

MEETING MINUTES

URBANA DESIGN REVIEW BOARD

DATE: January 12, 2017

APPROVED

TIME: 5:30 p.m.

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

MEMBERS PRESENT: Scott Kunkel, Nancy Ouedraogo, Dannie Otto, Jeffery Poss, Kim Smith, Maryalice Wu

STAFF PRESENT: Lorrie Pearson, Planning Manager; Teri Andel, Administrative Assistant II

OTHERS PRESENT: Adam Rusch

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

Chair Poss called the meeting to order at 5:36 p.m. Roll call was taken and a quorum was declared present with all members present.

2. CHANGES TO THE AGENDA

There were none.

3. APPROVAL OF THE MINTUES

The minutes from the January 15, 2015 meeting were presented for approval. Ms. Smith moved to approve the minutes as presented. Mr. Kunkel seconded the motion. The minutes were then approved by unanimous voice vote.

4. COMMUNICATIONS

There were none.

5. AUDIENCE PARTICIPATION

There was none.

6. CONTINUED PUBLIC HEARINGS

There were none.

7. OLD BUSINESS

There was none.

8. NEW PUBLIC HEARINGS

There were none.

9. NEW BUSINESS

Election of Chairperson

Chair Poss opened this item of business. Mr. Kunkel moved to nominate Jeffery Poss to continue to serve as Chairperson. Ms. Smith seconded the motion. With there being no other nominations, the motion was approved by unanimous voice vote. Mr. Poss accepted the position.

10. STAFF REPORT

Lorrie Pearson, Planning Manager, reported on the following:

- Administratively Approved Cases
 - 202 South Grove Street – Basement Stair Replacement in the East Urbana Design Review District
 - 1007 South Busey Avenue – Front Stair Replacement in the Lincoln-Busey Design Review Corridor
 - 902 South Lincoln Avenue – New Hipped Roof replacing existing flat roof. Scott Kunkel recused himself from discussion because the building is an affiliate of the company he works for. Chair Poss described the case in further detail.

11. STUDY SESSION

There was none.

12. ADJOURNMENT

Mr. Kunkel moved to adjourn the meeting. Ms. Smith seconded the motion. The meeting was adjourned at 5:42 p.m.

Respectfully submitted,

Lorrie Pearson, Planning Manager