

CASE NO. 854-S-16 and 855-V-16

SUPPLEMENTAL MEMORANDUM #3

July 6, 2017

Petitioner: ILUR Loral Park MHP, LLC, includes principals David Reynolds, RV Horizons General Manager, and Jack Baczek, Manager of Coupling Investments, LLC, via agent Patrick Fitzgerald

Request: Authorize the following as a Special Use Permit in the R-5 Manufactured Home Park Zoning District:

Brookens Administrative Center
1776 E. Washington Street
Urbana, Illinois 61802

(217) 384-3708

zoningdept@co.champaign.il.us
www.co.champaign.il.us/zoning

Case 854-S-16

Authorize the use and expansion of an existing, nonconforming Manufactured Home Park with 34 existing manufactured home sites and an additional 4 proposed manufactured home sites as a Special Use Permit in the R-5 Manufactured Home Park Zoning District, subject to the variance requested in related Case 855-V-16 and subject to an interpretation of zoning district boundaries in approved Case 862-I-16 and also subject to the required waivers mentioned in the full legal advertisement (Attachment A).

Case 855-V-16

Authorize the use and expansion of an existing, nonconforming Manufactured Home Park in the R-5 Manufactured Home Park Zoning District, subject to the request for Special Use Permit approval and waivers in related Case 854-S-16 and subject to an interpretation of zoning district boundaries in approved Case 862-I-16 and also subject to the following required variance:

Part A: Authorize a side yard of 6 feet and a rear yard of 0 feet for the Manufactured Home Park Management Storage Facility in lieu of the minimum required 15 feet side yard and 15 feet rear yard as per Zoning Ordinance Section 6.2.2 C.2.

Part B: Authorize a minimum setback of 37.5 feet and a front yard of 12 feet in lieu of the minimum required 55 feet setback and 25 feet front yard as per Zoning Ordinance Section 4.3.2. for manufactured home site number 1.

Part C: Authorize a rear yard of 10 feet in lieu of the minimum required 15 feet as per Zoning Ordinance Section 6.2.2 C.2. for manufactured home site numbers 17 and 19.

Part D: Authorize the placement of an existing manufactured home located in a utility easement in lieu of the requirement that no construction shall take place in a recorded utility easement as per Section 4.2.2 D. for manufactured home site number 17.

Case 862-I-16 (approved December 8, 2016)

As authorized in Section 4.1.6, interpret the existing boundaries of the R-5 Manufactured Home Park Zoning District of an existing, nonconforming Manufactured Home Park subject to the request for Special Use Permit approval and waivers in related Case 854-S-16 and subject to the variance requested in related Case 855-V-16.

Location: A tract of land in the Northwest Quarter of Section 5 Township 19 North Range 9 East of the Third Principal Meridian in Urbana Township, commonly known as Loral Park Manufactured Home Park, with an address of 31 Fern Street, Urbana.

Site Area: 4.326 acres

Time Schedule for Development: Already in use

Prepared by: **Susan Burgstrom**
Senior Planner

John Hall
Zoning Administrator

STATUS

On May 25, 2017, staff sent an email to attorney Jim Lund asking whether the petitioner would like a continuance for the hearing. Later that day, Mr. Lund sent an email requesting a continuance until July 13, 2017.

In an email received June 22, 2017, Lorrie Pearson, Planning Manager for the City of Urbana, stated that annexation of Loral Park would be required should there be any new sanitary sewer connections. It is P&Z Staff's understanding that annexation would only be required at the time of new sewer connection (i.e. actual construction), which would only be after approval of Cases 854-S-16 and 855-V-16.

In an email dated July 3, 2017, Susan Burgstrom asked Jim Lund to verify if the proposed sites on the south end of Loral Park already have sewer connections. In an email received July 3, 2017, Jim Lund stated, "I understand that there are currently no connections to the new lots."

On June 27, 2017, Susan Burgstrom requested a status update from Jim Lund. On June 28, 2017, Jim Lund responded via email, indicating that a new survey and site plan would be completed by the end of the week, and he would forward it to P&Z Staff as soon as possible. Staff had not received this information as of July 6, 2017.

ATTACHMENTS

- A Email string between Susan Burgstrom and Jim Lund dated May 25, 2017 and June 27-28, 2017
- B Email from Lorrie Pearson received June 22, 2017
- C Email string between Susan Burgstrom and Jim Lund dated July 3, 2017

Susan Burgstrom

From: James A. Lund <jlund@MeyerCapel.com>
Sent: Wednesday, June 28, 2017 9:33 AM
To: Susan Burgstrom
Cc: Jack Baczek; Tim Tuthill; Robert Thomas
Subject: RE: Loral Park ZBA 7/13/17 meeting

Follow Up Flag: Follow up
Flag Status: Flagged

Susan, I understand that we will be ready for the matter to be considered at the July 13th hearing. A new survey and site plan will be completed by the end of this week. We will forward it to you as soon as it is completed and provide additional information as soon as possible.

I'll provide you with further updates as soon as I have any new information.

Thanks for staying in touch on this.

Jim

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JUN 28 2017

CHAMPAIGN CO. P & Z DEPARTMENT

From: Susan Burgstrom [mailto:sburgstrom@co.champaign.il.us]
Sent: Tuesday, June 27, 2017 2:23 PM
To: James A. Lund <jlund@MeyerCapel.com>
Cc: Jack Baczek <jack@marvelequity.com>; Tim Tuthill <ttuthill@rvhmanagement.com>; Robert Thomas <rthomas@rvhmanagement.com>
Subject: Loral Park ZBA 7/13/17 meeting

Hi Jim,

I am preparing the draft packet for next week's ZBA mailing for the 7/13 Loral Park hearing. Could you please give me a status update?

Thanks,
Susan

Susan Burgstrom, AICP, PCED
Champaign County Department of Planning & Zoning
1776 East Washington Street
Urbana, IL 61802

P: 217-384-3708
F: 217-819-4021

From: James A. Lund [mailto:jlund@MeyerCapel.com]
Sent: Thursday, May 25, 2017 12:44 PM
To: Susan Burgstrom <sburgstrom@co.champaign.il.us>
Cc: Jack Baczek <jack@marvelequity.com>; Tim Tuthill <ttuthill@rvhmanagement.com>; Robert Thomas

<rthomas@rvhmanagement.com>

Subject: RE: Loral Park ZBA meeting?

Susan,

We would like a continuance until July 13, 2017. That will allow sufficient time to provide additional documentation and prepare for the hearing.

Thank you for your time and consideration.

Jim

From: Susan Burgstrom [<mailto:sburgstrom@co.champaign.il.us>]

Sent: Thursday, May 25, 2017 12:30 PM

To: James A. Lund <jlund@MeyerCapel.com>

Subject: RE: Loral Park ZBA meeting?

Hi Jim,

I spoke with John Hall, Zoning Administrator, about determining a continuance date for the Loral Park hearing. He suggests that if you believe this case is still desired by your client, that you request a continuance to no later than July 13th, which is the last meeting date within our 100 day continuance requirement (counting from the hearing on April 13, 2017). If there is no specific request for a continuance, it is likely that the ZBA will dismiss this case given the lack of progress.

Thanks,
Susan

Susan Burgstrom, AICP, PCED
Champaign County Department of Planning & Zoning
1776 East Washington Street
Urbana, IL 61802

P: 217-384-3708
F: 217-819-4021

From: James A. Lund [<mailto:jlund@MeyerCapel.com>]

Sent: Thursday, April 27, 2017 11:36 AM

To: Susan Burgstrom <sburgstrom@co.champaign.il.us>

Subject: RE: Loral Park ZBA meeting?

Susan,

Thank you for the follow up. I am checking again with the client on this and will get back to you not later than tomorrow.

I really appreciate your time and attention.

Jim

From: Susan Burgstrom [<mailto:sburgstrom@co.champaign.il.us>]

Sent: Thursday, April 27, 2017 7:41 AM

To: James A. Lund <jlund@MeyerCapel.com>
Subject: Loral Park ZBA meeting?

Hi Jim,

Have you heard any more about next steps for Loral Park? We'd like to get this back on the docket if they are going to continue with the development.

Thanks!
Susan

From: James A. Lund [<mailto:jlund@MeyerCapel.com>]
Sent: Wednesday, April 12, 2017 4:15 PM
To: Susan Burgstrom <sburgstrom@co.champaign.il.us>
Subject: RE: Loral Park ZBA meeting - UPDATE

Thank you again, Susan. I think this is quite reasonable. I will contact you again in the next couple of days about this.

From: Susan Burgstrom [<mailto:sburgstrom@co.champaign.il.us>]
Sent: Wednesday, April 12, 2017 4:12 PM
To: James A. Lund <jlund@MeyerCapel.com>
Subject: RE: Loral Park ZBA meeting - UPDATE

Eric Thorsland, our ZBA chair, and John Hall, Zoning Administrator, have discussed the situation and they decided to cancel tomorrow's meeting. You and I can discuss continuance vs. dismissal at your convenience.

Thanks,
Susan

From: Susan Burgstrom
Sent: Wednesday, April 12, 2017 4:00 PM
To: 'James A. Lund' <jlund@MeyerCapel.com>
Subject: Loral Park ZBA meeting

Jim,

Per our bylaws, tabling is not an option, but the ZBA can continue to a date certain. Can you suggest a date certain for continuance, so that your client will have one more attempt at providing useful information, or do you believe the case should be dismissed?

Upcoming meetings where I see an opening for continuance are July 13 and August 3, and other dates after that.

Thanks,
Susan

Susan Burgstrom

From: Pearson, Lorrie <lpearson@urbanaininois.us>
Sent: Thursday, June 22, 2017 3:51 PM
To: Susan Burgstrom
Cc: Bennett, Brad
Subject: RE: Loral Park and Woodland Acres MHPs

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JUN 22 2017

Follow Up Flag: Follow up
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Susan,

For Loral Park, our records are more clear and indicate that annexation would be required should there be any new sanitary sewer connections.

Woodland Acres was initially determined to be exempt from the annexation requirement even with new sanitary sewer connections. However a bit more research seems to show that only a part of that subdivision might be exempt, and the part where new units are proposed may not be exempt after all. We are digging into the records to be sure.

Brad, as I will be out of the office until Tuesday, would you share with Susan any determination that an annexation WOULD be required after all?

Thank you,
Lorrie

Lorrie Pearson, AICP, LEED AP
Planning Manager
City of Urbana
400 South Vine Street
Urbana IL 61801
lpearson@urbanaininois.us
(217) 328-8262

From: Susan Burgstrom [mailto:sburgstrom@co.champaign.il.us]
Sent: Wednesday, June 21, 2017 8:56 AM
To: Pearson, Lorrie
Subject: Loral Park and Woodland Acres MHPs

Hi Lorrie,

You mentioned on Monday that the City might need to annex Loral Park MHP. We're about to have a hearing for another MHP, Woodland Acres (east of Casey's) on 6/29. Jim Prather just called to comment on that case, and he said that about a year ago, the City told him that they would need to annex Woodland Acres because they plan to take over North Smith Road.

Could you please let me know as soon as possible if this is the case, and if so, is the City expecting us to continue with the rezoning/special use/variance cases we have been working on?

Susan Burgstrom

From: James A. Lund <jlund@MeyerCapel.com>
Sent: Monday, July 03, 2017 9:11 AM
To: Susan Burgstrom
Subject: Re: Loral Park ZBA 7/13/17 meeting

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JUL 03 2017

CHAMPAIGN CO P & Z DEPARTMENT

Susan, I understand that there are currently no connections to the new lots.

On Jul 3, 2017, at 8:44 AM, Susan Burgstrom <sburgstrom@co.champaign.il.us> wrote:

Hi Jim,

Do you know if the proposed home sites on the south end of Loral Park already have sewer connections in place to connect to?

Thanks,
Susan

Susan Burgstrom, AICP, PCED
Champaign County Department of Planning & Zoning
1776 East Washington Street
Urbana, IL 61802

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