



**DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES**

*Planning Division*

**m e m o r a n d u m**

**TO:** MOR Development Review Board

**FROM:** Jeff Engstrom, AICP, Planner II

**DATE:** September 25, 2015

**SUBJECT:** DRB-2015-01: A request by Kevin Hunsinger to review the site plan and design of 611 West Elm Street in the MOR, Mixed Office Residential Zoning District.

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**Introduction**

Andrew Fell, on behalf of Kevin Hunsinger, has submitted a request for site plan and design approval of a proposed apartment building in the Mixed-Office Residential zoning district. The site is a corner lot located at 611 West Elm Street, on the southeast corner of Elm and Coler. The proposed five-unit apartment would replace an existing single family rental house. The Urbana Zoning Ordinance permits apartment uses in the MOR District by right. The proposed apartment would be three stories tall, 4,624.5 square feet in area, consisting of five separate units with a total of six bedrooms. The building would be 30 feet tall, sided with Hardiboard and brick, and the roof would have architectural grade fiberglass shingles. The existing garage would be demolished and replaced with an open parking area for five cars located behind the house with access off of Coler Avenue.

**Background**

In 2004, the City of Urbana revised the requirements of the MOR District. This revision included provisions to encourage adaptive re-use of existing structures, reconstitution of the Development Review Board, and the creation of design guidelines for the district. As stated in Section IV-2, the intent of the MOR District is “to encourage a mixture of residential, office and small-scale business land uses that are limited in scale and intensity and designed and constructed to be compatible with existing structures in the district.” The MOR DRB was created “for the purpose of reviewing and approving or disapproving all site plans for new structures and land uses in the MOR District that do not incorporate adaptive re-use of an existing structure.”

Section XI-12.H.1 of the Urbana Zoning Ordinance requires that a proposed development is reviewed by the DRB within 45 working days of the application submittal. This does not preclude the DRB from continuing the case if additional time is needed to review the proposal. After

completing all plan review procedures found in Section XI-12, the Development Review Board shall make a decision as to whether to approve the application, approve the application with revisions, or deny the application. The DRB may impose conditions deemed appropriate to ensure compliance with the Ordinance, the intent and purpose of the MOR District, and to ensure that development is compatible with the land uses surrounding the site.

Per the Urbana Zoning Ordinance, the Development Review Board has the following objectives when reviewing site plan proposals in the MOR District:

- a. Encourage compatibility by minimizing impacts between proposed land uses and the surrounding area; and
- b. Encourage the design of new construction to be compatible with the neighborhood’s visual and aesthetic character through the use of design guidelines; and
- c. Determine if proposed development plans meet the intent of the district as stated in Section IV-2.H.

## Discussion

### Zoning Analysis

Site plans must demonstrate conformance with the land use and development standards of the Urbana Zoning Ordinance. The subject property is in the MOR zoning district. The proposed use is *Dwelling, Multifamily*, which is permitted by right. The following chart contains a zoning analysis of the proposal:

	<b>Required/Allowed</b>	<b>Proposed</b>
Lot Size	Minimum 6,000 sq ft	7,229.8 sq ft
Lot Width	Minimum 60 ft	59.75 ft (legally conforming lot of record)
Floor Area Ratio	Maximum 0.70	0.64
Open Space Ratio	Minimum 0.30	0.43
Building Height	Maximum 35ft	30 ft
Front Yard Setback (Avg of block face)	25 ft (along Elm), 17 ft 2 3/8 inch (along Coler)	25 ft (along Elm), 17 ft, 2 3/8 inch (along Coler)
Side Yard Setback (east property line)	In MOR there is a minimum 7 ft side yard, plus 3 ft. When the height of the proposed building in MOR is over 25 ft, the required side yards are increased by three feet, bringing the minimum to 10 ft.	The east side yard for the proposed addition is 8ft, 10 5/8 inches.
Rear Yard Setback (south property line)	Minimum 10 ft	45 ft

Surrounding Zoning		MOR to north, south, east R-5 to the west
Parking	Minimum 1 per dwelling unit – 5 parking space required.	5 parking spaces

**Surrounding Land Uses**

To the east of the property is a single family rental house. To the south is an owner-occupied single family home which is designated as a local landmark (the Ricker House). To the west across Coler is a multifamily apartment building. To the north of the property across Elm Street is a single family rental and an apartment building. (See Exhibit G for photographs.) All surrounding properties are zoned MOR, with the exception of the apartments to the west, which are zoned R-5, Medium High Density Multi-family Residential.

The site plan conforms with all but two of the land use and development standards of the Urbana Zoning Ordinance. The side yard (along the east property line) is required to be 10 feet. The proposed site plan shows a side yard of eight feet, 10 5/8 inches. Additionally, parking is allowed to encroach into a required side yard only if it is behind the rear face of the building. Parking space number 5 is not behind the rear face of the building. These two items would require variances to be approved by the Zoning Board of Appeals in order for the project to proceed as currently designed.

**Site Plan Review Criteria**

Site plans (including elevations and floor plans) shall be reviewed by the Development Review Board according to the criteria found in Section XI-12.I and listed below:

*1. Compatibility with Surrounding Neighborhood*

Proposals shall demonstrate consistency with the intent of the MOR, Mixed-Office Residential Zoning District as stated in Section IV-2-H:

*The MOR, Mixed-Office Residential District is intended to encourage a mixture of residential, office and small-scale business land uses that are limited in scale and intensity and designed and constructed to be compatible with existing structures in the district. The district is intended to encourage the adaptive re-use of existing older structures through incentives that will extend the useful life of such structures. New construction shall be designed and constructed in a manner that is consistent with the character of the district. The land uses permitted and the development regulations required in the MOR District are intended to protect nearby residential uses by limiting the scale and intensity of the uses and buildings that may locate in this district. The MOR District is appropriate for mixed uses on small sites which need a careful evaluation of use-to-use compatibility so that the stability and value of surrounding properties are best protected. (Ord. No. 2003-11-120, 11-25-03).*

In reviewing proposals the Development Review Board shall consider the effects of the proposed structure and use on adjacent properties and the surrounding neighborhood. The Board shall consider building location, orientation, setbacks, scale, bulk, massing, and architectural design.

*Analysis*

*The surrounding area contains a mixture of uses and building types. To the west, across Coler, is a three-story apartment building which is larger than the proposed building, with nine apartments and approximate twice the floor area. To the east is an early 20<sup>th</sup> century era single family rental homes and then a larger house which has been converted into a thrift store by the adjacent church. North of the subject property there are early 20<sup>th</sup> century single-family homes, some of which have been converted into multi-family rentals. To the south is the Ricker House, a local historic landmark. The Historic Preservation Commission is submitting comments on how the Ricker House will be affected by the proposed site plan.*

*The height, scale, and bulk of the proposed apartments would be somewhat larger than most of the surrounding houses, but smaller than the nearby apartments. The new building would provide a transitional step down from the larger apartments on the west to a more single-family character to the east. The building location and orientation would be similar to that of the existing house, with the same setback along Elm and a slightly deeper setback along Coler due to Zoning Ordinance requirements.*

*The proposed building would have architectural features to match the existing character of the neighborhood, as detailed under the section on MOR Design Guidelines.*

**2. Parking and Access**

Proposals shall demonstrate that required parking areas are provided in accordance with Article VIII of the Urbana Zoning Ordinance and that parking areas and access drives are designed to move traffic conveniently and safely in a manner that minimizes traffic conflicts, noise and visual impacts, while minimizing the area of asphalt or concrete. Proposals shall demonstrate the safe and convenient movement of handicapped persons and that the location and design of handicapped parking is in conformance with the requirements of the State of Illinois. Parking areas shall be screened from adjacent residential uses.

*Analysis*

*The existing site had a detached garage along the southern property line and a gravel parking area north of the garage and south of the house. The existing drive is three cars wide. The proposed site plan will have a five-space paved parking area to the south of the house. In compliance with the Zoning Ordinance, this parking area will be screened by a six foot fence made of vinyl over treated wood posts. The site plan depicts the addition of a public sidewalk to be constructed by the developer along Coler, where currently there is none. This sidewalk will help to provide pedestrian access alongside the property. However, no connecting sidewalk exists along the east side of Coler south of the property adjacent to the Ricker House.*

### 3. Screening and Landscaping

Proposals shall demonstrate the preservation of existing natural features where practical. The Development Review Board shall consider the effects that the proposal may have on the vegetative characteristics of the area and may require landscaping measures to mitigate any potential loss of character. Proposals shall also demonstrate compliance with all landscape and screening requirements identified in the Urbana Zoning Ordinance. The Development Review Board shall consider landscape and screening plans and their ability to effectively screen adjacent properties from possible negative influences that may be created by the proposed use. Retention of street trees along the Green and Elm Street corridors shall be encouraged.

#### *Analysis*

*The subject property contains four mature deciduous trees. There are an additional two mature trees within the Coler Avenue right-of-way. The City Arborist has scheduled the two trees in the right-of-way for removal, as they are not in good health and threaten the overhead power lines. The site plan shows the two trees on the northern part of the property remaining, and the other two being removed.*

*There are several overgrown shrubs along the south property line which will be removed and replaced with a new fence. The privacy fence would improve the screening of the parking area from the property to the east, west, and south. The applicant will provide a more detailed landscape plan prior to the MOR DRB meeting.*

### 4. Site Details

Proposals shall address the provisions for site details including exterior trash dumpsters, storage areas, loading areas, exterior lighting and signs. The Development Review Board shall determine if the site details will negatively impact adjacent properties and the character of the neighborhood.

#### *Analysis*

*The proposal includes a set of wing walls south of the building to block the view of refuse containers. The air conditioning units would be located on the south side of the building and screened from Coler Avenue by a wing wall and the parking fence. There are no signs shown on the proposal.*

The Urbana Zoning Ordinance includes required design criteria as specified in Section XI-12.J. These requirements state that the front entrance must face the street, building walls facing the street must contain window openings, and that parking areas shall be located behind the principal structure. The Urbana Zoning Ordinance also prohibits parking underneath any principal structure within the MOR.

#### *Analysis*

*The project would conform to all three requirements. As this is a corner lot, the building will have entrances on both frontages. There will be a roofed porch-like patio on the north side along Elm. The building walls on both frontages would contain windows and covered entrances. The parking area would be located behind and not underneath the principal structure.*

## MOR Design Guidelines Review and Findings

In addition to the requirements in the Zoning Ordinance, the MOR zoning district includes a number of design guidelines to be reviewed for general conformance by the Development Review Board. The primary sections of the guidelines are listed below along with a staff analysis of compliance.

### **Façade Zone:**

Strongly Encouraged

- New building additions that complement the architectural style of the main structure.

Strongly Discouraged

- The location of mechanical equipment (such as air compressors, mechanical pumps, water softeners, utility meters and the like) in the façade zone.

*Analysis*

*This house is on a corner lot. The façade zones are along the north and west elevations. Since this is a new construction project and not an addition, the first criterion does not apply. The second is complied with: there will be a wing wall that hides the A/C units, utility meters, and trash containers from view in the façade zone along Coler.*

***City staff recommends that the MOR DRB find that the proposal meets the design guidelines for the Façade Zone.***

### **Building Orientation & Patterns:**

Strongly Encouraged

- Building placement and general orientation on a site that is compatible with other structures on the block.

Encouraged

- New construction projects, including additions, that incorporate common patterns and architectural characteristics found throughout in the district. (e.g. porches, roof type, openings, etc.)
- Use of architectural detailing and landscaping to help new construction "blend in" with the block.

*Analysis*

*The 600 block of West Elm Street is unique in that the south face only has two residential uses. The other lots to the west of the site have a thrift store, a parking lot, and a modern-style nursery school addition to the church. The north side of Elm contains homes from the early 20<sup>th</sup> century, some of which have been converted to duplex or multi-family uses. The block along Coler Avenue contains the subject property, the historic Ricker house to the south, and on the west side is a large apartment building, a house that has been converted into apartments, and then a large house that has been converted into apartments. Setbacks along both sides of Elm Street are generally around 23 feet. Setbacks along both sides of Coler average 19 feet. The proposed building would be in line with these setbacks, with a 25 foot setback from Elm and 17 foot setback from Coler. The proposed building is required to be at least ten feet from the east property line, but is only set back eight feet, ten inches, with*

*a window bay encroaches further into the setback, as permitted by Section VI-5.B.4. This encroachment is adjacent to a driveway and will have minimal impact on the adjacent rental house, which is also owned by the applicant. A variance will be required in order to allow construction as shown.*

*Building orientation would appear to remain the same along Elm Street. Most of the buildings along Elm have their primary entrance facing the street. The proposed building would have a porch-like entrance to one unit facing Elm Street. The primary entrance for the rest of the units would face Coler. This second entry will help to lessen the impact to nearby single-family homes on Elm.*

*The proposed building contains architectural elements that match those found in the surrounding block. These include a gabled roof, window bays, dormer windows, covered entrances with columns supporting the roofs, and wood-like (Hardiplank) siding with a brick foundation.*

***City staff recommends that the MOR DRB find that the proposal meets the design guidelines for Building Orientation and Patterns, upon condition that the applicant obtains a variance in order to allow the reduced side yard as shown in the site plan.***

### **Massing and Scale:**

#### Strongly Encouraged

- The "height to width ratio" of a structure is compatible with that of other structures on the block face. For example, if existing structures on a block face have a height to width ratios of 2:1 (2.00), then a height to width ratio of 1:3 (0.33) for new construction may not be appropriate.

#### Encouraged

- The use of various decorative details and exterior materials to add interest, scale, and dimension to a building.
- Height and rooflines on new construction that are compatible with other buildings found on the block face.
- A combination of rooflines with varying roof heights and pitches used to break up the mass of a structure.
- Roof pitch and shape on new construction compatible with other forms found in the district.

#### *Analysis*

*The massing (height to width ratio) of the proposed building is generally compatible with the surrounding area, as shown in the table below:*

<b>Nearby Property Characteristics</b>			
<b>Elm Frontages</b>	<b>Stories</b>	<b>Front Yard*</b>	<b>Height/Width Ratio*</b>
611 Elm (existing)	2.00	24.50	0.74
609 Elm	1.00	23.40	0.76
607 Elm	2.50	24.70	0.72
601-603 Elm	2.00	30.00	0.31
612 Elm	2.50	24.00	1.13
610 Elm	2.50	18.40	0.95
608 Elm	2.50	23.40	1.05
606 Elm	2.00	23.50	0.93
604 Elm	2.00	14.50	0.82
701 Elm	3.00	20.00	0.95
702 Elm	3.00	30.00	0.82
<b>Average</b>	<b>2.27</b>	<b>23.31</b>	<b>0.84</b>
Proposed	3.00	25.00	0.89
<b>Coler Frontages</b>			
612 Green (Ricker House)	2.50	19.40	0.88
611 Elm (existing)	2.00	13.00	0.61
701 Elm	3.00	23.00	0.75
203 Coler	2.50	29.00	0.92
702 Green	2.50	14.00	0.94
<b>Average</b>	<b>2.50</b>	<b>20.50</b>	<b>0.82</b>
Proposed	3.00	17.20	0.58
<b>*Estimates based on photos</b>			

*Along Elm Street, there are varying height to width ratios, from 1.13 (directly across the street at 612 W. Elm) down to 0.31 (the nursery school at the far end of the block). The average for buildings along Elm, including the buildings directly across Coler, is 0.84. The proposed building would have a height to width ratio of 0.89.*

*Along the Coler frontage there is also a wide range of height to width ratios, with an average of 0.82. The proposed building would have a height to width ratio of 0.58, which is not significantly different.*

*The height and scale of the proposed building is similar to that of the surrounding area. Along Elm Street there are other three story buildings, and the general average is just under two and a half stories. Along Coler the average number of stories is two and a half. At three stories, the proposed building would not be significantly larger in scale than surrounding buildings. And would match the scale of the larger apartment building across the street at 701 West Elm.*

*The proposed building would use forward projections to break up the mass of the façade as seen from all four sides. There would be a variety of decorative details including window bays, dormers, columns, brackets and trim. There would also be differing materials in use, including brick on the foundation and first floor and Hardiplank on the upper floors. Roof lines would be generally compatible with surrounding rooflines in slope and style, with varying pitches. There are a variety of types of roof in the immediate vicinity, including gabled, gambrel, and hipped. The proposed building would have a gabled roof.*

***City staff recommends that the MOR DRB find that the proposal meets the design guidelines for Massing and Scale.***

### **Openings:**

Strongly Encouraged

- An adequate amount of openings on a facade.
- Large wall expanses on a facade that are interrupted by windows.
- Openings that reflect the building's architectural style.

Encouraged

- Openings that are in proportion to others on the facade and are similar in size and scale.
- A consistent rhythm of openings on the facade.
- True divided-lite windows.

*Analysis*

*The proposed openings on the front façade would follow the rhythm and pattern of the existing neighborhood. The Elm Street façade would be two bays wide and the Coler façade would be three bays wide. The height-to-width ratios for the windows would be compatible with those found throughout the district. Windows would be double hung. All of the facades on the proposed building would have an adequate amount of openings.*

***City staff recommends that the MOR DRB find that the proposal meets the design guidelines for Openings.***

### **Outdoor Living Space:**

Strongly Encouraged

- Front porches and balconies with rooflines that are compatible with the main roof of the structure.
- Outdoor living spaces that use a variety of styles and materials in order to complement the overall composition of the building.

Encouraged

- Buildings on corner lots with porches and/or stoops located on both facades
- Porches on new residential construction. Flat porch roofs that serve as covered balconies for the second floor.
- Balconies on multi-family residences located above the first floor only.

Discouraged

- Terrace-like patios located in the façade zone (for residential uses)

Strongly Discouraged

- Balconies directly abutting single-family residences

*Analysis*

*The proposed building would feature entrances on both façades that would be covered with a roof and appear similar to a porch. The rooflines of the porch would be compatible with that of the building. Additionally, there would be balconies and a patio stacked vertically on the Coler Avenue frontage. These balconies would face away from nearby single family homes on Elm.*

***City staff recommends that the MOR DRB find that the proposal meets the design guidelines for the Outdoor Living Space.***

**Materials:**

Strongly 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.

Encouraged

- 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.

*Analysis*

*The petitioner is proposing cement fiberboard (Hardiplank, or similar) of varying types for the primary siding and trim, with brick on the ground floor. Cement fiberboard siding is a substitute siding that attempts to replicate the texture and profile of wood clapboards or wood shingles. It is paintable and rot resistant and durable. Many historic districts around the country approve the use of cement fiberboard in historic districts as it is a closer match to wood than other products and is more durable. The proposal also calls for architectural grade laminated fiberglass shingles, which would be compatible with the surrounding neighborhood. The entrances would feature fiberglass columns with brick bases. The railings would likely be powder-coated steel. The roof brackets would be mad of cedar.*

***City staff recommends that the MOR DRB include a condition that stipulates that the material for the siding be cement fiberboard due to its enhanced visual aesthetic and durability.***

**Parking Areas:**

Strongly Encouraged

- Utilization of existing alleyways for the purpose of access to parking areas
- Fencing and other screening elements that are architecturally compatible with the principal building in terms of material quality and detail.

Encouraged

- Screening to reduce visual impact from adjacent properties
- Use of hedges, wood fences or masonry walls used to screen parking areas from adjacent properties

### *Analysis*

*A new paved parking area would replace the existing garage. The parking area would be behind the rear face of the building and will be accessed from Coler Avenue. The proposal includes a new six-foot privacy fence to screen the parking area from the single-family residences to the west and south. The petitioner has indicated that the fence will be PVC-clad. The parking area would be located behind the structure, as is compatible with the pattern of the neighborhood. There is one parking space shown on the site plan that is not completely behind the rear face of the building. This space will either require a variance for the proposed location or the applicant would provide off-site parking, within 600 feet of the site as an alternative.*

***City staff recommends that the MOR DRB find that the proposal meets the design guidelines for Parking Areas, with the condition that parking space number five be relocated to within 600 feet of the site or that a variance be obtained to allow it in the location shown on the site plan.***

### **Landscaping:**

#### Strongly Encouraged

- Retention of mature trees on private property and within the parkways and other City right-of-way areas. (Green and Elm Street corridors are particularly important)

#### Encouraged

- New tree plantings on private and public property to replenish the urban canopy.
- Protect mature trees from root damage during construction, both on the subject property and on any adjacent properties.
- Use of evergreens, dense deciduous shrubs, masonry walls and berms for screening.
- Design landscaping to ensure safe pedestrian and automobile traffic circulation on and off private property.

### *Analysis*

*The applicant will be submitting a detailed landscape plan prior to the MOR DBR hearing. There are four mature trees on the site and two adjacent mature trees in the city-owned right-of-way along Coler. The proposed site plan shows two trees on the site and one of the street trees to remain. The City Arborist has inspected the street trees and believes the tree to be removed should be replaced elsewhere, as it is in poor health and located directly under power lines. The loss of mature trees on the southern portion of the site is not ideal, but the requirements for five parking spaces and the requirement that parking be located behind the building leave no other option. The applicant is proposing to remove the existing overgrown shrubbery along the southern edge of the parcel and to replace it with a screening fence.*

*The site plan shows a sidewalk to be constructed along Coler Avenue.*

***City staff recommends that the MOR DRB find that the proposal meets the design guidelines for Landscaping with the condition that added shrubs be planted outside of the fence along the west and southern facades to soften the impact of the development.***

## **Commercial Site Design:**

*The proposed building is not a commercial structure, this section therefore does not apply.*

## **Historic Preservation Commission Comments**

When a proposed development abuts a historic landmark or district, the Historic Preservation Commission has the opportunity to review the proposed site design and offer comments to the MOR DRB per Section XII-3.F.11 of the Zoning Ordinance. Staff solicited comments from the HPC and has provided an attachment with the full text of their comments. The main issue brought up by the HPC members was a lack of landscaping/vegetation along the southern property line.

## **Options**

In DRB-2015-01, the Development Review Board has the following options:

- a. Approve the application based on the findings included herein;
- b. Approve the application based on the findings included herein along with conditions related to meeting the standards and design guidelines of the MOR, Mixed Office Residential Zoning District;
- c. Continue the case to the next meeting to request additional information from the applicant or further consider the application; or
- d. Deny the application. If the Board elects to do so, the Board should articulate findings supporting the denial. In the event the Board denies the application, the case may be appealed to the Urbana Zoning Board of Appeals for final approval or disapproval of the application as proposed, per Section XI-12.H.2.

## **Staff Recommendation**

Based on the evidence presented in the discussion above, and without the benefit of considering additional evidence that may be presented at the public hearing, staff recommends that the Development Review Board **APPROVE** Case DRB-2015-01 with the following conditions:

1. Cement fiberboard (Hardiplank or similar) be used where the plans show horizontal board siding.
2. A landscape plan shall be submitted showing additional shrubs to be planted outside of the screening fence along the western and southern façades, subject to approval of the Zoning Administrator.

3. Parking space number five shall be relocated to another location within 600 feet of the site or the applicant shall obtain a variance to allow it as shown on the site plan.
4. The applicant shall obtain a variance to allow for the reduced side yard along the eastern property line.

Attachments:            Exhibit A:    Location Map  
                              Exhibit B:    Zoning & Land Use Map  
                              Exhibit C:    Future Land Use Map  
                              Exhibit D:    Application  
                              Exhibit E:    Site Plan and Building Design  
                              Exhibit F:    Area Photos  
                              Exhibit G:    Historic Preservation Commission Comments

cc:     Andrew Fell

# Exhibit A: Location Map



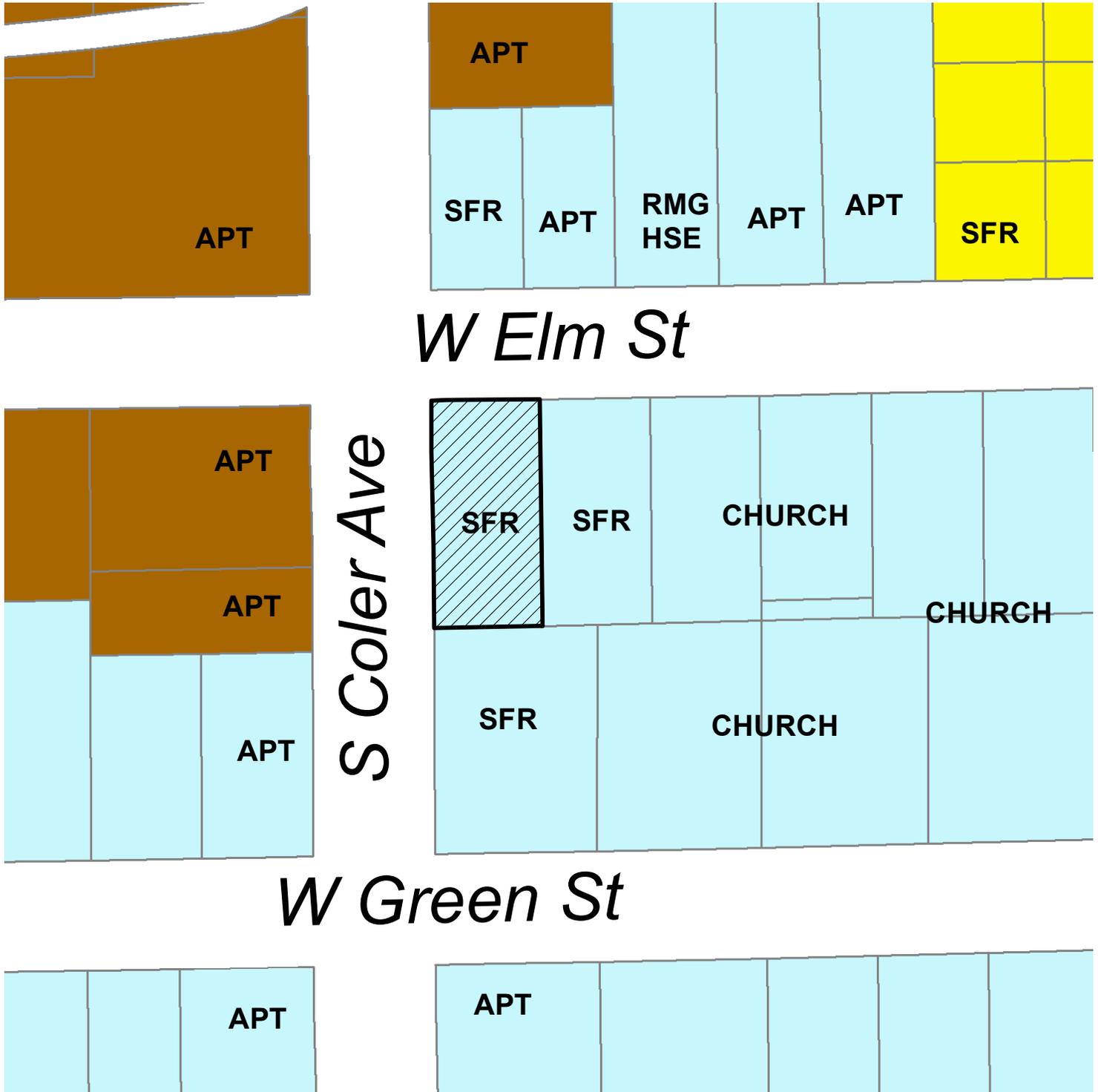
Case: MOR DRB Case 2015-01  
Redevelopment of 611 W. Elm St  
Into 5-unit Multifamily Dwelling  
Petitioner: Kevin Hunsinger

0 25 50 100 Feet



 Subject Property

# Exhibit B: Zoning and Land Use Map



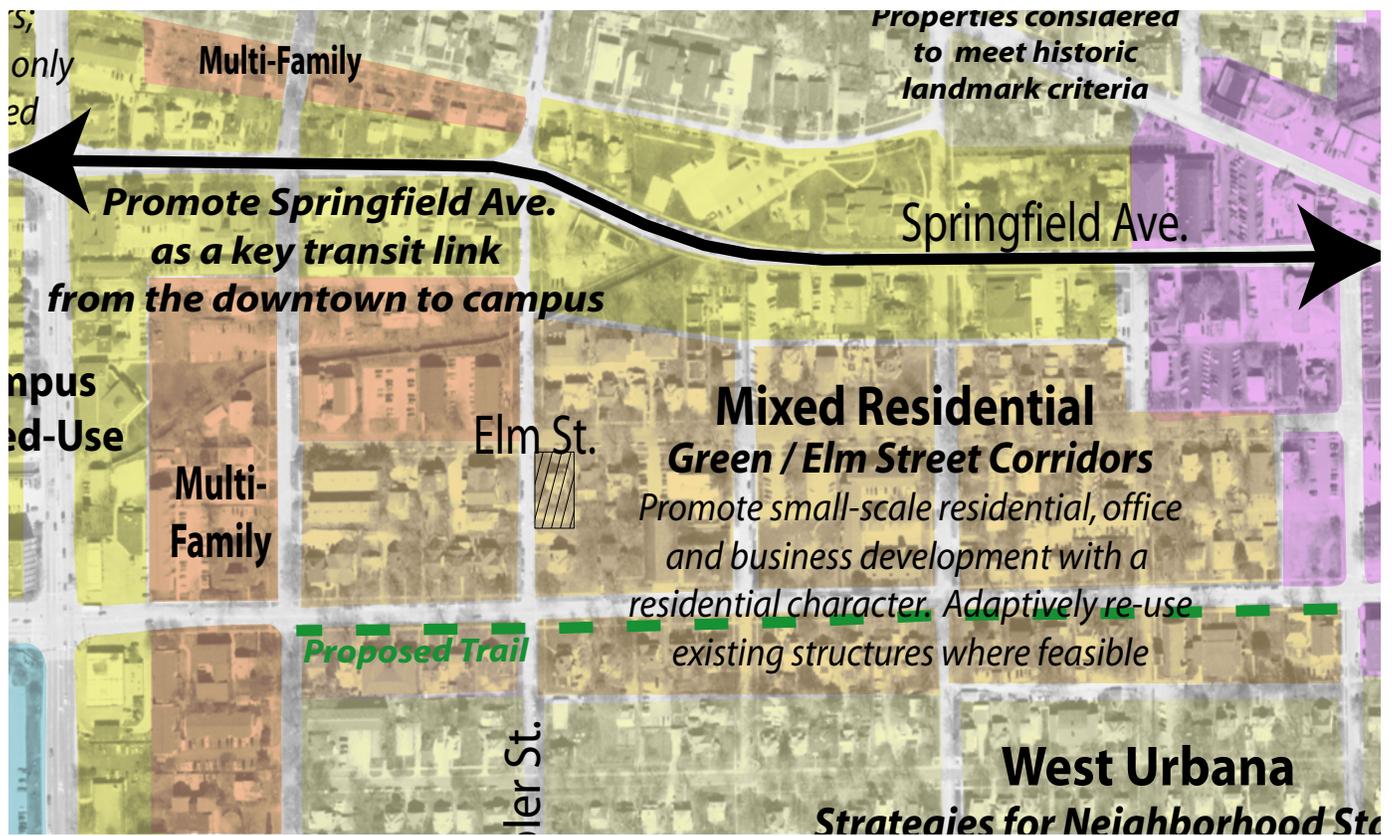
Case: MOR DRB Case 2015-01  
 Redevelopment of 611 W. Elm St  
 Into 5-unit Multifamily Dwelling  
 Petitioner: Kevin Hunsinger

 Subject Property



 MOR  R5  
 R2

# Exhibit C: Future Land Use Map



Case: MOR DRB Case 2015-01  
 Redevelopment of 611 W. Elm St  
 Into 5-unit Multifamily Dwelling  
 Petitioner: Kevin Hunsinger

 Subject Property

Prepared 9/24/2015 by Community Development Services - Jeff Engstrom





Application for Site Plan Approval  
in the MOR Zoning District

MOR  
Development  
Review Board

**APPLICATION AND BOARD REVIEW FEE - \$150.00**

**ADMINISTRATIVE REVIEW FEE - \$50.00**

The Applicants are responsible for paying the cost of legal publication fees as well. The fees usually run from \$75.00 to \$125.00. The applicant is billed separately by the News-Gazette.

**DO NOT WRITE IN THIS SPACE - FOR OFFICE USE ONLY**

Date Request Filed \_\_\_\_\_ Site Plan Request No. \_\_\_\_\_

Fee Paid - Check No. \_\_\_\_\_ Amount \_\_\_\_\_ Date \_\_\_\_\_

**PLEASE PRINT OR TYPE THE FOLLOWING INFORMATION**

**1. APPLICANT CONTACT INFORMATION**

Name of Applicant(s): **ANDREW FELL** Phone: **217-363-2890**

Address (street/city/state/zip code): **515 NORTH HICKORY, SUITE 101, CHAMPAIGN, ILLINOIS 61820**

Email Address: **ANDREWFELL@COMCAST.NET**

Property interest of Applicant(s) (Owner, Contract Buyer, etc.): **ARCHITECT**

**2. OWNER INFORMATION**

Name of Owner(s): **KEVIN HUNSINGER** Phone: **217-337-1565**

Address (street/city/state/zip code): **2004 LINVIEW, URBANA, ILLINOIS 61801**

Email Address: **HUNSINGERK@SBCGLOBAL.NET**

Is this property owned by a Land Trust?  Yes  No

*If yes, please attach a list of all individuals holding an interest in said Trust*

**NOTE: Applications must be submitted by the owners of more than 50% of the property's ownership**

**3. PROPERTY INFORMATION**

Name of Development Project: **611 WEST ELM**

Location of Subject Site: **611 WEST ELM**

PIN # of Location: **92-21-17-111-001**

Lot Size: 59.75 X 121

Current Zoning Designation: **MOR**

Current Land Use (*vacant, residence, grocery, factory, etc*): **RENTAL HOUSE**

Proposed Land Use: **5 UNIT APARTMENT BUILDING**

Present Comprehensive Plan Designation: **MIXED RESIDENTIAL**

How does this request conform to the Comprehensive Plan? **Conforms to Future Land Use Map**

Legal Description: SEE ATTACHMENT A

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#### 4. CONSULTANT INFORMATION

**Name of Architect(s):** ANDREW FELL ARCHITECTURE AND DESIGN      Phone: 217-363-2890

Address (*street/city/state/zip code*): 515 NORTH HICKORY, CHAMPAIGN, ILLINOIS 61820

Email Address: ANDREWFELL@COMCAST.NET

**Name of Engineers(s):**      Phone:

Address (*street/city/state/zip code*):

Email Address:

**Name of Surveyor(s):** BKB ENGINEERING      Phone: 217-531-2971

Address (*street/city/state/zip code*): 301 NORTH NEIL, SUITE 400, CHAMPAIGN, ILLINOIS 61820

Email Address: bbradshaw@bkbeng.com

**Name of Professional Site Planner(s):**      Phone:

Address (*street/city/state/zip code*):

Email Address:

**Name of Attorney(s):**      Phone:

Address (*street/city/state/zip code*):

Email Address:

#### 5. PROPOSED WORK FOR WHICH DESIGN REVIEW IS BEING REQUESTED

Describe and/or illustrate fully the proposed work to be done: (*Plans associated with building permit applications can be referenced. If approval of an addition or detached accessory building is requested, submit a site plan showing the measurements of the lot, the existing*

*buildings and proposed changes and the front, back and side yard setbacks. If approval of a demolition is being requested, submit a site plan of the property and the structure(s) to be demolished.)*

Replacement of existing rental house with new apartment building. Referenced attachments.

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6. Is the proposed use Permitted by right in the MOR District or is it a Conditional Use or a Special Use?

PERMITTED BY RIGHT

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**7. DEVELOPMENT REVIEW**

Article XI-12-C of the Zoning Ordinance lists the criteria and standards used by the Development Review Board to review all applications for Site Plan approvals. The following questions concern the design of the proposed Site Plan. ***Attach additional pages if necessary.***

Has the Site Plan been prepared in conformance with the attached Site Plan Checklist?

YES

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How does this request conform to the purpose of the MOR Zoning District as stated in Article IV-2 of the Zoning Ordinance?

Existing structure not well suited to renovation for intended purpose. New structure conforms with no variances or waivers requested.

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Explain how the proposed use is designed, located and proposed to be operated, so that it will not be unreasonable, injurious or detrimental to the district in which it is located, or otherwise injurious or detrimental to the public welfare.

THE SCALE OF THE BUILDING IS KEPT IN HARMONY WITH THE SURROUNDING NEIGHBORHOOD. MAIN ENTRY TO THE BUILDING IS ORIENTED TO THE EXISTING APARTMENT BUILDING TO THE WEST FOR LESS IMPACT ON ANY SURROUNDING SINGLE FAMILY RESIDENTIAL PROPERTIES.

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Explain how the proposed use conforms to the applicable regulations and standards of, and preserves the essential character of, the MOR District, except where such regulations and standards may be modified by the Development Review Board.

No waivers of any regulations or standards are requested.

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8. Article XI-1-E of the Zoning Ordinance authorizes the Development Review Board to adjust or modify some of the requirements of the Zoning Ordinance in approving a site plan in the MOR Zoning District. The following questions concern the adjustments that may be requested in this Site Plan.

List the Zoning Ordinance requirements that are requested to be adjusted by the Development Review Board:

Section \_\_\_\_\_ Subsection \_\_\_\_\_ Page \_\_\_\_\_

What difficulties or conditions exist on this property that make it difficult to comply with the specific requirements of the Zoning Ordinance and make it necessary to request these Site Plan adjustments?

The project was scaled back from initial intent to meet all current requirements with no waivers.

---

\_\_\_\_\_  
\_\_\_\_\_  
What other reasons justify granting the requested Site Plan adjustment(s)? none requested.  
\_\_\_\_\_  
\_\_\_\_\_

What effects will the requested Site Plan adjustment(s) have on adjacent properties? Further, will such adjustment(s) result in any negative impact or environmental incursions on the adjacent properties and in the vicinity of the proposed Site Plan? If so, please state (or attach) evidence identifying such impacts and proposed solutions to mitigate or reduce the negative impacts resulting from the adjustment(s) requested.

The applicant owns the property to the east, the five properties directly north across Elm Street and the two properties directly west across Coler Avenue. Parking facing Ricker House will be fully screened with solid fencing.  
\_\_\_\_\_  
\_\_\_\_\_

9. Time schedule for development (*if applicable*): construction to begin summer of 2016.  
\_\_\_\_\_  
\_\_\_\_\_

10. Additional exhibits submitted by the applicant: See Attached.  
\_\_\_\_\_  
\_\_\_\_\_

***NOTE: If additional space is needed to accurately answer any question, please attach extra pages to the application.***

***By submitting this application, you are granting permission for City staff to post on the property a temporary yard sign announcing the public hearing to be held for your request.***

**CERTIFICATION BY THE APPLICANT**

I certify all the information contained in this application form or any attachment(s), document(s) or plan(s) submitted herewith are true to the best of my knowledge and belief, and that I am either the property owner or authorized to make this application on the owner's behalf.

ATM  
Applicant's Signature

08-17-15  
Date

**PLEASE RETURN THIS FORM ONCE COMPLETED TO:**

City of Urbana  
Community Development Department Services  
Planning Division  
400 South Vine Street, Urbana, IL 61801  
Phone: (217) 384-2440  
Fax: (217) 384-2367

**FOR OFFICE USE ONLY:**

**ZONING ADMINSTRATOR AND CHAIR REPORT**

Review Determination:

- ADMINISTRATIVE REVIEW. The proposed work described in this application, and/or illustrated in drawings or plans attached as part of this application requires administrative review as defined by the Zoning Ordinance.
- BOARD REVIEW. The proposed work described in this application, and/or illustrated in drawings or plans attached as part of this application requires review by the MOR Development Review Board as defined in the Zoning Ordinance. This application is hereby forwarded to the Urbana MOR Development Review Board for review and determination.

Zoning Administrator (or designee) \_\_\_\_\_ Date \_\_\_\_\_

Board Chair \_\_\_\_\_ Date \_\_\_\_\_

**DEVELOPMENT REVIEW DETERMINATION FOR ADMINISTRATIVE REVIEW:**

- The project described in this application, and/or illustrated in drawings or plans attached as part of this application conforms to the review criteria established in the associated design guidelines.

Development Review Approval is hereby issued for work described in this application only.

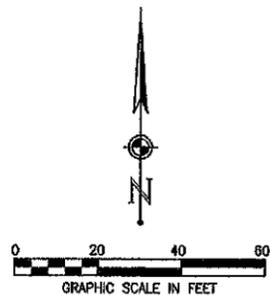
- The project described in this application, and/or illustrated in drawings or plans attached as part of this application do not conform to the review criteria established in the associated design guidelines.

Development Review Approval is hereby denied. At the request of the applicant, this application may be forwarded to the MOR Development Review Board for review and consideration.

Zoning Administrator (or designee) \_\_\_\_\_ Date \_\_\_\_\_

Board Chair \_\_\_\_\_ Date \_\_\_\_\_





**SHEET LEGEND**

- BOUNDARY OF TRACT
- PROPERTY LINE
- EXISTING CENTERLINE
- OHE --- EXISTING OVERHEAD ELECTRIC
- A --- EXISTING OVERHEAD AERIAL
- S --- EXISTING SANITARY SEWER
- W --- EXISTING WATERMAIN / WATER SERVICE
- T --- EXISTING UNDERGROUND TELEPHONE / COMMUNICATIONS / FIBER OPTIC
- UE --- EXISTING UNDERGROUND ELECTRIC
- G --- EXISTING GAS LINE
- 100 --- EXISTING CONTOUR LINE
- 10" --- EXISTING DECIDUOUS TREE W/ DIAMETER
- --- IRON PIPE / PIN FOUND
- --- EXISTING MANHOLE
- --- EXISTING WATER VALVE / METER
- --- EXISTING LIGHT POLE
- --- EXISTING VAULT / HANDHOLE
- --- EXISTING SIGN
- --- EXISTING CABLE TV PEDESTAL
- --- EXISTING FIRE HYDRANT

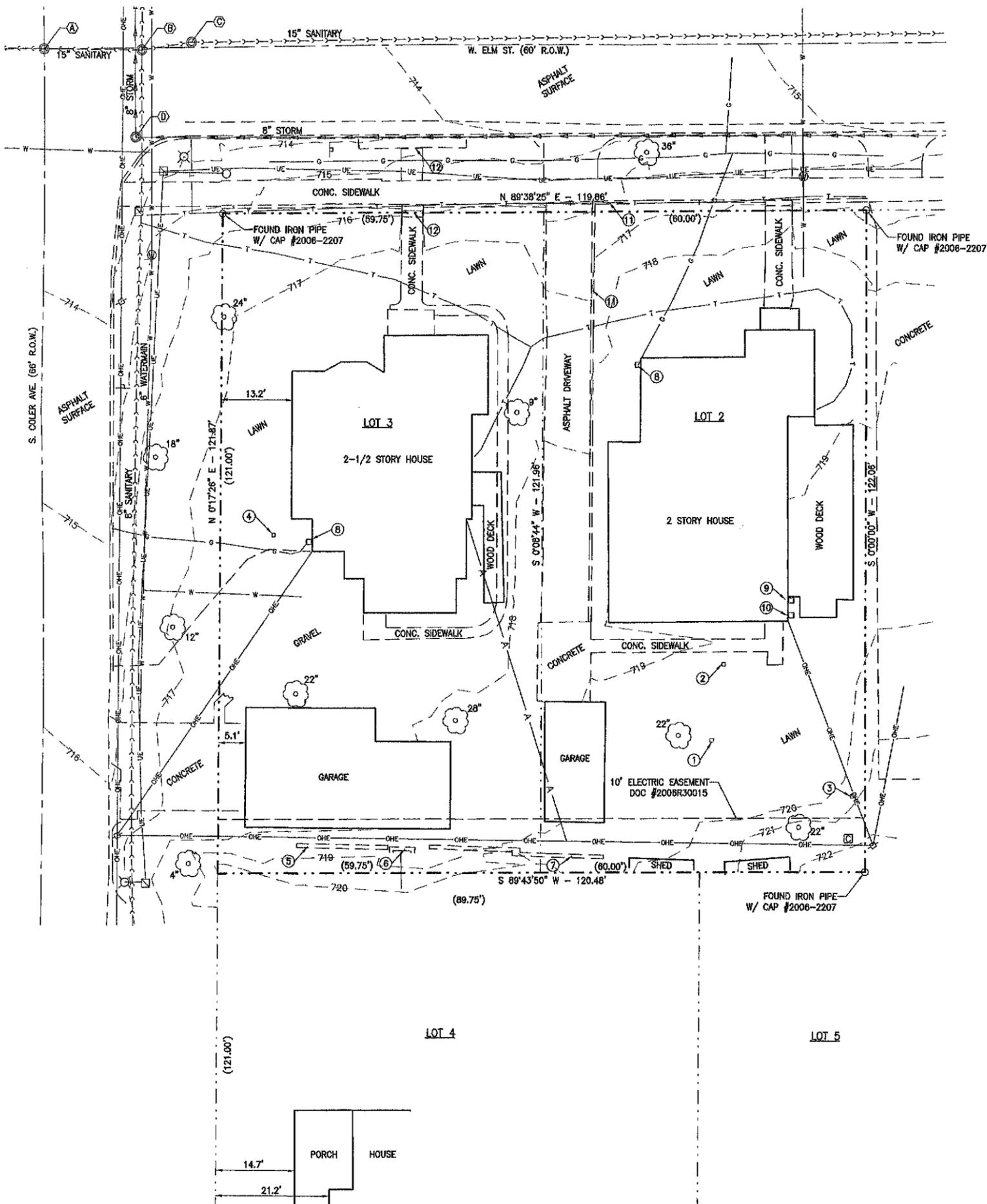
**KEYNOTES**

- ① 4" DIA. STEEL POST
- ② 2" DIA. STEEL POLE
- ③ 6"x6" WOOD POST
- ④ STEEL RISER
- ⑤ 9" WIDE TIMBER RETAINING WALL
- ⑥ 8" BLOCK WALL
- ⑦ 8" WIDE TIMBER RETAINING WALL
- ⑧ GAS METER
- ⑨ ELEC. METER
- ⑩ CABLE TV METER
- ⑪ CURB
- ⑫ CONCRETE STEP

**NOTES:**

1. LEGAL DESCRIPTION: LOTS 2 AND 3 OF N. CLIFFORD RICKER'S SUBDIVISION, OF LOT 1, BLOCK 6 OF J. W. SIM'S ADDITION TO URBANA, AS PER PLAT RECORDED IN PAT BOOK "B" AT PAGE 45, SITUATED IN CHAMPAIGN COUNTY, ILLINOIS.
2. BEARINGS SHOWN ON THE PLAT ARE ON AN ASSUMED LOCAL DATUM.
3. THE TRACT OF LAND AS SHOWN ON THE SURVEY ENCOMPASSES 0.336 ACRES, MORE OR LESS.
4. THE ADDRESS FOR THE PROPERTY IS: 609 W. ELM ST., URBANA, IL (LOT 2) AND 611 W. ELM ST., URBANA, IL (LOT 3).
5. THE CURRENT ZONING FOR THIS PROPERTY IS MOR (MIXED OFFICE RESIDENTIAL).
6. THE FIELD WORK FOR THIS SURVEY WAS COMPLETED ON APRIL 30, 2015.

- Ⓐ SANITARY MANHOLE  
RIM = 713.42  
8" INV. (W/E) = 708.12
- Ⓑ SANITARY MANHOLE  
RIM = 713.36  
8" INV. (W) = 708.19  
8" INV. (E) = 707.09  
15" INV. (N) = 708.21  
15" INV. (S) = 706.36
- Ⓒ SANITARY MANHOLE  
RIM = 713.48  
8" INV. (W) = 708.68  
8" INV. (E) = 705.08
- Ⓓ STORM MANHOLE  
RIM = 713.48  
8" INV. (W) = 708.68  
8" INV. (E) = 706.08



NO.	DATE	DESCRIPTION

**B K B**  
ENGINEERING  
301 N. NEIL STREET, SUITE 400 | CHAMPAIGN, IL 61820  
CELL 217.940.3546 | OFFICE 217.551.2871 | FAX 217.551.2211

TOPOGRAPHIC / BOUNDARY SURVEY

609 & 611 W. ELM ST.  
URBANA, ILLINOIS

PROJECT: 112-1501
DESIGN BY: BKB
DRAWN BY: BKB
DATE: 5/7/15
SHEET: 1

# 611 WEST ELM APARTMENTS

NEW CONSTRUCTION

611 WEST ELM ST.  
URBANA, ILLINOIS 61801

## INDEX OF DRAWINGS

- T1 TITLE SHEET  
ZONING REVIEW, LOCATION PLAN
- C1 SURVEY
- S1 SITE PLAN
- A1 BASEMENT PLAN
- A2 FIRST FLOOR PLAN
- A3 SECOND FLOOR PLAN
- A4 THIRD FLOOR PLAN
- A5 RENDERINGS
- A6 ELEVATIONS

## ZONING REVIEW

LOT ZONED: MOR, MIXED OFFICE-RESIDENTIAL

MINIMUM LOT AREA: 6,000 SQ. FT.  
ACTUAL LOT AREA: (59'-9" x 121'-0") = 7229.8 SQ. FT.

MAXIMUM HEIGHT: 35 FT.  
ACTUAL HEIGHT: 30 FT.

GROSS BUILDING AREA: (NOT INCLUDING PARKING)  
FIRST FLOOR: 1387 SQ. FT.  
SECOND FLOOR: 1709.5 SQ. FT.  
THIRD FLOOR: 1528 SQ. FT.

TOTAL BUILDING AREA: 4624.5 SQ. FT.

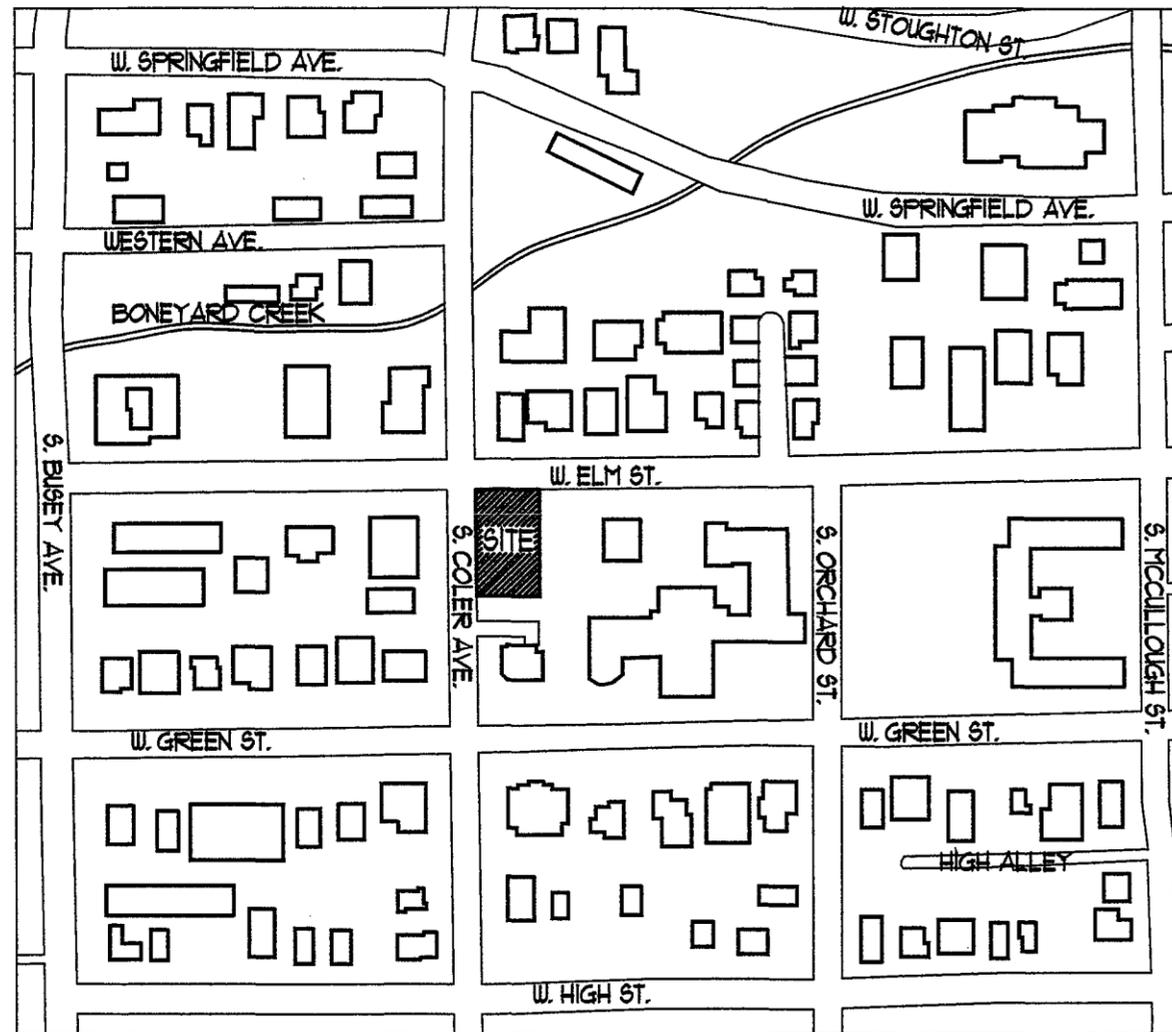
MAXIMUM F.A.R.: 0.10  
ACTUAL F.A.R.: FLOOR = 7229.8 / 4624.5 = 0.64

MINIMUM O.S.R.: 0.30  
MINIMUM OPEN SPACE: 4624.5 SQ. FT. X 0.30 = 1387.65 SQ. FT.  
ALLOWABLE O.S. IN BALCONIES: 1387.65 SQ. FT. X 0.25 = 347 SQ. FT.  
ACTUAL IN BALCONIES: 195 SQ. FT. X 4 BALCONIES = 780 SQ. FT.  
ON GRADE: 134 SQ. FT. O.S. + (2) 347 SQ. FT. BALCONIES = 2008 SQ. FT.  
ACTUAL O.S.R.: 2008 SQ. FT. / 4624.5 SQ. FT. = 0.43  
ACTUAL O.S.R.: 0.43

SETBACKS:  
FRONT: 25'-0"  
SIDE: 10'-0"  
REAR: 10'-0"  
NOTE: FRONT SETBACK = AVERAGE OF BLOCK FACE OR 25'-0" MAXIMUM.  
25'-0" USED ON ELM  
17'-2 3/8" AVERAGE ON COLER

VEHICLE PARKING REQUIRED:  
0.5 SPACES PER BEDROOM, BUT NOT LESS THAN 1 PER UNIT  
(1) EFFICIENCY APT: 1 SPACE  
(3) 1 BEDROOM APT: 3 SPACE  
(1) 2 BEDROOM APT: 1 SPACE  
TOTAL VEHICLE PARKING SPACES REQUIRED: 5  
(INCLUDING 1 HANDICAPPED SPACE)  
TOTAL VEHICLE PARKING SPACES PROVIDED: 5

BICYCLE PARKING REQUIRED:  
1 SPOT PER EVERY 2 DWELLING UNITS  
5 DWELLING UNITS / 2 PER UNIT: 3 BICYCLE PARKING SPOTS  
TOTAL BICYCLE PARKING PROVIDED: 4



4 SITE LOCATION PLAN  
T1 NOT TO SCALE

PROJECT #: 15050  
DATE: 14 AUG 15  
REVISION:

ANDREW FELL  
ARCHITECTURE AND DESIGN  
815 N. HICKORY STREET, SUITE 101  
CHAMPAIGN, ILLINOIS 61820  
PHONE: 217.243.2400  
FAX: 217.243.2405  
EMAIL: andrew@andrewfell.net

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611 W. ELM  
NEW CONSTRUCTION  
611 W. ELM ST.  
URBANA, IL 61801

T1

ELM ST.

EXISTING SIDEWALK

PROPERTY LINE: 59'-9"

33'-0"

OPEN SPACE (SHADED)  
TOTAL OPEN SPACE: 1314 SQ. FT.  
MINIMUM CLEAR: 0.30'  
ACTUAL CLEAR: 0.43'

25'-0" SETBACK

8'-10" SETBACK

NEW CONSTRUCTION

S. COLER AVE.

FUTURE SIDEWALK

36'-0"

FENCE

2'-6"

BIKE PARKING

GARBAGE AND RECYCLING



11'-2 1/2" SETBACK

FENCE

PROPERTY LINE: 121'-0"

10'-0" SETBACK

4

3

2

1

1 SITE PLAN  
91 SCALE: 3/32" = 1'-0"



APPROVED: \_\_\_\_\_  
CHAIRMAN DEVELOPMENT REVIEW BOARD

DATE: \_\_\_\_\_

611 W ELM

NEW CONSTRUCTION

611 W. ELM./T.  
URBANA, IL 61801

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ANDREW FELL  
ARCHITECTURE AND DESIGN

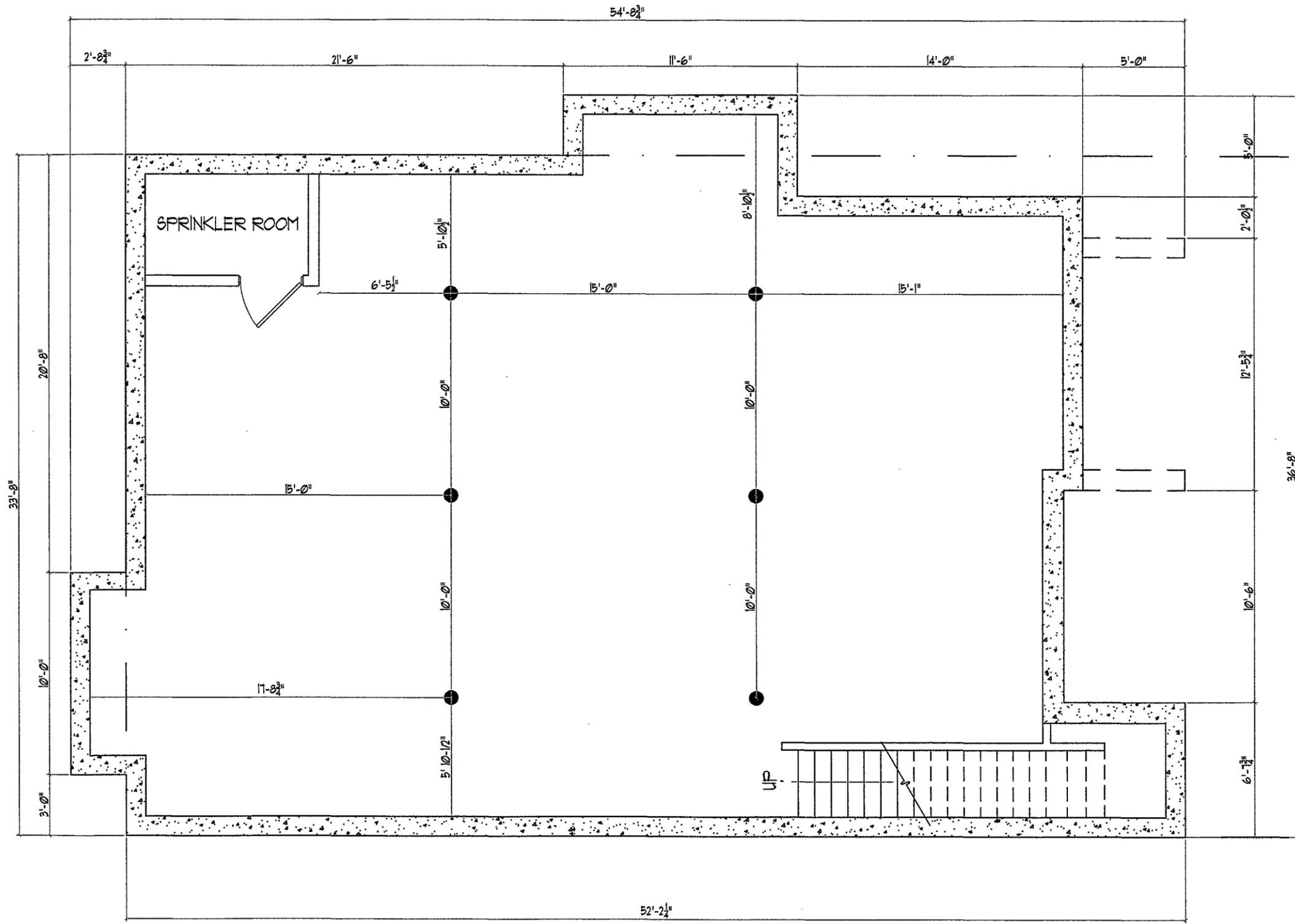
615 N. HICKORY STREET, SUITE 101  
CHAMPAIGN, ILLINOIS 61820  
PHONE: 217.363.2890  
FAX: 217.358.8493  
EMAIL: andrewfell@comcast.net

PROJECT #: 15050

DATE: 14.AUG.15

REV/NOV:

51



1  
A1

**BASMENT FLOOR PLAN**

SCALE: 3/16" = 1'-0"

PROJECT #: 15050  
 DATE: 14 AUG 15  
 REV/NOV:

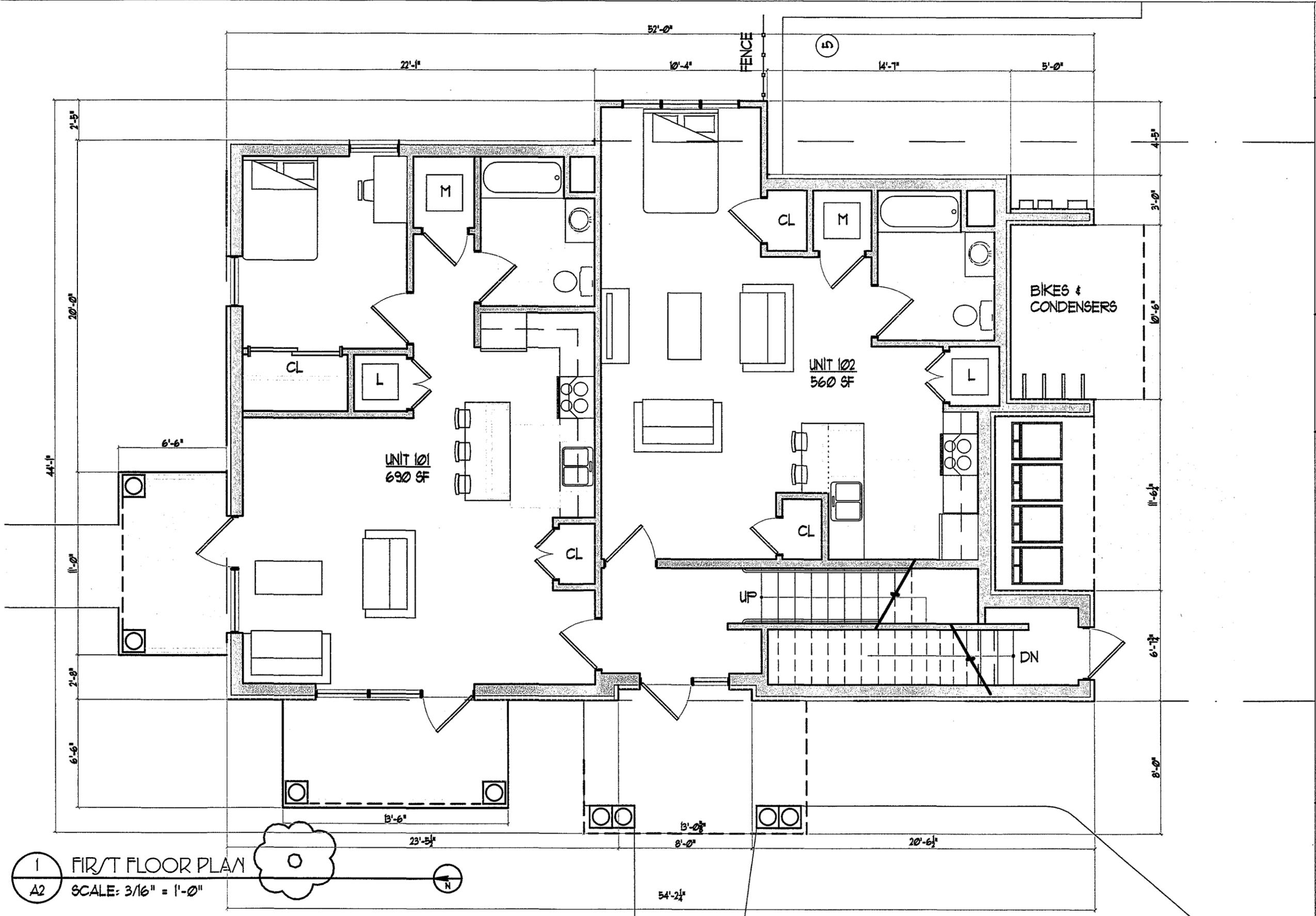
**ANDREW FELL**  
 ARCHITECTURE AND DESIGN  
 515 N. HICKORY STREET, SUITE 101  
 CHAMPAIGN, ILLINOIS 61820  
 PHONE: 217.353.2890  
 FAX: 217.359.8493  
 EMAIL: andrewfell@comcast.net

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611 W ELM  
 NEW CONSTRUCTION  
 611 W. ELM / T.  
 URBANA, IL 61801

PROJECT

**A1**



1 FIRST FLOOR PLAN  
 A2 SCALE: 3/16" = 1'-0"

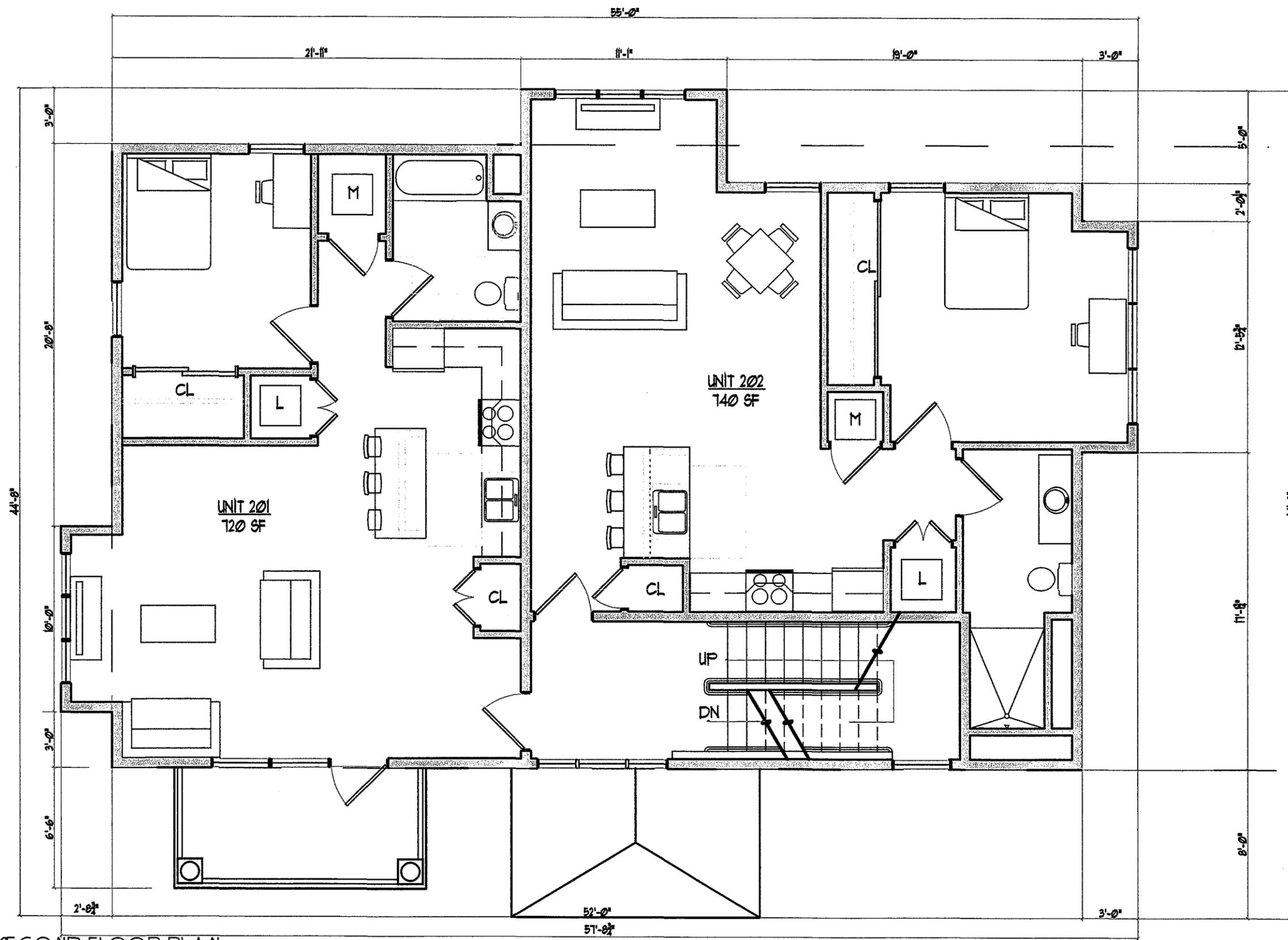
PROJECT #: 15030  
 DATE: 14 AUG 15  
 REV/CON:

**A N D R E W F E L L**  
 ARCHITECTURE AND DESIGN  
 815 N. HICKORY STREET, SUITE 101  
 CHAMPAIGN, ILLINOIS 61820  
 PHONE: 217.553.9900  
 FAX: 217.559.8493  
 EMAIL: andrew@andrewfellow.com

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611 W ELM  
 NEW CONSTRUCTION  
 611 W. ELM, J.T.  
 URBANA, IL 61801

A2



1 SECOND FLOOR PLAN  
 A3 SCALE: 3/16" = 1'-0"

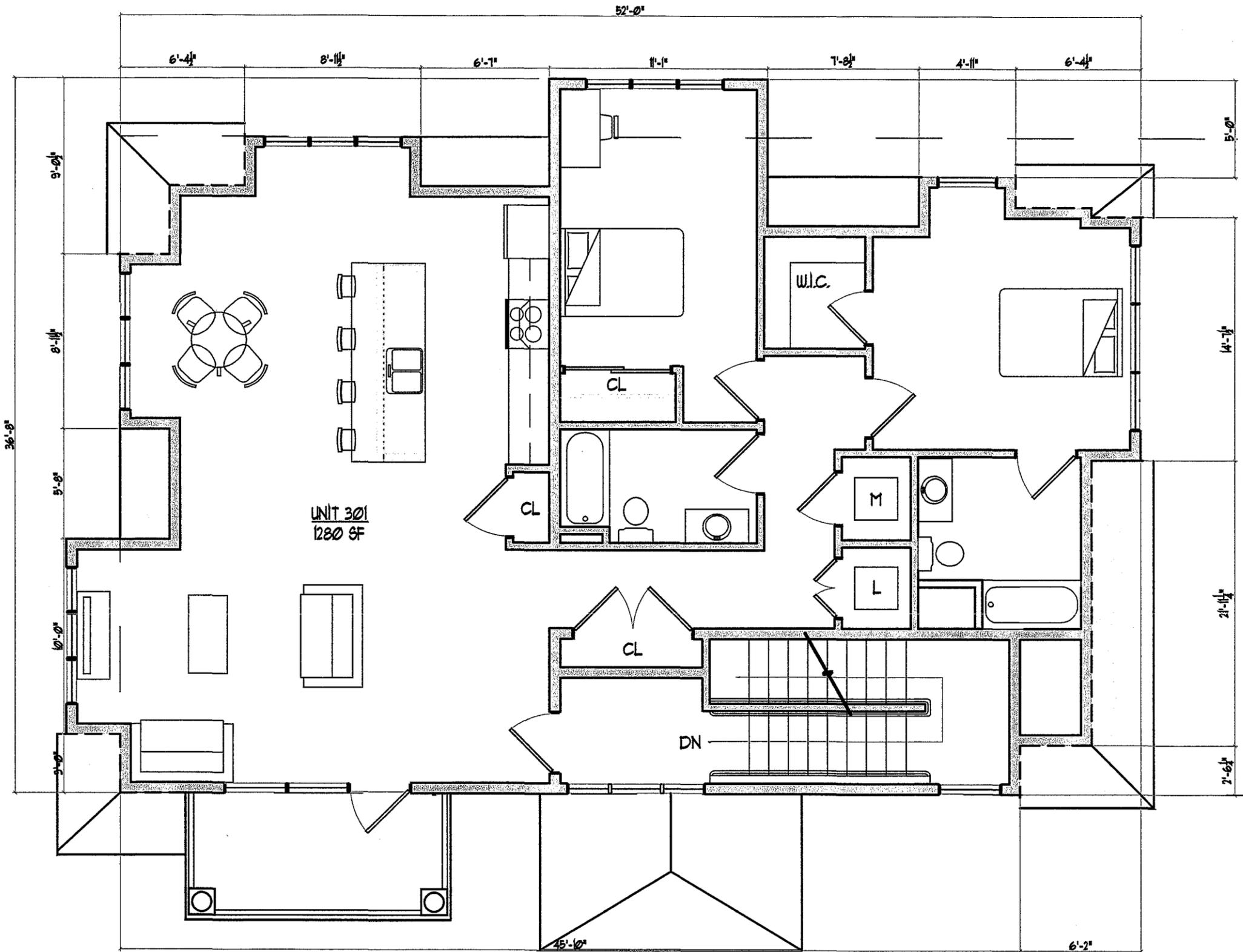
PROJECT #: 15050  
 DATE: 14 AUG 15  
 REV/COM:

**A N D R E W F E L L**  
 ARCHITECTURE AND DESIGN  
 815 N. HICKORY STREET, SUITE 101  
 CHAMPAIGN, ILLINOIS 61820  
 PHONE: 217.283.2800  
 FAX: 217.288.8493  
 E/MAIL: andrew@andrewfell.com

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611 W E L M  
 NEW CONSTRUCTION  
 611 W. ELM ST.  
 URBANA, IL 61801

A3



1 THIRD FLOOR PLAN  
 A4 SCALE: 3/16" = 1'-0"

PROJECT #: 15050  
 DATE: 14 AUG 15  
 REV/COM:

**A ANDREW FELL**  
 ARCHITECTURE AND DESIGN  
 815 N. HICKORY STREET, SUITE 101  
 CHAMPAIGN, ILLINOIS 61820  
 PHONE: 217.553.2900  
 FAX: 217.550.8493  
 EMAIL: andrew@andrewfell.com

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611 W ELM  
 NEW CONSTRUCTION  
 611 W. ELM ST.  
 URBANA, IL 61801

A4



1 RENDERINGS  
A5 NOT TO SCALE

PROJECT #: 15030  
DATE: 14 AUG 15  
REV/NOY:

**A N D R E W F E L L**  
ARCHITECTURE AND DESIGN

615 N. HICKORY STREET, SUITE 101  
CHAMPAIGN, ILLINOIS 61820  
PHONE: 217.363.2890  
FAX: 217.359.8493  
EMAIL: andrewfell@comcast.net

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611 W ELM  
NEW CONSTRUCTION  
611 W. ELM ST.  
URBANA, IL 61801

PROJECT

A5

Facades along the South Side of Elm Street

605 W. Elm (parking lot)



607 W. Elm (thrift store)



609 W. Elm (SFR)



611 W. Elm (SFR to be demolished)





601 W. Elm



603 W. Elm



701 W. Elm

Faces along North Side of Elm

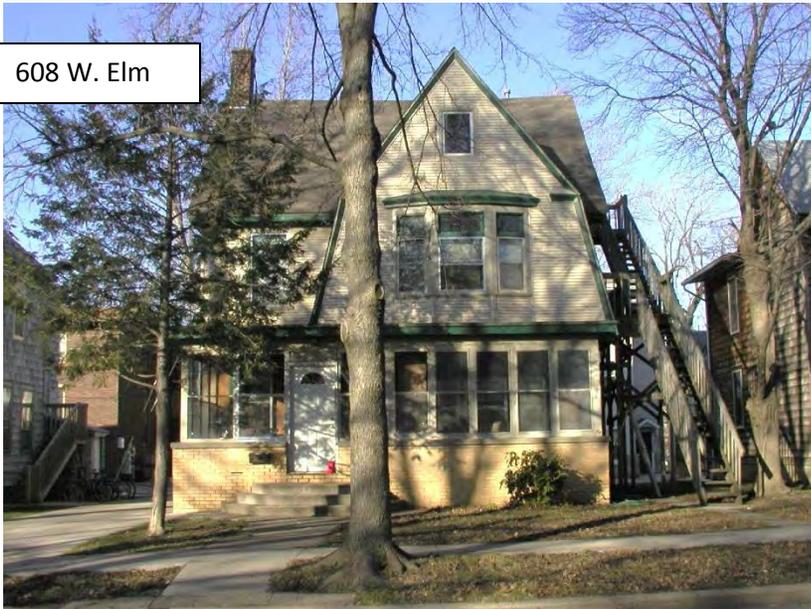
612 W. Elm



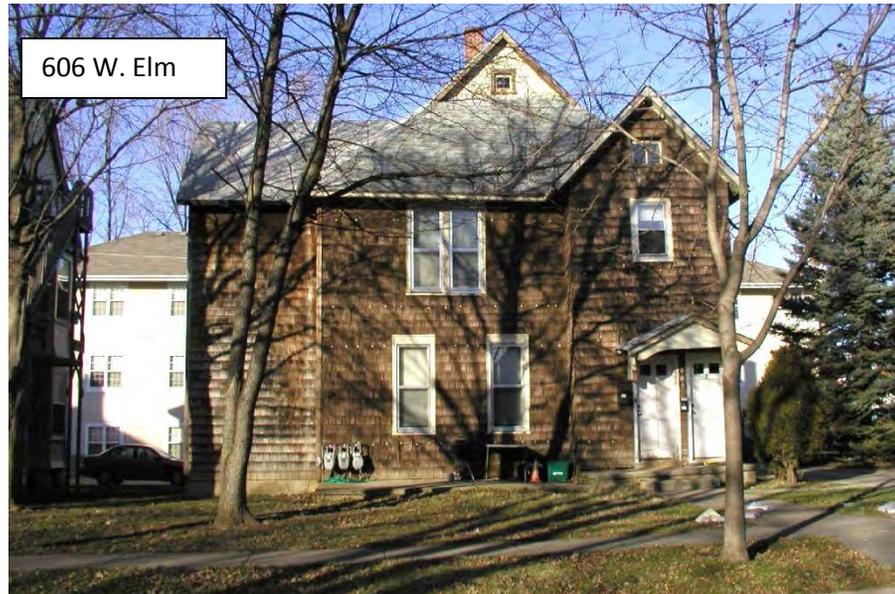
610 W. Elm



608 W. Elm



606 W. Elm



604 W. Elm





702 W Green



203 S Coler



701 W Elm

Facades along west face of Coler Avenue



Facades along east face of Coler Avenue

611 W Elm



612 W Green

## Exhibit G: Comments Received from the Urbana Historic Preservation Commission

From Kim Smith:

- Lighting information is required.
- Is existing vegetation screen all on 611 Elm?
- The south boundary needs vegetation, but is fence too close to property line.
- Doesn't like white vinyl fences.
- Trees- shame to lose mature trees in back.
- Existing structures are no longer architecturally significant.

From Scott Dossett:

I think there are nice elements of the proposed design which compliment the design of the Ricker house well. I'm of course concerned with packing more student bodies into our old neighborhoods, but such is life in a college town. The current structure looks as if its's one of those old brick basements, probably on the last quartile of it's life.

From Trent Shepard:

The first is that the proposed new building is pretty decent looking for an apartment house. I think that the Kevin Hunsinger has a history of building nice looking new rental properties, as compared to some of the boxy, featureless ones that we seem to get a lot of near campus. I don't have any particular attachment to the house that will be demolished, but know that clearing the site of buildings and vegetation will produce a very different neighboring property for the Ricker house.

I imagine that when this new project is completed, the most objectionable change is going to be seeing a wooden or bright white plastic fence with cars parked behind the fence when I look north from the Ricker property. I have a feeling that it's going to look stark. If there's room to leave some vegetation on the Ricker side of the fence, whether or not it's the current plants or new ones, or to have a thick, good sized row of bushes instead of a fence, I think that would be an improvement over what's proposed. Doing that would give a smoother transition from the old to the modern.