



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

Planning Division

m e m o r a n d u m

TO: Urbana Plan Commission

FROM: Rebecca Bird, Planning Associate

DATE: October 3, 2008

SUBJECT: **Plan Case 2074-T-08:** A request by the Zoning Administrator to adopt design guidelines for the Lincoln-Busey Corridor, amend the Urbana Zoning Ordinance to enable design review in certain areas, and establish the Lincoln-Busey Corridor design overlay district.

Introduction

This item is a request by the Zoning Administrator to adopt design guidelines for the Lincoln-Busey Corridor, to amend the Urbana Zoning Ordinance to enable design review in certain areas, and to establish the Lincoln-Busey Corridor design overlay district. The Lincoln-Busey Corridor is bounded by Lincoln Avenue to the west, Illinois Street to the north, Busey Avenue to the east, and Pennsylvania Avenue to the south.

The Lincoln-Busey Corridor is a unique area. In terms of land uses and development, it serves as the transition between the University of Illinois and the West Urbana neighborhood, as reflected by having a variety of zoning districts. Design review would help ensure that future development in the area is appropriate for the neighborhood and aid in the transition between larger-scale university buildings to the west and single-family homes to the east.

The 2005 Comprehensive Plan recognizes conflicts between single- and multi-family land uses in the West Urbana Neighborhood and includes goals and objectives to address these concerns. Future Land Use Maps 8 and 9 defines the Lincoln-Busey Corridor and notes, "Preserve these uses as they now exist while precluding further encroachment of higher density buildings into this unique residential area."

On October 23, 2006, in an effort aimed at neighborhood conservation, the Urbana City Council requested that City staff consider extending design review requirements to the Lincoln-Busey Corridor similar to those pertaining to the Mixed-Office Residential (MOR) District, which is located along Green and Elm Streets between downtown and the University of Illinois campus.

Currently, the City's Development Review Board administers site plan review in the MOR, Mixed-Office Residential zoning district. Review of proposals in the MOR and in the LBC would be fundamentally different. The MOR is a hybrid zoning district including both use/development regulations and design review. The proposed LBC would be an overlay district for design review purposes and would not affect the underlying zoning in the area. Due to this difference, it is necessary to create a new board for the purpose of administering design review. The text amendment (Exhibit A) proposes to create a Design Review Board to administer design review in the LBC and in certain other future-designated areas in the City . The MOR Development Review Board is proposed to be altered.

Under the proposed text amendment, design review districts and associated design guidelines would be adopted under separate ordinances. Plan Case 2074-T-08 is a request to:

1. Adopt design guidelines for the Lincoln-Busey Corridor,
2. Amend the Zoning Ordinance to enable design review to take place in specified areas by creating a Design Review Board, and
3. Establish the Lincoln-Busey Design Overlay District.

Public input has been an important element in the development of the Lincoln-Busey Corridor Design Guidelines. City staff on May 15, 2008 presented the proposed design guidelines to attendees of the West Urbana Neighborhood Association general meeting and held an open house on July 23, 2008. The public were invited to provide comments during and following both meetings.

On May 29, 2008, City staff gave a presentation on the proposed LBC Design Guidelines to the Urbana Development Review Board and submitted copies of the draft design guidelines for review and comments. Comments from the Development Review Board and the public in general have helped shape the attached draft of the LBC Design Guidelines.

Background

Introduction to the Lincoln-Busey-Corridor Design Guidelines

The Lincoln-Busey Corridor is one block wide, located between the eastern edge of the University and the western edge of the single-family West Urbana Neighborhood. It contains a variety of residential zoning districts that reflects the mix of uses, ranging from single-family to multi-family and university housing, including for fraternities and sororities. This narrow corridor should act as a transition between larger-scale University buildings to the west and single-family homes to the east.

A growing concern that the area between the University and downtown Urbana was losing its traditional character as homes were converted to apartments resulted in the 1990 Downtown to Campus (DTC) Plan. The DTC Plan provided the basis for a broad rezoning of the West Urbana

Neighborhood from multi-family to single-family. That Plan also called for preserving the unique mix of low-density residential with fraternity/sorority uses and other University group housing in the Lincoln-Busey Corridor, and to prevent further encroachment of higher density buildings into the area (1990 Downtown to Campus Plan, p 75). The 2005 Comprehensive Plan incorporated the Downtown to Campus Plan and superseded it as a planning document.

The 2005 Comprehensive Plan defines the boundaries of the corridor and identifies it as an area experiencing development pressure due to its proximity to the University. The Comprehensive Plan also calls for design guidelines for the Lincoln Avenue Corridor, a main entryway to the City and to the University (2005 Comprehensive Plan, p 103).

The purpose of the Lincoln-Busey Corridor Design Guidelines is to carry out these policies by:

- Ensuring that future development in the Lincoln-Busey Corridor is compatible with the existing built environment in the corridor; and
- Improving the transition between larger-scale University and University-related buildings fronting Lincoln Avenue and single-family homes to the east.

Introduction to the Zoning Ordinance Text Amendment

To implement the proposed design guidelines, the Urbana Zoning Administrator is requesting a text amendment that will add Section XI-15, Design Review Board, to the Urbana Zoning Ordinance. This section will create a Design Review Board to enable and administer design review in specified areas. The text amendment will also establish the Lincoln-Busey Corridor Design Review Overlay District.

Unlike with the MOR Development Review Board which only reviews projects in the MOR zoning district, the Design Review Board would be set up to review projects in multiple areas. This could include other sensitive areas with unique needs, such as the area between downtown and Historic East Urbana Neighborhood. If the City creates additional design review overlay districts, it is anticipated the Design Review Board would use different design guidelines customized for the needs of each overlay district.

The proposed Zoning Ordinance text amendment would also establish the Lincoln-Busey Corridor Design Review Overlay District. This overlay district will not affect the underlying zoning of any parcels in the corridor, but will be indicated on the City's official zoning map. As stated earlier, the boundaries of the Lincoln-Busey Corridor are established by the 2005 Comprehensive Plan.

Issues and Discussion

Design Guidelines Overview

The proposed design guidelines (see attached October 1, 2008 draft) contain five chapters. The *Introduction* (pages 5-8) contains a problem statement, the purpose and intent of the design guidelines, a history of the area, an explanation of the difference between the guidelines and the ordinance, a section outlining where and when the guidelines apply, a section on the applicability of other regulations, and definitions.

Part II, Existing Conditions (pages 9-15), provides the context of existing conditions. This context includes current City regulations and policies (existing zoning and future land use), ownership and existing land use patterns, existing building types, and the character of corridor. This chapter defines the existing character for comparison and analysis of new projects. Based on these factors, the design guidelines distinguish between two zones:

Zone 1: Lincoln Avenue & Higher Intensity Areas

Zone 2: Busey Avenue & Lower Intensity Areas

Part III, The Design Review Process (page 16) describes the creation of the Design Review Board, referencing Section XI-15 of the Urbana Zoning Ordinance. This section explains that the intent of the guidelines is to 1) help ensure that future development in the Lincoln-Busey Corridor is compatible with the existing built environment in the corridor, and 2) improve the transition between the larger-scale University buildings to the west and the single-family homes to the east. Additionally, here is a description of the types of projects that will require review by the Design Review Board and which types may undergo administrative review.

Part IV, Design Guidelines (pages 17-29) contains the design standards. The Design Review Board will use this section to evaluate applications. Applications must comply with the guidelines as a whole, but are not required to comply with each individual guideline. It is the intent of the guidelines that must be met. Each design element has recommendations, identified as *Encouraged* and *Discouraged*. The following are the design aspects the Board will consider in evaluating applications:

- *Façade Zone*. The façade zone is the building wall and visible roof facing a public street. The greatest emphasis for design review should be on the façade zone. Facades with street frontage should contain window openings, a focal point such as the front door, and use quality materials and interesting details. Mechanical equipment is undesirable in the façade zone.
- *Massing & Scale*. Massing is the height, width, and depth of a building. Scale is the proportion of a building relative to its surroundings. This design aspect generally is concerned with compatibility, with recommendations such as the height-to-width ratio and scale of proposals being similar to those currently found on the block. Inappropriate changes in scale, height and/or roof line are discouraged.

- *Building Orientation.* Building orientation refers to the building’s location on the site, and its relationship to the street and other buildings on the block. Having the front entrance to the building face the street is a key design principle, along with using a porch or stoop to clearly define the entrance. Buildings that face sideways are discouraged.
- *Patterns & Rhythms.* Patterns include lot size, setbacks, and building orientation. Rhythms include the relationship of buildings to open space and the proportion of solid walls to windows and doors. New construction is encouraged to incorporate existing patterns and rhythms, as well as to use architectural detailing and landscaping to help new construction be appropriate with the block. Setbacks that are too deep or shallow are discouraged.
- *Roof Lines.* The roof is an important part of every building’s design and look. Using a common roof form can aid in compatibility. The most common roof type found in the Lincoln-Busey Corridor is the gable roof. The pitch of a roof should rise at least six inches vertically for every 12 inches horizontally. A combination of roof lines helps soften large roof areas. A single roof line on a large building is discouraged.
- *Windows & Doors.* Windows and doors are another important design aspect in a building. Their arrangement, materials, and detailing are important to the style of a building. The proportion of window and door openings to solid surfaces in the façade zone should be compatible with those found on the block. Large wall expanses without openings are strongly discouraged.
- *Outdoor Living Space.* Traditionally, buildings in the corridor included porches. The use of porches on new buildings can help new structures be compatible. Courtyards in the façade zone of apartment buildings can be substituted for a front porch. Private patios for a single unit in an apartment building should not be located in the façade zone.
- *Materials.* The choice of exterior materials should be based on durability and aesthetics as well as cost. A great diversity of high quality durable building materials can be found in the corridor: brick, wood clapboards, wood shingles, stone, and tile. New construction should recognize the diversity of materials used in the corridor and the importance of material quality. Materials that are not durable, such as vinyl siding, are not encouraged.
- *Landscaping.* Good landscaping can help soften the mass of a large building and help new construction “blend” with the existing neighborhood. Mature trees should be retained whenever possible. Invasive and dangerous species should be avoided.
- *Parking.* The Lincoln-Busey Corridor follows a traditional neighborhood layout in terms of parking location. Generally, parking is located behind the principal structure, often in a detached garage. Parking for new construction should be located behind the main structure or below ground. Buildings elevated to allow visible parking at grade are strongly discouraged.

These guidelines also include a section on sustainability which is provided as guidance on “best practices” rather than being prescriptive. The City recently established a Sustainability Commission that will be preparing a community-wide sustainability plan.

Text Amendment Overview

The proposed text amendment would add Section XI-15, Design Review Board, to Article XI of the Urbana Zoning Ordinance (see attached). This section would create a new board to administer design review in specified areas. The new Board would use adopted design guidelines to ensure the appropriateness of new construction given the neighborhood’s visual and aesthetic character, as well as determine if applications meet the intent of the district as stated in the adopted design guidelines.

The MOR Development Review Board was used as a model in creating the new Design Review Board although there are significant differences. The MOR is a zoning district, and the MOR Development Review Board, therefore, reviews zoning and design for new projects. Additionally, the MOR zoning district encourages the adaptive reuse of existing buildings and has certain incentives to that end which are not applicable here.

Five members of the MOR Development Review Board will also serve on the newly created Design Review Board. These include a member of the Urbana Plan Commission, a member of the Urbana Historic Preservation Commission, a licensed architect, a local developer, and an owner of a local small business with fewer than 40 employees. Two additional members will be appointed.

The Design Review Board will hold meetings as needed but will hold at least one meeting per year. Approval of applications would require a majority vote and be calculated on the basis of those voting members present and not abstaining. Section XI-15.G provides the application process, including what documents must accompany the application form.

When a project will not result in a substantial change to the appearance of an existing building, the project would undergo administrative review rather than require full review by the Board. The Zoning Administrator, together with the Chair of the Board, would decide which projects require Board review and which could be reviewed administratively. The Board would review all applications for:

- a. New principal structures;
- b. Renovations that would result in a substantial change to the appearance and/or scale of existing buildings; and
- c. Other significant site changes, such as parking lot construction.

Once an application has been determined to require Board review, the Secretary will schedule a meeting, including a public hearing, to consider the request. Following the public hearing, the Design Review Board will review the application according to the criteria listed in Section XI-

15.K of the Urbana Zoning Ordinance, use the adopted design guidelines for the area, and consider any testimony given at the public hearing. The Board may then approve the application, approve with conditions, invite the applicant to resubmit the application, or deny the application.

The last section of the proposed text amendment (Section XI-15.L, Design Review Overlay Districts and Adopted Design Guidelines) specifies that design review districts and associated design guidelines be adopted under separate ordinances and lists the City's design overlay districts.

Summary of Findings

1. The Urbana City Council on April 11, 2005 adopted Ordinance No. 2005-03-050, the Urbana Comprehensive Plan, which plan identifies the Lincoln-Busey Corridor as a sensitive area needing development protections;
2. The Urbana City Council on October 23, 2006 directed City staff to draft design review standards for the Lincoln/Busey corridor for their consideration;
3. The Urbana City Council's Common Goals include a goal to study design review for the Lincoln-Busey Corridor.
4. The Urbana Zoning Administrator has submitted a petition to adopt design guidelines for the Lincoln-Busey Corridor, amend the Urbana Zoning Ordinance to enable design review to take place in certain areas, and to establish the Lincoln-Busey Corridor design review overlay district.

Options

The Plan Commission has the following options in this application. Staff recommends that each be voted on separately.

Design Guidelines

Concerning the proposed Lincoln-Busey Corridor Design Guidelines, the Plan Commission may:

- a) Recommend approval as presented,
- b) Recommend approval with specific recommended changes, or
- c) Recommend denial.

Text Amendment

Concerning the proposed Zoning Ordinance text amendment to add Section XI-15, Design Review Board, the Plan Commission may:

- a) Recommend approval as presented,
- b) Recommend approval with specific recommended changes, or
- c) Recommend denial.

Lincoln-Busey Corridor Design Review Overlay District

Concerning the proposed Lincoln-Busey Corridor Design Review overlay district, the Plan Commission may:

- a) Recommend approval as presented,
- b) Recommend approval with specific recommended changes, or
- c) Recommend denial.

Staff Recommendation

Staff recommends that the Plan Commission forward Plan Case No. 2074-T-08 to the Urbana City Council with a recommendation to **APPROVE** the Lincoln-Busey Corridor Design Guidelines, **APPROVE** the Zoning Ordinance text amendment creating the Design Review Board, and **APPROVE** the Lincoln-Busey Corridor Design Review Overlay District.

Attachments:

Exhibit “A”: Draft of the Lincoln-Busey Design Guidelines with Photo Inventory

Exhibit “B”: Draft of the Text Amendment

cc:

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Lincoln-Busey Corridor

Design Guidelines



City of Urbana, Illinois
Community Development Services

DRAFT

October 1, 2008

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I. Introduction

Problem Statement

Due to the desirability of its proximity to the University of Illinois, the Lincoln-Busey Corridor (LBC) is in a unique situation. It has a wide variety of built forms, from large-scale institutional buildings to single-family homes, which can create incompatibilities. New development in the corridor can be built to a scale permitted by the Urbana Zoning Ordinance, yet should be executed in such a way as to be compatible with its surroundings and aid in the transition from the University to the West Urbana Neighborhood.

Purpose & Intent

The purpose of this document is to provide a basis for understand and assessing the design of new construction and renovation projects in the corridor. The intent is to:

- ensure that future growth in the Lincoln-Busey Corridor is compatible with the existing built environment in the corridor, and
- aid in the visual transition from the larger scale buildings of the University and related institutional uses fronting Lincoln Avenue to the single-family homes of the West Urbana Neighborhood to the east.

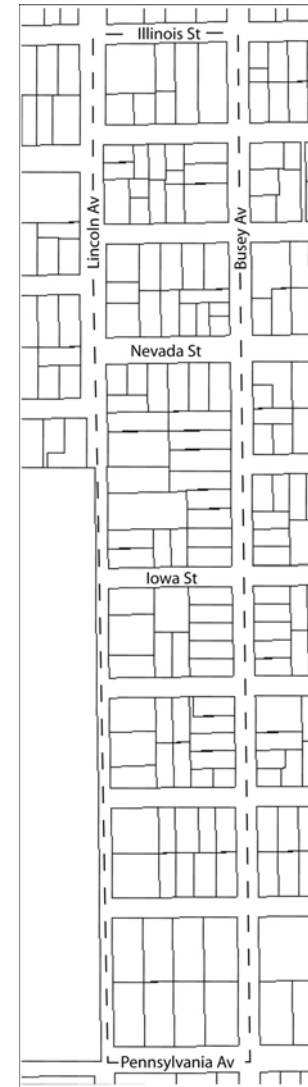
These design guidelines provide guidance on how to achieve compatibility between new, existing, and historic development without restricting architectural style or creativity.

Both the Urbana Zoning Ordinance and the Urbana Subdivision and Land Development Code contain provisions intended to enhance compatibility between lower and higher density developments. However, much of the incompatibility in the LBC predates the Zoning Ordinance and the Subdivision Code and the potential for continuing incompatibilities necessitate the need for these design guidelines.



Map 1.

Lincoln-Busey Corridor



History

A growing concern that the neighborhood between Downtown Urbana and the University of Illinois was losing many older houses along with its historic character and unique appearance prompted the 1990 Downtown to Campus (DTC) Plan. The DTC Plan sought to maintain the balance between low-density residential with fraternities/sororities and other University group housing in the Lincoln-Busey Corridor and to prevent further encroachment of higher density buildings into the area (1990 Downtown to Campus Plan, p 75). The DTC Plan provided parcel-by-parcel zoning recommendations in the Lincoln-Busey Corridor and resulted in an overall down-zoning from multi-family to lower residential classifications in the area. The resulting zoning pattern is reflected in the 2005 Comprehensive Plan land use designations which are consistent with those shown in the DTC Plan.

The City of Urbana's 2005 Comprehensive Plan identifies the corridor as an area experiencing development pressure due to its proximity to the University. The Comprehensive Plan reiterates the need to "Preserve these uses as they now exist while precluding further encroachment of higher density buildings into this unique residential area," (p 79). The Comprehensive Plan also calls for the development of design guidelines for key corridors in Urbana, including Lincoln Avenue (2005 Comprehensive Plan, p 103).

Guidelines Vs. Ordinance

Per Ordinance No. _____, this document is the official framework for development in the Lincoln-Busey Corridor Design Overlay District. This document is a design guidelines manual for the Lincoln-Busey Corridor. While what is presented here are *guidelines* rather than regulations, meeting the *intent* of the guidelines, as previously stated, is necessary for project approval.

The Urbana Zoning Ordinance includes two design criteria that are mandatory

and required, as specified in Section XI-15.K.2. These requirements state:

- that the project proposal shall be in conformance with the intent of the design guidelines as contained herein; and
- that the project proposal should achieve overall compatibility with the character of the neighborhood.

Where & When Design Guidelines Apply

The Lincoln-Busey Corridor is bounded by Illinois Street on the north, Pennsylvania Avenue on the south, Lincoln Avenue on the west, and Busey Avenue on the east (see Map 1). These guidelines are to be used to review development plans for the following projects in the Lincoln-Busey Corridor:

- the construction of a new principal structure;
- A renovation that would result in a substantial change to the appearance and/or scale of an existing building located in the Lincoln-Busey Corridor; and
- other significant site changes, such as parking lot construction

Building Safety Code and Zoning Ordinance

Projects must comply with the development regulations of the Urbana Building Safety Code, the Zoning Ordinance, and Subdivision and Development Regulations in addition to the intent of the LBC Design Guidelines. For

more information please contact:

City of Urbana
Community Development Services Department
400 S. Vine Street
Urbana, IL 61801

Tel: 217-384-2440
Web: www.city.urbana.il.us

The complete Urbana Zoning Ordinance and the Subdivision and Development Regulations are available on our website.

Locally Designated Historic Landmarks and Districts

Existing and proposed local Historic Landmarks and properties within local Historic Districts not subject to these guidelines. Such properties will continue to comply with the Historic Preservation Ordinance of the Urbana Zoning Ordinance (Article XII of the Urbana Zoning Ordinance).

Definitions

Balcony A platform projecting from the wall of an upper story, enclosed by a railing or balustrade, with an entrance from the building and supported by brackets, columns, or cantilevered out.

Compatibility Design which utilizes accepted site planning (e.g. building placement, orientation, and siting) and the elements of architectural composition within the context of the surrounding area. Compatibility does not mean “the same as.” Rather, compatibility refers to the sensitivity of development proposals in maintaining the character of existing development.

Courtyard An open area that is partially or fully enclosed by one or more buildings, walls, and/or fences that is intended for use by more than one dwelling unit.

Divided Light Glass in a window or glazed door that is divided into smaller panes by secondary framing members (muntins).

Façade Zone The façade is the front or principal face of a building and any side of a building that faces a street or other open space. The façade zone includes the façade and any other elements of the site that are located in front of the façade and are visible from the public street. A corner lot will have two façade zones.

Massing The three-dimensional bulk of a structure: height, width, and depth.

New Construction New principal structures and additions and/or remodels visible from a public street, that would result in a substantial change to the appearance and/or scale of an existing building.

Orientation The placement of a structure on its lot with regard to other structures on the block face.

Patio A level surfaced area directly adjacent to a principal building at or within two feet of the finished grade, intended for the use of one dwelling unit, and not covered by a permanent roof.

Porch A roofed, open area, which may be screened, attached to or part of a building, and with direct access to or from it.

Roof Pitch The degree of slope or inclination of a roof. A medium, or average, pitched roof slopes at an angle of between 30 and 40 degrees. These angles roughly translate into rise-over-run ratios of between 6:12 and 12:12.

Wall to roof ratio The ratio of the front wall surface to the perceived height of the roof. This ratio can be measured from a photograph taken of a building, by measuring the front wall from grade to the roof and from the lowest part of the roof to the highest.

Scale The relationship of the perceived size, height, bulk, and intensity of a building to that of neighboring buildings as it appears to the pedestrian.

Setback The distance between the building and any lot line.

Solid to Void The recurrent alternation of structure to open space. Can also refer to the proportion of solid walls to openings, such as windows and doors.

II. Existing Conditions – Zoning & Future Land Use

Zoning is regulatory while future land use is policy. More specifically, zoning refers to the division of the City into districts, or zones, within which specific uses are allowed or prohibited. Future land use, on the other hand, comes from the 2005 Comprehensive Plan and is the policy for how land uses in the City will be organized. The current zoning of the Lincoln-Busey Corridor ranges from single-family residential to high density multi-family residential. Additionally, much of the corridor is zoned University Residential, which allows dormitories and rooming houses for students (see Map 3).

Map 3. Current Zoning

Current Zoning	% of parcels
Zoning Category Description	
R2 Single-Family Residential	40%
R3 Single & Two Family Residential	2%
R4 Med. Density Multi-Family Res.	16%
R5 Med. High Density Multi-Family Res.	11%
R6 High Density Multi-Family Residential	1%
R7 University Residential	30%

Legend

- R2 - Single Family Residential
- R3 - Single Family & Duplex
- R4 - Multi-family Medium Density
- R5 - Multi-family Med-High Density
- R6 - Multi-family High Density
- R7 - University Residential



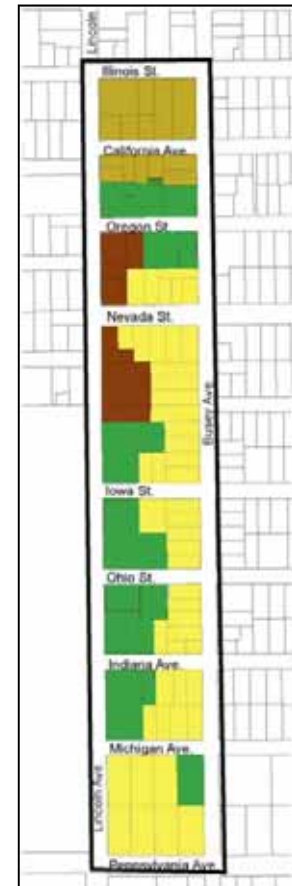
Source: Official 2008 Zoning Map

Map 4. Future Land Use

Future Land Use	% of parcels
Land Use Designation	
Single Family Residential	49%
Medium Density Residential	14%
High Density Residential	9%
University Residential	28%

Legend

- Single Family Residential
- Medium Density Residential
- High Density Residential
- University Residential



Source: 2005 Comprehensive Plan

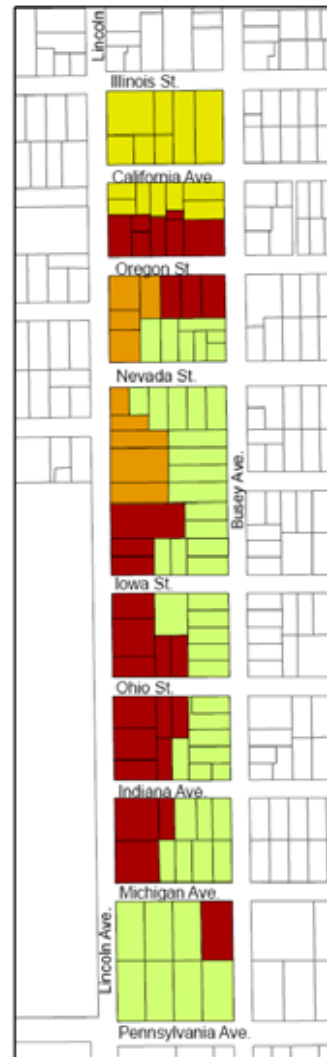
City of Urbana 2005 Comprehensive Plan

The City of Urbana 2005 Comprehensive Plan states the following about the Lincoln-Busey Corridor: “Preserve these uses as they now exist while precluding further encroachment of higher density buildings into this unique residential area.” To the right are the Future Land Use Maps that include the LBC. Future land use matches that of the Downtown To Campus Plan.

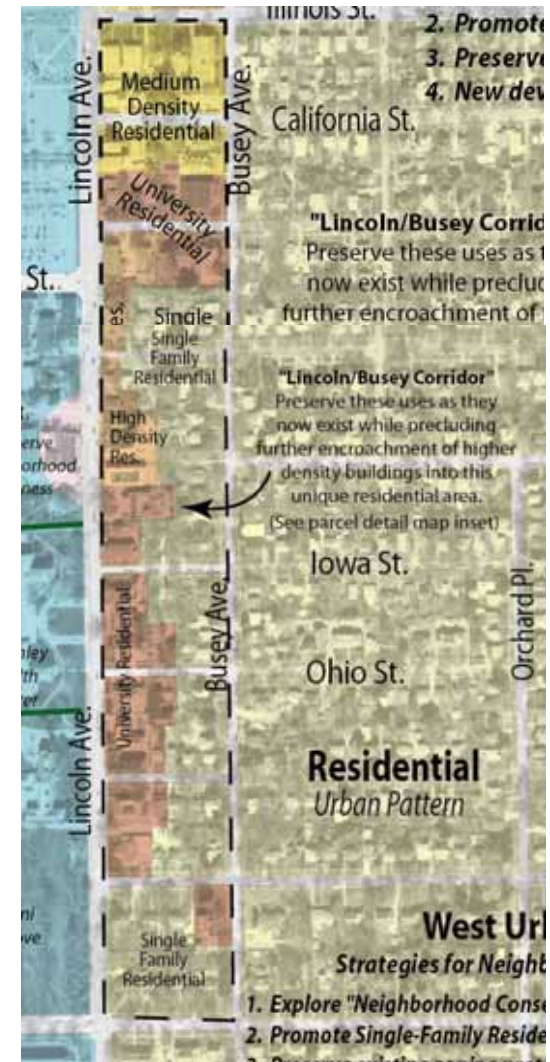
Legend

- Single-Family Residential
- Medium Density Residential
- High Density Residential
- University Residential

“Lincoln/Busey Corridor” Inset
Future Land Use Map by Parcel



Future Land Use maps
Map #8 & Map #9



DRAFT October 1, 2008

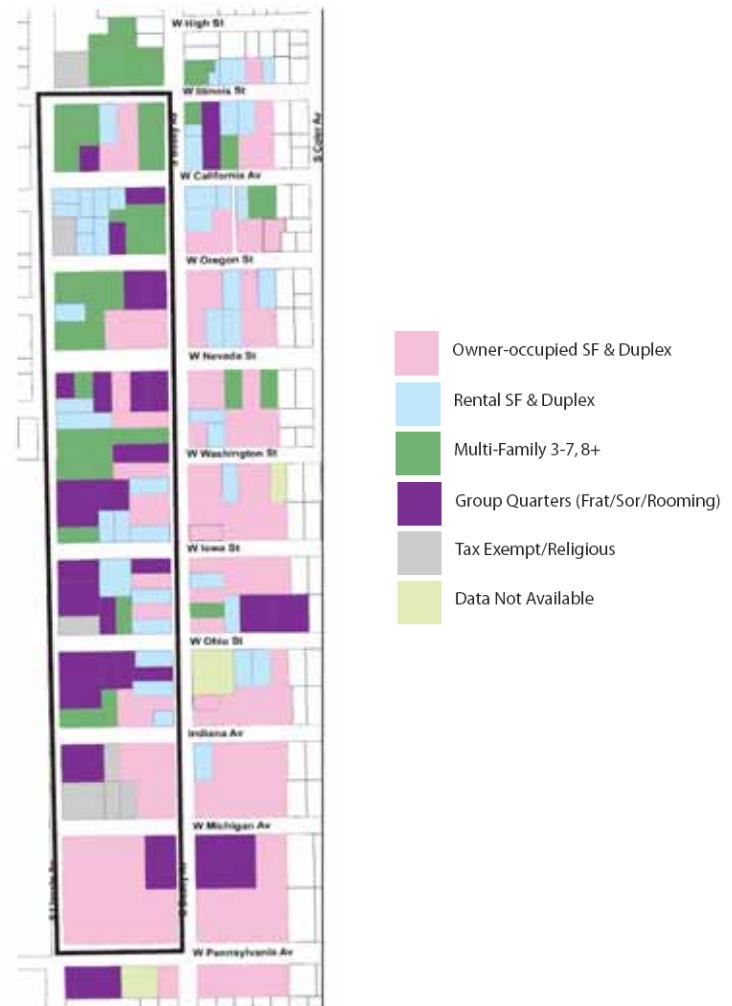
Map 5.

Although houses are the predominant building type, only 30% of properties in the corridor consist of owner-occupied single family homes and duplexes.

According to the Cunningham Township Assessor's Office, ownership patterns / existing land use in the LBC reveal the following (see map at right):

▪ Owner-occupied single family & duplex	30%
Single family	29%
Duplex	1%
▪ Group housing	23%
▪ Rental single family & duplex	22%
Single family	15%
Duplex	7%
▪ Multi-family	19%
3-7 units	6%
8+ units	13%
▪ Religious	6%

LBC Ownership / Existing Land Use Patterns



Source: Cunningham Township Assessor's Office
Created January 23, 2008

Existing Building Types

On the 100 parcels that comprise the Lincoln-Busey Corridor, there are a variety of building types and uses including single- and multi-family residential; sorority/ fraternity, rooming, and boarding houses; and religious institutions. Within each of these uses, a multitude of built forms exists, representing different eras of development.

Looking only at the built form and not considering the use or the zoning, the most common building type in the corridor is, by far, the house. The LBC consists of the following building types:

- Houses & Duplexes 72%
- Large Apartment Buildings 12%
- University & Greek Housing 7%
- Small Apartment Buildings 4%
- Institutional/Religious Buildings 3%
- Empty/Parking Lots 3%

Houses and Duplexes



University & Greek Housing



Apartment Buildings



Institutional/Religious



Empty/Parking Lot



Lincoln-Busey Corridor Character

Much of the existing built environment in the corridor (72 percent) is in the form of a house, while less than half of the parcels (42 percent) are currently zoned for single- and two-family homes. Because much of the corridor is zoned for a higher urban intensity than single-family residential, these design guidelines outline how a higher-intensity development can remain compatible in character with the single-family residential character of the neighborhood. To achieve compatibility, these guidelines address the façade zone, massing and scale, building orientation, patterns and rhythms, roof lines, window and door openings, outdoor living space, materials, landscaping, and parking.

The Lincoln-Busey Corridor naturally sub-divides into two zones with Lincoln Avenue and the higher intensity northern part of the corridor differing from the remainder of the corridor:

Zone 1: Lincoln Avenue & Higher Intensity Areas

Zone 2: Busey Avenue & Lower Intensity Areas

Differences Between Zone 1 & Zone 2

The zoning along Lincoln Avenue is generally higher. There is almost no owner-occupied housing, and the building masses are generally larger. Additionally, Lincoln Avenue is a main entryway to the City and to the University. Illinois, California, and Oregon Streets have been included in Zone 1 as they are zoned higher and are generally a higher intensity.

Due to the higher intensity nature of Zone 1 and the need for new development to be compatible, projects proposed in Zone 1 may be of a larger scale than those proposed in Zone 2.

Lincoln-Busey Corridor Zones



Zone 1: Lincoln Avenue & Higher Intensity Areas

The existing building types on Lincoln Avenue consist of about 50% houses and 50% multi-family residential, including apartment buildings, fraternity/sorority houses, and other rooming/boarding houses. This mix is quite different from the rest of the LBC. The structures are generally larger and more distinctive with smaller setbacks. The character on Lincoln Avenue is more urban than in the rest of the corridor.

Additionally, Lincoln Avenue is one of the major entryway corridors into the City. One of the implementation strategies listed in the 2005 Comprehensive Plan is that corridor design guidelines be developed for Lincoln Avenue to reflect its status as an entryway into the City (2005 Comprehensive Plan, p 103).

When a project proposal is located on the east side of Lincoln Avenue, between Illinois Street and Pennsylvania Avenue, it will be reviewed in the context of the other properties located in Zone 1. Specifically, when the guidelines call for compatibility with other structures on the block face, along a block, or on the block, proposals located in Zone 1 will be reviewed with reference to all structures on the east side of Lincoln for the block the parcel is in and for one block to the north and one block to the south. If the proposed project is located in Zone 1, but not fronting Lincoln Avenue, the area to be used in reviewing compatibility will include all parcels in the block where the project is located and all parcels fronting Lincoln Avenue on the blocks directly north and south, as shown in the map to the right.

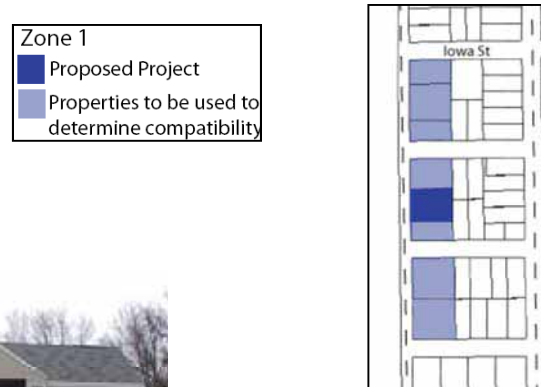


Example 1: Parcel not on Lincoln Avenue *



*If parcel is located on a corner of Busey Avenue, the compatibility area will include both sides of the East-West street and both sides of the block of Busey Avenue where the parcel is located.

Example 2: Parcel on Lincoln Avenue**



**If a parcel is located on a corner of Lincoln Avenue, the compatibility area will include the adjacent property to the east.

Zone 2: Busey Avenue & Lower Intensity Areas

The existing building types on Busey Avenue and the East-West Streets of the corridor are significantly different from those on Lincoln Avenue and abutting Lincoln Avenue. Over 85% appear to be single-family homes, with only 7% being multi-family residential buildings, such as apartment buildings, fraternity/sorority houses and other rooming/boarding houses. The character on Busey Avenue and on most of the East-West Streets is much more residential and of a smaller scale than that on Lincoln Avenue. The exception to this is on Illinois, California, and Oregon streets, as they are of a higher intensity compared to the other east-west streets and zoned for multi-family and University Residential. These streets, therefore, have been included in Zone 1. The projects on Illinois, California, and Oregon can be on a larger scale, yet are still intended to provide a transition from the monumental buildings of the University to the single-family neighborhood of West Urbana to the east.

When a project proposal is located in Zone 2, it will be reviewed in the context of other properties in Zone 2 of the Lincoln-Busey Corridor. Specifically, when the guidelines call for compatibility with other structures on the block face, along a block, or on the block, proposals located in Zone 2 will be reviewed with reference to all structures on both sides of the block. If a project is located in Zone 2, but is not on Busey Avenue, it will be reviewed with reference to all structures on both sides of the block, but will wrap the corner onto Busey Avenue by one parcel on both sides of the street, as shown in the map on the right. If a project is located on a corner, it will be reviewed with reference to all structures on both sides of both the east-west and the north-south blocks in which it is situated.

Example 1: Parcel on Busey Avenue



Example 2: Parcel not on Busey Avenue



III. The Design Review Process

The Design Review Board

The Design Review Board is a Mayor-appointed board created for the purpose of reviewing plans for new principal structures, renovations that would result in a substantial change to the appearance and/or scale of existing buildings, and other significant site changes in specified areas with adopted design guidelines. The Design Review Board will review plans for such projects located in the Lincoln-Busey Corridor.

Section XI-15 of the Urbana Zoning Ordinance outlines the membership requirements for the Board, review procedures, and application review criteria. Although no individual guideline in this document is mandatory, meeting the *intent* of this document is. The Design Review Board is different from the MOR Development Review Board in that the Design Review Board reviews proposals in a design review overlay district whereas the MOR Development Review Board reviews proposals only in the Mixed-Office Residential zoning district.

The overall intent of these guidelines is to:

- Help ensure that future growth in the Lincoln-Busey Corridor is compatible with the existing built environment in the corridor, and
- Aid in the visual transition from the larger scale buildings of the University and related institutional uses fronting Lincoln Avenue to the single-family homes of the West Urbana Neighborhood to the east.

Administrative Review

Proposals for renovations that will not result in a substantial

change to the appearance and/or scale of the existing building will not require review by the Development Review Board, but may be reviewed and approved by the Zoning Administrator. The Zoning Administrator together with the Chair of the Development Review Board shall make the determination as to whether the proposal will result in such a change. Applications for new construction, renovations which will substantially change the appearance and/or scale of the existing building, and other significant site changes (e.g. parking lot construction) shall go to the Development Review Board for review.

Application Review Criteria

Design guidelines are a flexible tool to be used as a supplement to prescriptive zoning requirements in order to allow new development to respond better to the distinctive character of the surrounding environment. Development plans must also conform to the land use and development standards of the Urbana Zoning Ordinance.

Proposals shall demonstrate consistency with the intent of the Lincoln-Busey Corridor as outlined herein. In reviewing proposals, the Design Review Board shall consider the effects of the proposal on the other properties on the block face (i.e., is the proposal compatible with the other structures on the block?).

To determine compatibility, the Development Review Board shall consider the following elements:

Façade Zone	Massing & Scale	Building Orientation
Patterns & Rhythms	Roof Lines	Windows & Doors
Outdoor Living Space	Materials	Landscaping
Parking		

IV. Design Guidelines

The LBC Design Guidelines do not regulate architectural style and are not intended to restrict creativity. The intent of this document is to ensure that future growth is compatible with the existing built environment and aids in the visual transition from the large scale buildings of the University to the single-family homes of the West Urbana Neighborhood.

While no single guideline in the LBC Design Guidelines is mandatory, project proposals must meet the overall intent of the guidelines as stated herein.

Encouraged & Discouraged

The design guidelines are recommendations which will help preserve the traditional architectural heritage of the Lincoln-Busey Corridor, but no single guideline is mandatory. For each of the design guidelines on the following pages, recommendations are grouped together under *Encouraged and Discouraged*. For each project proposal in the LBC, meeting the design guidelines will involve a unique set of the guidelines. For a project in a more intensively developed area, a higher intensity building will be allowed. For a project in a less intensive area, lower intensity buildings will be more appropriate.



The Façade Zone

The façade zone is important to the character of a site. The greatest emphasis for design review should be on the façade zone. Other elevations are secondary.

A façade is the exterior wall or face of a building that is visible from the public street. The façade zone includes the vertical wall of the building with its architectural qualities and any other elements of the site that are located in front of the wall face and are visible from the public street. These elements can include windows, doors, signage, garden sheds and various other site details. It is important that site details in the façade zone are compatible with other buildings on the block face.

The corridor is part of a larger grid system of streets creating two types of lots: corner lots and interior lots. Corner lots are located at the intersection of streets and have two façade zones. The majority of lots are interior lots that have one façade zone.

Encouraged

- Facades with street frontage should contain window openings and should not be blank walls.
- Facades with a focal point, interesting details and quality materials are encouraged.
- Planes in a building should be visually broken up into smaller areas. This can be done using bands and bays, as well as by incorporating recesses and projections and other architectural details.

Discouraged

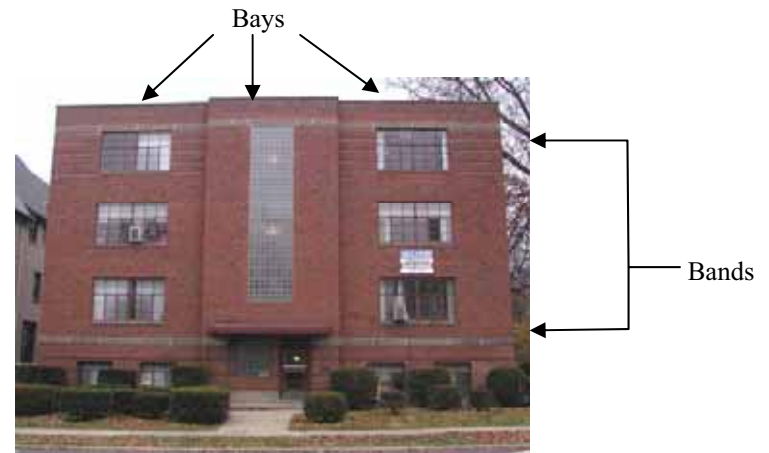
- The location of mechanical equipment (such as air compressors, mechanical pumps, and utility meters) in the façade zone.
- Parking should be located behind the principal structure, not in the façade zone.
- Blank facades are not appropriate when visible from a public right-of-way.
- Confused, incoherent facades are discouraged.



The Façade Zone is the part of the building facing a public street. Interior lots typically have one façade zone.



A corner lot typically has two façade zones, one for each public street.



The stone bands running across the front façade of this building as well as the projecting center bay visually break up the large plane of the front façade of this building.

Massing & Scale

Massing is the three dimensional bulk of a structure, including height, width, and depth. **Scale** is the perceived relative height and bulk of a building relative to that of neighboring buildings. Proper massing, scaling, and detailing are essential when blending any building into the corridor. The building mass should be broken up, using changes in wall planes, building height and rooflines, and by stepping back sections when new construction or a building addition is larger in height or volume than surrounding structures. The architectural design of a project should encourage compatibility and not cause a visual disruption along a block.

Encouraged

- The “height-to-width ratio” of a structure should be compatible with other structures on the block face. For example, if existing structures have a ratio of 2:1, then a ratio of 1:3 for a new development may not be appropriate.
- The scale of a structure should be compatible with other structures on the block face. If existing structures are smaller than the proposed new development, the use of changes in wall plane, building height, and roof line should be used to help the new structure fit in.
- Height and roof lines on new construction should be compatible with other buildings on the block.
- Use of various decorative details and exterior materials to add interest, scale, and dimension to a building.

Discouraged

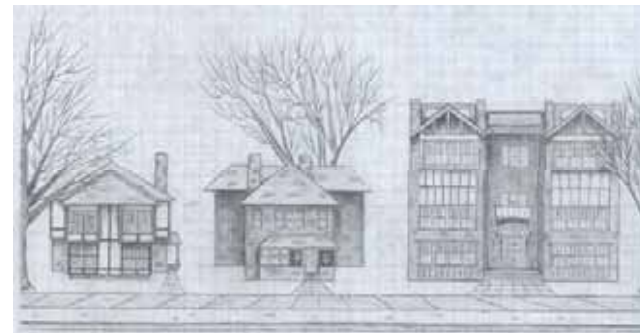
- Buildings with blank wall faces that are not broken up using changes in wall plane, building height, etc.
- Monotony of materials on large expanses.
- Inappropriate changes in scale.
- Extreme or jarring changes in height and/or roofline.

Combination of roof lines with varying roof heights and roof pitches add interest and break up mass.

Changes in the wall plane break up the mass of the building.



This new apartment building, outside of the corridor, makes use of changes in the wall plane, building height, and roofline



This sketch shows a stepping up of intensity, with the larger building using architectural details to achieve compatibility.

Sketch by Tony Weck

Building Orientation

Building orientation refers to the manner in which a building relates to the street, to other structures on the site and to adjacent properties. The entrance to the building plays a large role in the orientation of a building. The Lincoln-Busey Corridor follows a traditional neighborhood layout. The streets are on a grid, and the buildings are oriented towards the street. New construction should respect this traditional layout.

Encouraged

- Orient the primary entrance to the building toward the street. The primary entrance on a corner lot may be oriented towards either street.
- Buildings should have a clearly defined primary entrance. The primary entrance should be emphasized, using such architectural details as a door surround, door hood, pediment, front stoop or porch, or transom or fanlights.
- Entrances on the rear or sides of buildings should clearly be secondary to those on the front, except when the building is on a corner lot.
- Buildings on corner lots are encouraged to have entrances on both facades and to use such features as porches and stoops to create focal points on both facades.

Discouraged

- Buildings that are not oriented towards the street.
- Buildings that create “blank walls” on the front façade.
- Buildings without a defined primary entrance.
- A faux entry on the front façade is not encouraged, but may be appropriate in certain circumstances.



Encouraged: The primary entrance of this apartment building is oriented toward the street. The door hood and small side lights on either side of the door focus attention on the entrance.



Encouraged: This single-family house has its primary entrance on the front façade. The door is recessed and opens onto a small covered porch which emphasizes the entry.



Discouraged: The building on the left has a blank wall facing the street. The building façade on the right, while not presenting a blank wall, is not oriented toward the street.

Patterns & Rhythms

Each block in the corridor displays predominant patterns. These patterns may include lot size, setback, building orientation, and the solid-to-void relationship. Projects within the corridor should be compatible with the patterns found on the block face. Observation of a block through both aerial and streetscape views is important when identifying patterns such as those listed above. The placement of a building should not drastically change or cause a visual disruption to the block.

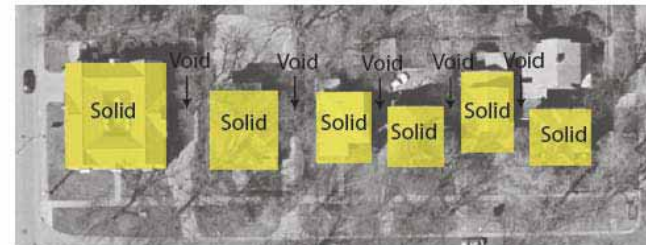
Encouraged

- Building placement and general orientation on a site should be compatible with other structures on the block.
- New buildings should be set back from the street the average distance of building setbacks on the block.*
- The placement of new buildings should reflect the rhythm of the spacing between buildings on the block.
- New construction projects, including additions, that incorporate common patterns (e.g. rhythm of solids to voids) and architectural characteristics found along a block (e.g. massing, openings, roof type, etc.)
- Use of architectural detailing and landscaping to help new construction “blend in” with the block.

Discouraged

- Setbacks that are too deep or too shallow visually disrupt the rhythm of the block and are discouraged.
- Locating a structure in such a way that it disrupts the rhythm of solids to voids, creating either gaps or a lack of gaps, is discouraged.
- Additions that are out of character with the surroundings are discouraged.

* The Urbana Zoning Ordinance requires that the required front yard setback shall be the average on the block face or fifteen feet, whichever is greater.



The rhythm of solids to voids is the recurrent alternation of structure to open space.



This is a streetscape view of the block seen above in aerial view.

Roof Lines

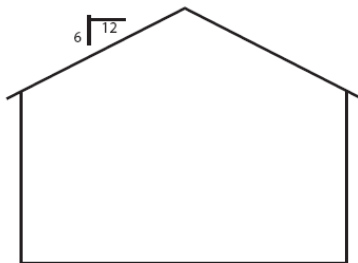
Roof forms for new construction should reflect other roof forms on the block face. Gable roofs are the most common form found in the Lincoln-Busey Corridor. Generally, the roof should not dominate the structure with the ratio of front wall surface to visible roof surface greater than $1\frac{1}{2} : 1$. Flat roofs are generally discouraged, unless consistent with the architectural style of the building. The use of wall or roof dormers can help prevent the roof from dominating and can add interest to the roof form.

Encouraged

- Roof forms on new construction should be similar to those traditionally found on the block.
- Roof pitch should be 6:12 or greater.
- A combination of roof lines helps soften larger roofs, thereby making a larger structure seem more compatible.

Discouraged

- Flat roofs are discouraged, unless the architectural style of the building calls for a flat roof and the architectural details, such as a parapet, on the façade aid in compatibility.
- A single roof line on a large building with no variation.
- Roof pitch less than 6:12 is discouraged.
- Front wall surface to visible roof surface less than 3:2.



Example of a 6:12 roof pitch. The roof rises 6 inches vertically for every 12 inches horizontally.

Encouraged



This is a side-facing gable roof with architecturally appropriate dormers.



This is a front-facing gable roof with a smaller gable over the front porch.



The wall to roof ratio here is less than the desired $1\frac{1}{2}$ to 1, but the use of the front gable helps with compatibility.



Example of a flat roof that is not desirable.



Example of a flat roof that is acceptable.

Window & Door Openings

Openings refer to the windows and doors on a structure. Openings and their arrangement are important to a structure's visual aesthetic. Materials, construction, and detailing of the openings are also important to the style of a building. Proposals within the corridor should be cognizant of the rhythm and patterns of openings on the façade. Height to width ratios for windows should encourage compatibility with the architectural style of the building as well as with the other styles found throughout the corridor.

Encouraged

- The proportion of window and door openings to solid surfaces in the façade zone should be compatible with that of the existing architecture on the block.
- Large wall expanses in the façade zone should be visually interrupted by windows in a balanced rhythmic pattern, unless the architectural style calls for an irregular pattern.
- Openings should reflect the building's architectural style.
- Openings that are in proportion to others in the façade and are similar in size and scale.
- A consistent rhythm of openings on the façade.
- True divided-light windows.
- Vertically oriented windows, unless the architectural style is compatible with horizontally oriented windows, such as in the brick apartment building to the upper right.

Discouraged

- Large wall expanses without openings.
- Sliding patio doors in the façade zone.
- Irregular patterns of windows and doors.
- Openings that are too small in proportion to the wall expanse.
- Proportion of openings to solid surfaces in the façade zone that are incompatible with the those found on the block.
- Windows and doors that are out of character with the architectural style of the building and/or are out of proportion to others in the façade zone.
- False divided-light windows.
- Horizontally oriented windows.

Encouraged



The ratio of openings to solids here is visually appealing, as is the consistent rhythm of openings. The architectural details and vertical orientation of the windows reflect the building's architectural style.

Discouraged



The ratio of openings (i.e., windows and doors) to solids in these buildings is discouraged.

Outdoor Living Space

Porches are outdoor spaces that are elevated or located above grade and usually are partially or fully covered by a roof. Front porches help provide a transition between the public street and the private use of a building. Balconies are outdoor spaces located above the first floor of a structure. Patios and courtyards are outdoor spaces located at grade that may or may not have a roof. Patios are generally private spaces while courtyards are often a shared or semi-public space. Traditionally, structures in the corridor included porches. The use of porches on new buildings can help the new structure fit in.

Encouraged

- Porches on new residential construction. Flat porch roofs that serve as balconies for the second floor.
- Outdoor living spaces that use a variety of styles and materials in order to complement the overall composition of the building.
- Buildings on corner lots with porches and/or stoops located in both facades.
- Courtyards in the façade zone of multi-family buildings.

Discouraged

- Patios that are private spaces for a single unit in an apartment building should not be located in the façade zone.
- Balconies should not directly abut single-family residences to protect privacy.
- Stairways facing single-family residences.
- Sliding glass doors on the ground floor.
- New principal structures with no outdoor living space.
- Balconies that dominate the façade.



Both of these houses have front porches covered with flat roofs that serve as balconies for the second floor.



The use of patios in the façade zone is discouraged. This apartment building is an example of balconies that dominate the façade.

Materials

Many types of exterior materials have been used in the corridor. The result is a diversity of architectural styles and building materials. Over time various exterior materials have stood the test of time, while others that may have been used as less expensive substitutes have proven less durable. In some cases, synthetic siding installed incorrectly over original siding has accelerated the deterioration of the original structure. Ultimately, the choice of exterior material should be based on durability and aesthetics, as well as cost.

Encouraged

- Long-lasting and durable exterior materials, such as brick and wood clapboard.
- Exterior treatment or siding that protects the integrity of the structure and provides an enhanced visual aesthetic to the block.
- Recognition of the diversity of materials used throughout the district and the importance of material quality.
- Roof materials that are compatible with those found within the district. In the case of new additions, roof materials that complement those found on the main structure.
- Fences that are made of wood and wrought iron. Using low stone or brick walls as an alternative to fencing.
- Use of multiple materials for architectural details to create a distinctive style.

Discouraged

- Materials that will not age well such as vinyl siding. Wood or fiber cement siding is encouraged as an alternative to vinyl siding.
- Monotony or over-use of a single material on large buildings, unless architectural style calls for a single material and the material is both long-lasting and durable.
- Fences that are visible from the public right-of-way made of chainlink or vinyl.

Encouraged Quality Materials

Exterior Materials



Stucco



Fieldstone



Brick Veneer



Quarry Faced Stone



Wood Lap Siding



Wood Sawn Siding



Flagstone Veneer



Painted Brick

Roofing Materials



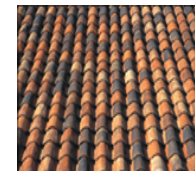
Asphalt Shingles



Slate



Shake Shingles



Clay Tile

Landscaping

Landscaping is an important design element when blending any building or parking area into the neighborhood. Landscaping can soften the mass of a building as well as accentuate its features. Preservation of mature trees, adding visual interest to individual properties, and providing effective methods of landscaping are important. The City Arborist should be used as a resource to analyze existing trees and to determine the appropriate size and species of future tree plantings.

Encouraged

- Mature trees within the parkway and other public rights-of-way should be retained.
- Retention of mature trees on private property is strongly encouraged.
- New tree plantings on private and public property to replenish the urban canopy.
- Protection of mature trees from root damage during construction, both on the site and on adjacent properties.
- Use of evergreens, dense deciduous shrubs, masonry walls, and/or berms for screening of mechanical equipment such as utility meters, air conditioners, etc.
- Design landscaping to ensure safe pedestrian and automobile traffic circulation on and off private property.
- Diversity of tree species.
- Mix of annuals and perennials encourages all season landscape color accents.

Discouraged

- Invasive and dangerous species.
- Astro turf.
- Use of paving materials instead of landscaping.
- Monotonous expanse of turf without accent plantings.
- Loss of or damage to mature trees.
- Unscreened mechanicals.



Parking Areas

The corridor retains the scale and patterns of a traditional neighborhood in terms of the grid street layout. Vehicular access onto properties must meet engineering and safety standards and be appropriately incorporated into the site design. While parking areas are integral to many uses, softening their visual impact to adjacent properties and from the public street is essential.

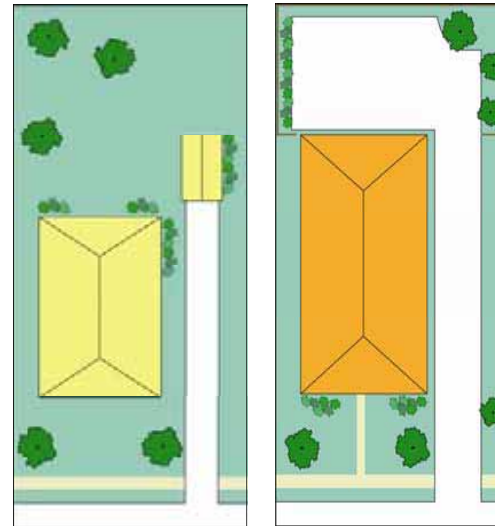
Encouraged

- To the extent possible, parking should be located behind the main structure or below ground.
- Parking at grade should be screened.
- Single-family garages should be located behind or recessed from the main structure.
- Screening to reduce visual impact from adjacent properties.
- Use of hedges, wood fences or masonry walls to screen parking areas from adjacent properties. Fences and walls should be architecturally compatible with the principal building in terms of material quality and detail.
- Use of permeable pavements.

Discouraged

- Buildings elevated to allow visible parking at grade.
- Parking located in the façade zone.
- Extensive parking areas.
- Excessive paved areas.

Recommended Parking Configurations



Single-Family w/
rear loading garage

Multi-Family on
an interior lot



Parking on ground floor should be screened and not in the façade zone



Parking is on ground floor, but is screened and not visible in the façade zone

Non-Residential Development

Although largely residential, a small number of institutional properties exist within the Lincoln-Busey Corridor. The strict application of these guidelines can be difficult for such buildings. Overall, the intent of the guidelines is to ensure that new development and building additions are compatible with the neighborhood. When reviewing non-residential development, these guidelines should be applied to the best extent possible, with the recognition that not all criteria may be applicable.



Sustainability

The City of Urbana is committed to reducing Urbana's environmental footprint and including a sustainability component in the LBC Design Guidelines works towards that goal. As this document is concerned with design and not building techniques, this section should be considered direction for 'best practices' rather than being considered integral to the evaluation of the design of a project.



Sustainable Urbana

A Place to Work, Live and Grow

Encouraged

- The use of best practices in green building techniques, including but not limited to:
 - Re-use of buildings and building materials
 - Permeable surfaces for drainage
 - Cisterns for irrigation
 - Solar cells
 - Low-level and full cut-off lighting
 - LEED standards
 - Green roofs
 - Geothermal, passive solar, or straw bale construction
 - Landscaping to lower heating/cooling costs
 - Provide bike parking

Discouraged

- Wastefulness in building practices
- Excessive paved areas
- Intensive or wasteful lighting
- No provision for alternative transit



Source: Sustainable Cities, Environmentally Sustainable Urban Development.

Lincoln-Busey Corridor

Photo Inventory

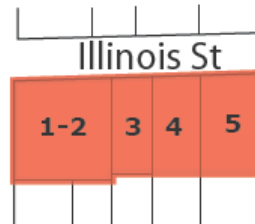


City of Urbana, Illinois
Community Development Services

DRAFT

October 1, 2008

LINCOLN-BUSEY CORRIDOR: ILLINOIS STREET
 PHOTO INVENTORY as of October 2007



809 W. Illinois



809 W. Illinois



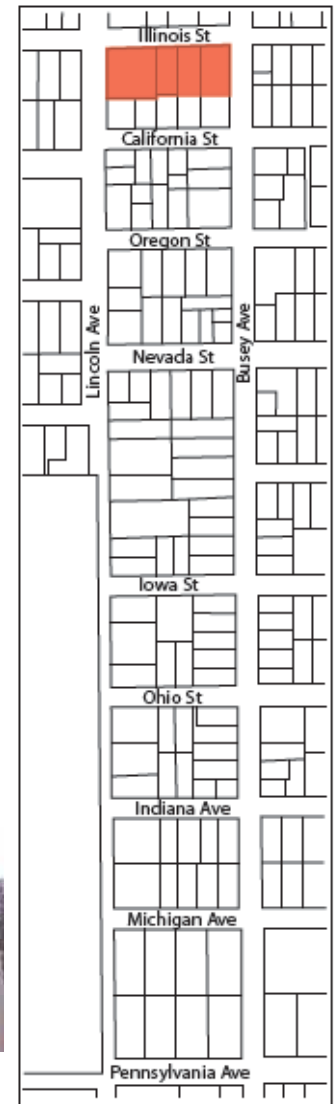
805 W. Illinois



803 W. Illinois



(side of 505 S Busey)



LINCOLN-BUSEY CORRIDOR: CALIFORNIA STREET
 PHOTO INVENTORY as of October 2007



(side of 402 S. Lincoln)



808 W. California



806 W. California



(back of 803 W. Illinois)



(side of 505 S. Busey)



(side of 602 S. Lincoln)



809 W. California



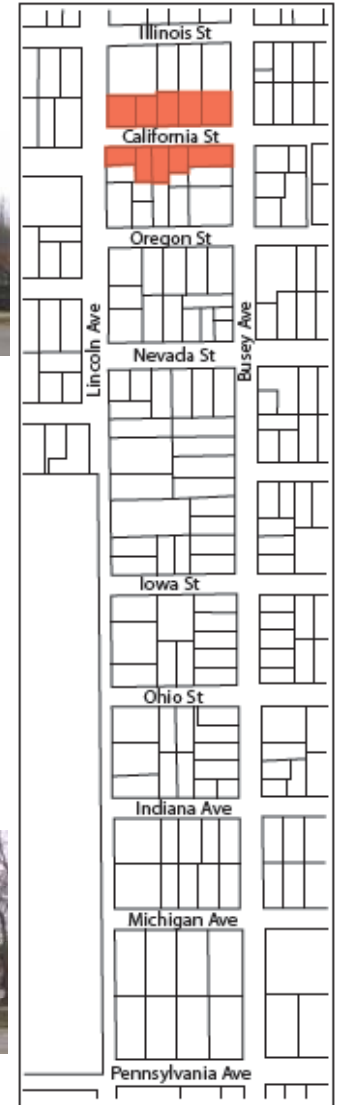
807 W. California



805 W. California



(side of 601 S. Busey)



LINCOLN-BUSEY CORRIDOR: OREGON STREET
 PHOTO INVENTORY as of October 2007



810 W. Oregon



808 W. Oregon



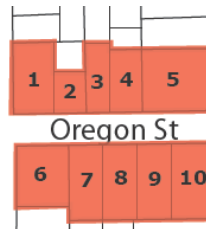
806 W. Oregon



804 W. Oregon



(603 S. Busey)



811 W. Oregon



807 W. Oregon



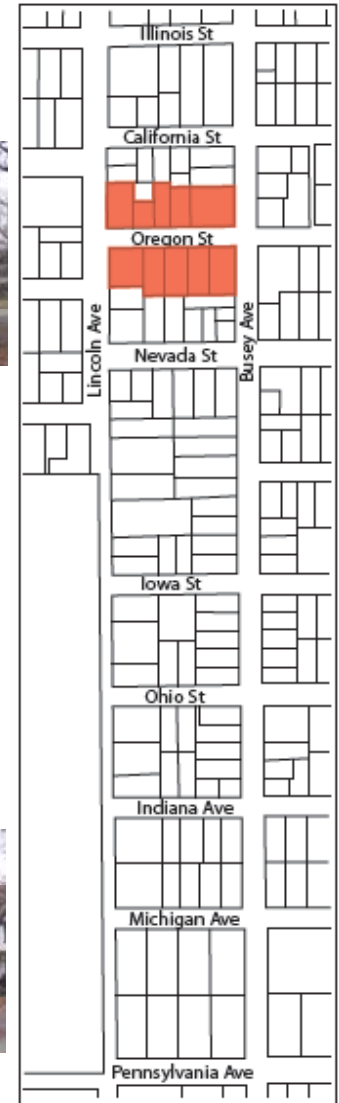
805 W. Oregon



803 W. Oregon



801 W. Oregon



LINCOLN-BUSEY CORRIDOR: NEVADA STREET
 PHOTO INVENTORY as of October 2007



812 W. Nevada



808 W. Nevada



806 W. Nevada



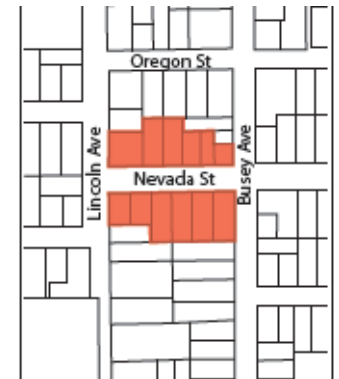
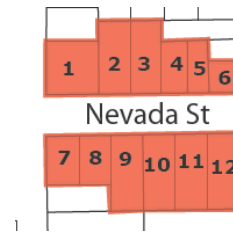
804 W. Nevada



802 W. Nevada



(705 S. Busey)



(side of 802 S. Lincoln)



809 W. Nevada



807 W. Nevada



805 W. Nevada



803 W. Nevada



801 W. Nevada

LINCOLN-BUSEY CORRIDOR: IOWA STREET
 PHOTO INVENTORY as of October 2007



810 W. Iowa



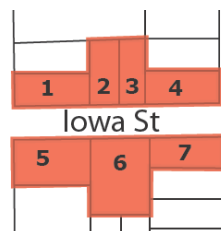
808 W. Iowa



806 W. Iowa



802 W. Iowa



(side of 1002 S. Lincoln)



805 W. Iowa



801 W. Iowa



LINCOLN-BUSEY CORRIDOR: OHIO STREET
 PHOTO INVENTORY as of October 2007



(side of 1008 S. Lincoln)



808 W. Ohio



806 W. Ohio



802 W. Ohio



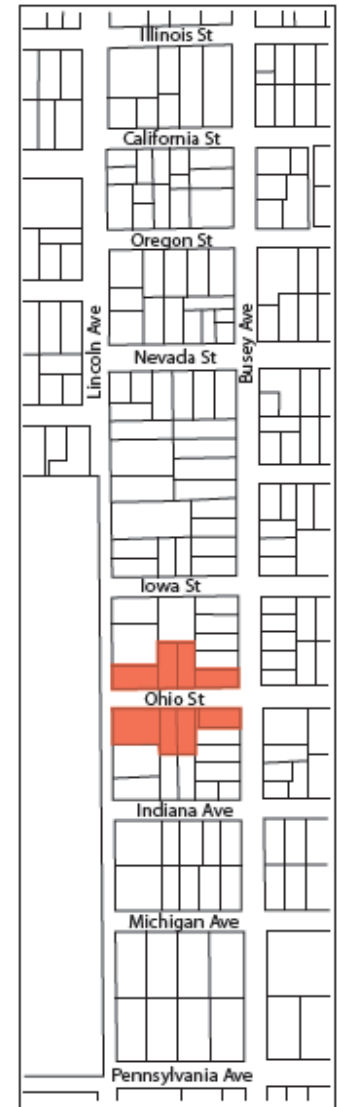
(side of 1102 S. Lincoln)



805-803 W. Ohio



801 W. Ohio



LINCOLN-BUSEY CORRIDOR: INDIANA AVENUE
 PHOTO INVENTORY as of October 2007



(side of 1108 S. Lincoln)



808 W. Indiana



806 W. Indiana



804 W. Indiana



802 W. Indiana



(side of 1204 S. Lincoln)



807 W. Indiana



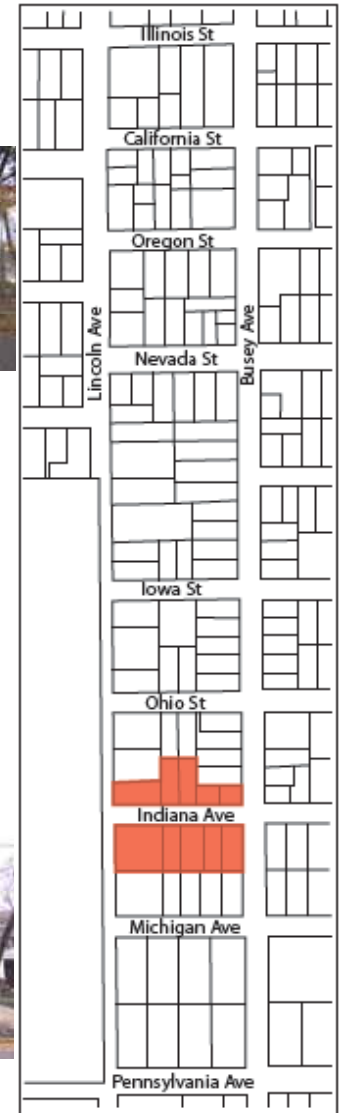
805 W. Indiana



803 W. Indiana



801 W. Indiana



LINCOLN-BUSEY CORRIDOR: MICHIGAN AVENUE
 PHOTO INVENTORY as of October 2007



810 W. Michigan



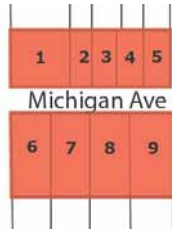
808-806 W. Michigan



804 W. Michigan



(side of 1207 S. Busey)



811 W. Michigan



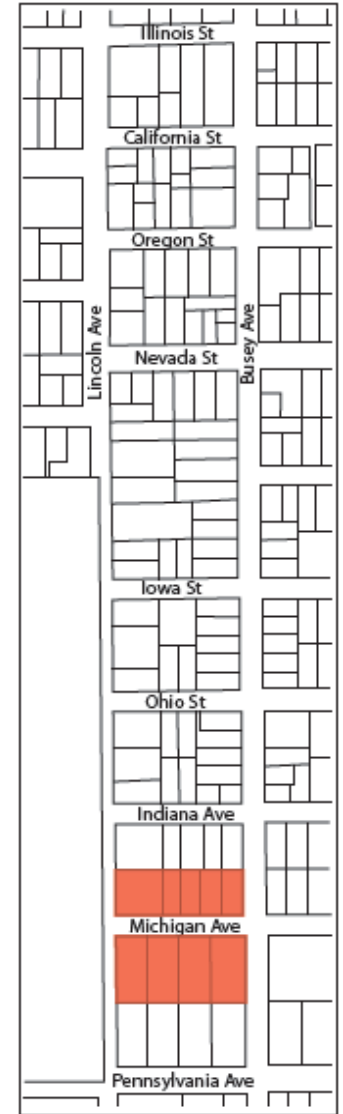
805 W. Michigan



803 W. Michigan



(side of 1301 S. Busey)



LINCOLN-BUSEY CORRIDOR: PENNSYLVANIA AVENUE
 PHOTO INVENTORY as of October 2007



810 W. Pennsylvania



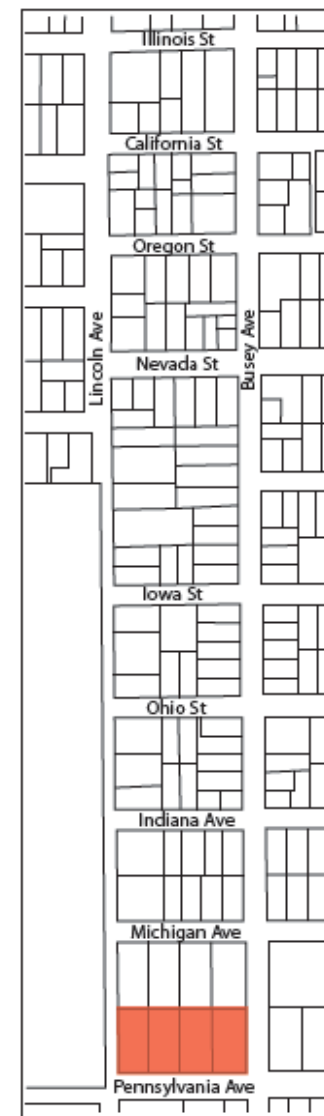
806 W. Pennsylvania



804 W. Pennsylvania



802 W. Pennsylvania



LINCOLN-BUSEY CORRIDOR: LINCOLN AVENUE

PHOTO INVENTORY as of October 2007

California to Nevada



602 S. Lincoln



604 S. Lincoln



(side of 810 W. Oregon)



(side of 811 W. Oregon)



704 S. Lincoln



(side of 812 W. Nevada)

LINCOLN-BUSEY CORRIDOR: LINCOLN AVENUE

PHOTO INVENTORY as of October 2007 Nevada to Iowa



802 S. Lincoln



804 S. Lincoln



806 S. Lincoln



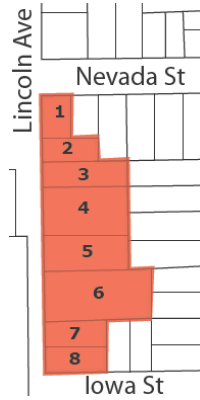
808 S. Lincoln



902 S. Lincoln



904 S. Lincoln



908 S. Lincoln



(side of 810 W. Iowa)

LINCOLN-BUSEY CORRIDOR: LINCOLN AVENUE

PHOTO INVENTORY as of October 2007 Iowa to Michigan



1002 S. Lincoln



1004 S. Lincoln



1008 S. Lincoln



1102 S. Lincoln



1106 S. Lincoln



1108 S. Lincoln



1204 S. Lincoln



(side of 810 W. Michigan)

LINCOLN-BUSEY CORRIDOR: BUSEY AVENUE
 PHOTO INVENTORY as of October 2007 Illinois to Nevada



505 S. Busey



601 S. Busey



603 S. Busey



603 S. Busey



(side of 801 W. Oregon)



701 S. Busey



703 S. Busey



705 S. Busey



LINCOLN-BUSEY CORRIDOR: BUSEY AVENUE

PHOTO INVENTORY as of October 2007

Nevada to Iowa



(side of 801 W. Nevada)



805 S. Busey



807 S. Busey



809 S. Busey



901 S. Busey



903 S. Busey



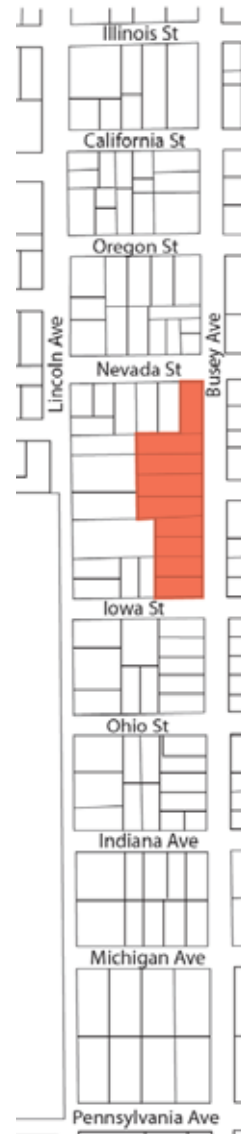
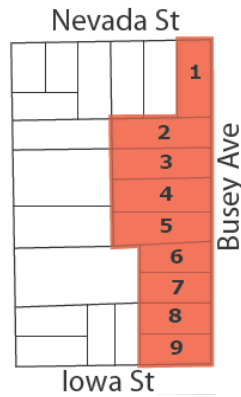
905 S. Busey



907 S. Busey



(side of 802 W. Iowa)



LINCOLN-BUSEY CORRIDOR: BUSEY AVENUE

PHOTO INVENTORY as of October 2007

Iowa to Indiana



(side of 801 W. Iowa)



1003 S. Busey



1005 S. Busey



1007 S. Busey



(side of 802 W. Ohio)



(side of 801 W. Ohio)



1103 S. Busey



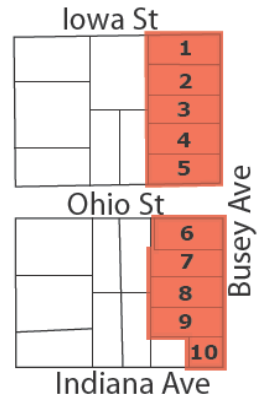
1105 S. Busey



1107 S. Busey



(side of 802 W. Indiana)



Section XI-15. Design Review Board

A. Creation and Purpose

1. Upon the effective date of this amendment, there is hereby created a Design Review Board to administer design review in areas subject to design review in conformance with the requirements of this Section.
2. The Design Review Board is created for the purpose of reviewing and approving or disapproving applications, in accordance with this section.
3. The Design Review Board has the following objectives for reviewing applications in areas subject to design review:
 - a. Review the design of new construction to ensure compatibility with the neighborhood's visual and aesthetic character through the use of design guidelines; and
 - b. Determine if applications meet the intent of the district as stated in the adopted design guidelines.

B. Powers and Duties. The Design Review Board shall have the following powers:

1. The Design Review Board may adopt its own rules, regulations, and procedures consistent with the provisions of this Section and the laws of the State of Illinois.
2. To hold public hearings and to review applications within areas subject to design review. The Design Review Board may require applicants to submit plans, drawings, specifications and other information as may be necessary to make decisions in addition to the application requirements specified in Section XI-15.G.
3. To undertake any other action or activity necessary or appropriate to implement its powers and duties and to implement the purpose of this section.
4. The Design Review Board is not authorized, in a decision on an application, to prohibit or deny a land use that is permitted by right in the applicable zoning district, although it may prohibit or deny permission for development even though that development may be necessary for a permitted land use.

C. Membership

1. The Design Review Board shall consist of seven members. Four members shall constitute a quorum. The members of the Board shall be appointed by the Mayor and approved by City Council. The following five persons serving on the MOR Development Review Board per Section XI-12.C.1 are automatically appointed to the Design Review Board:
 - a. A member of the Urbana Plan Commission;
 - b. A member of the Urbana Historic Preservation Commission;
 - c. A licensed architect;
 - f. A local developer; and

- g. An owner of a local small business with fewer than 40 employees.

These five members of the newly created Design Review Board shall also serve as members of the MOR Development Review Board. The additional two members should represent any two of the following:

- a. A design professional representative;
 - b. A development representative;
 - c. A community representative; or
 - d. A residential representative.
2. Design Review Board members shall serve without compensation and shall serve terms of three years. Members of the MOR Development Review Board shall be automatically reappointed to the Design Review Board if reappointed to the MOR Development Review Board. The additional two members may be reappointed at the conclusion of their respective terms.
 3. The Mayor shall declare vacant the seat of any Design Review Board member who fails to attend three consecutive meetings without notification to the Secretary, or who fails to attend one-half of all meetings held during any one-year period. In such cases, as well as for resignations, incapacity, death, or any other vacancy, the Mayor shall appoint a successor with approval of the City Council.

D. Officers.

1. There shall be a Chair elected by the Design Review Board, who shall serve a term of one year and shall be eligible for re-election. Elections shall be held annually.
2. The Chair shall preside over meetings. In the absence of the Chair, those members present shall elect a temporary Chair.
3. Secretary. The Secretary of the Design Review Board shall be a representative of the Community Development Services Department of the City of Urbana. The Secretary shall:
 - a. Take minutes of each Design Review Board meeting, an original of which shall be kept in the office of the Community Development Services Department;
 - b. Provide administrative and technical assistance to the Design Review Board to assist it in making decisions and findings as provided herein;
 - c. Publish and distribute copies of the minutes, reports and decisions of the Design Review Board;
 - d. Give notice as provided herein or by law for all public hearings conducted by the Design Review Board;
 - e. Advise the Mayor of vacancies on the Design Review Board and expiring terms of Design Review Board members;

- f. Prepare and submit to the Zoning Board of Appeals and the City Council a complete record of the proceedings before the Design Review Board on any other matters requiring Zoning Board of Appeals or City Council consideration; and
- g. Have no vote.

E. Meetings.

1. The Design Review Board shall hold at least one meeting per year. Meetings shall be called as needed.
2. All meetings shall conform to the requirements of the Illinois Open Meetings Act. All meetings of the Design Review Board shall be held in a public place designated by the Chair, and shall be open to the public, except as allowed by law. At any meeting of the Design Review Board, any interested person may appear and be heard either in person or by an authorized agent or attorney.

F. Decisions.

1. Every Board member present must vote “aye” or “nay” unless that Board member abstains due to an announced conflict of interest.
2. Abstaining shall not change the count of Board members present to determine the existence of a quorum.
3. Approval of an application shall require a majority vote and shall be calculated on the basis of those voting members present and not abstaining.

G. Application Submittal Requirements

1. A request to the Design Review Board for application approval by shall be made by the applicant in writing on forms provided by the City, accompanied by the required plans, and filed with the Secretary of the Board. Each request shall be submitted with the required fee as provided in Section XI-8.
2. The Design Review Board Secretary shall have five working days to determine whether an application is complete. If the Secretary finds the application incomplete, he/she shall notify the applicant, who shall have five working days from the date notified to submit the missing information.
3. An application shall be determined complete if accompanied by, at a minimum, the following information:
 - a. A scaled drawing showing:
 1. Size and dimensions of the subject parcel drawn to scale;
 2. Location and widths of adjacent rights-of-ways, sidewalks and street pavement;
 3. Identification of neighboring property owners listed on the application;
 4. Location of all existing structures on the parcel;
 5. Location of adjacent parcels and structures;
 6. Location and size of proposed structures or additions to be built on the parcel including proposed setbacks from the property lines;
 7. Floor plans;

8. Location and layout of any proposed access drives, parking area and walkways;
 9. Location of existing trees and shrubs and proposed landscaping;
 10. Relevant site details including lighting, dumpster locations, signage, and other features;
- b. Elevation renderings of the proposed structure or addition indicating the proposed materials to be used in construction;
 - c. Detail view drawings as necessary to show key design elements; and
 - d. Site data, including lot area, building square footage, floor area ratio, open space ratio, height, number of parking spaces and number of apartment units (if multi-family).

Plans shall be submitted at a graphic scale of no less than one inch per ten feet.

4. The Design Review Board may require additional information as necessary to consider applications.
 5. Review fee, as applicable.
- H. Zoning Administrator Review Procedures. Upon receipt of a complete application, the Zoning Administrator and the Chair of the Design Review Board shall determine whether the proposed work would result in a substantial change to the appearance of an existing building. If the Zoning Administrator and the Chair determine that the proposal would not result in a substantial change, the proposal shall not require review by the Design Review Board. Such a proposal shall be reviewed by the Zoning Administrator for consistency with the design guidelines to which it is subject. All other proposals shall be reviewed by the Design Review Board.
- I. Design Review Board Scope
1. The Design Review Board shall review all plans for:
 - a. New principal structures;
 - b. Renovations that would result in a substantial change to the appearance and/or scale of existing buildings, as determined per Section XI-15.I; and
 - c. Other significant site changes, such as parking lot construction.
 2. Proposals for renovations that would not result in a substantial change to the appearance of an existing building shall not require review by the Design Review Board, but shall nevertheless comply with the intent of the adopted design guidelines as determined by the Zoning Administrator or designee.
- J. Design Review Board Review Procedures
1. Once a complete application has been submitted, the Secretary shall schedule a meeting to consider and act on the request. The meeting, which shall include a public hearing, shall be scheduled within 45 working days after the completed application has been received. Notification shall be given per Section XI-10.
 2. At the Design Review Board meeting during which an application is to be considered, City staff will give a presentation evaluating the application. Following the presentation, the Design Review Board will hold a public hearing. After the public hearing, the Design Review Board will review the application 1) according to the criteria in Section XI-15.K; 2) using the adopted design guidelines;

and 3) considering testimony given at the public hearing. The Design Review Board shall then vote on whether to approve the proposed application. A majority of those Board members present and voting is required to approve an application.

The Board may:

- a. Approve the application. If the proposed application conforms to the requirements of this Ordinance and the intent of the adopted design guidelines, the Design Review Board shall make the appropriate findings and approve the application.
- b. Approve the application with conditions. In approving an application, the Board may prescribe appropriate conditions and safeguards in conformity with the adopted design guidelines and this Ordinance. Violations of such conditions and safeguards, when made a part of the terms under which the application is approved, shall be deemed a violation of this Ordinance and punishable under the provisions of this Ordinance.
- c. Invite the applicant to resubmit. If the application does not conform to the requirements of this Ordinance or to the adopted design guidelines, the Design Review Board may invite the applicant to resubmit the application, giving recommendations to the applicant on ways to improve the design of the proposal and achieve conformity with this Ordinance and the intent of the adopted design guidelines.
- d. Deny the application. The Board may disapprove the proposed application, making findings stating the inadequacies of the proposal. The Board shall state its reasons for denial in writing and should make recommendations to the applicant on to how to bring the proposal into compliance with the design guidelines.

The applicant shall be notified in writing of the Board's decision within five working days, which notification shall address the relevant and applicable reasons for the decision as well as any recommendations given by the Board. If the application is denied, the applicant shall have the opportunity to amend the application to conform to the recommendations. The applicant shall be heard at a meeting of the Design Review Board within 30 days of receipt of the amended application at which time the Board shall vote whether to approve the amended application by a majority of those Board members present.

3. Application approval is required prior to the issuance of a related building permit or Certificate of Occupancy.
4. Any order, requirement, decision or condition of approval made by the Zoning Administrator or Design Review Board is appealable by any person aggrieved thereby to the Zoning Board of Appeals in accordance with the procedures of Section XI-3.C. Upon the filing of an appeal, the complete record of the Design Review Board's minutes, findings and decision shall be submitted to the Board of Zoning Appeals for action on the requested appeal. The Zoning Board of Appeals shall have the final authority to approve or disapprove an application.
5. The Secretary of the Board shall keep minutes of its proceedings, showing the vote of each member and shall also keep records of its findings and official decisions.
6. The procedure for amending an application already approved by the Design Review Board or for a request to change conditions attached to the approval of an application shall be the same procedure as a new application request.

7. Approval of an application pursuant to Section XI-15 shall become null and void unless a related building permit or Certificate of Occupancy is issued within one year after the date on which the Board approves the application. A one-year extension may be granted by the Zoning Administrator when a written request with substantial basis is submitted prior to the expiration of the one-year term.
8. Any building permit or Certificate of Occupancy issued pursuant to an approved application may be revoked by the City for failure to comply with the conditions of approval.

K. Application Review Criteria.

1. Applications must demonstrate conformance with the land use and development standards of the Urbana Zoning Ordinance.
2. Applications shall be reviewed and considered by the Design Review Board according to the criteria listed in the design guidelines enacted by the Urbana City Council for the specific geographic area in which the subject parcel is located. In reviewing development proposals, the Design Review Board shall determine conformance with the intent of the design guidelines as contained in the adopted design guidelines manual, as well as the overall compatibility of the proposal with the character of the neighborhood.

L. Design Review Overlay Districts and Adopted Design Guidelines

1. Design review overlay districts with their associated design guidelines shall be adopted under separate ordinances and shall be housed in the City of Urbana Community Development Services Department. A design review overlay district shall be created by adopting a design guidelines manual for a specific geographic area.

The following, adopted under separate ordinances, are the design overlay districts in the City of Urbana and have adopted design guidelines manuals:

- a. Lincoln-Busey Corridor. The LBC is bounded by Illinois Street to the north, Busey Avenue to the east, Pennsylvania Avenue to the south, and Lincoln Avenue to the west. The Lincoln-Busey Corridor Design Overlay District was created and the Lincoln-Busey Corridor Design Guidelines were adopted on October, _____, 2008, under Ordinance No. _____.
2. Any proposed amendments to adopted design guidelines shall be considered by the Urbana Plan Commission in the form of a public hearing. The Plan Commission shall forward a recommendation on any proposed amendments to the Urbana City Council for final action.