



City of Highland

Building and Zoning

Combined Planning & Zoning Board Agenda Virtual Meeting April 1, 2020 7:00 P.M.

1. Call to Order
2. Roll Call
3. General Business:
Approval of the March 4, 2020 Minutes
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.
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.
6. New Business
 - a) Fastenal (2001 Theurer Blvd, Winona, MN) is requesting 1208 Old Trenton Road to be rezoned from R-1-B to Industrial.
 - b) TJO Holdings LLC (875 Albert Ave, St. Louis, MO) on behalf of Jeffrey Wynne (875 Albert Ave, St. Louis, MO) is requesting a special use permit to allow for a brewery at 907 Main Street.
 - c) The City of Highland (1115 Broadway, Highland, IL) is requesting text amendments to Chapter 90 of the Municipal Code to correct a scrivener's error in Table 5.2 Minimum Parking Dimensions and Aisle Widths.
 - d) The City of Highland (1115 Broadway, Highland, IL) is requesting text amendments to Chapter 90 of the Municipal Code to allow for craft growing facilities to be a special use within the C-3 and Industrial zoning districts.
7. Calendar
 - a) May 6, 2020– Combined Planning and Zoning Board Meeting
 - b) Adjournment

NOTICE: The April 1st CPZB meeting at 7:00pm will be conducted virtually. To monitor the meeting, call 618-882-4358 and use conference ID# 267091. To have a comment read into the meeting minutes, email your comment to kkilcauski@highlandil.gov or submit it through our Citizen Request portal on our website.

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

Combined Planning and Zoning Board Staff Report

Agenda Item: New Business, City of Highland

Meeting Date: April 1, 2020

From: Breann Speraneo, Director of Community Development

Location: 1208 Old Trenton Road

Zoning Request: Zoning Map Amendment

Description: Request to rezone from “R-1-B” Single Family Residential to Industrial

Proposal Summary

The applicant is Fastenal (2001 Theurer Blvd, Winona, MN). The owner is the Highland Community Unit School District #5 (400 Broadway, Highland, IL). The subject property is located at 1208 Old Trenton Road (PIN# 01-1-24-05-09-102-018). This property is currently zoned “R-1-B” Single Family Residential. The applicant’s request is to rezone the subject property as Industrial.

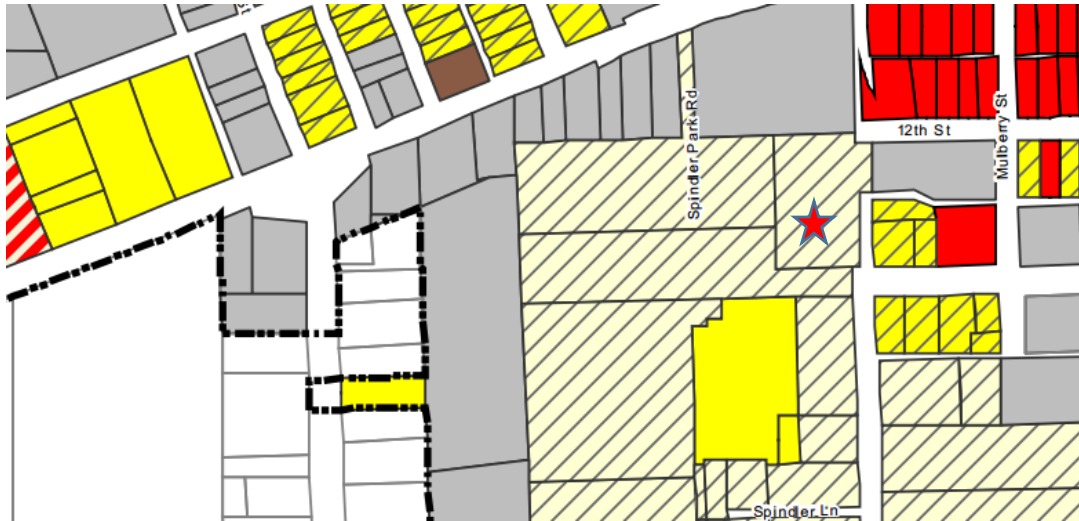
Aerial View





City of Highland Building and Zoning

Zoning Map



Legend

- Corporate Boundary
- R-1-A - Single Family Residence 150 FT. Lot Width
- R-1-B - Single Family Residence 100 FT. Lot Width
- R-1-C - Single Family Residence 70 FT. Lot Width
- R-1-D - Single Family Residence 50 FT. Lot Width
- R-2-A - Multiple Family Residence 70 FT. Lot Width
- R-2-B - Multiple Family Residence 70 FT. Lot Width
- R-3 - Multiple Family Residence 60 FT. Lot Width
- C-2 - Central Business District No Lot Width Requirement
- C-3 - Highway Business District None
- C-4 - Limited Business No Lot Width Requirement
- I - Industrial District No Lot Width Requirement
- MX - Mixed Use
- Not In Corporate Limits

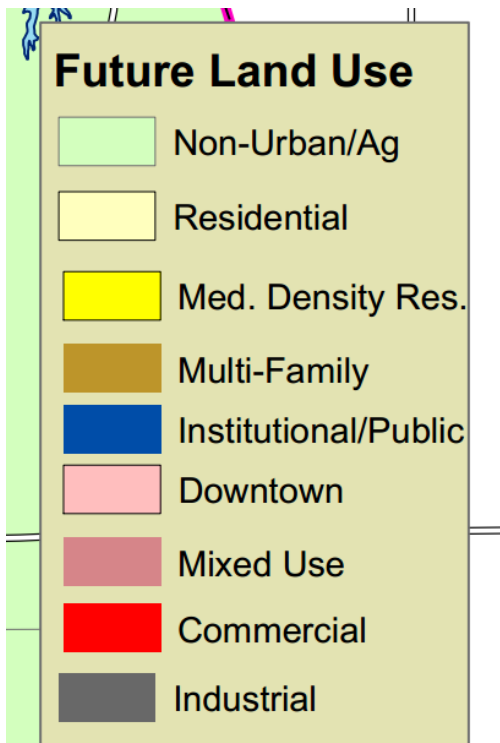
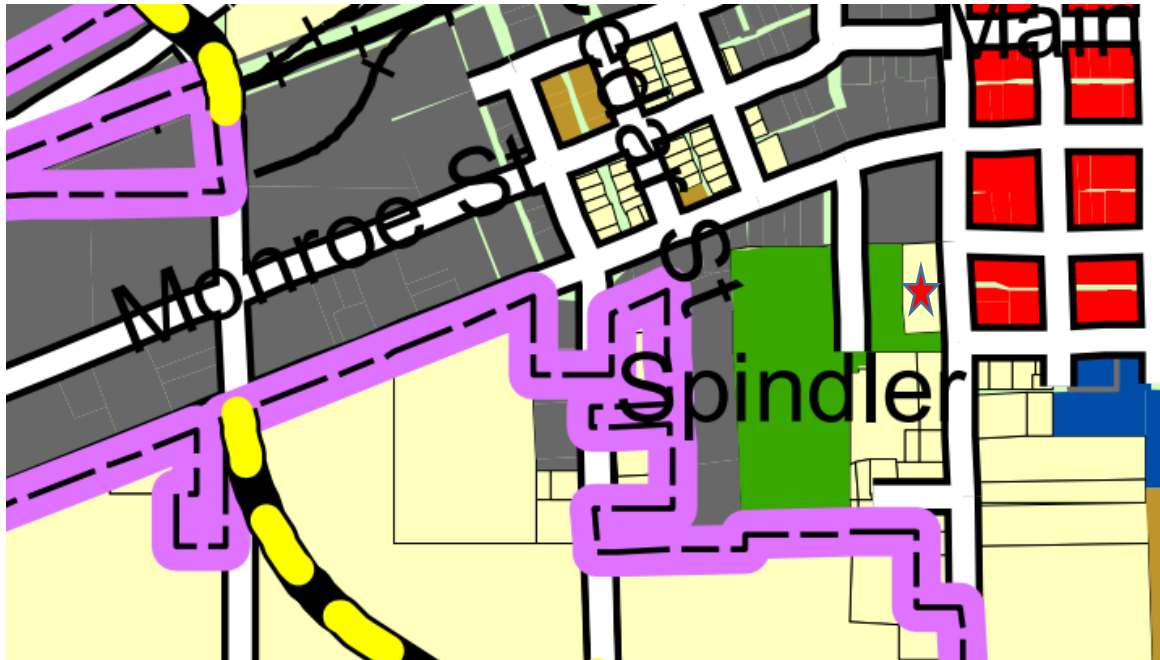
Comprehensive Plan Consideration

The Comprehensive Plan and Future Land Use Map are considered policy guides to current and future development. While they do not have the force of an ordinance, it is generally recommended that municipalities adhere to the findings, policies, principals, and recommendations in these documents. Changes and deviations are permissible, but they should be reasonably justified.

The subject property is denoted as “Residential” on the Comprehensive Plan’s Future Land Use Map. This parcel has not traditionally been used for residential uses.



Future Land Use Map





City of Highland
Building and Zoning

Standards of Review for Zoning Map Amendments and Findings of Fact

Below are the nine (9) consideration items listed in Section 90-88 of the Zoning Code which the Combined Planning and Zoning Board shall take into account while reviewing a zoning map amendment request.

1. Existing use and zoning of the property in question.
 The property is currently zoned R-1-B and is currently used by both the school district and Fastenal for warehouse/storage facilities.
2. Existing use and zoning of other lots in the vicinity of the property in question.

Direction	Land Use	Zoning
North	School District Facilities	Industrial
South	Spindler Park	R-1-B
East	School District Facilities & Single-Family Residences	Industrial & R-1-D
West	Spindler Park	R-1-B

3. The extent to which the zoning map amendment may detrimentally affect nearby properties.
 Nearby will not be negatively affected. The areas to the north and east are zoned Industrial.
4. Suitability of the property in question for uses already permitted under existing requirements.
 This property will not be used for residential purposes in the foreseeable future. Therefore, R-1-B is not the most suitable zoning for this property.
5. Suitability of the property in question for the proposed uses.
 The property is suitable for industrial uses, including the sale of construction and safety supplies.
6. The type, density and character of development in the vicinity of the property in question, including changes, if any, which may have occurred since the property was initially zoned or last rezoned.
 The proposed zoning goes with the character of the area. This area has a mixture of zoning districts, including Industrial.
7. The effect the proposed map amendment would have on the implementation of the City's Comprehensive Plan.
 The proposed map amendment is not consistent with the Future Land Use Map. This is addressed in "staff discussion."
8. The effect the proposed map amendment would have on public utilities, other needed public services and traffic circulation on nearby streets.
 Development of the property for residential uses would not affect public utilities, services, or traffic flow.

9. Whether the map amendment will promote the health, safety, quality of life, comfort and general welfare of the city.

The map amendment will promote the health, safety, quality of life, comfort and general welfare of the city.

Staff Discussion

The proposed map amendment is not consistent with the Future Land Use Map, which shows this parcel as Residential. While this is generally a concern, in this case staff believes an amendment to the Future Land Use Map may be warranted to show this parcel as Industrial. This property is best suited for industrial uses and will not be used for residential purposes in the foreseeable future.

Staff supports the rezoning of this property from R-1-B to Industrial, as Industrial is most appropriate for current and future uses.

Site Photos





City of Highland
Building and Zoning



RECEIVED
2-12-20

EXHIBIT "A"

Zoning Map Amendment Rezoning Application

Return Form to:

Administrative Official
City of Highland
2610 Plaza Drive
Highland, IL 62249
(618) 654-7115
(618) 654-1901 (fax)

For Office Use Only

Date Submitted: 2-12-20
Filing Fees: \$200
Date Paid: 2-24-2020
Date Advertised: 3/11/20 + 3/12/20
Date Notices Sent: _____
Public Hearing Date: 4-1-20
Zoning File #: _____

APPLICANT INFORMATION:

Applicant: Fastenal Company Phone: 507-453-8293
Address: 2001 Theurer Blvd Winona, MN Zip: 55987
Email Address: tax@fastenal.com
Owner: Fastenal Company (See attached for officers) Phone: 5074545374
Address: 2001 Thuerer Blvd Winona, MN Zip: 55987
Email Address: tax@fastenal.com

PROPERTY INFORMATION:

Street Address or Parcel ID of Property: 1208 Old Trenton Rd

Property is Located In (Legal Description): Please see attached warranty deed

Present Zoning: P-1-B Requested Zoning: Industrial Acreage: 1.45

Present Use of Property: storage

SURROUNDING LAND USE AND ZONING:

	Land Use	Zoning
North	<u>School District facilities</u>	<u>Industrial</u>
South	<u>Spindler Park</u>	<u>P-1-B</u>
East	<u>School District facilities + SF residences</u>	<u>Industrial + P-1-D</u>
West	<u>Spindler Park</u>	<u>P-1-B</u>

RELATIONSHIP TO EXISTING ZONING PATTERN:

1. Would the proposed change create a small, isolated district unrelated to surrounding districts? Yes _____ No If yes, explain: _____

2. Are there substantial reasons why the property cannot be used in accordance with existing zoning? Yes No _____ If yes, explain: _____

The sale of construction & safety supplies is not allowed in the M-1-B district.

CONFORMANCE WITH COMPREHENSIVE PLAN:

1. Is the proposed change consistent with the goals, objectives and policies set forth in the Comprehensive Plan? Yes No _____

2. Is the proposed change consistent with the Future Land Use Map? Yes _____ No

UNIQUE CHARACTERISTICS OF PROPERTY AND ADDITIONAL COMMENTS:

The Future Land Use Map shows this parcel as residential. However, the parcel has not been used as residential in the past.

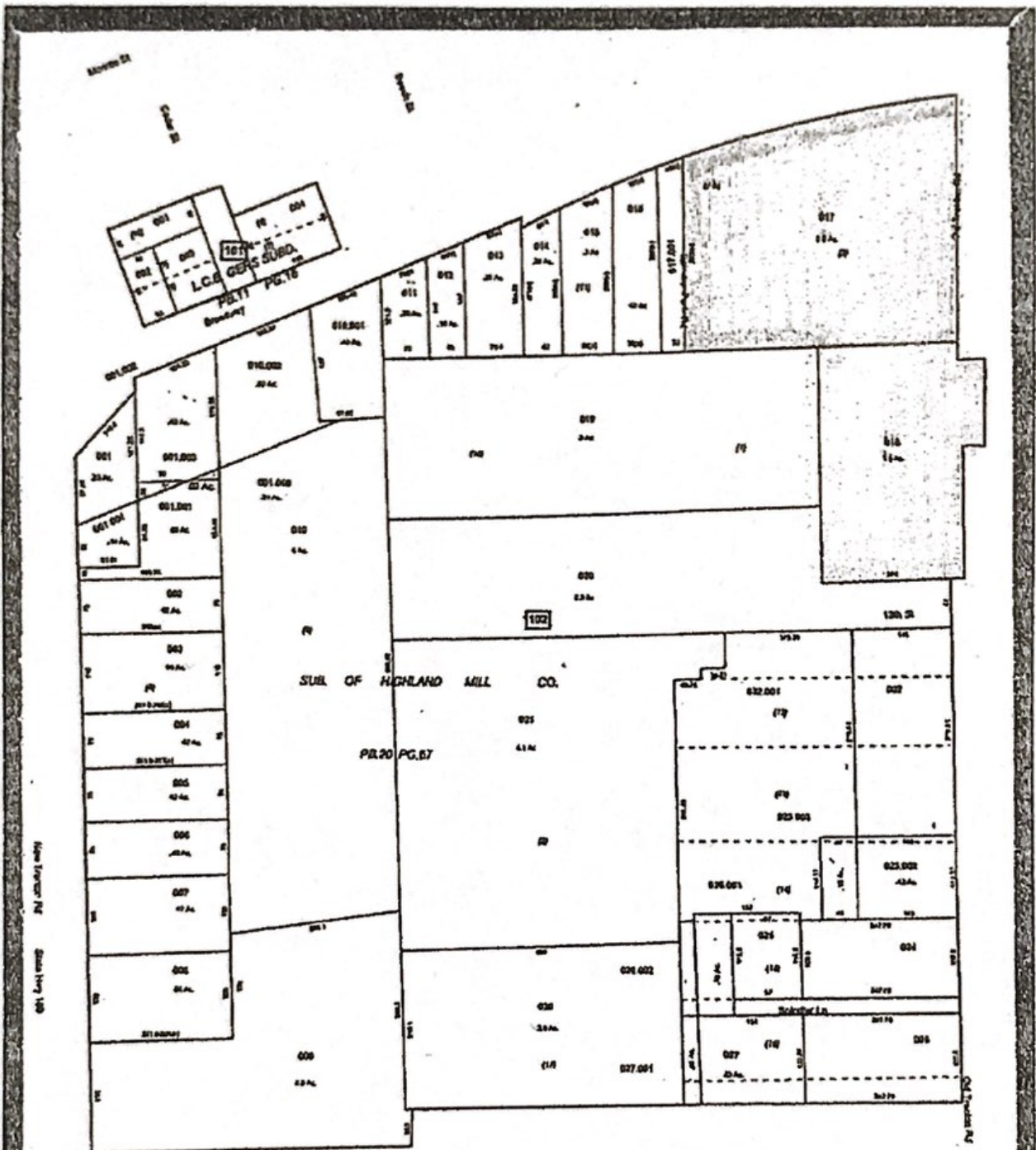
THE FOLLOWING ITEMS MUST ACCOMPANY YOUR APPLICATION:

1. One copy of a legal description AND warranty deed of the property proposed to be rezoned. If the applicant is not the property owner, a notarized letter from the property owner granting the applicant permission to apply for the request will be required.
2. A current plat, site plan, survey, or other professional illustration.
3. One copy of a narrative statement describing the impact of the proposed change, including the purpose of the request, the desired land use, any traffic conditions that may result, how the proposed change may affect the character of the surrounding properties, and how the proposed change will benefit the City of Highland.
4. If the proposed zoning is a Planned Use or requires a special use permit, the rezoning application shall be accompanied by a use permit application defining the specifically requested use or list of uses.
5. Application fee.
6. A stamped copy from the Madison County Maps and Plats Department identifying all property owners within 250 feet of the subject property (see Exhibit "B").
7. Any other information required by planning staff (i.e. landscaping plan, elevation plan, exterior lighting plan, etc).

I HAVE READ AND UNDERSTAND THE ABOVE CITY OF HIGHLAND PETITION TO THE COMBINED PLANNING & ZONING BOARD REQUIREMENTS

Matthew J. Butcher
Applicant's Signature

1/31/20
Date



24-05-00

HELVETIA TOWNSHIP

MADISON COUNTY, ILLINOIS

REAL PROPERTY MAP
 PREPARED BY
CHIEF COUNTY ASSESSMENT OFFICE
 Maps and Plans Department
 157 N Main Street, Suite 220
 Edwardsville, IL 62025 P.O. (618)992-6270

<#> Only Subdivision Block No.
 [Solid Box] Blocks
 [Dashed Box] Parcels
 [Dotted Box] Lots

We do not warrant the accurateness of the
 these maps are for taxing purposes only and
 no reliance or liability in whole or in part
 the express written consent of the Chief County
 Office of Madison County, Illinois.

INDEX TO
 ADJOINING

001	002	003
004	005	006
007	008	009

Map Updated: 8 Mar 2002

SW1/4, NW1/4
 TOWNSHIP 24, R. 4A

FASTENAL®

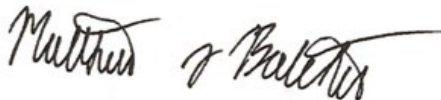
2001 Theurer Boulevard
Winona, MN 55987
507-453-8293
Tax@fastenal.com

To Whom it May Concern,

We are requesting to rezone the property of 1208 Old Trenton Road to make it adequate for our course of business. The property is currently being used for the purpose of storage while we intend to use the building for wholesale and resale of construction and safety supplies. Our business consists of 90% wholesale and 10% resale.

We are requesting the rezoning because the property is currently not zoned appropriately for our type of business. We do not foresee our business bringing any more unnecessary traffic or flow of people that is already not experienced in the area.

Best,



Matt Batcher
Tax Support
Fastenal Company
507-453-8293
Tax@fastenal.com



City of Highland Building and Zoning

Meeting Date: March 10, 2020

From: Breann Speraneo, Director of Community Development

Location: 907 Main Street

Zoning Request: Special Use Permit

Description: SUP to allow for a brewery within the C-2 zoning district

Proposal Summary

The applicant for this case is TJO Holdings LLC. The property owner is Jeffrey Wynne. The applicant of this case is requesting the following Special Use Permit to comply with Table 3.1 of Section 90-201 of the City of Highland Municipal Code (hereafter known as the “zoning matrix”):

- TJO Holdings LLC (875 Albert Ave, St. Louis, MO) on behalf of Jeffrey Wynne (875 Albert Ave, St. Louis, MO) is requesting a special use permit to allow for a brewery at 907 Main Street. (PIN# 01-2-24-05-07-201-018)

The zoning matrix identifies “Bar/Tavern” as a Special Use within the C-2 central business district. The proposed business plan falls under this classification.

Comprehensive Plan Consideration

The subject property is denoted as downtown on the Comprehensive Plan’s Future Land Use Map. The proposed use is consistent with the Comprehensive Plan and Future Land Use Map

Surrounding Uses

Direction	Land Use	Zoning
North	Single-Family Residences	C-2
South	Plaza Square	C-2
East	Vacant Lot	C-2
West	Dance Studio	C-2

Standards of Review for Special Use Permits

Below are the six (6) consideration items listed in Section 90-79 of the Zoning Code which the Combined Planning and Zoning Board shall take into account while reviewing a SUP request.



City of Highland Building and Zoning

1. Whether the proposed amendment or Special Use is consistent with the City's Comprehensive Plan;

The proposed Special Use is consistent with the Comprehensive Plan.

2. The effect the proposed amendment or Special Use would have on public utilities and on traffic circulation;

The proposed Special Use would not have an adverse effect on public utilities or traffic circulation on nearby streets.

3. Whether the proposed design, location and manner of operation of the proposed Special Use will adequately protect the public health, safety and welfare, and the physical environment;

The proposed Special Use will adequately protect the public health, safety and welfare, and the physical environment.

4. The effect the proposed Special Use would have on the value of neighboring property and on this City's overall tax base;

The proposed Special Use will not have a detrimental impact on the value of neighboring property or on the City's overall tax base.

5. The effect the proposed Special Use would have on public utilities; and

The proposed Special Use will utilize public utilities.

6. Whether there are any facilities near the proposed Special Use, such as schools or hospitals that require special protection.

There are no facilities near the proposed Special Use that require the need for special protection.

Staff Discussion

The proposed Special Use is consistent with the Comprehensive Plan and will not negatively affect the surround properties. This business plan promotes community development and will be an ideal utilization of the property.



City of Highland
Building and Zoning

Aerial Photograph



Site Photos





City of Highland

DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT BUILDING AND ZONING DIVISION

SPECIAL USE PERMIT APPLICATION

Certain uses, because of their special operational or physical characteristics, may or may not have a detrimental impact on nearby permitted uses, depending upon their precise location, manner of operation, and other factors. Such special uses require careful case-by-case review, and may be allowed only pursuant to the following requirements and procedures.

1. Pre-Application Conference: A pre-application conference shall be required prior to submission of any application for Special Use Permit pursuant to Section 90.057.
2. Application & Fee: A proposal for a zoning district amendment shall be filed with the Administrative Official on forms provided herein along with a \$200.00 review and processing fee as required pursuant to Section 90.067 of the City's Zoning Code. Additionally, any proposal to construct a non-residential structure greater than 2,500 square feet shall comply with the Site Plan Review Procedures contained in Article 13 herein. An application shall not be scheduled for public hearing until the application form has been fully completed, the filing fee paid, and all required information submitted.
3. Public Notice - City: The Office of the Administrative Official shall be responsible for having an official notice of the public hearing published in a newspaper of general circulation at least fifteen (15) days prior to the hearing. The notice shall fix the time and place of the hearing and shall describe generally the change requested.
4. Notice to Neighbors - City: It shall be the City's responsibility to submit a notice of intent to surrounding property owners by regular mail **no less than 15 days prior to the scheduled meeting date**. The notice shall contain the time and place of the public hearing and a statement regarding the purpose of the hearing, including, but not limited to, the location of the subject property(s) being considered for rezoning, the existing and proposed zoning classifications and proposed uses for the site. (Notice must entail a minimum of 250 feet from the applicant's property lines). It shall be the applicant's responsibility to provide Summary of Property Owner's within 250 feet of the subject property (see Exhibit "B").
5. Public Hearing: The Combined Planning and Zoning Board shall hold a public hearing at which time citizens and parties of interest shall have an opportunity to be heard. At the hearing any interested party may appear and testify, either in person or by duly authorized agent or attorney. The public hearings are held in City Hall located at 1115 Broadway, Highland, IL in the Council Chambers.
6. Combined Planning and Zoning Board Recommendation: The Administrator shall prepare an advisory report on every request for a special use permit and present said report to the Combined Planning and Zoning Board at the next regular Combined Planning and Zoning Board meeting. The Combined Planning and Zoning Board shall hold a public hearing at which time citizens and parties of interest shall have an opportunity to be heard. In order to recommend approval or disapproval of a proposed special use permit, the Combined Planning and Zoning Board shall consider the following matters:
 - a. Whether the proposed amendment or special use is consistent with the City's comprehensive plan;
 - b. The effect the proposed amendment or special use would have on public utilities and on traffic circulation;

- c. Whether the proposed design, location and manner of operation of the proposed special use will adequately protect the public health, safety and welfare, and the physical environment;
 - d. The effect the proposed special use would have on the value of neighboring property and on this City's overall tax base;
 - e. The effect the proposed special use would have on public utilities; and
 - f. Whether there are any facilities near the proposed special use, such as schools or hospitals that require special protection.
7. Decision by Council: The City Council shall act on every request for a special use permit at their next regularly scheduled meeting following submission of the Combined Planning and Zoning Board's advisory report. Without further public hearing, the Council may grant a special use permit by an ordinance passed by simple majority vote of all members. In a separate statement accompanying any such ordinance, the Council shall state their findings of fact, and indicate their reasons for approving, with or without conditions, or denying the request for a special use permit.

EXHIBIT "A"
Special Use Permit Application

Return Form To:

Administrative Official
City of Highland
2610 Plaza Drive
Highland, IL 62249
(618) 654-7115
(618) 654-1901 (fax)

For Office Use Only

Date Submitted: _____
Filing Fee: _____
Date Paid: _____
Date Advertised: _____
Date Notices Sent: _____
Public Hearing Date: _____
Zoning File #: _____

APPLICANT INFORMATION:

Applicant: _____ Phone: _____
Address: _____ Zip: _____
Email Address: _____
Owner: _____ Phone: _____
Address: _____ Zip: _____
Email Address: _____

PROPERTY INFORMATION:

Street Address of Parcel ID of Property: _____

Property is Located In (Legal Description): _____

Present Zoning Classification: _____ Acreage: _____

Present Use of Property: _____

Proposed Land Use: _____

Description of proposed use and reasons for seeking a special use permit:

SURROUNDING LAND USE AND ZONING:

	<u>Land Use</u>	<u>Zoning</u>
North	_____	_____
South	_____	_____
East	_____	_____
West	_____	_____

Should this special use be valid only for a specific time period? Yes _____ No _____

If Yes, what length of time? _____

<i>Does the proposed Special Use Permit meet the following standards? If not, attach a separate sheet explaining why.</i>	Yes	No
A. Will the proposed design, location and manner of operation of the proposed special use will adequately protect the public health, safety and welfare, and the physical environment;	<input type="checkbox"/>	<input type="checkbox"/>
B. Is the proposed special use consistent with this City's Comprehensive Plan;	<input type="checkbox"/>	<input type="checkbox"/>
C. Will the proposed special use have a minimal negative impact on the value of neighboring property and on this City's overall tax base;	<input type="checkbox"/>	<input type="checkbox"/>
D. Will the proposed special use have a minimal negative impact on public utilities and on traffic circulation on nearby streets; and	<input type="checkbox"/>	<input type="checkbox"/>
E. Will the proposed special use have a minimal impact on the facilities near the proposed special use, such as schools or hospitals require special protection?	<input type="checkbox"/>	<input type="checkbox"/>

THE FOLLOWING ITEMS MUST ACCOMPANY YOUR APPLICATION:

1. One copy of a legal description AND warranty deed of the property. If the applicant is not the property owner, a notarized letter from the property owner granting the applicant permission to apply for the request will be required.
2. A current plat, site plan, survey, or other professional illustration.
3. One copy of a narrative statement describing the impact of the proposed change, including the purpose of the request, the desired land use, any traffic conditions that may result, how the proposed change may affect the character of the surrounding properties, and how the proposed change will benefit the City of Highland.
4. Application fee.
5. A stamped copy from the Madison County Maps and Plats Department identifying all property owners within 250 feet of the subject property (see Exhibit "B").
6. Any other information required by planning staff (i.e. landscaping plan, elevation plan, exterior lighting plan, etc).

I HAVE READ AND UNDERSTAND THE ABOVE CITY OF HIGHLAND PETITION TO THE COMBINED PLANNING & ZONING BOARD REQUIREMENTS.

Jeffrey Wynne
Applicant's Signature

Date

EXHIBIT "B"

SUMMARY OF PROPERTY OWNERS

All applicants shall attach a **stamped copy** of the computer listing of the most recent tax records available from Madison County Maps & Plats Department for the subject property and Names and Addresses of all property owners within 250 feet of subject property boundaries, **excluding adjacent right-of-ways**. Please be advised that the Maps and Plats Department has a processing fee of \$10 plus \$0.25 per parcel report.

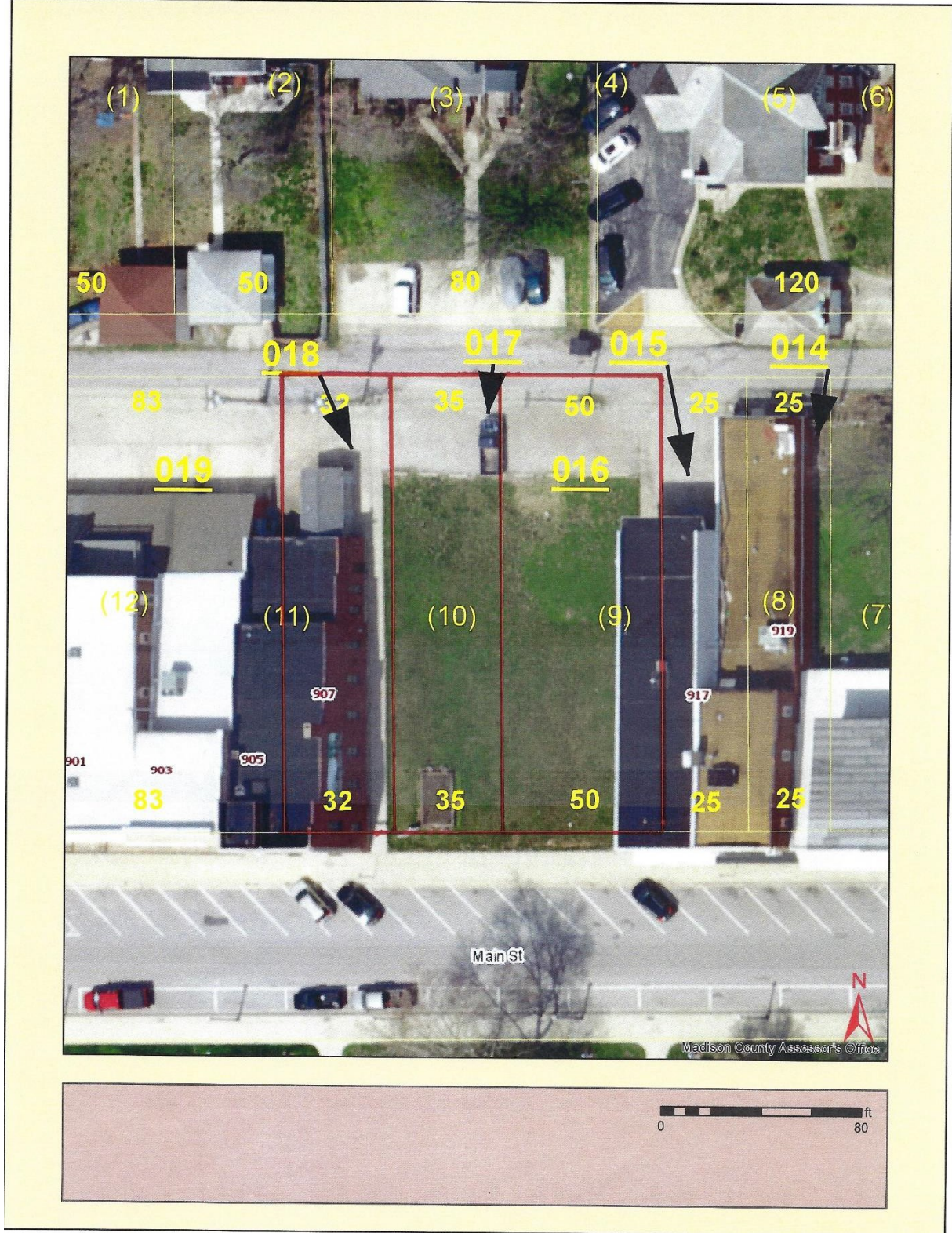
The Madison County Maps and Plats Department may be reached at 157 North Main Street, Suite 229, Edwardsville, IL or (618) 692-7040 EXT 4586.

Subject Property Address: _____

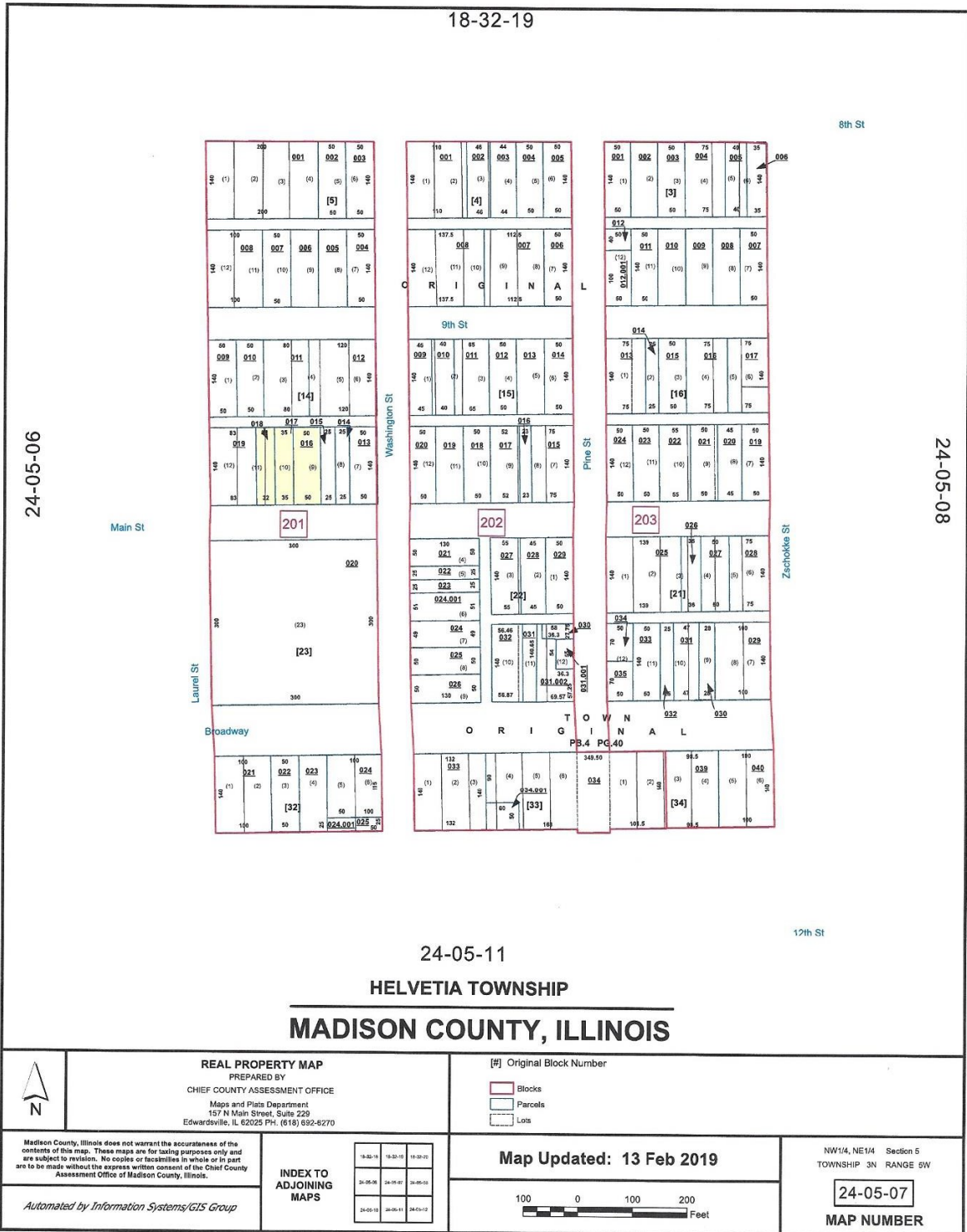
Parcel ID Number: _____

Property Owner Name: _____

SITE PLAT



SITE PLAT

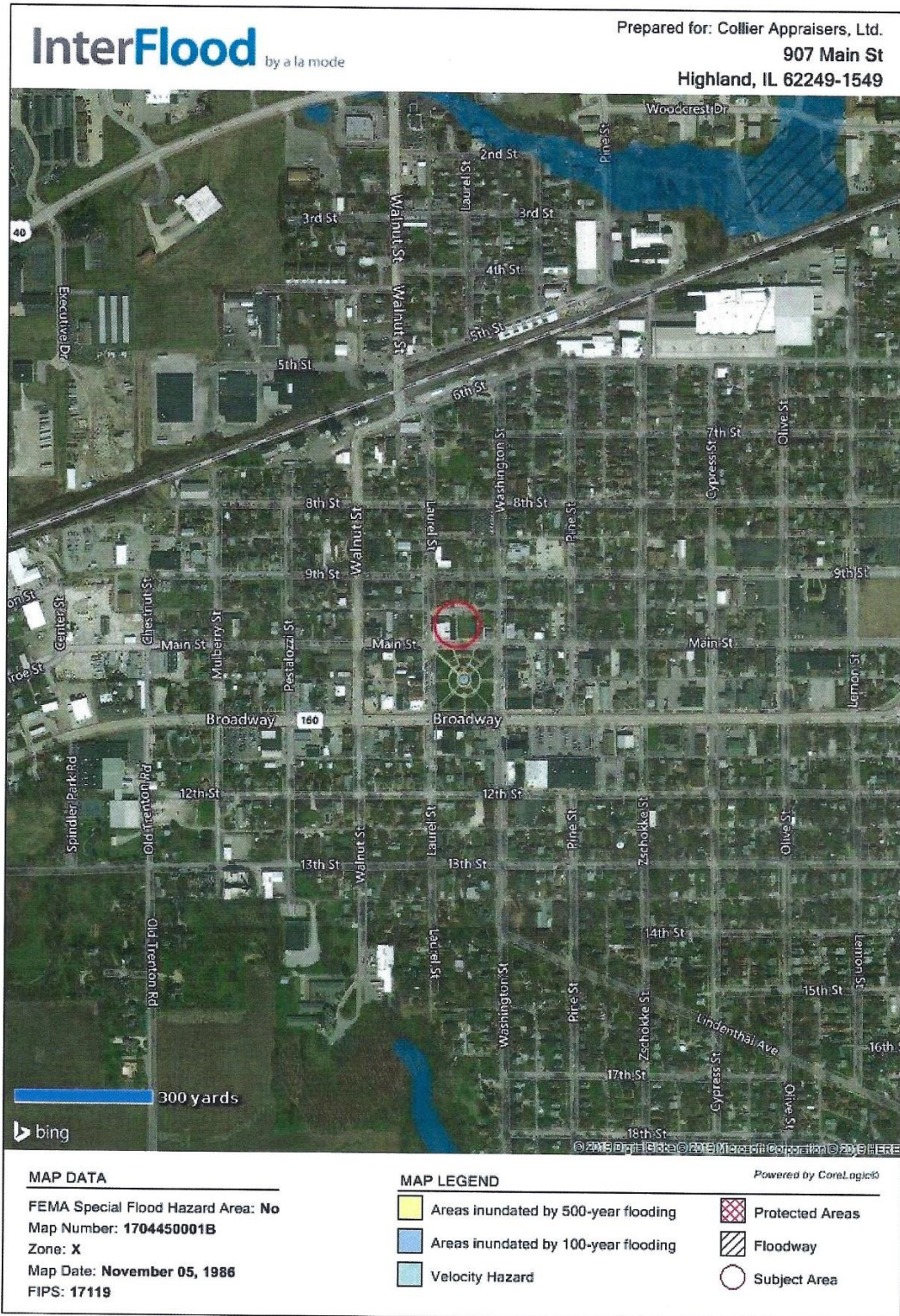


24-05-11
HELVETIA TOWNSHIP

MADISON COUNTY, ILLINOIS

	<p>REAL PROPERTY MAP PREPARED BY CHIEF COUNTY ASSESSMENT OFFICE Maps and Plats Department 157 N Main Street, Suite 229 Edwardsville, IL 62025 PH: (618) 692-6270</p>	<p>[#] Original Block Number</p> <ul style="list-style-type: none"> Blocks Parcels Lots 	<p>Map Updated: 13 Feb 2019</p>	<p>NW1/4, NE1/4 Section 5 TOWNSHIP 3N RANGE 5W</p>								
	<p>Madison County, Illinois does not warrant the accurateness of the contents of this map. These maps are for taxing purposes only and are subject to revision. No copies or facsimiles in whole or in part are to be made without the express written consent of the Chief County Assessment Office of Madison County, Illinois.</p>	<p>INDEX TO ADJOINING MAPS</p> <table border="1"> <tr> <td>18-32-19</td> <td>18-32-12</td> <td>18-32-01</td> </tr> <tr> <td>24-05-06</td> <td>24-05-07</td> <td>24-05-08</td> </tr> <tr> <td>24-05-13</td> <td>24-05-11</td> <td>24-05-12</td> </tr> </table>	18-32-19	18-32-12	18-32-01	24-05-06	24-05-07	24-05-08	24-05-13	24-05-11	24-05-12	<p>100 0 100 200 Feet</p>
18-32-19	18-32-12	18-32-01										
24-05-06	24-05-07	24-05-08										
24-05-13	24-05-11	24-05-12										

FLOOD MAP



ASSESSED VALUATION AND TAXES

According to the Madison County Assessor's Office, the current tax figures are as follows:

Assessments & Taxes								
	<u>2018 Assessed Value</u>			<u>2018 Indicated Market Value</u>			<u>2018 Tax Rate</u>	<u>2018 Taxes Payable 2019</u>
<u>Tax ID #</u>	<u>Land</u>	<u>Building</u>	<u>Total</u>	<u>Land</u>	<u>Building</u>	<u>Total</u>		
01-2-24-05-07-201-016	\$8,930	-0-	\$8,930	\$26,790	-0-	\$26,790	8.5216%	\$761.00
01-2-24-05-07-201-017	6,240	-0-	6,240	18,720	-0-	18,720	8.5216%	531.76
01-2-24-05-07-201-018	5,400	290	5,690	16,200	870	17,070	8.5216%	484.88
Total of All Parcels			\$20,860			\$62,580		\$1,777.64

ZONING

According to the City of Highland Zoning Map, the subject is zoned C-2, Central Business.

Copies of the zoning map and zoning regulations are furnished in the addendum of this report.

DESCRIPTION OF IMPROVEMENTS

The property is improved with a former bank building which is currently vacant. The building contains approximately 3,563 square feet which also includes two restrooms located at the rear of the main building. A further description in outline format follows.

Exterior	Description	Condition
Roof	Synthetic membrane	Good
Walls	Masonry, stone	Good
Foundation	Concrete	Good
Windows	Metal, wire mesh, fixed	Average
Canopies/Porches	None	N/A
Flatwork	Concrete	Average
Landscaping	Minimal	Average

Interior	Description	Condition
Walls	Plaster, masonry	Average
Ceiling	Plaster	Average
Floors	Terrazzo, carpet	Average
Lighting	Fluorescent, incandescent	Average
Electric	Average	Average
HVAC	Gas-fired, forced air furnace equipped with central air conditioning	Good
Plumbing	Standard, three restrooms	Fair to average
Doors	Commercial grade	Average

COMMENTS

The building features characteristics of good quality construction typical of older bank buildings. Currently, the office contains a vestibule, lobby, and offices on either side of the corridor which runs north and south through the building. There is a main vault at the north end of the building. There is one restroom inside the building and two restrooms at the rear of the building which are exterior and are utilized for public use. According to information furnished the appraiser, the City of Highland pays the owner \$250 per month for the use of these restrooms. There is an unfinished basement.

ATTACHED EQUIPMENT

No equipment is valued in this assignment.

DEFERRED MAINTENANCE

No major items of deferred maintenance appear evident. Overall condition is considered average.

PROPERTY IMPROVEMENTS

As part of a larger future improvement program, currently the proposed improvements as described to the appraiser will consist of demolishing interior walls and preparing the building for future commercial use. The proposed cost of these improvements is approximately \$35,600.

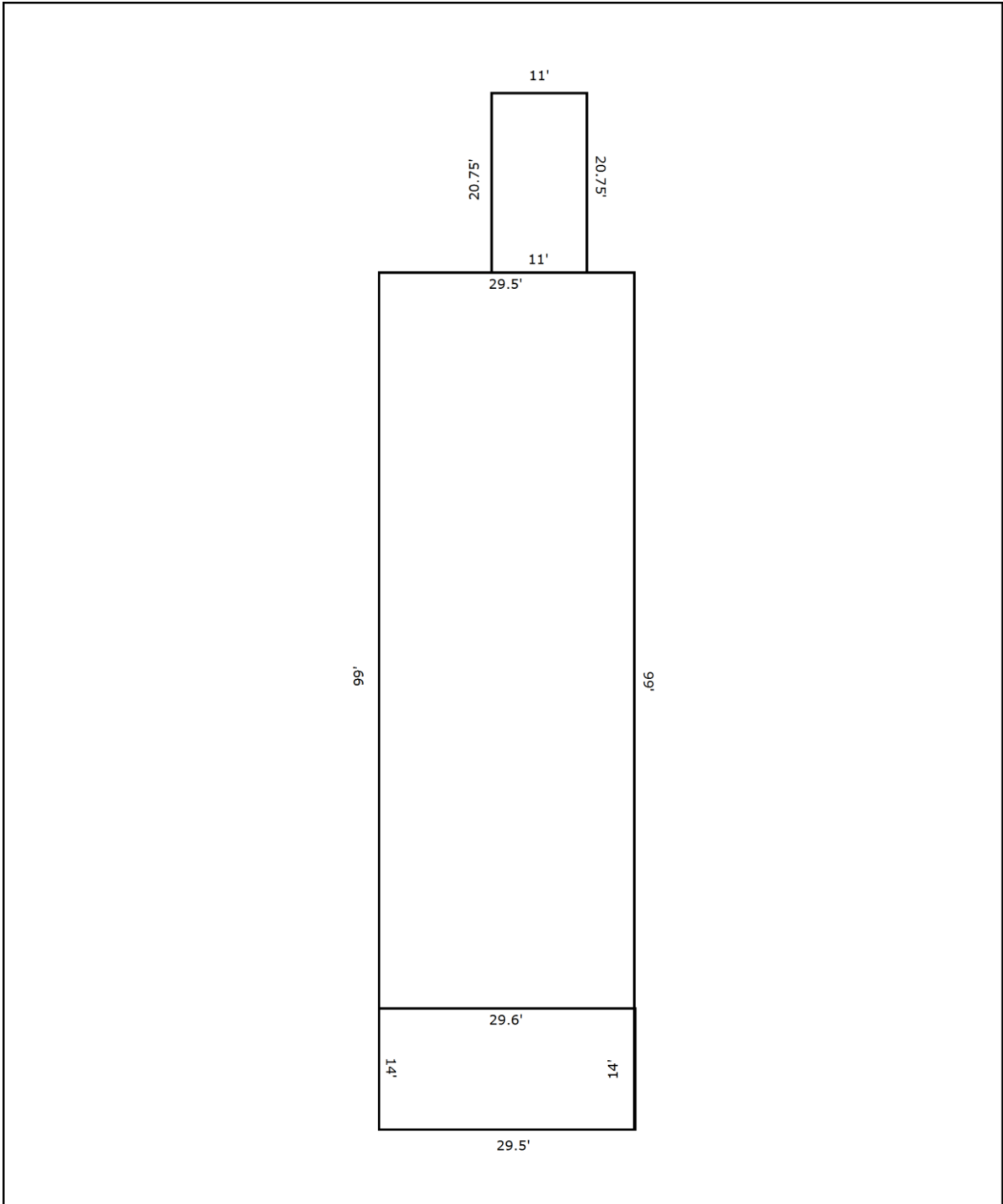
FUNCTIONAL UTILITY

Functional utility is rated as average.

OFF-STREET PARKING

Off-street parking is provided by a parking lot along the alley at the rear of the property.

APPROXIMATE BUILDING SKETCH



TOTAL Sketch by a la mode, inc.

Area Calculations Summary

Living Area		Calculation Details
First Floor	228.25 Sq ft	$11 \times 20.75 = 228.25$
First Floor	2920.5 Sq ft	$99 \times 29.5 = 2920.5$
Second Floor	414.4 Sq ft	$14 \times 29.6 = 414.4$
Total Living Area (Rounded):	3563 Sq ft	

TRAFFIC COUNT MAP



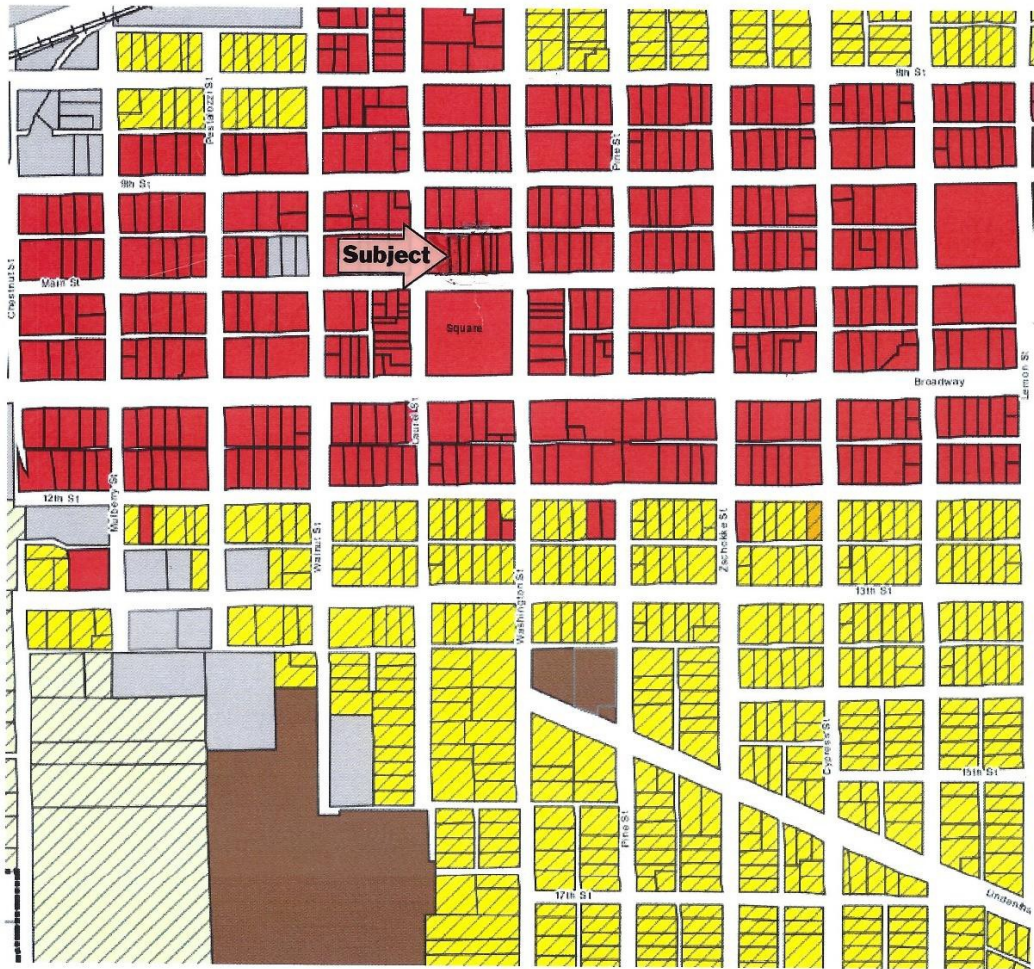
Illinois Department of Transportation 2300 S. Dirksen Parkway Springfield, IL 62764 - [Contact](#)

Disclaimer

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ZONING MAP



SCHLAFLY COMMUNITY BREWPUB

PROJECT: “BREWED IN HIGHLAND”

CITY OF HIGHLAND

BUSINESS DISTRICT INCENTIVE PROGRAM

February 2020



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Executive Summary

Highland sits in the heart of the Midwest, centrally located in southern Illinois and just east of the St. Louis metropolitan area. Within a 500-mile radius of ten major U.S. markets, you will have a hard time finding a location that is better connected than Highland. Meanwhile, Schlafly Brewery is the 2nd largest Missouri Brewery with a presence in 15 states. It's history anchoring communities and attracting investment can be seen in downtown Saint Louis and Maplewood Missouri.

Project *"Brewed in Highland"* stems from a desire from the people of Highland to complement a strong infrastructure with a regional entertainment destination. In concert, Schlafly Brewery desires its first brewpub outside of Missouri and a return to a historical family building. Both parties have an intense desire to complete a community-oriented project that fits with the shared culture of inclusion and success.

TJO Holdings LLC is the developer to bring together these community stalwarts. This proposal **builds a Schlafly Brewpub** and a **shared community outdoor space** in downtown Highland. The community space will be anchored by Schlafly, but open to various local businesses in support of festivals and community events. The project creates unique assets to spur continued investment in the downtown revitalization efforts of Highland. This project will create a regional draw, local destination and a point of civic pride. Project *"Brewed in Highland"* is a creative vision to transform a currently under-utilized space into a taxable catalyst for the city of Highland to continue its growth and prestige in the region.

This document aims to provide the City with a working set of strategies to realize project *"Brewed in Highland"*. It identifies a catalyst site to re-use, new construction required to create a shared space and co-investments needed to realize this vision.

Highland

Highland, Illinois is a dynamic rural town located about 30 miles east of St. Louis, MO. The City of Highland has a long history of being a progressive municipality, successfully blending industry within a small-town atmosphere. Highland has the unique strengths and assets that will help your business thrive — we have the resources that you demand and the opportunities available for your business to succeed. We have a supportive, business-friendly environment, open roadways/easy commutes, our own electrical distribution system with competitive electric rates, and a strong labor force. Other benefits include

A cost of living that is 8% lower than the U.S. average

Strong city owned fiber network

Several business incentives

Nearby Scott Air Force Base offering an array of quality employment and unique resources

Multiple recreational and cultural activities

Superior educational opportunities

New healthcare medical campus



Schlafly



Schlafly Beer has been the leading craft brewery in St Louis since 1991 through the creation of the Tap Room by introducing European beer and elevated cuisine. As importantly, Schlafly Beer has been transformational in bringing its civic craft brewery into long neglected neighborhoods.

Schlafly Beer welcomes opportunity to grow its brand in meaningful and transformational purpose by anchoring a community through the artistry of its beer, cuisine and unique festivals and events.

Highland Illinois has the foundation in its talented citizens, cultural legacy and keen stewardship to renew its town center with high quality brewery and cuisine.

Development

Saint Louis based **TJO Holdings** is a locally owned development firm that repositions businesses and real estate into thriving community assets. Using our extensive partner team, we can acquire, finance, construct and manage all under one canopy.



Jeff Wynne

Jeff takes a vision and makes it reality through sound strategy. Respected as a credible voice in decision making, finding strategic financing partners and establishing governance boundaries, Jeff consistently delivers real community value and return.

Tim is a passionate community developer responsible for transforming many emerging neighborhoods in Missouri & Illinois. His capability for managing all phases of real estate sets his endeavors above the rest. Assuring success for all his projects, Tim creates a customized development team for each opportunity. Tim has extensive experience navigating the political, legal and regulatory waters of development.



Tim O'Donnell

Project “Brewed in Highland”



The Schlafly Brewery will be a sustainable neighborhood draw based on the adaptive re-use of a historic building and vacant lot in the heart of downtown Highland. Local creative cooperation and the use of a local workforce will endear the community to the project.

The following objectives provide a general framework for a public redevelopment project and are intended to help best achieve Highland’s vision. Most importantly, the objectives will help the City and the neighborhood stakeholders consider the neighborhood as an integrated place, from economics to urban design, rather than a set of disassociated projects.

Development Objectives

- o1 Use community-based partnerships to diversify risk and incubate a Schlafly brewpub within both renovated and new structures in the district.
- o2 Create community gathering places to increase local population retention/attraction.
- o3 Develop branding to increase regional awareness and civic pride in Highland.
- o4 Apply a range of sustainability strategies for the long-term health of the neighborhood.

Community Investment Philosophy

There was a time when development was left to developers. The public sector, including local and state government, established the parameters within which development could take place through zoning ordinances, building codes, and comprehensive plans and then stepped out of the way in the hope that development would occur. However, many cities discovered that this passive role in the real estate development process did not always result in the amount and kind of investment the community had hoped for – particularly in strategic infill sites or revitalizing neighborhoods.

Development incentives ranging from grants to loans to tax abatements were created to encourage the investment of private capital into projects broadly defined as being in the public good. In addition, there are also certain projects that require active participation from the public and nonprofit sectors. TJO Holdings LLC understands the public trust required to embark upon this journey and looks forward to partnering with the community to realize this vision.

907-913 Main Street Recommendation

The 900 Block of main street is an area with a cohesive street character and is envisioned as the location for a new public destination. The developer owns the former bank building at 907 Main Street and the empty lot at 913 Main Street. The project would encompass not only the structure at 907 but the lot at 913. We will include a public right-of-way for continued access to the public bathrooms located in the rear of the 907-913 plats.

In the current economic climate, a monolithic redevelopment of 907 and 913 will have the greatest immediate impact on the overall community. The Highland economic incentive team should suggest that the City move forward with both the 907 and 913 projects to reshape perception of the area and inspire additional private investment.

907 Project (Brewpub)

(Financials Appendix A)

Creation of the first Schlafly brewpub outside of Missouri. Project will include

1. Schlafly Restaurant
2. On-site Brewery Capabilities
3. 3000 total feet of restaurant and brew space

Concept: Interior Building



Actual External View



913 Project (Community Brewpub)

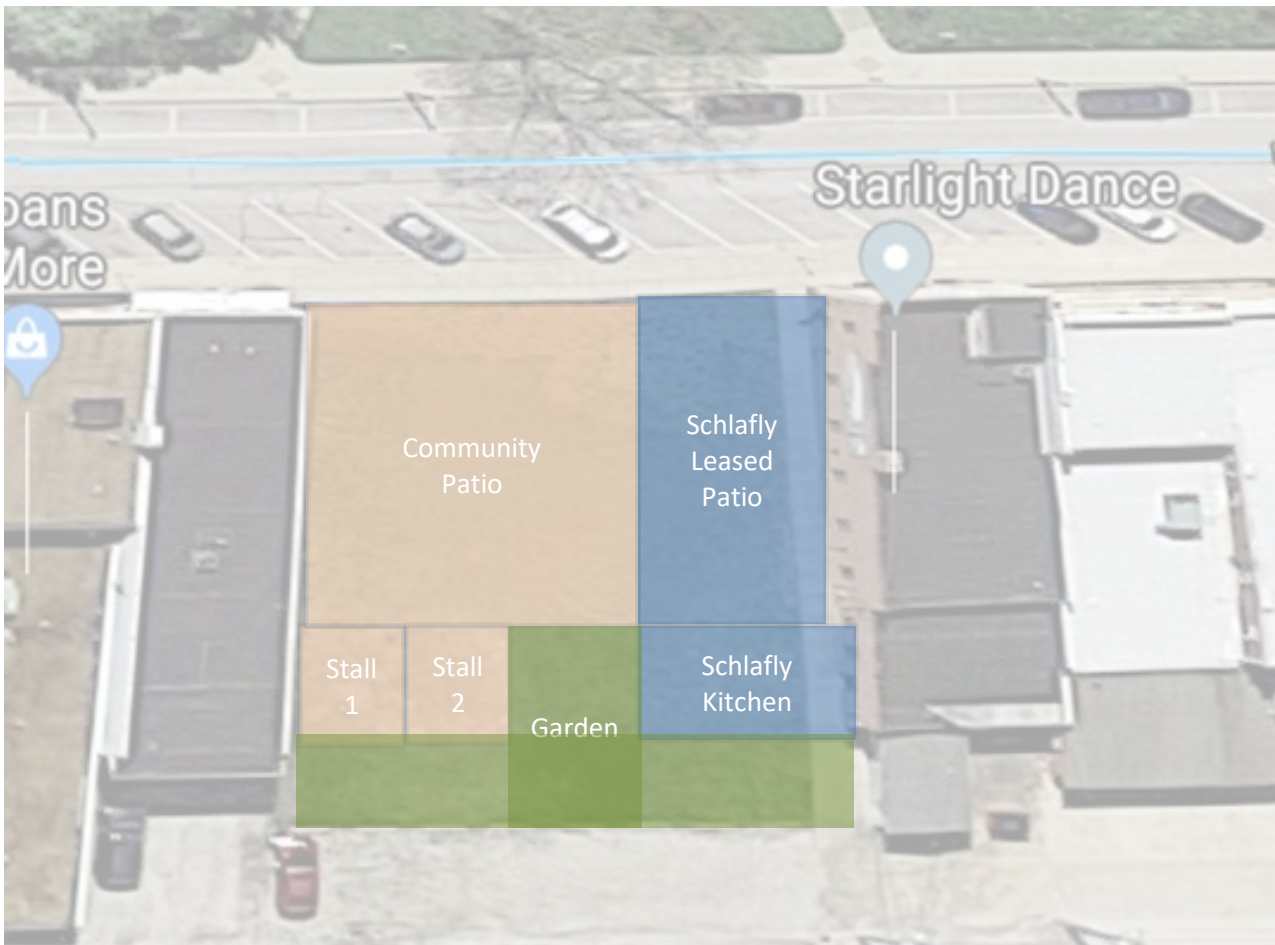
(Financials Appendix B)

Creation of a shared gathering space with world class food and Highland brewed drinks. Open air space will house the Schlafly kitchen that serves the restaurant and the open patio space. Project will include two open stalls for temporary vendors to serve festivals and events. The patio will feature open seating for the community. Additionally, we envision a community garden to provide green space and aesthetic appeal.

1. Build a full kitchen for the restaurant
2. Two (2) Pop-up vendor pavilions
3. Two (2) Food Truck Spots
4. Permanent seating for thirty (30) people
5. Variable seating space for one hundred (100) people
6. 7000 total feet

Outdoor Concept





Benefits

A summary of primary and collateral benefits of the development are listed below:

Public Benefit:

- *Regional draw, pulling regional spend in Highland*
- *Population retention, draw for millennials and new business*
- *New jobs (20+)*
- *Civic Pride, “Brewed in Highland”*
- *Increase property and sales tax revenues.*

Private Sector Benefit:

- *Increase land values, rents and real estate performance;*
- *Increase retail sales (through population growth/draw);*
- *Space for local vendors during festivals*
- *New jobs for local construction (prevailing wage)*
- *New permeant jobs in the community*

Needs Summary

REGULATORY ASSISTANCE	
Zoning: Approval for mixed use, brewery, restaurant	907
Liquor License: Assistance in securing neighborhood support	907 & 913
Abatement & CID: Lock in and hold property taxes for 10 Years	\$\$
Inspections: Fast track permitting and inspection process	\$\$
INDIRECT FINANCIAL SUPPORT	
WiFi: Public WiFi for 907 & 913 Projects	907 & 913
Parking: Ensure 30 dedicated parking spaces for the 901 and 913	907 & 913
Streets: Lighting and modernization signage to draw community	907 & 913
Infrastructure Work: Build out vacant lot site water, electrical and sewer infrastructure	913
Octoberfest: Development team have stake in selecting vendors to represent the concept TJO has some proven methods to draw in the community and highlight Highland	913
Grand Opening: City helps sponsor grand opening	907 & 913
Schott's Beer: Help/insight securing rights to Schott's and potentially the caves. We foresee future opportunities to build more draw for Highland!	907 & 913
DIRECT FINANCIAL SUMMARY	
TIF Financing: 10 Year TIF on sales tax revenues for both properties.	907 & 913
Financing: 10-year lease to the City of 913 Main (\$1). City build out to spec (developed by TJO). Lease back to Schlafly.	913
Financing: Favorable finance terms to build out the brewpub leveraging local banks	907

Next Steps & Timeline

Continue to develop site designs including more detailed pro-formas and architectural designs to meet where possible, the core design elements required by Schlafly and Highland.

Work concurrently with the City's Business District Incentive Program to develop a ledger of public benefits, including costs for additional construction of community centers. The project should develop an understanding of public and private sector responsibilities and highlight the specific incentives that will be modeled in the final development.

The costs of civic oriented uses and donated/leased space should be tested to be adequately offset by revenue sources, civic prestige such as additional housing units in order to ensure the project's overall feasibility.

We would like to see all concepts and commercial agreements wrapped up by **May 1st** with ground-breaking in **June of 2020** and completing by Spring of 2021.

Appendix A

907 Project (3000ft Build Costs)			
	Dollars	Per Ft Cost	% Cost
Total Project Cost (Est.)	\$ 1,100,000		
Architectual & Engineering	\$ 61,250		7.00%
Legal & Professional Fee	\$ 43,750		5.00%
Marketing	\$ 8,750		1.00%
Land Purchase	\$ -		
Building Purchase	\$ 100,000		
Demo	\$ 60,000	\$20	
Site Improvements	\$ -		
Rehab	\$ 600,000	\$200	
New Building Construction	\$ -		
Contingency	\$ 110,000		10.00%
Developers Fees	\$ 110,000		10.00%
Working Capital (Equity)	\$ 55,000		5.00%

907 Project (Current Information)			
Sales	\$		-
Sales Tax	\$		-
Jobs		0	
Property Tax	\$		492.15
Parcel ID		01-2-24-05-07-201-018	
Township		01-Helvetia	
Fair Market Value	\$		150,000
Taxable Value	\$		5,690
Combination Tax Rate		8.521600	
Total Tax	\$		492.15

907 Project (Estimates After Redevelopment)			
Square Footage of Project Area		3000	
Square Footage of Building		3000	
Estimated Market Value	\$		1,300,000
EAV After Redevelopment	\$		433,333
Est. Annual Gross Sales	\$		1,500,000
Est. Annual Taxable Sales for Sales Tax	\$		1,500,000
Est Number of Newly Created Jobs	20	4	16
Types of Jobs	Construction	Managerial	Hospitality
Estimated Annual Salary of New Jobs	\$ 50,000	\$ 60,000	\$ 40,000
Estiamted Number of Jobs Retained	0	4	16

Property Information

Parcel Number 01-2-24-05-07-201-018	Site Address 907 MAIN ST HIGHLAND, IL 62249	Owner Name & Address YENNE, THOMAS 26 SHILOH DR EDWARDSVILLE, IL, 62025
Tax Year 2018 (Payable 2019) ▼		
Sale Status None	Neighborhood Code CA02	Land Use 0330 - Improved - Commercial
Property Class 0060 - IMPROVED COMMERCIAL	Tax Code 002 - #5; HIGHLAND CITY	Tax Status Taxable
Net Taxable Value 5,690	Tax Rate 8.521600	Total Tax \$484.88
Township 01-HELVETIA	Acres 0.0000	Mailing Address
1977 Assessment 13,010	Lot Size	TIF Base Value 0
Legal Description ORIGINAL TOWN LOT PT 10 11 32 X 140		

Billing

Installment	Date Due	Tax Billed	Penalty Billed	Cost Billed	Drainage Billed	Total Billed	Amount Paid	Date Paid	Total Unpaid
1	07/10/2019	\$121.22	\$5.45	\$0.00	\$0.00	\$126.67	\$126.67	10/7/2019	\$0.00
2	09/10/2019	\$121.22	\$1.82	\$0.00	\$0.00	\$123.04	\$123.04	10/7/2019	\$0.00
3	10/10/2019	\$121.22	\$0.00	\$0.00	\$0.00	\$121.22	\$121.22	10/7/2019	\$0.00
4	12/10/2019	\$121.22	\$0.00	\$0.00	\$0.00	\$121.22	\$121.22	10/7/2019	\$0.00
Total		\$484.88	\$7.27	\$0.00	\$0.00	\$492.15	\$492.15		\$0.00

Appendix B

913 Project (7000ft Build Costs)			
	Dollars	Per Ft Cost	% Cost
Total Project Cost (Est.)	\$ 875,000		
Architectual & Engineering	\$ 61,250		7.00%
Legal & Professional Fee	\$ 43,750		5.00%
Marketing	\$ 8,750		1.00%
Land Purchase	\$ 15,000		
Building Purchase	\$ -		
Demo	\$ -	\$ -	
Site Improvements	\$ 350,000	\$ 50.00	
Rehab	\$ -	\$ -	
New Building Construction	\$ 200,000	\$ 200.00	
Contingency	\$ 110,000		10.00%
Developers Fees	\$ 110,000		10.00%
Working Capital (Equity)	\$ 55,000		5.00%
913 Project (Current Information)			
Sales	\$ -		
Sales Tax	\$ -		
Jobs		0	
Property Tax	\$ 761		
Parcel ID		01-2-24-05-07-201-016	
Township		01-Helvetia	
Fair Market Value	\$ 50,000		
Taxable Value	\$ 8,930		
Combination Tax Rate		8.521600	
Total Tax	\$ 761		
913 Project (Estimates After Redevelopment)			
Square Footage of Project Area		7000	
Square Footage of Building		1000	
Estimated Market Value	\$ 1,000,000		
EAV After Redevelopment	\$ 333,333		
Est. Annual Gross Sales	\$ 1,500,000		
Est. Annual Taxable Sales for Sales Tax	\$ 1,500,000		
Est Number of Newly Created Jobs	15	5	
Types of Jobs	Construction	Kitchen	Seasonal
Estimated Annual Salary of New Jobs	\$ 50,000	\$ 35,000	
Estiamted Number of Jobs Retained	0	5	

Property Information		
Parcel Number 01-2-24-05-07-201-016	Site Address 913 MAIN ST HIGHLAND, IL 62249	Owner Name & Address YENNE, THOMAS 26 SHILOH DR EDWARDSVILLE, IL, 62025
Tax Year 2018 (Payable 2019) ▼		
Sale Status None	Neighborhood Code CA02	Land Use 0320 - Vacant - Commercial
Property Class 0061 - COMMERCIAL VACANT LAND	Tax Code 002 - #5; HIGHLAND CITY	Tax Status Taxable
Net Taxable Value 8,930	Tax Rate 8.521600	Total Tax \$761.00
Township 01-HELVETIA	Acres 0.0000	Mailing Address
1977 Assessment 25,580	Lot Size	TIF Base Value 0
Legal Description ORIGINAL TOWN LOT 9 50 X 140		

Billing									
Installment	Date Due	Tax Billed	Penalty Billed	Cost Billed	Drainage Billed	Total Billed	Amount Paid	Date Paid	Total Unpaid
1	07/10/2019	\$190.25	\$8.56	\$0.00	\$0.00	\$198.81	\$198.81	10/7/2019	\$0.00
2	09/10/2019	\$190.25	\$2.85	\$0.00	\$0.00	\$193.10	\$193.10	10/7/2019	\$0.00
3	10/10/2019	\$190.25	\$0.00	\$0.00	\$0.00	\$190.25	\$190.25	10/7/2019	\$0.00
4	12/10/2019	\$190.25	\$0.00	\$0.00	\$0.00	\$190.25	\$190.25	10/7/2019	\$0.00
Total		\$761.00	\$11.41	\$0.00	\$0.00	\$772.41	\$772.41		\$0.00



City of Highland

Building and Zoning

Meeting Date: April 1, 2020

From: Breann Speraneo, Director of Community Development

Text Amendment: Section 90-224. – Design requirements.

Description: Correcting errors on parking lot design requirements

Proposal Summary

The City of Highland (1115 Broadway, Highland, IL) is requesting text amendments to Chapter 90 of the Municipal Code to correct scrivener's errors in Table 5.2 Minimum Parking Dimensions and Aisle Widths and to update parking lot design requirement graphics.

Purpose

Mathematical errors have been identified in Table 5.2 Minimum Parking Dimensions and Aisle Widths for parking lot design standards. These errors are noted in **blue**. Values that were missing are filled in in **red**. Non-interlocking "F" values for 45-degree and 60-degree parking were also added. The graphics have been revised for clarity. The intent of this section remains the same.



City of Highland

Building and Zoning

Proposed Text

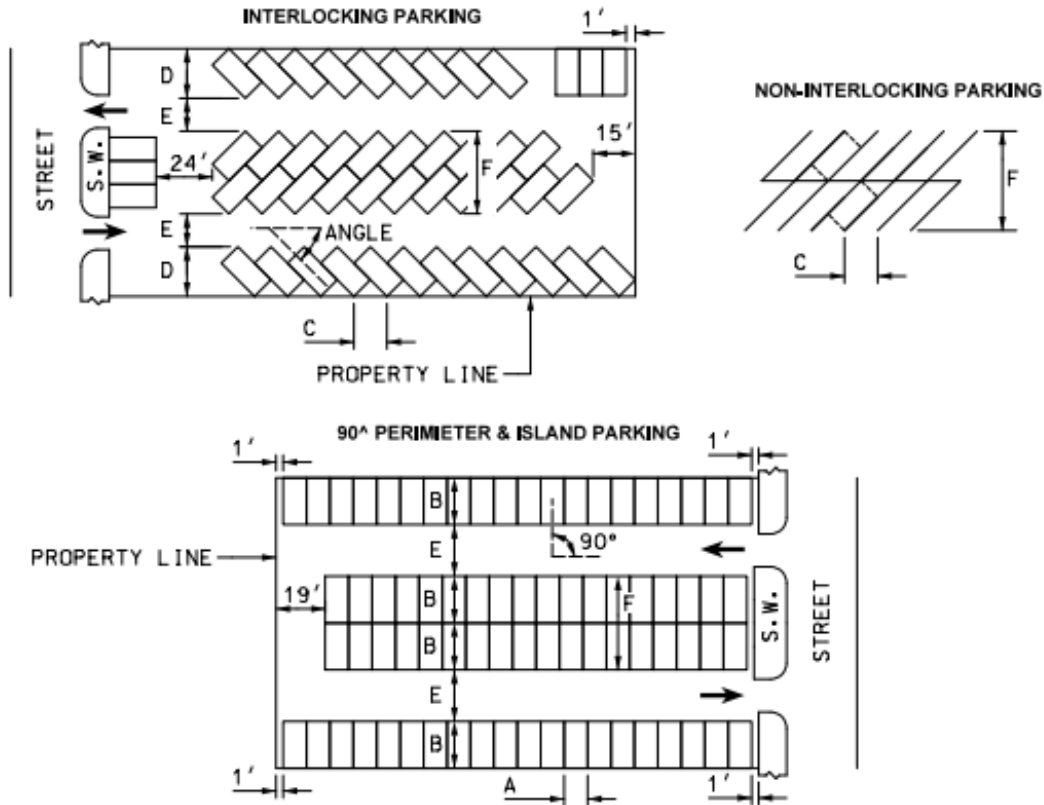
TABLE 5.2 MINIMUM PARKING DIMENSIONS AND AISLE WIDTHS						
	A	B	C	D	E	F
PARKING ANGLE	STALL WIDTH	STALL LENGTH	CURB LENGTH PER CAR	STALL DEPTH	AISLE WIDTH	END OF STALL TO END OF STALL
0° "PARALLEL"	8.5'	23.0'	23.0'	8.5'	--	--
45°	10.0'	20.0'	14.1'	21.2'	14.0'	35.4' (1) 42.4' (2)
60°	10.0'	20.0'	11.5'	22.3'	17.5'	39.6' (1) 44.6' (2)
90°	10.0'	20.0'	10.0'	20.0'	22.0'	40.0'

- (1) USING INTERLOCKING PARKING DESIGN
- (2) USING NON-INTERLOCKING PARKING DESIGN

- THE DIAGRAMS BELOW ILLUSTRATE THE MEASUREMENTS (A), (B), (C), (D), (E), AND (F).
- ADDITIONAL WIDTH MAY BE REQUIRED WHERE THE AISLE SERVES AS THE PRINCIPAL MEANS OF ACCESS TO ON-SITE BUILDINGS

OFF-STREET PARKING STANDARDS

ANGLED PERIMETER & ISLAND PARKING





City of Highland

Building and Zoning

Meeting Date: April 1, 2020

From: Breann Speraneo, Director of Community Development

Text Amendment: Section 90-15, 90-201, 90-216

Description: Zoning regulations for craft growing facilities

Proposal Summary

The City of Highland (1115 Broadway, Highland, IL) is requesting text amendments to Chapter 90 of the Municipal Code to allow for craft growing facilities to be a special use within the C-3 and Industrial zoning districts.

Purpose

Craft growing facilities are legal in Illinois when a license is issued by the State of Illinois Department of Agriculture. Implementing zoning regulations for craft growing will allow the City of Highland to be considered as a location for this industry and regulate any craft growing facility that selects a site within city limits.



City of Highland

Building and Zoning

Proposed Text

Section 90-15. Definitions.

Adult-Use Cannabis Craft Grower: A facility operated by an organization or business that is licensed by the Illinois Department of Agriculture to cultivate, dry, cure and package cannabis and perform other necessary activities to make cannabis available for sale at a dispensing organization or use at a processing organization, per the Cannabis Regulation and Tax Act, (P.A. 101-0027), as it may be amended from time-to-time, and regulations promulgated thereunder.

Indoor: Within a fully enclosed and secure structure that complies with the Building Codes adopted by the City and that has a complete roof enclosure supported by connecting walls extending from the ground to the roof, and a foundation slab or equivalent base to which the floor is secured and attached; further, the structure must be secure against unauthorized entry, accessible only through two (2) or more lockable doors, and constructed of solid materials that cannot be easily broken through, and plastic sheeting regardless of opacity or thickness does not satisfy this requirement.

Outdoor: Any location that is not "indoor" within a fully enclosed and secure structure as defined herein.

Section 90-201. Permitted and accessory use table.

Table 3.1 Principal and Accessory Uses	
Use is permitted by right:	•
Use permitted as a special use:	S
Use Permitted as Planned Use (PUD)	P
Use not permitted:	

Table 3.1.B – Principal Non-Residential Uses															
Use	R1A	R1B	R1C	R1D	R2A	R2B	R3	C1	C2	C3	C4	I	M	MX	Supp. Regs
Adult-Use Cannabis Craft Grower Facility										S		S			90.216



City of Highland Building and Zoning

Sec. 90-216. – Adult-use cannabis craft grower facility.

- A. *General.* All Adult Use Cannabis Craft Grower licensees shall operate indoors only and only where licensed to operate. Adult-Use Cannabis Craft Growers shall conform to and meet all regulations established by the City and the State of Illinois. Nonconformance may be considered dissolution of the Special Use Permit and allowing for the revocation of a legal zoning use.
- B. *Distances* shall be measured linearly and shall be the shortest distance between the closest points of the property lines of the places. This requirement shall not be subject to variance. If a boundary line measured touches upon any portion of a parcel or lot, the parcel or lot shall be within the area being identified by the City.
- C. *Setbacks.* No Adult-Use Cannabis Establishment may be located within one thousand five hundred (1,500) feet of another Adult-Use Cannabis Establishment. Such setback shall be measured from property line to property line. Such distances shall be measured linearly and shall be the shortest distance between the closest points of the property lines of the places. This requirement shall not be subject to variance. If a boundary line measured touches upon any portion of a parcel or lot, the parcel or lot shall be within the area being identified by the city zoning administrator.
- D. *Perimeter setbacks.* Unless otherwise limited under this chapter, the perimeter setback for an Adult-Use Cannabis Establishment shall be the same as that of the zoning district in which it is located.
- E. *Minimum yard requirements.* Unless otherwise limited under this chapter, an Adult-Use Cannabis Establishment must meet the requirements for the zoning district in which it is located.
- F. *Exterior signage.*
1. Except as otherwise provided for in this chapter, all signage shall be limited to one (1) flat wall sign not to exceed ten (10) square feet in area, and one (1) identification sign not to exceed two (2) square feet. This identification sign may only include the Adult-Use Cannabis Craft Grower Facility address.
 2. Electronic message boards and temporary signs are not permitted.
 3. Signs shall not include any realistic or stylized graphical representation of the cannabis plant or its parts, or any realistic or stylized graphical representation of drug paraphernalia, or cartoonish imagery oriented toward youth.
- G. *Age and access limitations.* It shall be unlawful for any Adult-Use Cannabis Business Establishment to allow any person who is not at least twenty-one (21) years of age on the premises. Adult-Use Cannabis Business Establishment shall not employ anyone under the age of twenty-one (21) years.
- H. *Security and video surveillance.*
1. The Adult-Use Cannabis Business Establishment shall be an enclosed, locked facility and shall provide and maintain adequate security on the premises, including lighting, video surveillance and alarms reasonably designed to ensure the safety of persons and to protect the premises from theft. The fence must be adequately secure to prevent unauthorized entry and include gates tied to an access control system.
 2. The Adult-Use Cannabis Business Establishment parking area, cultivation, production, warehousing areas and shipping bays and entrance shall be monitored by video surveillance equipment whose live images can be viewed by Adult-Use Cannabis Business Establishment staff and continually recorded in a tamper proof format.
 3. A sign shall be posted in a prominent location at each entrance to the facility which reads: "These premises are under constant video surveillance."



City of Highland Building and Zoning

4. A sign shall be posted in a conspicuous location at each entrance to the facility that reads: "Persons under 21 years of age not permitted on these premises."
 5. The City shall review the adequacy of lighting, security and video surveillance installations with assistance from the City's Police Chief.
 6. The loading of product shall occur within secure enclosed shipping bays and shall not be visible from the exterior of the building.
 7. An Adult-Use Cannabis Business Establishment shall report all criminal activities to all appropriate law enforcement agencies immediately upon discovery.
- I. *Conduct on site.* Except as otherwise provided for in this chapter, it shall be unlawful to engage in the retail sale of medical cannabis or medical cannabis infused products at or on the site of an Adult-Use Cannabis Business Establishment.
- J. *Additional Requirements.* Petitioner shall install building enhancements, such as security cameras, lighting or other improvements, as set forth in the Special Use Permit, to ensure the safety of employees and customers of the adult-use cannabis business establishments, as well as its environs. Said improvements shall be determined based on the specific characteristics of the floor plan for an Adult-Use Cannabis Business Establishment and the site on which it is located, consistent with the requirements of the Act.