

**MINUTES OF A REGULAR MEETING  
URBANA ZONING BOARD OF APPEALS**

**DATE:** May 21, 2014

**APPROVED**

**TIME:** 7:30 p.m.

**PLACE:** Urbana City Building  
City Council Chambers  
400 South Vine Street  
Urbana, IL 61801

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<b>MEMBERS PRESENT</b>	Joanne Chester, Stacy Harwood, Ashlee McLaughlin, Charles Warmbrunn, Harvey Welch
<b>MEMBERS EXCUSED</b>	Paul Armstrong, Nancy Uchtmann
<b>STAFF PRESENT</b>	Jeff Engstrom, Planner II; Teri Andel, Planning Secretary
<b>OTHERS PRESENT</b>	Susan Farner

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**1. CALL TO ORDER, ROLL CALL AND DECLARATION OF QUORUM**

Harvey Welch served as Acting Chair in the absence of Paul Armstrong. He called the meeting to order at 7:30 p.m. Roll call was taken, and he declared that there was a quorum present.

Acting Chair Welch swore in the member of the audience who indicated that they may give testimony during the following public hearing.

**2. CHANGES TO THE AGENDA**

There were none.

**3. APPROVAL OF THE MINUTES**

The minutes from the April 16, 2014 Zoning Board of Appeals regular meeting were presented for approval. Ms. Harwood moved to approve the minutes as presented. Ms. Chester seconded the motion. The minutes were approved by unanimous voice vote.

**4. COMMUNICATIONS**

There were none.

## 5. CONTINUED PUBLIC HEARINGS

There were none.

## 6. NEW PUBLIC HEARINGS

**Case No. ZBA-2014-MIN-01: A request by Barbara and Susan Farner to grant a Minor Variance to construct a sun room that encroaches no more than four feet, two inches into the required 16-foot, eight-inch front yard at 1806-1808 South Anderson Street in the R-3, Single and Two Family Residential Zoning District.**

Acting Chair Welch opened this public hearing. Jeff Engstrom, Planner II, presented this case to the Zoning Board of Appeals. He began by explaining the purpose of the minor variance request, which is to allow the construction of a sunroom addition to encroach within the front yard setback. He described the subject property and surrounding area by noting the current zoning, existing land use and future land use designation of each. He reviewed the variance criteria according to Section XI-3 of the Urbana Zoning Ordinance that pertains to the proposed minor variance request. He read the options of the Zoning Board of Appeals and presented City staff's recommendation.

Acting Chair Welch asked if the Zoning Board of Appeals had any questions for City staff.

Mr. Warmbrunn asked if there would be a door from the sunroom to the outside. Mr. Engstrom referred that question to the petitioner.

With no further questions for City staff, Acting Chair Welch opened the hearing up for public input.

Susan Farner, petitioner, thanked the Zoning Board of Appeals for their time and consideration on this project. The existing door to the outside will remain. The sunroom addition will start on the east side of the existing door and will also have a door to the outside. She and her sister hope that the Zoning Board of Appeals will approve their request.

Ms. Harwood asked if they plan to keep the existing landscaping that is around the fence. Ms. Farner replied that they plan to keep as much of the landscaping as possible. If any is destroyed, they will provide new landscaping around the sunroom.

Ms. Harwood inquired about how high the roofline of the proposed sunroom would be. Ms. Farner answered that the roofline would not be much taller than what the existing roofline of the house is. The sunroom will be standard size.

With no further public input, Acting Chair Welch asked if City staff had any more comments.

Mr. Engstrom noted that staff had mailed out notices of this public hearing to neighbors within 250 feet of the subject property. No one has contacted City staff with any objections.

Acting Chair Welch opened the hearing up for Zoning Board of Appeals discussion and/or motion(s).

Ms. McLaughlin moved that the Zoning Board of Appeals approve Case No. ZBA-2014-MIN-01 with the condition that the addition shall not exceed the 12-foot by 16-foot footprint, as shown in the application. Mr. Warmbrunn seconded the motion. Roll call on the motion was taken and was as follows:

Ms. Chester	-	Yes	Ms. Harwood	-	Yes
Ms. McLaughlin	-	Yes	Mr. Warmbrunn	-	Yes
Mr. Welch	-	Yes			

The motion was passed by a vote of 5 ayes to 0 nays.

**Case No. ZBA-2014-C-03: A request by Susan and Michelle Kozlowski for a Conditional Use Permit to establish a Daycare Facility at 211 West High Street in the R-2, Single-Family Residential Zoning District**

Acting Chair Welch continued this case to a meeting in the future as requested by the petitioner. The Zoning Board of Appeals members agreed to the continuance.

**7. OLD BUSINESS**

There was none.

**8. NEW BUSINESS**

There was none.

**9. AUDIENCE PARTICIPATION**

There was none.

**10. STAFF REPORT**

Jeff Engstrom reported on the following:

- Case No. ZBA-2014-MAJ-01 - Olympic Construction Major Variance for an increase in the Floor Area Ratio was approved by the City Council as recommended by the Zoning Board of Appeals.

**11. STUDY SESSION**

There was none.

**12. ADJOURNMENT OF MEETING**

Ms. Harwood moved to adjourn the meeting at 7:49 p.m. Mr. Warmbrunn seconded the motion. The meeting was adjourned by unanimous voice vote.

Respectfully submitted,

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Elizabeth H. Tyler, FAICP, Secretary  
Urbana Zoning Board of Appeals