

MINUTES OF A REGULAR MEETING

URBANA ZONING BOARD OF APPEALS

DATE: June 18, 2003

APPROVED

TIME: 7:30 p.m.

PLACE: Urbana City Building
400 S. Vine Street
Urbana, IL 61801

MEMBERS PRESENT: Herb Corten, Anna Merritt, Charles Warmbrunn, Harvey Welch

MEMBERS ABSENT Paul Armstrong, Darwin Fields, Joe Schoonover

STAFF PRESENT: Tim Ross, Senior Planner; Michaela Bell, Planner; Teri Andel, Secretary

OTHERS PRESENT: Catherine Conuor, James Kuypers, Steve Friend

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

The meeting was called to order at 7:56 p.m. The roll call was taken, and a quorum was declared present.

***Note:** Chair Merritt mentioned that Tim Ross, Senior Planner, was leaving the City of Urbana to move to New York. Everyone wished him “Good Luck”.

2. CHANGES TO THE AGENDA

There were none.

3. APPROVAL OF MINUTES

The minutes from the April 16, 2003 meeting were presented. Mr. Corten moved to approve the minutes as amended. Mr. Welch seconded the motion. The minutes were then approved as amended by unanimous vote.

Chair Merritt swore in members of the public audience who were interested in speaking during the public portions of the hearings.

4. WRITTEN COMMUNICATIONS

- ✓ Zoning Board of Appeals 2002 Annual Report

5. CONTINUED PUBLIC HEARINGS

There were none.

6. NEW PUBLIC HEARINGS

ZBA-03-MAJ-04: Request to reduce the front yard setback from 15 feet to 2-feet, 2-inches at 701 East California Avenue in Urbana’s R-3, Single and Two-Family Residential Zoning District.

Michaela Bell, Planner, presented this case to the Zoning Board of Appeals. She introduced the case by giving a brief description of the site and of the surrounding properties. She reviewed the variance criteria from Section XI-3 of the Urbana Zoning Ordinance as they pertained to this case. She read the options of the Zoning Board of Appeals and noted staff’s recommendation, which was as follows:

Based on the findings outlined in the written staff report, and without the benefit of considering additional evidence that may be presented at the public hearing, staff recommended that the Zoning Board of Appeals recommend approval of this case as requested to the Urbana City Council.

Mr. Corten moved that the Zoning Board of Appeals recommend approval of the variance as requested to the Urbana City Council based on the findings outlined in the staff memo. Mr. Welch seconded the motion. The roll call was as follows:

Mr. Corten	-	Yes	Ms. Merritt	-	Yes
Mr. Warmbrunn	-	Yes	Mr. Welch	-	Yes

The motion was passed by unanimous vote.

7. OLD BUSINESS

There was none.

8. NEW BUSINESS

There was none.

9. AUDIENCE PARTICIPATION

There was none.

10. STAFF REPORT

Mr. Ross reported on the following:

- ✓ ZBA-03-MAJ-03 regarding an unenclosed porch at 605 East Green Street was approved by unanimous vote at City Council.
- ✓ ZBA-03-MAJ-02 was tabled so that the findings could be modified. It was eventually approved by City Council with a vote of 5-2.
- ✓ Next scheduled meeting is set for Wednesday, July 16, 2003 pending cases.
- ✓ 2002 Annual Report was placed on the dais for each Zoning Board member. This is a copy of the final report.
- ✓ The American Planning Association awarded the City of Urbana with a Chapter Honorable Mention Award in the Plan category for the “City of Urbana Comprehensive Plan Update – Public Participation Process”.

11. STUDY SESSION

There was none.

12. ADJOURNMENT OF MEETING

The meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Tim Ross, Senior Planner
Urbana Zoning Board of Appeals