

SPECIAL MEETING MINUTES

DISSOLVED URBANA DESIGN 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: Scott Kunkel, Mary Pat McGuire, Nancy Ouedraogo, Kim Smith

MEMBERS EXCUSED: Jeffery Poss

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, Ms. Smith moved that Scott Kunkel serve as Acting Chairperson. Ms. McGuire seconded the motion. Voice vote was taken and the motion was approved unanimously.

Acting Chair Kunkel called the meeting to order at 5:33 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 April 13, 2017 Design Review Board meeting were presented for approval. Ms. Smith moved to approve the minutes as presented. Ms. Ouedraogo 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

There was none.

10. STAFF REPORT

Update on Design Review Board Administratively-Approved Cases in 2017

Lorrie Pearson, Planning Manager, talked about Case No. 2017-LBDRB-02 regarding the exterior stairway replacement at 807 and 809 West Illinois Street. The case was approved on August 11, 2017.

11. STUDY SESSION

There was none.

12. ADJOURNMENT

The meeting was adjourned at 5:35 p.m.

Respectfully submitted,

Lorrie Pearson, Planning Manager