



City of Highland  
Building and Zoning

Combined Planning & Zoning Board  
Meeting Minutes  
City Hall – 1115 Broadway  
December 4, 2019 7:00 P.M.

1. Call to Order – **7:00PM**

2. Roll Call

**CPZB Members – Present – Chairperson Korte, Anthony Walker, Al Stoecklin, Bob Vance and Shirley Lodes**

**CPZB Members – Absent – Bill Koehnemann and Deanna Harlan**

**Staff – Present – Breann Speraneo, Mike McGinley, Scott Hanson, Mark Rosen and Kim Kilcauski**

3. General Business:

Approval of the November 6, 2019 Minutes

**Motion to approve the minutes as written made by Bob Vance, seconded by Anthony Walker – 4 Ayes, 1 Abstain, 0 Nays. Motion carried.**

4. Public Comment Section

Persons who wish to address the Combined Planning and Zoning Board regarding items not on the agenda may do so at this time. Speakers shall be limited to five (5) minutes or a reasonable amount of time as determined by the City Attorney. Any presentation is for informational purposes only. No action will be taken.

**Chairperson Korte opened the Public Comment Section. There were no comments from the two citizens in attendance. The Public Comment Section was closed.**

5. Public Hearings and Items Listed on the Agenda

Persons wishing to address the Combined Planning and Zoning Board regarding items on the agenda may do so after the Chairperson opens the agenda item for public hearing or for public comment. Speakers shall be limited to five (5) minutes or a reasonable amount of time as determined by the City Attorney.

**Chairperson Korte reviewed the process and administered the witness oath to the two citizens in attendance and Mark Rosen, Director of Parks and Recreation.**

6. New Business

a) Discussion: Update of Parks & Recreation Comprehensive Plan

**Mark Rosen, Director of Parks and Recreation, provided an update to the board on the Parks and Recreation Comprehensive Plan. The city is nearing the end of the bond payments for the Korte Recreation Center. The 20-year plan includes the city's goal of being recognized as a destination city.**



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Chairperson Korte asked if it was difficult to measure usage of the parks. Mark Rosen responded that it is difficult and the different playgrounds at the parks are busy at different times during the day. Mark added that the Parks and Recreation Department staff are in the parks quite frequently with regards to maintenance and mowing. Neighborhood parks are important to value of homes.

Chairperson Korte inquired about the plans for the Weinheimer building. Mark Rosen said that the sewer line had been replaced and \$100,000 invested to upgrade the HVAC. Each room now has a thermostat. The roof will be a high dollar item in the future.

Mark Rosen stated that the cemetery staff includes a full time person as well as additional staff as needed.

Mark Rosen said that funding is a struggle, but the priorities are included in a spreadsheet. The city council has the final decision.

Bob Vance commented that Mark and the Parks and Recreation staff are doing a great job. Highland is a destination city. Al Stoecklin asked about the inline hockey being added at Spindler Park. Mark Rosen said that they have the cost of adding the inline hockey, but there may be parking challenges when other activities are taking place. Al Stoecklin also commented that the skate park located by the recreation center seemed busy this past summer. Chairperson Korte added that the city parks are used often and the staff should continue the good work.

- b) Dan & Elizabeth Korte (1119 Olive) are requesting a variance to Section 90-162 of the City of Highland Municipal Code to allow for 41% lot coverage.
- c) Dan & Elizabeth Korte (1119 Olive) are requesting a variance to Section 90-73 of the City of Highland Municipal Code to allow for an attached carport to be 3 ft. away from an accessory structure.

Chairperson Korte requested that the variance discussions be combined. Breann Speraneo presented the staff report, standards of consideration, and staff discussion. The staff discussion included lot coverage and many lots within this area exceed 30% lot coverage due to narrow lots within the C-2 central business district. This zoning district does not have a maximum lot coverage, but due to the residential use, R-1-D standards apply. The current lot coverage for this lot is 33% -- staff does not anticipate an additional 8% to cause any issues. Setbacks were also discussed. If the shed were to be moved to adhere to the 10ft setback regulation, it may make backing out of the carport more difficult. The current location would allow for vehicles to easily enter and exit the carport.

Chairperson Korte opened the public hearing on agenda item b. There were no additional comments. Chairperson Korte closed the public hearing and asked for a motion to be made to approve the request for a variance to Section 90-162 of the City of Highland Municipal Code to allow for 41% lot coverage at 1119 Olive St.



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**Motion made by Shirley Lodes, seconded by Bob Vance.**

**Chairperson Korte added that he is in agreement with staff that C-2 gives more leeway. If the variance makes the property more usable, then it is a good decision.**

**Roll call – 5 Ayes, 0 Nays. Motion carried.**

**Chairperson Korte declared the public hearing closed.**

**Chairperson Korte opened the public hearing on agenda item c. There were no additional comments. Chairperson Korte closed the public hearing and asked for a motion to be made to approve the request for a variance to Section 90-73 of the City of Highland Municipal Code to allow for an attached carport to be 3 ft. away from an accessory structure at 1119 Olive St.**

**Motion made by Bob Vance, seconded by Anthony Walker – 5 Ayes, 0 Nays. Motion carried.**

**Chairperson Korte declared the public hearing closed.**

- d) **A revision to Section 90-208 Fences and Walls, Section 90-9 Front Setbacks – For Corner or Through Lots, and Section 90-11 Intrusions into Yards in order to allow for fences up to six (6) feet in height in yards for corner lots and through lots.**

**Chairperson Korte opened the public hearing. Scott Hanson presented the current zoning code, proposed amendment and staff discussion. The staff discussion included that the revised ordinance will address a variance often sought by residential property owners who own corner or through lots and want to install a fence to enhance privacy, confine a pet or young child, or increase the usable outdoor area of their property. Corner lot owners wishing to install a full-privacy fence (without the 30% opacity requirement) will also now be able to do so without having to apply for a fence variance. This will put them on equal footing as property owners of interior (non-corner) lots.**

**Chairperson Korte asked if there were any comments. There were no comments. Chairperson Korte closed the public hearing.**

**Chairperson Korte asked for a motion to be made to approve the revisions as stated in agenda item d to Section 90-208 Fences and Walls, Section 90-9 Front Setbacks – For Corner or Through Lots, and Section 90-11 Intrusions into Yards in order to allow for fences up to six (6) feet in height in yards for corner lots and through lots as presented by staff.**

**Motion made by Anthony Walker, seconded by Al Stoecklin – 5 Ayes, 0 Nays. Motion carried.**

**Chairperson Korte declared the public hearing closed.**



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7. Calendar

a) January 2, 2020– Combined Planning and Zoning Board Meeting

**Breann Speraneo stated that staff had not yet received any submittals for the January meeting.**

**Shirley Lodes asked if the city was aware of the wall of dirt on the Highland Villas property. Breann Speraneo said that the building inspectors conduct inspections on the work being completed. Shirley expressed concern for the nearby properties with regards to runoff issues. Mike McGinley stated that any drainage issues would be a civil matter.**

b) Adjournment – 7:36PM

*Anyone requiring ADA accommodations to attend this public meeting, please contact Dylan Stock, ADA Coordinator, at 618-654-7115.*