

MEETING MINUTES

JOINT MEETING of the DISSOLVED URBANA DESIGN REVIEW BOARD and the DISSOLVED MOR DEVELOPMENT REVIEW BOARD

DATE: January 25, 2018

APPROVED

TIME: 5:30 p.m.

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

MEMBERS PRESENT: Mary Pat McGuire, Scott Kunkel, Nancy Ouedraogo, Kim Smith, Adam Rusch, Jonah Weisskopf

MEMBERS ABSENT: Jeffery Poss

MEMBERS UNEXCUSED: Matt Cho

STAFF PRESENT: Lorrie Pearson, Planning Manager; Kevin Garcia, Planner II

OTHERS PRESENT: Andrew Fell, Adrienne Kim, Jinju Lee

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

In the absence of Chair Poss, Mr. Rusch moved that Scott Kunkel serve as Acting Chairperson. Ms. Smith seconded the motion. Voice vote was taken and the motion was approved unanimously.

Acting Chair Kunkel called the meeting to order at 5:35 p.m. Roll call was taken and a quorum was declared present.

2. CHANGES TO THE AGENDA

There were none.

3. APPROVAL OF THE MINTUES

The minutes from the Joint Meeting between the Design Review Board and the MOR Development Review Board that was held on January 12, 2017 were presented for approval. Ms. Ouedraogo moved that the minutes be approved. Ms. Smith seconded the motion. The minutes were then approved by unanimous voice vote of the boards.

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

There was none.

10. STAFF REPORT

Proposed Combination of the MOR Development Review Board and the Design Review Board

Acting Chair Kunkel opened this item on the agenda. Lorrie Pearson, Planning Manager, presented a brief presentation. She noted that the process of combining the two boards would involve a text amendment to the Urbana Zoning Ordinance that would be reviewed by the Plan Commission and decided upon by the City Council. She reviewed the current composition of each existing board and the proposed composition of a future combined board as well as any other changes.

Mr. Rusch inquired about who would contact the alternates. Ms. Pearson replied City staff would contact the alternates should there not be a quorum of the regular members.

Acting Chair Kunkel asked if the alternates would be chosen one from each of the districts or could both alternates be from the same district. Ms. Pearson replied that the intent was to get representation so there might need to be additional language added in the text amendment before going to the Plan Commission.

Ms. McGuire wondered how the proposed changes would affect the existing board members. Ms. Pearson answered that all of the individuals exist that are being proposed for the combined board. There is a good representation with the exception of a resident in the East Urbana Design Review Overlay District. However, one of the existing members who serves a different role on

one of the boards also happens to live in that area. The idea is to combine the two boards so that the four members who are consistent between the two boards will only have one board, but also to make sure that other members have an opportunity to serve on a board on a more regular basis.

Ms. Pearson reviewed the timing of the text amendment process.

11. STUDY SESSION

There was none.

12. ADJOURNMENT

The meeting was adjourned at 5:45 p.m.

Respectfully submitted,

Lorrie Pearson, Planning Manager