

DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES



Planning Division

m e m o r a n d u m

TO: MOR Development Review Board

FROM: Christopher Marx, Planner I

DATE: November 12, 2015

SUBJECT: DRB-2015-02: A request by Kima Kheiolomoom to construct a new one-car garage on a single-family residential lot in the MOR, Mixed Office Residential Zoning District.

Introduction

Kima Kheiolomoom has submitted a request for site plan and design approval of a proposed one- car garage on a single-family residential lot in the Mixed-Office Residential zoning district. The site, at 410 West Elm Street, is located in the MOR Zoning District. The proposed one-car garage would replace a previously-demolished two-car garage on the rear of the property. The Urbana Zoning Ordinance requires the MOR Development Review Board to review site plans for new construction in the MOR District.

The garage would be approximately 12' x 20' (240 square feet in area), with its length parallel to the rear alley. It would have a pitched gable roof with a height of 13 feet. The garage door would be on the eastern side of the building, perpendicular to the alley, with an area of concrete pavers providing access from the alley. The garage door on the demolished garage was parallel to the alley. The proposed garage would be constructed of prefabricated metal materials and designed to be compatible with the aesthetics of the surrounding area.

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 (DRB), and the creation of design guidelines for the district. As stated in Section IV-2 of the Zoning Ordinance, 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 be reviewed by the DRB within 45 working days of the application submittal. This does not preclude the DRB from continuing a case if additional time is needed to review the proposal. After completing all plan review procedures found in Section XI-12, the DRB 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.

In accordance with the Urbana Zoning Ordinance, the DRB 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 in the MOR district must demonstrate conformance with the land use and development standards of the Urbana Zoning Ordinance. The proposed use is *Accessory Building or Structure, Private Garage* which is permitted by right when the property’s principal use of *Dwelling, Single-Family* is permitted by right in the MOR district per section V-2.C in the Zoning Ordinance. The following chart contains a zoning analysis of the proposal:

	Required	Proposed
Lot Size	Minimum 6,000 sq ft	6345 sq ft
Lot Width	Minimum 60 ft	54.5 ft (legally nonconforming lot)
Garage Size	Maximum 750 sq.ft.	240 sq.ft.
Garage Height	Maximum 35 ft.	13 ft. at the top of the pitched gable
Side Yard Setback	Minimum 1.5 ft. for garages	5 ft.
Rear Yard Setback	Minimum 1.5 ft. for garages	2 ft.
Surrounding Zoning		MOR to the east, west, south, R-5 to the south, B-2 to the north
Parking	2 parking spaces	3 parking spaces

Surrounding Land Uses

To the south, east, and west of the subject property are single family homes zoned MOR, Mixed Office Residential. One building to the south is an apartment building zoned R-5, Medium High Density Multiple-Family Residential. To the north of the property, across the alley, is a single family home and an office building used for a dermatology clinic and yoga studio, both zoned B-2, Neighborhood Business-Arterial. (See Exhibit F for photographs.)

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 height, scale, and layout of the proposed garage would be similar in character to the surrounding architectural styles. The location of the garage behind the house is similar to that of nearby properties and in accordance with all required setbacks for the MOR District in the Zoning Ordinance.

The proposed garage would have architectural features compatible with 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 application requests to replace a previously existing detached two-car garage with a new one-car garage. In addition, the site plan for the proposal would allow for an additional off-street parking space accessible from the alley. One space in the garage is provided and another space is provided on the paved access drive in front of the garage. The existing parking space on the driveway with access to Elm Street would remain.

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 three large trees which would not be affected by the proposed garage installation.

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 would not include provisions for any additional trash receptacles or outdoor storage of equipment. There would be no lighting provided by the garage.

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 the applicable requirements. The proposed garage replaces a previously existing garage that was larger and also located in the rear of the property. The property's off-street parking availability and the flow of traffic onto the property from the rear alley would remain the same. The proposed parking area would be located behind and not underneath the principal structure in an appropriately-scaled garage

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 DRB. 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

The proposed garage is located directly behind the house and is contained within the property's façade zone along Elm Street. The proposed garage would also be less visible from the street than the previous garage.

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 400 block of West Elm Street maintains a mostly traditional layout of single family homes with decorative landscaping, front facing entrances, and detached rear-placed garages. The proposed garage would be located behind the house and preserve the existing building orientation pattern on the block

City staff recommends that the MOR DRB find that the proposal meets the design guidelines for Building Orientation and Patterns.

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 garage is compatible with the surrounding area. The proposed garage would be approximately the same height and nearly the same length as the previous garage and would be 9 feet narrower.

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 garage is not readily visible from the street and would have an overhead door and a pedestrian door.

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

This standard is not applicable to the proposed garage.

City staff recommends that the MOR DRB find that the design guidelines for the Outdoor Living Space are not applicable.

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 proposed garage would be made of a durable prefabricated sheet metal which would mimic the pattern and texture of a traditional wood lap siding. The pitched roof would also be made of metal. Metal building materials offer the durability encouraged by the guidelines. While metal is not listed as an encouraged material, other metal-sided garages can be found in the vicinity and the garage is not readily visible from the street.

City staff recommends that the MOR DRB find that the proposal meets the design guidelines for Materials with a condition that stipulates that the material simulates lap siding.

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

Like the previously existing garage, the proposed garage would have access from the alley on the north side of the subject property. The entry point for the garage would be on the eastern side of the structure with 396 square feet of paved turnaround space available so the exiting vehicle would not be required to back out into the right-of-way. While the garage would only be large enough to hold one vehicle, the overall parking capacity of the property would remain the same.

City staff recommends that the MOR DRB find that the proposal meets the design guidelines for Parking Areas, with the condition that the access drive between the garage and the alley be paved with an approved surface.

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 construction of the proposed garage would not alter the landscaping on the property. The applicant has stated that the proposed garage size and location would allow for improved landscaping and garden space in their backyard than was previously the case.

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

Commercial Site Design:

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

Options

In DRB-2015-02, 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-2015-02 with the following conditions:

1. The garage is constructed as generally indicated on the attached site plan.
2. The access drive between the garage and the alley be paved with an approved surface as required in the Zoning Ordinance such as concrete, asphalt, or permeable pavers.
3. The building material of the garage simulates a lap siding pattern such as the shingle style exteriors found on the surrounding houses in the district.

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

cc: Kima Kheiolomoom

Exhibit A: Location & Existing Land Use Map



Case: DRB-2015-02
 Subject: MOR Design Review - New Garage
 Location: 410 West Elm
 Petitioners: Kima Kheirrolomoom

 Subject Property



Exhibit B: Zoning Map

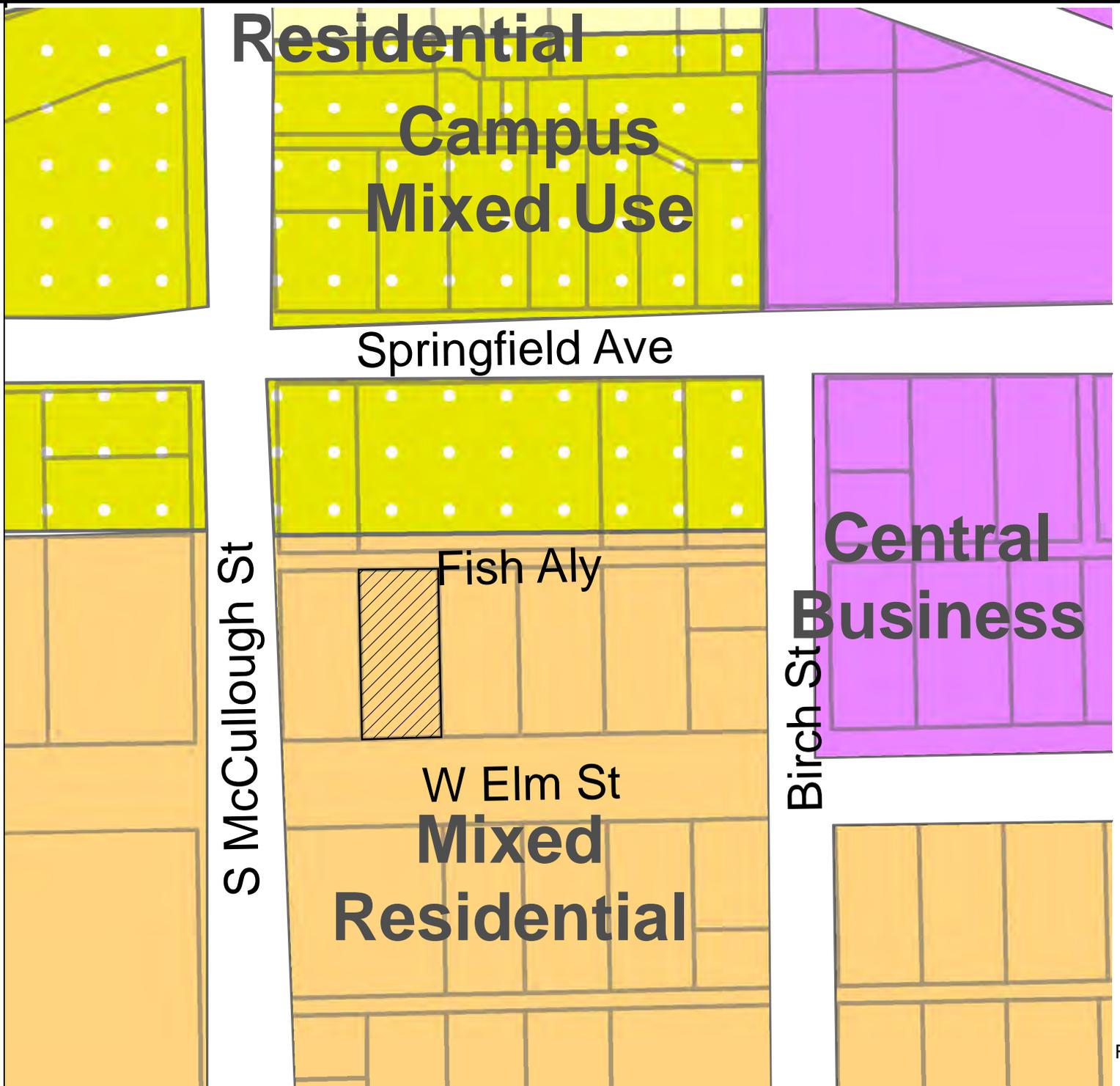


Case: DRB-2015-02
 Subject: MOR Design Review - New Garage
 Location: 410 West Elm
 Petitioners: Kima Kheirrolomoom



Subject Property

Exhibit C: Future Land Use Map



0 65 130 260 Feet



Case: DRB-2015-02
 Subject: MOR Design Review - New Garage
 Location: 410 West Elm
 Petitioners: Kima Kheirrolomoom

 Subject Property

-  Residential
-  Mixed Residential
-  Campus Mixed Use
-  Central Business





Application for Design Review Approval

Design 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. Estimated costs for these fees usually run between \$75.00 and \$225.00. 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): **Kima Kheiolomoom**

Phone: **(650) 208-5086**

Address (*street/city/state/zip code*): **410 W Elm St, Urbana, IL 61801**

Email Address: **kimak88@gmail.com**

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

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

2. OWNER INFORMATION

Name of Owner(s): **Kima Kheiolomoom**

Phone:

Address (*street/city/state/zip code*): **410 W Elm St, Urbana, IL 61801**

Email Address: **kimak88@gmail.com**

3. PROPERTY INFORMATION

Location of Subject Site: **410 W Elm St, Urbana, IL 61801**

PIN # of Location:

Lot Size:

Current Zoning Designation: **MOR**

Current Land Use (*vacant, residence, grocery, factory, etc.*): **residence (specifically backyard/garage)**

Proposed Land Use: **residence (specifically garage)**

Present Comprehensive Plan Designation:

How does this request conform to the Comprehensive Plan?

Legal Description (*If legal description is longer than space provided, please provide it on a separate sheet of paper*):

4. CONSULTANT INFORMATION

Name of Architect(s): Phone:

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

Email Address:

Name of Engineers(s): Phone:

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

Email Address:

Name of Surveyor(s): Phone:

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

Email Address:

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.*)

We are currently working on revitalizing a home which we purchased in June of 2014. We are at a point where we want to start cleaning up the yard, but the placement of the old garage (which was in very poor shape) prevented doing much with the yard space (most notably garden space, as the old structure took most of the space that got any sun). We aim to replace the old garage with a smaller prefab structure located at a different point in the backyard (see plans/model with permit). The structure was chosen to be in line with the style of the home, while being affordable enough to give us the budget for proper landscaping of the rest of the yard.

6. DESIGN REVIEW CRITERIA

Article XI-15-I of the Zoning Ordinance lists the criteria and standards used by the Design Review Board to review applications. The following questions concern the design of the proposed project.

How does this project conform to the intent of the applicable design guidelines as contained in the adopted design guidelines manual?

This project is meant to revitalize the previously neglected outdoor space of a historic home (built 1855) in the MOR district. Unlike many apartment developments or multi-family reuse projects in the district, this project is intended to enhance the livability and character of the existing lot as a single family residence (its current and continued use and for as long as we are living there). The end result will be a more complete, fully realized residential space that builds on the aesthetics of the original structure. Note that the original home is untouched for the purpose of this project - we are merely replacing a detached garage.

How does the project demonstrate compatibility with the overall character of the neighborhood?

The style of the new prefab garage is meant to match the style of the existing structure and surrounding buildings, while balancing affordability and ease of construction. Per design guidelines the materials are durable and long-lasting. The metal construction is styled in the manner of local buildings (horizontally oriented siding, trim @ corners and roofline), while also being well suited to local weather conditions, and more environmentally friendly than materials like tar/shingle. The profile of the structure matches surrounding building, including roofline and overhangs. Placement of the garage is mostly blocked from street view, and adheres to design guidelines by leveraging alley access and placement at the rear of the lot. Combined with the intended landscaping of the rest of the rear space (see models w/ permit), the rear yard will go from overgrown and unattractive dead space to fully livable, cared for yard space.

Has the project been prepared in conformance with the land use and development standards of the Urbana Zoning Ordinance?

This project works to protect the balance of land use in the MOR district by enhancing the aesthetics and livability of an existing residential lot. We are working to preserve the original historic structure and make it a fully functional residential space for years to come.

Time schedule for development (*if applicable*):

Within 1 months

Additional exhibits submitted by the applicant:

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.



10/25/15

Applicant's Signature

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:

- EXEMPT PROJECT. The proposed work described in this application, and/or illustrated in drawings or plans attached as part of this application are exempt as defined by the Zoning Ordinance.
- 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 Design Review Board as defined in the Zoning Ordinance. This application is hereby forwarded to the Urbana Design Review Board for review and determination.

Zoning Administrator (or designee) _____ Date _____

Board Chair _____ Date _____

DESIGN 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.

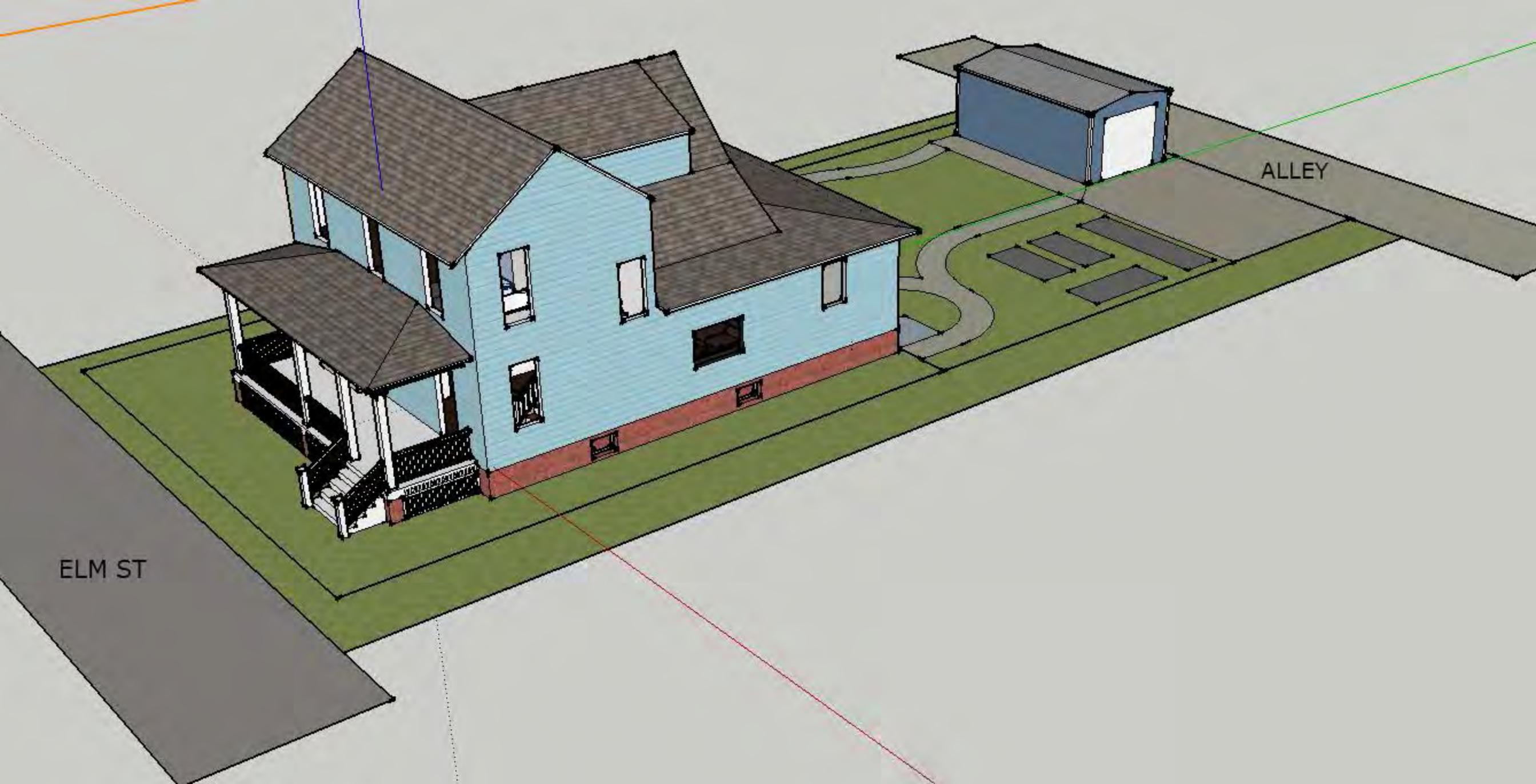
Design Review Approval is hereby issued for work described in this application only.

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

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

Zoning Administrator (or designee) _____ Date _____

Board Chair _____ Date _____



ELM ST

ALLEY

Alley

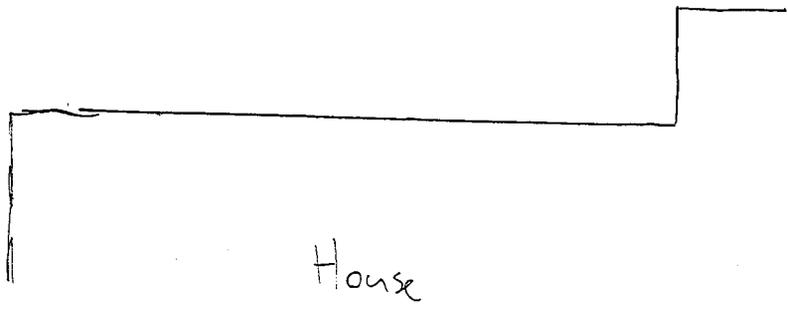
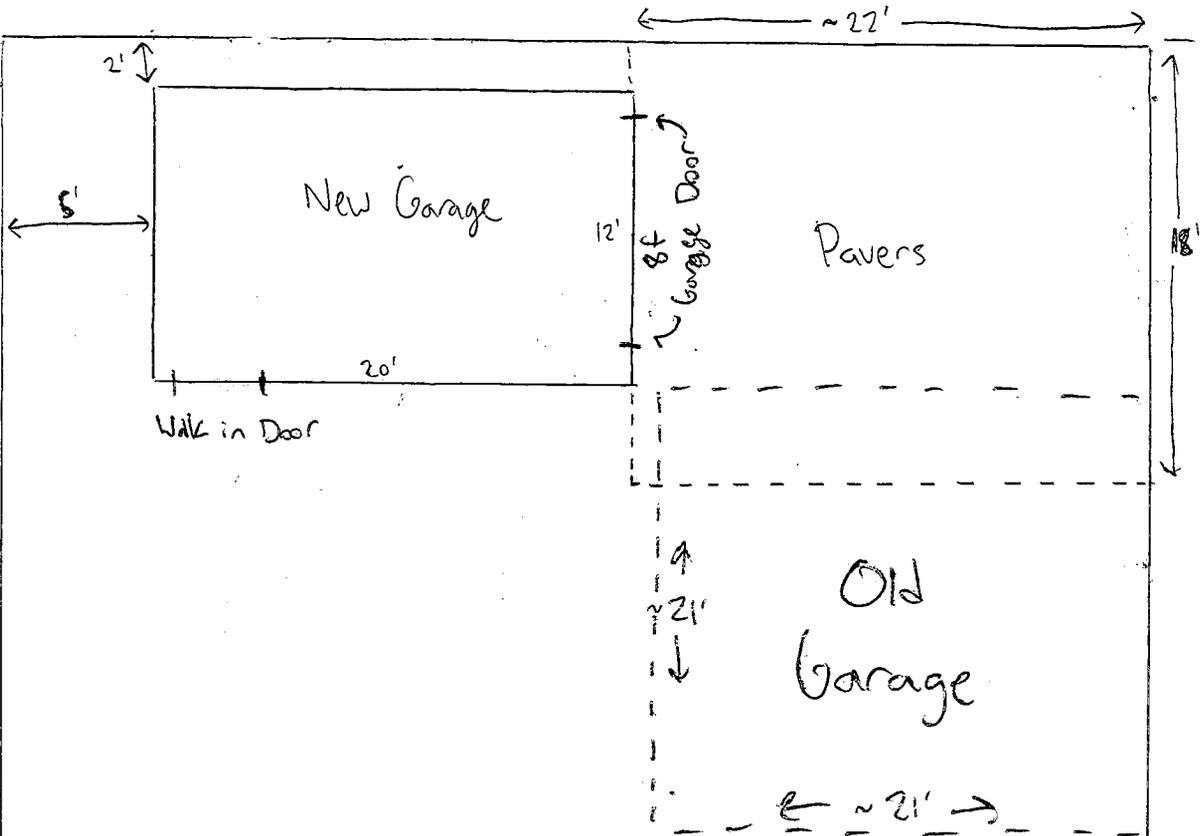


Exhibit F: Area Photos

