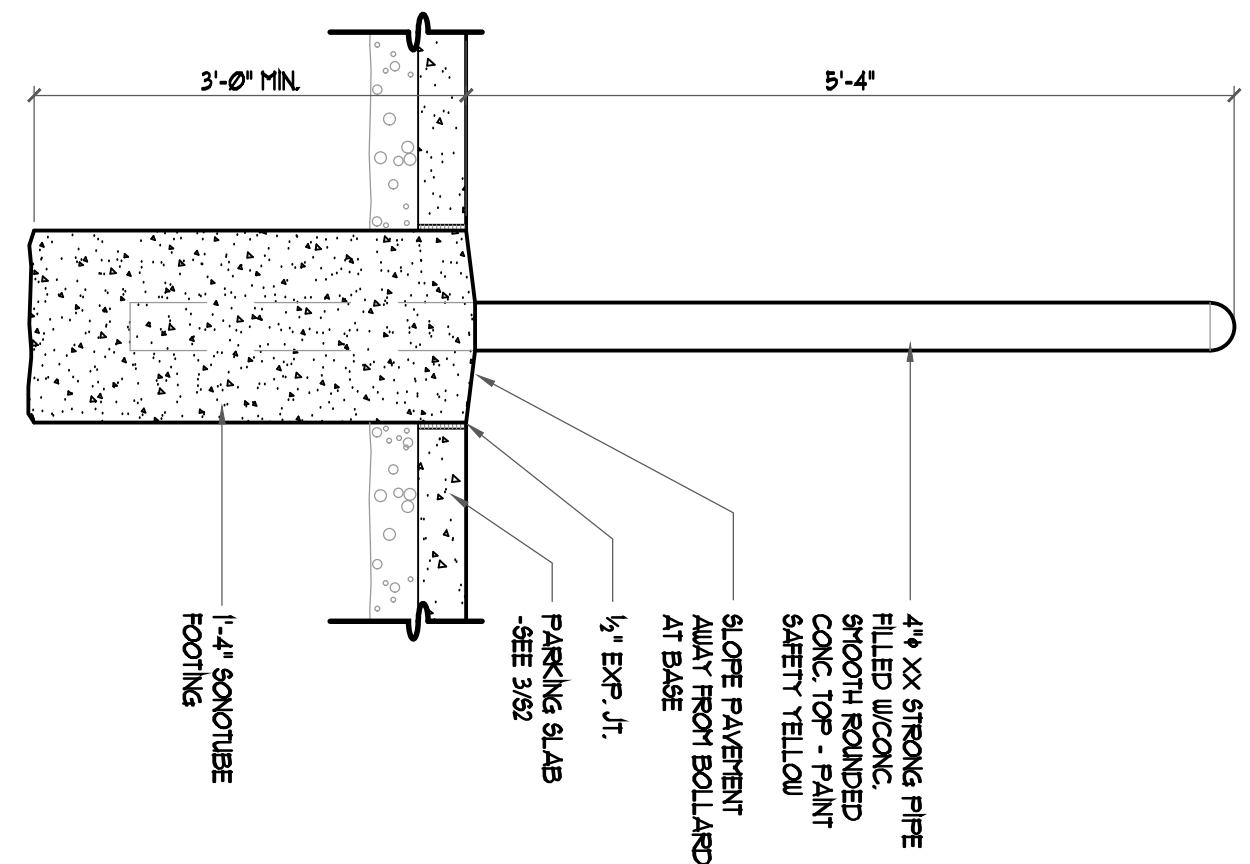


# Exhibit E - Building Plans (Excerpt)

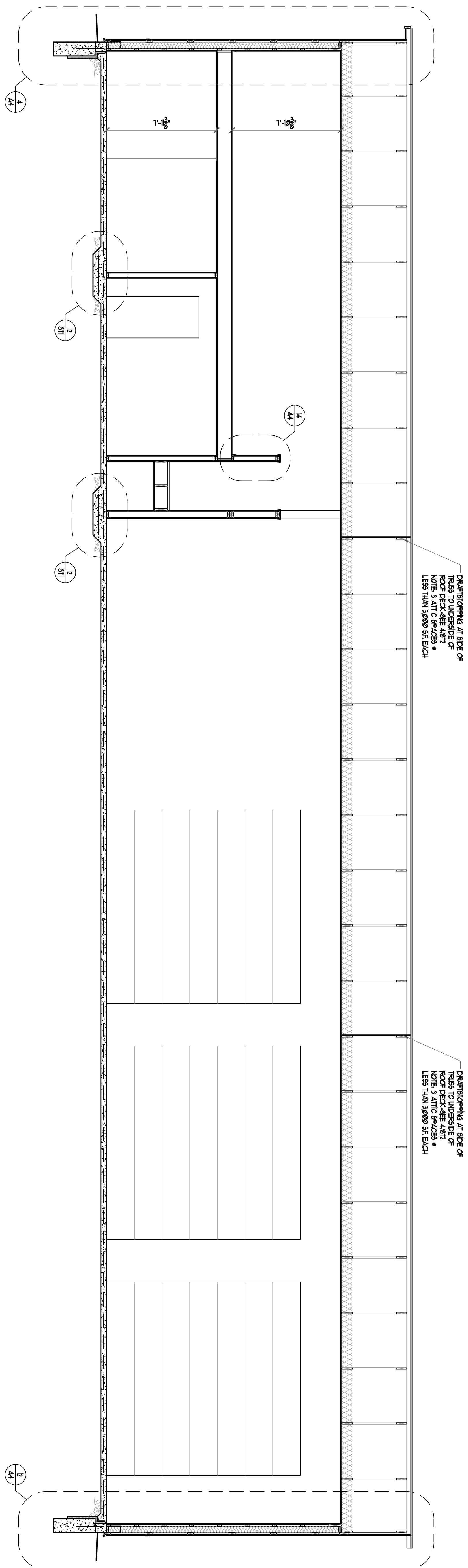
2 BUILDING SECTION  
SCALE: 1/4" = 1'-0"



3 PIPE BOLLARD  
SCALE: 3/4" = 1'-0"



4 BUILDING SECTION  
SCALE: 1/4" = 1'-0"



DRAWING AT SIDE OF ROOF DECK - SEE A5/1 NOTE: 3 ATTIC SPACES \* LESS THAN 3000 SF EACH

DRAWING AT SIDE OF ROOF DECK - SEE A5/1 NOTE: 3 ATTIC SPACES \* LESS THAN 3000 SF EACH

TATMAN'S TOWING  
NEW CONSTRUCTION

810 E. PERKINS RD  
URBANA, IL 61802

A3

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ANDREW FELL  
ARCHITECTURE AND DESIGN

515 NORTH HICKORY STREET, SUITE 101  
CHAMPAIGN, ILLINOIS 61820  
PHONE: 217.363.2890  
WWW.ANDREWPELL.COM  
EMAIL: andrewfell@comcast.net

PROJECT # 21042

DATE: 11/NOV/21

REV: 10/1/21

REV: 01: 2022.APRIL.07

# Exhibit F - Photos



Figure 1. Looking northeast from Perkins Road toward project area.



Figure 2. Looking north from Perkins Road toward project area.



Figure 3. Looking east down Perkins Road towards project area.



# Exhibit F - Photos



Figure 4. Aerial looking north.



# Exhibit F - Photos





## Exhibit F - Photos



Figure 6. Google Earth looking east, showing screening and gaps.



# Exhibit F - Photos



Figure 7. CCGIS Aerial map looking north, showing building and parking areas, screening and gaps.

# Exhibit G - Communications

**From:** [Mike Madigan](#)  
**To:** [Ricci, Marcus](#)  
**Subject:** 2447-SU-22 Tatman"s Towing  
**Date:** Monday, May 9, 2022 5:00:21 PM

---

**\*\*\* Email From An External Source \*\*\***

Use caution when clicking on links or opening attachments.

Hi,

My wife and I own Hickory River Smokehouse adjacent to the subject property, Tatman's Towing. We have had a very good relationship over the years with owner Jim Hampton as we both have worked to improve our businesses. Jim is a great neighbor and we appreciate his efforts to expand and improve the area. We are in strong support of this request.

Sincerely,  
Michael Madigan, Co-owner  
Hickory River Smokehouse - Urbana

# Exhibit G - Communications

**From:** [Cynthia Vogel](#)  
**To:** [Ricci, Marcus](#)  
**Cc:** [Angie Bierman](#); [Jeffrey Dust](#)  
**Subject:** Public Hearing on May 19  
**Date:** Wednesday, May 11, 2022 12:19:48 PM

---

**\*\*\* Email From An External Source \*\*\***

Use caution when clicking on links or opening attachments.

Marcus,  
After review of the "Notice of Public Hearing For a Proposed Special Use Permit", Dust and Son does not have any issues with the proposed special use permit and would support the petition for the expansion of the towing business.

Thanks,

Cynthia Vogel

Dust and Son Auto Supplies, Inc  
PH: (217) 342-2147  
FAX: (217) 347-7373  
CELL: (217) 240-2143

<http://www.dustandson.com>



# Exhibit G - ADDITION - Communications

**Three Willows Condominium Association**

1607 Willow View Road  
Urbana, Illinois 61802

May 13, 2022

**Mr. Marcus Ricci, AICP, Planner II**  
**City of Urbana**  
400 South Vine Street  
Urbana, Illinois 61802

**RE: NOTICE OF PUBLIC HEARING FOR PROPOSED SPECIAL USE PERMIT  
TATMAN TOWING  
810 EAST PERKINS ROAD AND 1002 EAST PERKINS ROAD  
URBANA, CHAMPAIGN COUNTY, ILLINOIS**

Dear **Mr. Ricci**;

My name is Edward Clancy. I am the President of Three Willows Condominium Association, which lies East of Subject Site. This week, several of the Unit Owners along Spring Circle (directly East of Subject Site) received notice of a public hearing along with supporting documents.

The Three Willows Condominium Association has several questions and concerns. Those concerns are: 1) screening; 2) stormwater management; 3) site lighting; 4) anticipated use of Eastern portions of Subject Site.

- **Screening:** The site plan shows an approximate line of existing dense trees and brush providing screening to adjacent residential use. We provide one (1) photograph that shows it is not continuous screening. The existing screening consists of volunteer trees along an old fence line with underbrush or no screening. Between December and May the leaves are gone and the screening is ineffective.
- **Stormwater Management:** The site plan shows a new 8,600 square foot building with roof, with new gravel / asphalt milling parking lot and driveway along the North and East sides of the building and then Easterly to a new entrance on Perkins Road. These items will increase stormwater runoff. The increased stormwater between grass and pavement / roofs should be detained.
- **Site Lighting:** We do not see any indication on the site plan of any kind of site lighting improvements. If site lighting is proposed, the Condo Association would like assurances that shields would be placed on those night lights so that glare does not fall down on the backside of the condominium units along Spring Circle.

# Exhibit G - ADDITION - Communications

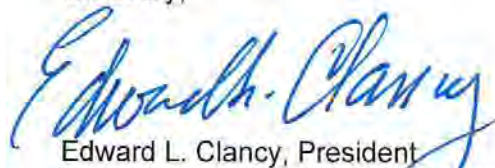
**3 Willows Condominium**  
**Notice of Public Hearing – Proposed Special Use Permit**  
**Tatman Towing**  
May 13, 2022  
Page 2

- Usage of the Eastern portion of the Subject Site: The site plan does not indicate any proposed usage of the area directly West of the Condo Association and East of the proposed building and pavement area / new entrance. It appears that the proposal is for a 6-foot-tall solid wood fence along Perkins Road, but a chain-link fence located East of the new entrance going in a North-South direction to the North property line. Could that chain-link fence also be a solid wood fence? If the area is used for storage, could the fence be 8-10 feet tall? See photo of existing storage area.

This area previously was a detention basin for the Tatman's complex as it drained stormwater from the intersection of Perkins Road and Cunningham Easterly, then Northerly. When they built the storage units to the North of Subject Site, a stormwater detention basin was constructed on the storage unit site. The Tatman's detention basin was abandoned. The storage building built a 2- to 3-foot-tall concrete wall along their East property line, and then built the solid 6- to 8-foot-tall wood fence on top of that concrete wall (see Photo). This type of construction (along East Title Line) might be considered by Tatman Towing in order to provide the best screening and security for the Condominium Association Owners along Spring Circle, and also for Tatman Towing. A wall would also prevent stormwater from running onto the Condominium property prior to going through the detention pond.

We appreciate your consideration with regard to our concerns, and if you have any questions or comments, feel free to contact us.

Sincerely,



Edward L. Clancy, President  
Three Willows Condominium Association  
1607 Willow View Road  
Urbana, Illinois 61802  
Cell: 217-493-1143



## Exhibit G - ADDITION - Communications





## Exhibit G - ADDITION - Communications





## Exhibit G - ADDITION - Communications





# Exhibit G - ADDITION #2 - Communications

**Three Willows Condominium Association**

1607 Willow View Road  
Urbana, Illinois 61802

June 1, 2022

**Mr. Marcus Ricci, AICP, Planner II**  
**City of Urbana**  
400 South Vine Street  
Urbana, Illinois 61802

**RE: NOTICE OF PUBLIC HEARING FOR PROPOSED SPECIAL USE PERMIT  
TATMAN'S TOWING  
810 EAST PERKINS ROAD AND 1002 EAST PERKINS ROAD  
URBANA, CHAMPAIGN COUNTY, ILLINOIS**

Dear **Mr. Ricci**;

I do not believe that I can make the June 9 City of Urbana Planning Commission Meeting regarding the Special Use Permit requested by Tatman's Towing. I would like to restate the concerns of the Three Willows Condominium Association, which lies directly East of the Tatman's Towing and Lot 4 of Sarah's First Subdivision (both owned by BWC Tundra, LLC).


We enclose two (2) photographs of the stormwater management solution and the screening solution that the City of Urbana required the owners of Lot 1 of Sarah's Subdivision to construct. In the Northeast Corner of Lot 1 of Sarah's First Subdivision, there is a detention basin that has a watershed that extends to Service King Collision at an intersection of Perkin's Road and Cunningham Avenue.

The surface water flows from Tatman's Auto Body, the auto repair shop, and Tatman's Towing through Lot 1 of Sarah's First Subdivision, then Northerly and across the Easterly part of Lot 1 of Sarah's First Subdivision onto a concrete internal driveway and then into the detention basin. The City of Urbana required a concrete wall with a 6-8 foot-tall solid wood fence be constructed along the East Line of Lot 1 to keep the stormwater out of the Three Willows Condominium area and into the detention basin. The solid wood fence on top of wall provides screening (see attached photos).

We think that a similar construction should extend along the East Line of Lot 1 of Sarah's First Subdivision to control the surface water to the detention basin and provide screening.

We appreciate your help and consideration with this matter and look forward to hearing from you in the near future.

Sincerely,

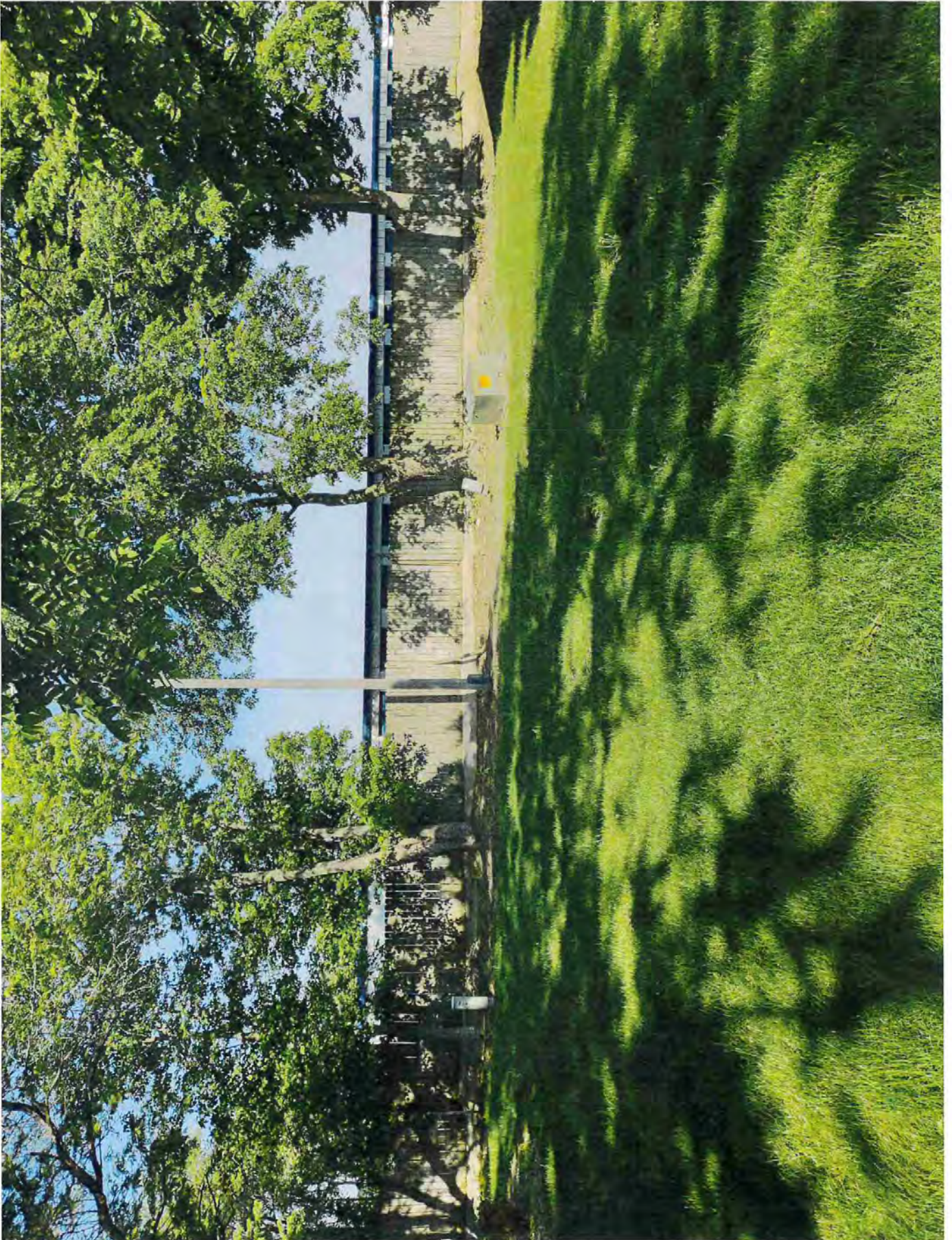


Edward L. Clancy, President  
Three Willows Condominium Association  
1210 Brad Drive  
Urbana, Illinois 61802  
Cell: 217-493-1143





## Exhibit G - ADDITION #2 - Communications





## Exhibit G - ADDITION #2 - Communications

