



# City of Highland

## Building and Zoning

### Combined Planning & Zoning Board Agenda Virtual Meeting February 3, 2021 7:00 P.M.

1. Call to Order
2. Roll Call
3. General Business:  
Approval of the January 6, 2021 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. Steven & Cecilia Kloss (2466 Becker Road, Highland, IL) are requesting to rezone a tract of land directly north of 135 Poplar Street from R-1-C Single-Family Residential to Industrial, pending annexation. (PIN# 02-1-18-33-00-000-016.006)
  - b. Frey Coffee LLC (290 Kingsbury Court, Highland, IL) is requesting a special use permit for a drive-through at 12571 State Route 143. (PIN# 02-2-18-32-02-201-005)
  - c. TJO Holdings, LLC (875 Albert Avenue, St. Louis, MO) is requesting a variance to Section 90-242 of the Municipal Code to allow for an unpermitted building material for an addition within the C-2 Central Business District at 907 Main Street. (PIN# 01-2-24-05-07-201-018)
  - d. The City of Highland (1115 Broadway, Highland, IL) is requesting a variance to Section 90-242 of the Municipal Code to allow for an unpermitted building material for a public restroom within the C-2 Central Business District at 911/913 Main Street. (PIN# 01-2-24-05-07-201-017, 01-2-24-05-07-201-016)
  - e. St. Paul Catholic Church (1412 9th Street, Highland, IL), on behalf of Catholic Pastoral Center (1615 W. Washington Street, Springfield, IL), is requesting special use permit for a place of public assembly at 1412 9th Street. (PIN# 01-2-24-05-08-203-013)
  - f. St. Paul Catholic Church (1412 9th Street, Highland, IL), on behalf of Catholic Pastoral Center (1615 W. Washington Street, Springfield, IL), is requesting a variance to Section 90-242 of the Municipal Code to allow for windows to cover less than 30% of the upper façade in the C-2 Central Business District at 1412 9th Street. (PIN# 01-2-24-05-08-203-013)
  - g. St. Paul Catholic Church (1412 9th Street, Highland, IL), on behalf of Catholic Pastoral Center (1615 W. Washington Street, Springfield, IL), is requesting a variance to Section 90-242 of



## City of Highland Building and Zoning

the Municipal Code to allow for windows to be oriented in a 2:1 horizontal direction in the C-2 Central Business District at 1412 9th Street. (PIN# 01-2-24-05-08-203-013)

- h. St. Paul Catholic Church (1412 9th Street, Highland, IL), on behalf of Catholic Pastoral Center (1615 W. Washington Street, Springfield, IL), is requesting a variance to Section 90-242 of the Municipal Code to allow for exterior insulated finish system (EIFS) stucco-like material in the C-2 Central Business District at 1412 9th Street. (PIN# 01-2-24-05-08-203-013)

### 7. Calendar

- a. March 3, 2021– Combined Planning and Zoning Board Meeting
- b. Adjournment

**NOTICE:** *The February 3, 2021 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](mailto: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 Breann Speraneo, ADA Coordinator, at 618-654-7115.*



## City of Highland Building and Zoning

**Meeting Date:** February 3, 2021

**From:** Matt Kundrat, Intern  
Breann Speraneo, Director of Community Development

**Location:** PIN# 02-1-18-33-00-000-016.006, directly north of 135 Poplar Street

**Zoning Request:** Rezoning

**Description:** Rezoning from R-1-C to Industrial (pending annexation)

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### Proposal Summary

The applicant and property owners are Steven & Cecilia Kloss (2466 Becker Road). The applicants of this case are requesting the following rezoning:

- Steven & Cecilia Kloss (2466 Becker Road, Highland, IL), are requesting to rezone a tract of land directly north of 135 Poplar Street from R-1-C Single-Family Residential to Industrial, pending annexation. (PIN# 02-1-18-33-00-000-016.006)

The default zoning for properties annexed into the City of Highland is R-1-C. The rezoning from R-1-C to Industrial is pending annexation of the property.

### Comprehensive Plan Consideration

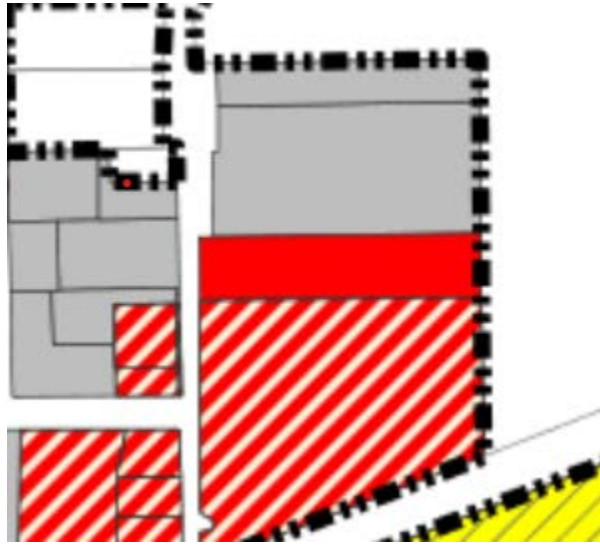
The Comprehensive Plan and Future Land Use Map are considered policy guides to current and future development. While they do not have the force of an ordinance, it is generally recommended that municipalities adhere to the findings, policies, principals, and recommendations in these documents. Changes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

The subject property is denoted as industrial on the Comprehensive Plan's Future Land Use Map. A warehouse is an appropriate use for the industrial district.



# City of Highland Building and Zoning

## Zoning Map



### Legend

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

## Future Land Use Map



### Future Land Use

- |  |                      |
|--|----------------------|
|  | Non-Urban/Ag         |
|  | Residential          |
|  | Med. Density Res.    |
|  | Multi-Family         |
|  | Institutional/Public |
|  | Downtown             |
|  | Mixed Use            |
|  | Commercial           |
|  | Industrial           |





**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 Madison County – Limited Manufacturing. The property will be annexed in as R-1-C. The property currently hosts a vacant lot and would be used to expand the warehouse south of the property.

2. Existing use and zoning of other lots in the vicinity of the property in question.

Direction	Land Use	Zoning
North	Vacant Land	Madison County M-1 Limited Manufacturing
South	Kloss Furniture Warehouse	Industrial
East	Vacant Land	Madison County M-1 Limited Manufacturing
West	Poplar Street Storage LLC	Industrial

3. The extent to which the zoning map amendment may detrimentally affect nearby properties.

Nearby property will not be negatively affected. This is a primarily industrial area.

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-C 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 proposed use.

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 is primarily industrial.

7. The effect the proposed map amendment would have on the implementation of the City's Comprehensive Plan.

The proposed map amendment is consistent with the Comprehensive Plan.

8. The effect the proposed map amendment would have on public utilities, other needed public services and traffic circulation on nearby streets.

There would not be a negative effect on public utilities, other needed public services and traffic circulation on nearby streets.

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.



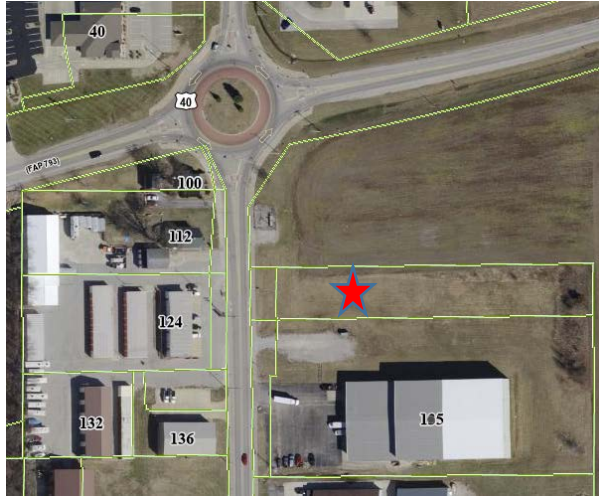
# City of Highland

## Building and Zoning

### Staff Discussion

Staff supports the rezoning of this property from R-1-C to Industrial (pending annexation), as Industrial is most appropriate for current and future uses. This rezoning would allow for the expansion of an existing business.

### 2019 Aerial Photograph



### Site Photo



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: 12-30-20  
Filing Fees: \$200  
Date Paid: 12-30-20  
Date Advertised: 1-13-21  
Date Notices Sent: 1-13-21  
Public Hearing Date: 2-3-21  
Zoning File #: \_\_\_\_\_

APPLICANT INFORMATION:

Applicant: STEVEN + CECILIA KLOSS Phone: 618-779-5438  
Address: 2466 BECKER ROAD HIGHLAND IL Zip: 62249  
Email Address: SKLOSS@KLOSSFURNITURE.COM  
Owner: STEVE + CECILIA KLOSS Phone: 618-779-5438  
Address: 2466 BECKER ROAD HIGHLAND IL Zip: 62249  
Email Address: SKLOSS@KLOSSFURNITURE.COM

PROPERTY INFORMATION:

Street Address or Parcel ID of Property: 02-1-18-33-00-000-016.006

Property is Located In (Legal Description): See attached.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Present Zoning: R-1-C (pending annexation) Requested Zoning: Industrial Acreage: 0.93

Present Use of Property: Vacant Land

SURROUNDING LAND USE AND ZONING:

	Land Use	Zoning
North	<u>Vacant Land</u>	<u>Madison County M-1 Limited Manufacturing</u>
South	<u>Kloss Furniture Warehouse</u>	<u>Industrial</u>
East	<u>Vacant Land</u>	<u>Madison County M-1 Limited Manufacturing</u>
West	<u>Poplar Street Storage LLC</u>	<u>Industrial</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: R-1-C is the default zoning upon annexation

& this is an industrial area. The lot is planned to be used as warehousing.

**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 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

  
\_\_\_\_\_  
Applicant's Signature

12/30/2020  
Date





# Madison County GIS Viewer

An Interactive Mapping Application

Legend

Layers

Print

Parcel Information

Select by Attribute

Select by Shape

Select query:

Find Parcel by ID

Search for:

02-1-18-33-00-000-016.006

Find exact matches only

Clear

Search

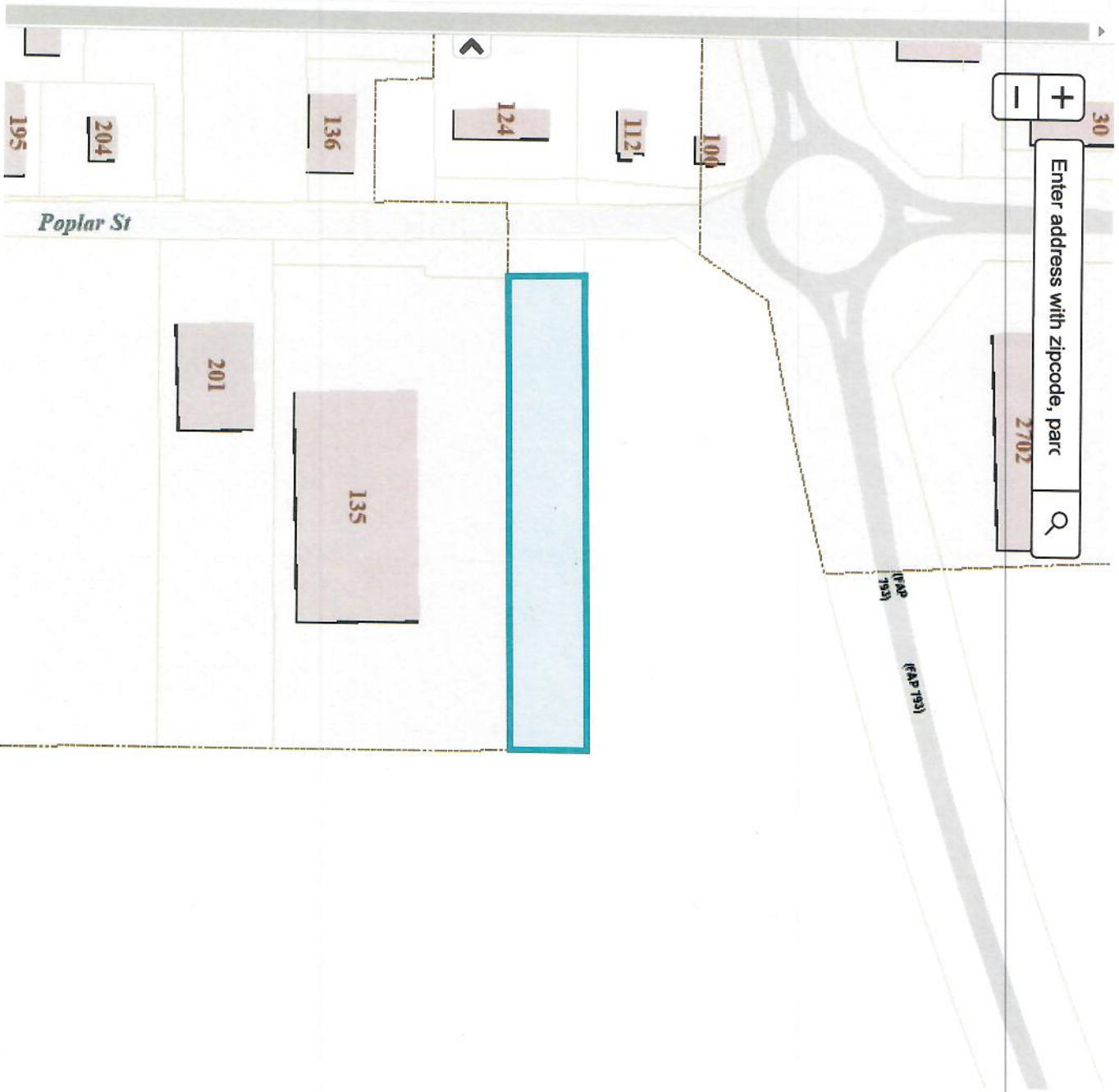
1 Result found

Last Name	First name	PIN
KLOSS	STEVEN R AND	02-1-18-33-00-000-016.006
	CECILIA M	

30

Enter address with zipcode, part

2702



12/30/2020

Surprisingly, I had no idea that the small parcel was not annexed into the city originally when we purchased this property. I had no idea that this had not occurred until just recently.

What we are asking is that the parcel not in the city is annexed and then we will be asking that the 2 parcels be combined. The purpose is that we would like to maximize our warehouse to handle the growth we have been experiencing. We feel strong about keeping our warehouse here in Highland.

We have hired Curry and Associates to help us determine the footprint that would best work on our remaining property.

Please let us know if you might have other questions.

Thank you!

Steve and Ceil Kloss

**PETITION FOR ANNEXATION**

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF HIGHLAND, ILLINOIS:

Your Petitioners, Steven R. and Cecilia M. Kloss, of 2466 Becker Road, Highland, Illinois, respectfully petition the Honorable Mayor and City Council of the City of Highland, Illinois, that the property shown on the Plat of Annexation attached hereto as Exhibit A and more specifically described in Exhibit B attached hereto and made a part hereof be annexed to the City of Highland of Madison County, Illinois.

Your petitioners respectfully represent and state as follows:

1. That the above-described territory is not within the corporate limits of any municipality.
2. That the said territory is contiguous to the City limits of the City of Highland, Illinois.
3. That your petitioners are the sole owners of record of the said land and that there are no electors residing on the said described territory.

WHEREFORE, your petitioners respectfully petition the Honorable Mayor and City Council of the City of Highland, Illinois that the above-described territory may be annexed to the City of Highland, Madison County, Illinois.

BY: Steven R. Kloss  
Steven R. Kloss

DATE: DECEMBER 23, 2020

BY: Cecilia M. Kloss  
Cecilia M. Kloss

DATE: 12/23/20



STATE OF ILLINOIS        }  
                                      }  
COUNTY OF MADISON     }

SS

The undersigned first being sworn, state that the matters and facts set out in the foregoing Petition are true.

Steven R. Kloss  
Steven R. Kloss

Cecilia M. Kloss  
Cecilia M. Kloss

Signed and sworn to before me this 23<sup>rd</sup> day of December, 2020.

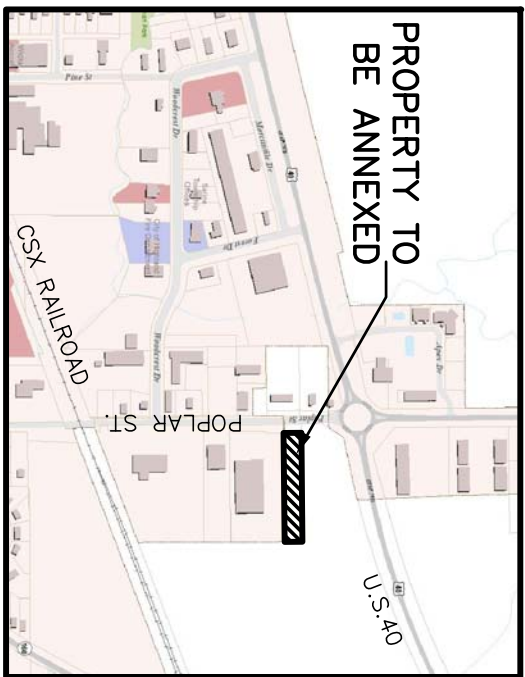


Chase A. Bircher  
Notary Public

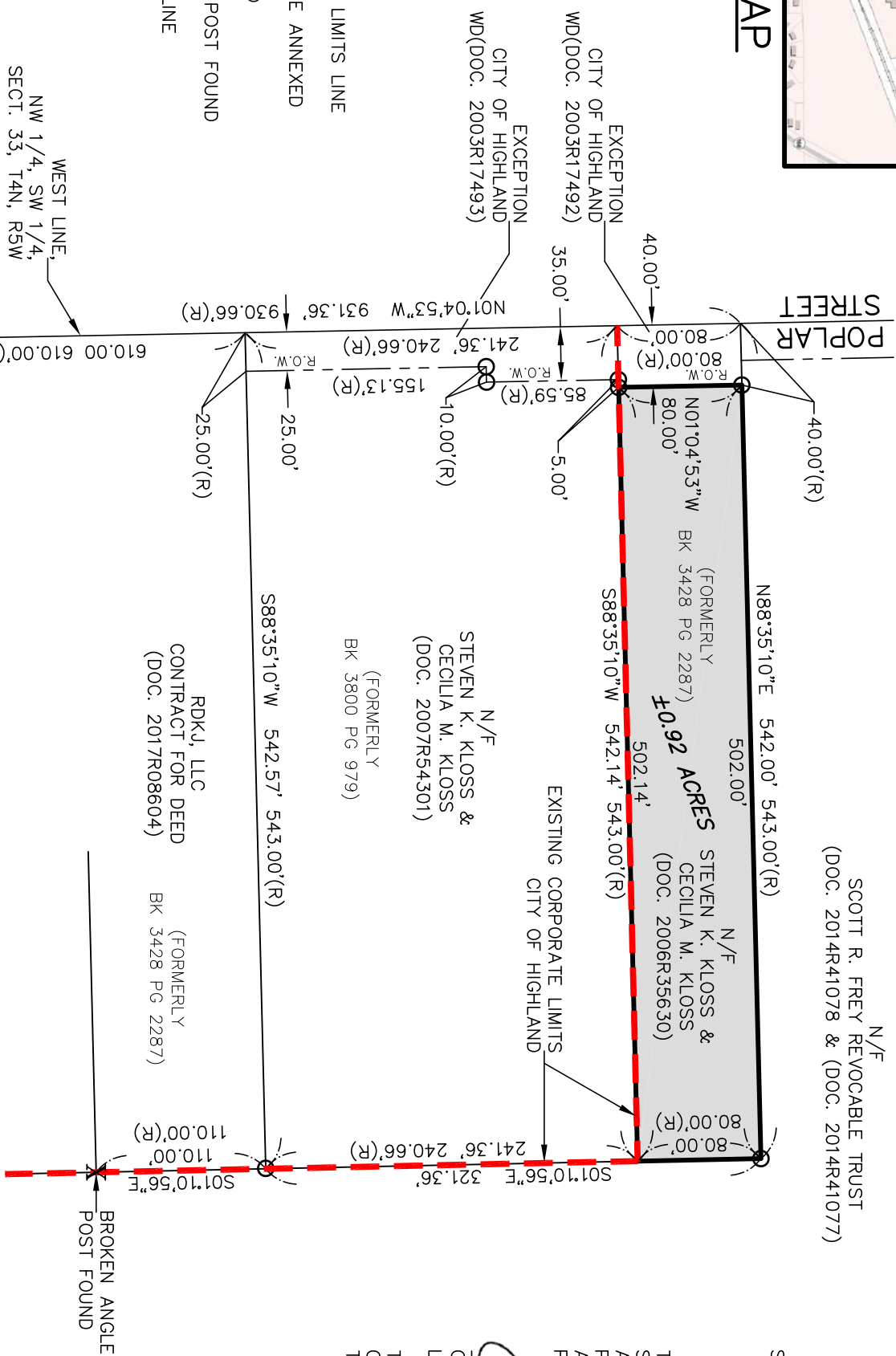
(SEAL)

# PLAT OF ANNEXATION TO THE CITY OF HIGHLAND

PART OF THE NW 1/4, OF THE SW 1/4 OF SECTION 33,  
TOWNSHIP 4 NORTH, RANGE 5 WEST OF THE THIRD PRINCIPAL  
MERIDIAN, MADISON COUNTY, ILLINOIS

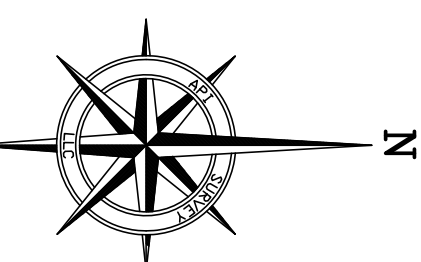


LOCATION MAP



## LEGEND

- - - - - EX. CORPORATE LIMITS LINE
- PROPERTY TO BE ANNEXED
- IRON PIN FOUND
- BROKEN ANGLE POST FOUND
- RIGHT OF WAY LINE



BASIS OF BEARINGS  
ILLINOIS STATE PLANE  
WEST ZONE GRID BEARINGS  
NAD 83

SCALE: 1" = 100'

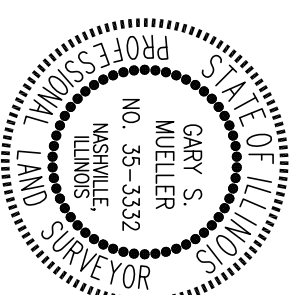
## SURVEYOR'S CERTIFICATION

THIS IS TO CERTIFY THAT AT THE REQUEST OF THE OWNERS, STEVEN R. KLOSS & CECILIA M. KLOSS, WE HAVE SURVEYED AND PREPARED THIS PLAT OF ANNEXATION OF THE PROPERTY SHOWN HEREON AND THAT THE DESCRIPTION ATTACHED HERETO AS EXHIBIT B IS PRESENTED WITH THIS PLAT OF ANNEXATION.

*Gary S. Mueller* 1-26-21

GARY S. MUELLER, I.P.L.S. NO. 3332 DATE  
LICENSE EXPIRATION/RENEWAL DATE: 11-20-22

THIS PLAT IS A MAP OF THE PROPERTY ANNEXED TO THE CITY OF HIGHLAND, MADISON COUNTY, ILLINOIS, PURSUANT TO ORDINANCE NO. \_\_\_\_\_, DATED \_\_\_\_\_.



## EXHIBIT A

SEE EXHIBIT B FOR LEGAL DESCRIPTION

**API Survey LLC**  
11145 N. Mockingbird Road  
Suite A  
P.O. Box 333  
Nashville, Illinois 62263  
Ph. 618-478-9000  
Email: gary@apisurvey.com  
IDPR Design Firm License No. 184-006526



DRAWN:	GSM	SURVEY:	MG/JS
DWG NAME:	21-005 ANNEXATION PLAT		JOB NO.:
			2021-005

## **EXHIBIT B**

### **LEGAL DESCRIPTION OF PROPERTY TO BE ANNEXED TO THE CITY OF HIGHLAND**

PROPERTY TAX I.D. NO. 02-1-18-33-00-000-016.006

PROPERTY OWNERS: STEVEN R. KLOSS & CECILIA M. KLOSS

VESTING DOCUMENT NO. 2006R35630

#### **ANNEXATION LEGAL DESCRIPTION:**

A TRACT OF LAND OF THE UNIFORM WIDTH OF 80.00 FEET FROM SOUTH TO NORTH ADJOINING CONTIGUOUS TO AND EXTENDED EAST TO WEST 543.00 FEET ALONG THE NORTH LINE OF THE FOLLOWING DESCRIBED REAL ESTATE: PART OF THE NORTH HALF OF THE SOUTHWEST QUARTER OF SECTION 33, TOWNSHIP 4 NORTH, RANGE 5 WEST OF THE THIRD PRINCIPAL MERIDIAN, MADISON COUNTY, ILLINOIS, DESCRIBED AS FOLLOWS: COMMENCING AT THE INTERSECTION OF THE WEST LINE OF SAID HALF QUARTER WITH THE NORTH RIGHT-OF-WAY LINE OF THE CONRAIL RAILROAD, SAID POINT OF COMMENCEMENT BEING 49.50 FEET NORTHWEST OF THE CENTERLINE OF SAID RAILROAD MEASURED AT RIGHT ANGLES TO SAID CENTERLINE; THENCE NORTH 0 DEGREES 00 MINUTES 00 SECONDS EAST ALONG THE WEST LINE OF SAID HALF QUARTER, BEING ALSO THE CENTERLINE OF COUNTY HIGHWAY 64 A DISTANCE OF 610.00 FEET TO THE NORTHWEST CORNER OF THAT TRACT DESCRIBED IN BOOK 3428 AT PAGE 2287 OF THE MADISON COUNTY RECORDS AND BEING ALSO THE POINT OF BEGINNING OF THE TRACT HEREIN DESCRIBED; THENCE NORTH 0 DEGREES 00 MINUTES 00 SECONDS EAST ALONG THE WEST LINE OF SAID HALF QUARTER 240.66 FEET; THENCE NORTH 90 DEGREES 00 MINUTES 00 SECONDS EAST 543.00 FEET TO AN IRON PIPE; THENCE SOUTH 0 DEGREES 00 MINUTES 00 SECONDS WEST 240.66 FEET THE NORTHEAST CORNER OF SAID TRACT DESCRIBED IN THE BOOK 3438 AT PAGE 2287; THENCE SOUTH 90 DEGREES 00 MINUTES 00 SECONDS WEST ALONG THE NORTH LINE THEREOF 543.00 FEET TO THE POINT OF BEGINNING, SITUATED IN MADISON COUNTY, ILLINOIS.

***EXCEPTING*** THAT PART CONVEYED TO THE PEOPLE OF THE CITY OF HIGHLAND BY WARRANTY DEED (CORPORATION) DATED JANUARY 19, 2003 AND RECORDED MARCH 11, 2003 IN BOOK 4555 AT PAGE 5061 AS DOCUMENT NO. 2003R17492, SAID EXCEPTION DESCRIBED AS THE WESTERLY 40 FEET OF THE PROPERTY DESCRIBED ABOVE, BEING THAT SAME PARENT TRACT OF LAND DESCRIBED IN THE TRUSTEE'S DEED TO KLOSS FURNITURE INTERIORS, INC. AS RECORDED IN BOOK 4091 ON PAGE 1619, IN THE RECORDER'S OFFICE OF MADISON COUNTY, ILLINOIS.



# City of Highland Building and Zoning

**Meeting Date:** February 3, 2021

**From:** Breann Speraneo, Director of Community Development

**Location:** 12571 State Route 143

**Zoning Request:** Special Use Permit

**Description:** SUP to allow for a drive-through

## Proposal Summary

The applicant and property owner is Frey Coffee LLC. 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”):

- **Frey Coffee LLC (290 Kingsbury Court, Highland, IL) is requesting a special use permit for a drive-through at 12571 State Route 143. (PIN# 02-2-18-32-02-201-005)**

The zoning matrix identifies “drive-through establishment” as a Special Use within the C-3 highway business district.

## Comprehensive Plan Consideration

The subject property is denoted as commercial on the Comprehensive Plan’s Future Land Use Map. A drive-through establishment is an appropriate Special Use for the commercial area.

## Surrounding Uses

Direction	Land Use	Zoning
North	O’Reilly’s Auto Parts	C-3
South	McDonalds	C-3
East	Apartment Complex	C-3
West	Basler Electric/ Farm Field	Industrial/ C-3

## 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.

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.**



## City of Highland Building and Zoning

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 nearby that require special protection.

### Staff Discussion

A coffee drive-through establishment would be an asset to the community and this proposal would make use of a currently vacant lot. The applicant has proposed to meet all necessary site requirements, including drive-through queuing, parking, and setbacks. Each of these items will be verified in the permitting phase. Traffic studies have recently been performed in the general area and this is an ideal area for a drive-through.



# City of Highland Building and Zoning

## Aerial Photograph



## Site Photos





**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: 1-4-21  
Filing Fee: \$200.00 ck609  
Date Paid: 1-4-21  
Date Advertised: 1-13-21 + 1-17  
Date Notices Sent: 1-13-21  
Public Hearing Date: 2-3-21  
Zoning File #: 0121-0003

**APPLICANT INFORMATION:**

Applicant: FREY COFFEE LLC Phone: 618-654-8178  
Address: 290 KINGSBURY CT. HIGHLAND Zip: 62249  
Email Address: frey ds 54 @ gmail . com  
Owner: FREY COFFEE LLC Phone: 618-654-8178  
Address: 12571 STATE RT 143 Zip: 62249  
Email Address: frey ds 54 @ gmail . com

**PROPERTY INFORMATION:**

Street Address of Parcel ID of Property: 02-2-18-32-02-201-005  
Property is Located In (Legal Description): HIGHLAND- 12571 STATE RTE 143  
C-3 HIGHWAY BUSINESS DISTRICT  
Present Zoning Classification: C-3 HIGHWAY BUSINESS Acreage: 0.50  
Present Use of Property: PIZZA HUT RESTAURANT  
Proposed Land Use: SCOOTERS COFFEE DRIVE THRU

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

SCOOTERS KIOSK DRIVE THRU SERVICE - COFFEE HOUSE



**SURROUNDING LAND USE AND ZONING:**

	<u>Land Use</u>	<u>Zoning</u>
North	<u>O'REILLY'S PARTS STORE</u>	<u>C3 HWY BUS. DIST.</u>
South	<u>MCDONALDS RESTAURANT</u>	<u>" " " "</u>
East	<u>APARTMENT COMPLEX</u>	<u>.</u>
West	<u>FARM FIELD</u>	<u>C3 HWY BUS. DIST.</u>

Should this special use be valid only for a specific time period? Yes \_\_\_\_\_ No X

If Yes, what length of time? \_\_\_\_\_

Does the proposed Special Use Permit meet the following standards? If not, attach a separate sheet explaining why.		
	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 checked="" type="checkbox"/>	<input type="checkbox"/>
B. Is the proposed special use consistent with this City's Comprehensive Plan;	<input checked="" 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 checked="" 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 checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>

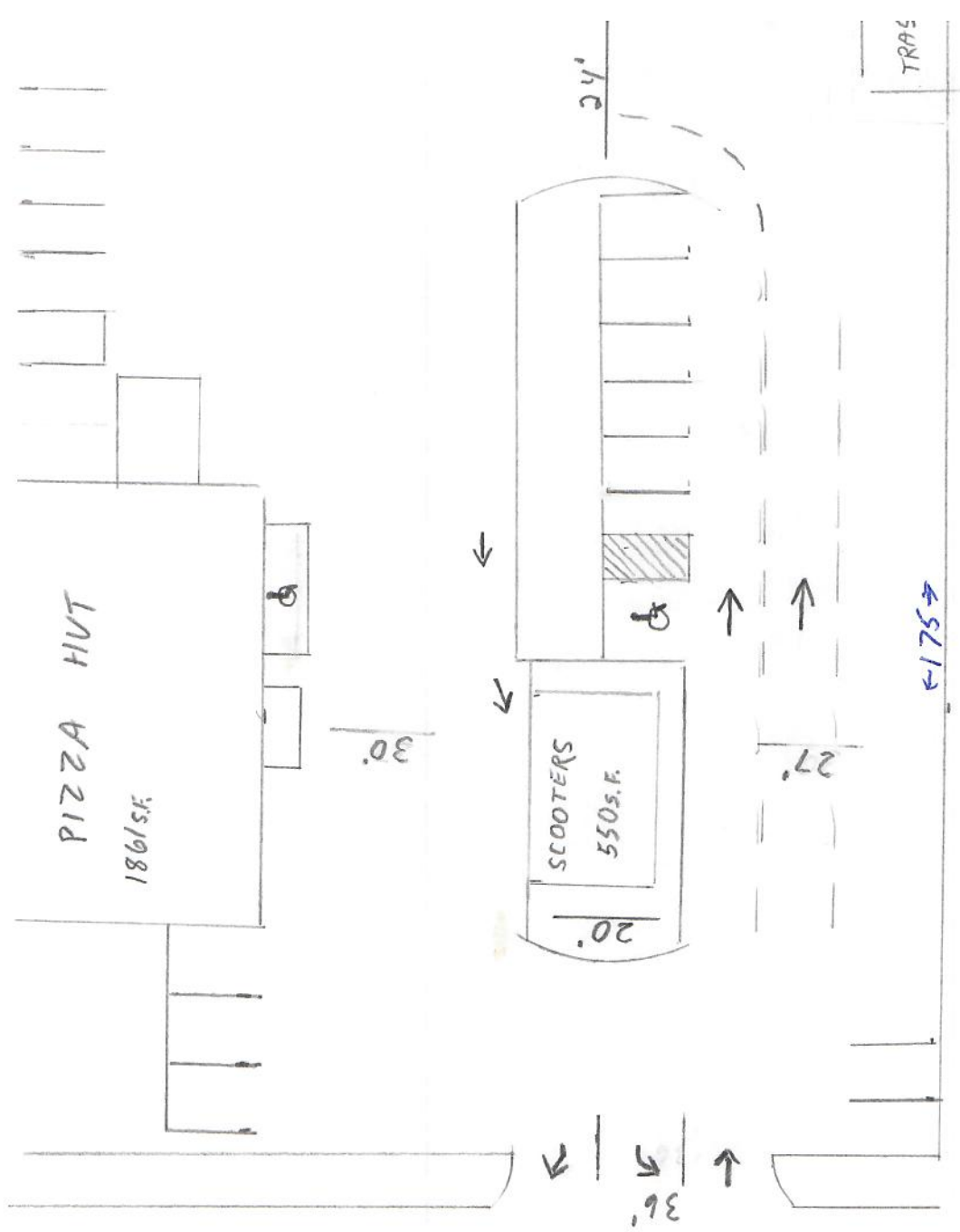
**THE FOLLOWING ITEMS MUST ACCOMPANY YOUR APPLICATION:**

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.

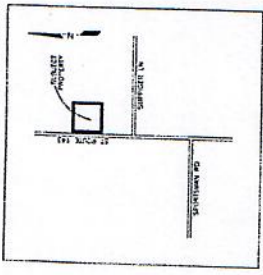
Alisa Fey

VICE PRESIDENT





# ALTA / ACSM LAND TITLE SURVEY LOT 1 IN RAY WINNET FIRST SUBDIVISION IN THE NORTHEAST QUARTER OF SECTION 32 T4N, R5W MADISON COUNTY, ILLINOIS



**DESCRIPTION**  
Lot 1 in Ray Winnet First Subdivision in the Northeast Quarter of Section 32, Township 4 North, Range 5 West of the Third Principal Meridian, according to the plat thereof recorded in Plat Book 47, Page 47.

**AS SURVEYED DESCRIPTION**  
Lot 1 in Ray Winnet First Subdivision in the Northeast Quarter of Section 32, Township 4 North, Range 5 West of the Third Principal Meridian, according to the plat thereof recorded in Plat Book 47, Page 47. Described as follows:  
Beg. at the Northwest corner of said Lot 1, thence N 89° 27' 00" E, 150.00 feet to the corner corner of said Lot 1, thence S 00° 00' 00" E, 150.00 feet to the Southeast corner of said Lot 1, thence N 89° 27' 00" E to the point of Beginning.

The City of Chicago and shown therein to the same accuracy as shown in Chicago Title Insurance Company Survey No. 2-1027-17-27 dated June 17, 2011.

Shown in Madison County, Illinois.



**CONTRIBUTOR**  
To, Ray Winnet Properties, LLC, a Delaware limited liability company, Chicago Title Insurance Company, Allianz US of America, Inc., a Florida corporation, Liberty National Life Insurance Company and Liberty National Life Insurance Company, LLC.

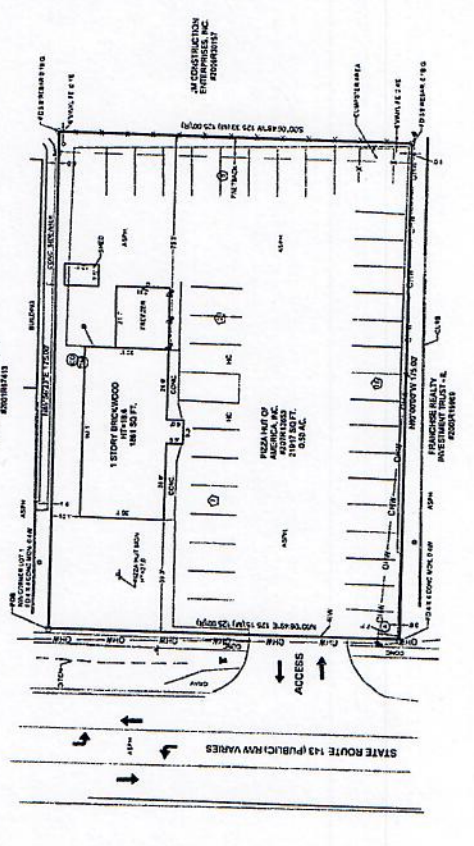
This is to certify the true and correct nature of the survey on which is based was made in accordance with the 2011 ALTA and ACSM Standards and Practices for Land Surveying, promulgated by the Board of Professional Land Surveyors of the State of Illinois, and was completed on July 11, 2011.

Date of this as of May 11, 2011.

Michael R. Johnson  
Registered Professional Land Surveyor No. 2081  
Date: July 11, 2011

**EASEMENT NOTES:**  
1. THE SURVEY IS MADE IN ACCORDANCE WITH THE STANDARD PRACTICES FOR ALTA AND ACSM LAND TITLE SURVEYS.  
2. THE SURVEY IS MADE FOR THE PURPOSES OF THE ALTA AND ACSM STANDARDS AND PRACTICES FOR LAND SURVEYING.  
3. THE SURVEY IS MADE FOR THE PURPOSES OF THE ALTA AND ACSM STANDARDS AND PRACTICES FOR LAND SURVEYING.  
4. THE SURVEY IS MADE FOR THE PURPOSES OF THE ALTA AND ACSM STANDARDS AND PRACTICES FOR LAND SURVEYING.  
5. THE SURVEY IS MADE FOR THE PURPOSES OF THE ALTA AND ACSM STANDARDS AND PRACTICES FOR LAND SURVEYING.

**ENCROACHMENT NOTES:**  
A. OVERHEAD WIRE CROSSES SOUTHWEST AREA OF PROPERTY.



**LEGEND:**

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**ALTA/ACSM LAND TITLE SURVEY**  
PREPARED FOR:  
**PIZZA HUT OF AMERICA INC.**  
12571 State Route 143  
Highland, IL

**THE MATHEWS COMPANY**  
National ALTA Survey Management  
12223 Newpage Street, Suite 100113, Hawthorne, CA 91789  
Phone: (949) 466-8800  
www.mathewscompany.com

DATE	11/21/2011	SCALE	1" = 20'
PROJECT NO.	2011-011	SHEET NO.	1 OF 1
CHECKED BY	W. J. ...	DATE	11/21/2011

PIZZA HUT OF AMERICA INC.  
12571 State Route 143  
Highland, IL

STATE OF ILLINOIS  
NOTARY PUBLIC  
W. J. ...  
12571 State Route 143  
Highland, IL 62249-4504  
COMM. EXPIRES 12/31/2012

**Bledsoe Rispond Guarretos**  
LAND SURVEYING  
12571 State Route 143  
Highland, IL 62249-4504  
PIZZA HUT OF AMERICA INC.  
12571 State Route 143  
Highland, IL 62249-4504  
PROJ. NO. 2011-011

This location, 12571 State Route 143, will be the new home of Scooter's Coffee. The existing Pizza Hut building will stay for now. It may be used as office space in the future or perhaps torn down. Scooter's Coffee is a Kiosk style building. It will have enough room for two lanes of traffic all the way around the building. Parking will be between 20-28 spaces; we will know better when final engineering is done. I believe that is more than is required for both Scooter's and office space, if that develops later.

I do not believe there will be any conditions for the neighborhood that will change from the current conditions that Pizza Hut had when they were in business.

This request is for a variance for a drive thru at the coffee house. The service for Scooter's is a drive thru only. The drive thru lane will accommodate approximately 16 cars. It is a single lane drive thru, with a traffic lane on the outside of it for cars passing thru.

Scooter's Coffee is a national chain but is new to Illinois. There are currently five being built in Illinois in 2021 and four more already scheduled for 2022. These are all being built from Springfield down to Carbondale.

Based on projections of current stores, it will provide 24 new jobs for the City of Highland.

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: 12571 STATE RTE 143

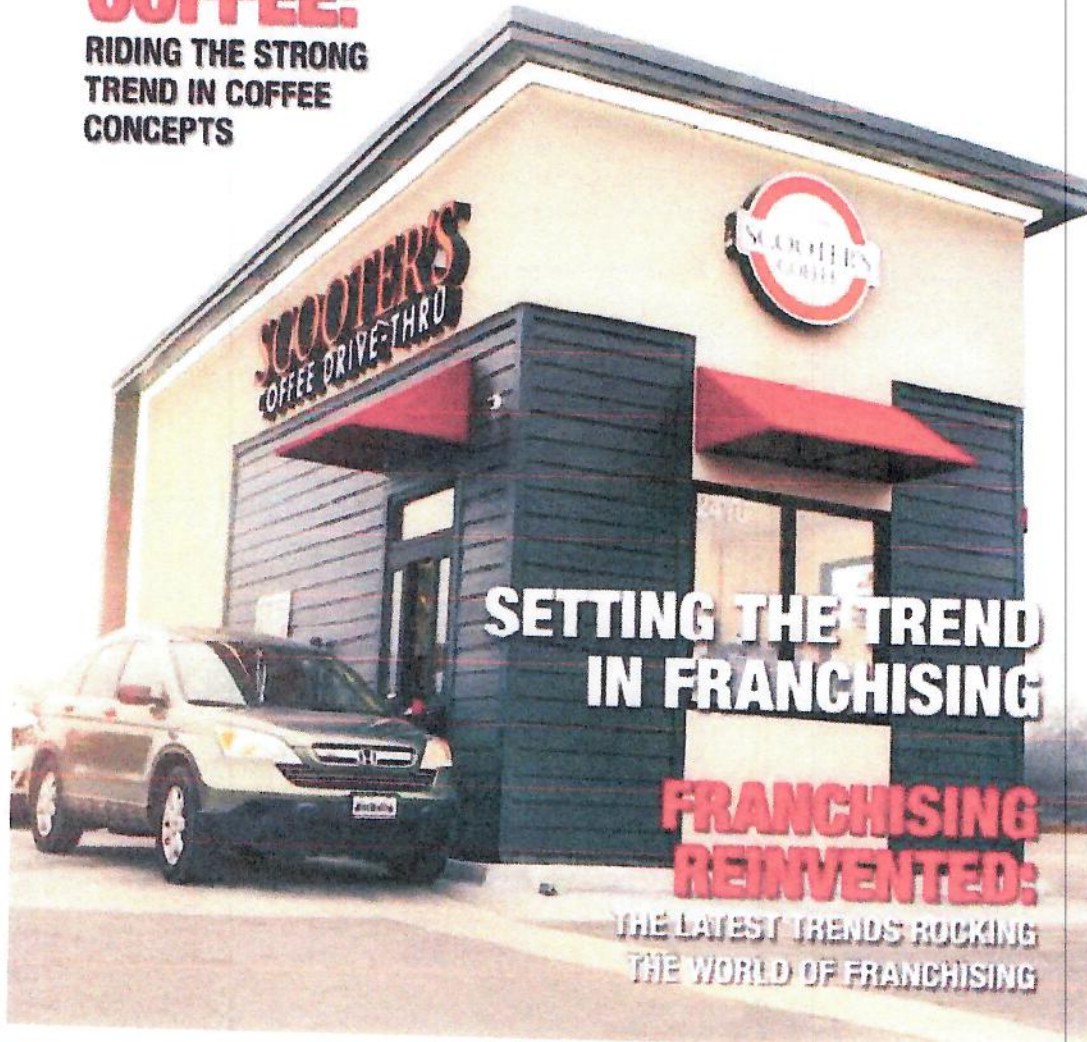
Parcel ID Number: 02-2-18-32-02-201-005

Property Owner Name: REALTY INCOME ILLINOIS PROPERTIES 4 LLC  
600 LA TERRAZA BLVD.  
ESCONDIDO CA. 92025



TRENDING FRANCHISES JUNE 2019  
**FRANCHISING FEATURE**

**SCOOTER'S  
COFFEE:**  
RIDING THE STRONG  
TREND IN COFFEE  
CONCEPTS



**SETTING THE TREND  
IN FRANCHISING**

**FRANCHISING  
REINVENTED:**

THE LATEST TRENDS ROCKING  
THE WORLD OF FRANCHISING





SCHEDULE A

SURVEYOR'S CERTIFICATE

To: Realty Income Properties 13, LLC, a Delaware limited liability company, Chicago Title Insurance Company, Pizza Hut of America Inc., Realty Income Corporation, a Maryland corporation, Fidelity National Title Insurance Company and Realty Income Illinois Properties 4, LLC as follows:

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2011 Minimum Standard Detail Requirements for ALTA/ACSM Land Title Surveys, jointly established and adopted by ALTA/NSPS, and includes Items 1, 2, 3, 4, 6(a), 6(b), 7(a), 7(b)(1), 7(c), 8, 9, 11(a), location of utilities per visible, aboveground on-site observation) 13, 16, 17, 18 and 21 from Table A thereof. The field work was completed on July 7, 2011.

REPORT OF FINDINGS:

There is no observable evidence of easements or rights of way on or across the surveyed property, or on adjoining properties if they appear to affect the surveyed property, not otherwise shown on the survey.

There are no observable party walls and no observable, above ground encroachment(s) either, (a) by the improvements on the subject property upon adjoining properties, streets, alleys, easements, or rights of way, or (b) by the improvements on any adjoining properties, streets, or alleys upon the subject property except as otherwise shown hereon.

The location of each easement, right of way, servitude, and other matter (above or below ground) affecting the subject property and listed in Title Commitment No. Z1109731KJV, dated June 17, 2011, issued by Chicago Title Insurance Company with respect to the subject property, has been shown on the survey, together with appropriate recording references, to the extent that such matters can be located. The property shown on the survey is the same property as described in the referenced title commitment.

The subject property has direct access to a duly dedicated and accepted public street or highway. (State Route 143)

The utilities required to operate the site appear to be on site. Only visible above ground utilities are shown hereon. Overhead wire crosses southwest area of property.

The subject property appears to drain into a public right of way or as otherwise noted. No grades were obtained to determine drainage patterns.

The subject property does not appear to serve any adjoining property for drainage, utilities, structural support, ingress or egress. Only visible above ground utilities are shown.

The record description of the subject property forms a mathematically closed figure .

No portion of the property shown on the survey lies within a Special Flood Hazard Area, as described on the Flood Insurance Rate Map for the community in which the subject property is located.

There is no observable evidence of any cemeteries or burial grounds on this property at the time the field survey was conducted.

To the extent zoning requirements are provided by client:

The subject property is located in Zone C3. Current Zoning allows for restaurant use, unless otherwise noted hereon.

The height of all buildings above grade is less than 18.6 feet. The zoning ordinance of Highland requires the height of all buildings not to exceed 35 feet.

The parking requirements set forth in the zoning ordinance of Highland, and the existing parking spaces at the surveyed property, are as follows:

PARKING	REQUIRED NO. OF SPACES	EXISTING NO. OF SPACES
REGULAR	1 PER 2 SEATS OR 8 PER 1000 SQ.FT. (WHICHEVER IS GREATER)	33
HANDICAPPED	UNKNOWN	2
OTHER	UNKNOWN	

The setbacks imposed by the zoning ordinance of Highland, and the existing setbacks on the surveyed property, are as follows:

SET-BACKS REQUIRED	SETBACK DISTANCE	EXISTING SETBACK DISTANCE
FRONT	0	39.3
SIDE	0	10.1
BACK	7	

*[Signature]*

Pizza Hut of America, Inc.  
12571 State Route 143  
Highland, IL  
BRG J.N.: 7209-F  
TMC J.N.: 36886





## DESCRIPTION

Northtown Center is a 90,000/SF shopping center in the heart of Highland, IL. The center is anchored by Ace Hardware, Glik's, Dollar General and coming soon new a grocer... Ruler Foods.

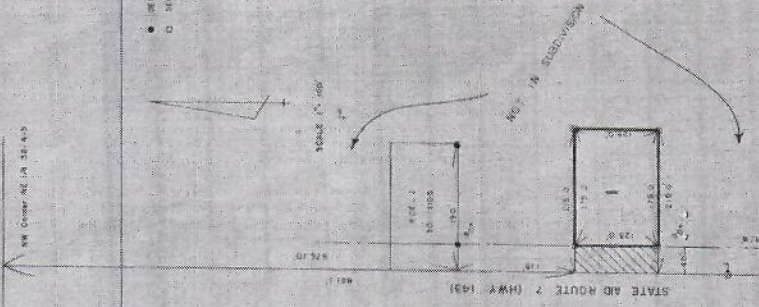
Located at 143 & Sportsman Rd

## TRAFFIC

COLLECTION CROSS STREET STREET	TRAFFIC VOLUME	YEAR	DISTANCE
State Rte 143 Central Blvd	14,234	2020	0.07 mi
State Rte 143 Central Blvd	14,630	2020	0.11 mi
Sportsman Rd State Rte 143	2,946	2020	0.16 mi
State Rte 143 Sportsman Rd	15,365	2020	0.20 mi
US Hwy 40 Walnut St	7,492	2020	0.24 mi
US Hwy 40 Woodcrest Professional Park	10,012	2020	0.26 mi
Walnut St US Hwy 40	12,258	2020	0.26 mi
State Rte 143 Troxler Way	13,292	2020	0.28 mi
US Hwy 40 Industrial Ct	5,901	2020	0.28 mi
State Rte 143 Troxler Ave	13,178	2020	0.33 mi



# RAY WINET FIRST SUBDIVISION IN THE N.E. 1/4 SEC. 32, T.4N., R.5W., 3P.M.



THIS IS TO CERTIFY THAT I HAVE SURVEYED AND SUBDIVIDED THE TRACT OF LAND SHOWN HEREON AND THAT THIS PLAN IS A TRUE REPRESENTATION THEREOF. THE INCLUDED LAND DOES NOT BORDER UPON NOR INCLUDE WATERS OF THE STATE OF ILLINOIS NOR IN WHICH THE STATE OF ILLINOIS HAS ANY PROPERTY RIGHTS OR PUBLIC INTEREST. A TRIBUTARY AREA OF 640 ACRES OR MORE.

JUNE 14, 1976

*James E. Pook*  
 JAMES E. POOK, I.L.S. 35-2045  
 120 S. CHERRY ST.  
 MERRILL, ILL. 62569  
 (618) 887-4475



WE, THE UNDERSIGNED OWNERS OF A TRACT OF LAND IN THE NORTHEAST QUARTER OF SECTION 32, TOWNSHIP 4 NORTH, RANGE 5 WEST OF THE THIRD PRINCIPAL MERIDIAN, MADISON COUNTY, ILLINOIS, DO HEREBY CERTIFY THAT WE HAVE CAUSED SAID LAND TO BE SURVEYED AND SUBDIVIDED IN THE MANNER SHOWN HEREON, INCLUDING THE RELEASE AND WAIVER OF THE RIGHT OF HOMESTEAD, AND THAT SAID SUBDIVISION SHALL BE KNOWN HENCEFORTH AS "RAY WINET FIRST SUBDIVISION," THE AREA SHOWN CROSSHATCHED ON THE ATTACHED PLAN IS HEREBY DEDICATED TO THE PUBLIC FOREVER FOR STREET PURPOSES.

GIVEN THIS 14th DAY OF JUNE, 1976.

*Elva L. Winet*  
 RAY M. WINET  
 ELVA L. WINET

STATE OF ILLINOIS  
 COUNTY OF MADISON

I, THE UNDERSIGNED NOTARY PUBLIC IN AND FOR THE COUNTY AND STATE AFORESAID, DO HEREBY CERTIFY THAT ON THIS DATE RAY M. WINET AND ELVA L. WINET, BEING PERSONALLY KNOWN TO ME, APPEARED BEFORE ME AND ACKNOWLEDGED THAT THEY SIGNED THE ABOVE INSTRUMENT AS THEIR FREE AND VOLUNTARY ACTS FOR THE PURPOSES SET FORTH THEREIN.

WITNESS MY HAND AND NOTARIAL SEAL THIS 14th DAY OF JUNE, 1976

NOTARY PUBLIC

I, EVELYN M. BOWLES, COUNTY CLERK OF MADISON COUNTY, ILLINOIS DO HEREBY CERTIFY THAT I FIND NO CURRENT UNPAID TAXES OR ASSESSMENTS AGAINST THE TRACT SHOWN HEREON.

DATED THIS 14th DAY OF June, 1976 A.D.

*Evelyn M. Bowles*  
 COUNTY CLERK

I, LUGILLE SCHMETTER, CITY CLERK OF THE CITY OF HIGHLAND, ILLINOIS DO HEREBY

CERTIFY THAT THIS PLAN WAS REVIEWED BY THE CITY COUNCIL OF HIGHLAND AND WAS ACCEPTED IN ACCORDANCE WITH RESOLUTION NUMBER 146-377 DATED June 11, 1976

*Lugille Schmetter*  
 CITY CLERK

8-4-1493  
 STATE OF ILLINOIS  
 COUNTY OF MADISON  
 I, THE UNDERSIGNED NOTARY PUBLIC IN AND FOR THE COUNTY AND STATE AFORESAID, DO HEREBY CERTIFY THAT ON THIS DATE RAY M. WINET AND ELVA L. WINET, BEING PERSONALLY KNOWN TO ME, APPEARED BEFORE ME AND ACKNOWLEDGED THAT THEY SIGNED THE ABOVE INSTRUMENT AS THEIR FREE AND VOLUNTARY ACTS FOR THE PURPOSES SET FORTH THEREIN.  
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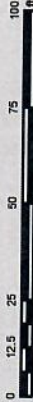
My Map



Service Layer Credits:



Author: Madison County GIS  
Copyright: Madison County Government



Date: 12/1/2020  
Time: 11:48:40 AM

207  
Serendipity  
Creation  
(1)









# City of Highland Building and Zoning

**Meeting Date:** February 3, 2021

**From:** Breann Speraneo, Director of Community Development

**Location:** 907 Main Street

**Zoning Request:** Variance

**Description:** Variance to allow for corrugated steel within the C-2 district

## Proposal Summary

The applicant and property owner for this case is TJO Holdings, LLC. The applicant of this case is requesting the following variance to Section 90-242 of the City of Highland Municipal Code:

- **TJO Holdings, LLC (875 Albert Avenue, St. Louis, MO) is requesting a variance to Section 90-242 of the Municipal Code to allow for an unpermitted building material for an addition within the C-2 Central Business District at 907 Main Street. (PIN# 01-2-24-05-07-201-018)**

In order for the applicants to be granted variance approval, the request must first be reviewed and approved by the CPZB as per 90-93 'Variances – Public hearing and notice requirements' of the Zoning Code.

## Section 90-242 of the City of Highland Municipal Code

*Prohibited building materials.* The following materials are generally prohibited on the building exterior visible from the street or alley: corrugated metal, corrugated fiberglass, aluminum siding, imitation rock work, mirror or metalized reflective glass, plywood, masonite, structure and chip board siding, exterior insulated finish system (EIFS), vinyl siding, metal siding other than copper, cinder block, split-face block or pre-cast panels. The combined planning and zoning board may permit the limited use of the above materials on a case by case basis and may also reject other exterior materials that do not complement the historic character of the central business district or that do not further the redevelopment plan for the square.

## Land Use and Surrounding Properties

Direction	Land Use	Zoning
North	Single-Family Residence	C-2
South	City Square	C-2
East	Vacant Lots	C-2
West	Starlight Dance	C-2



## City of Highland Building and Zoning

### Standards of Review for Variances

Below are the seven (7) consideration items listed in Section 90-94, Section (1) Item (b) of the Zoning Code which the Combined Planning and Zoning Board shall take into account while reviewing a variance.

1. The applicant acquired his property in good faith and where by reason of exceptional narrowness, shallowness or shape of his specific piece of property at the time of the effective date of this code, or where by reasons of exceptional topographical conditions or other extraordinary circumstances, that the strict application of the terms of the zoning regulations actually prohibit the use of this property in the manner similar to that of other property in the zoning district where it is located;

The need for a variance is the result of this property being located within the C-2 central business district. Corrugated steel is a permitted building material outright in other zoning districts.

2. The proposed variance is consistent with the general purpose of this chapter, Section 90-1;

It is consistent.

3. Strict application of this chapter of which the variance is requested would constitute unnecessary hardship upon the property owner represented in the application;

If a variance is not granted, the applicant will be required to use stone, marble, face brick, decorative wood trim and copper.

4. The proposed variance is the minimum deviation from such requirements that will alleviate the difficulties/hardship and allow a reasonable return on the property;

It is the minimum deviation.

5. The variance requested arises from such condition which is unique to the property in question and which is not ordinarily found in the same zoning district and is not created by an action or actions of the property owner or applicant;

The C-2 Central Business District design standards cause a need for this variance. The design standards give the Combined Planning & Zoning board the authority to allow for the use of certain building materials on a case by case basis.

6. The peculiar circumstances engendering the variance request are not applicable to other property within the district, and therefore, that a variance would be a more appropriate remedy than an amendment (rezoning); and

The variance is a more appropriate remedy than an amendment to the zoning code.

- The variance, if granted, will not alter the essential character of the area where the premises in question are located, nor materially frustrate implementation of this city's comprehensive plan.

The variance will not alter the essential character of the area.

In granting a variance, the board may impose such conditions, safeguards and restrictions upon the premises benefited by the variance as may be necessary to reduce or minimize any potentially injurious effect of such variance upon other property in the neighborhood, and to carry out the general purpose and intent of these regulations.

### Staff Discussion

The design TJO Holdings, LLC has presented for an addition to the building at 907 Main Street is both aesthetically pleasing and blends well with the surrounding area. City staff has no concerns.

### Aerial Photograph







# City of Highland

## Building and Zoning

### Site Photos



**EXHIBIT "A"**  
**Variance 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 Fees: \_\_\_\_\_  
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: \_\_\_\_\_  
Present Use of Property: \_\_\_\_\_  
Proposed Use of Property: \_\_\_\_\_  
Variance Requested: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Code Section: \_\_\_\_\_

**SURROUNDING LAND USE AND ZONING:**


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

<b>The Combined Planning and Zoning Board shall not grant any zoning variance unless, based upon the evidence presented to them, they determine that:</b>	<b>Yes</b>	<b>No</b>
1. <b><u>Property Acquisition:</u></b> The property was acquired in good faith and strict application of the terms of the Zoning regulations would prohibit the use of the property.		
2. <b><u>Zoning Code Compliance:</u></b> The granting of the variance desired will not be opposed to the general spirit and intent of the zoning regulations.		
3. <b><u>Hardship:</u></b> Strict application of this Chapter of which the variance is requested would constitute unnecessary hardship upon the property owner represented in the application;		
4. <b><u>Minimal Deviation:</u></b> The proposed variance is the minimum deviation from such requirements that will alleviate the difficulties/hardship and allow a reasonable return on the property;		
5. <b><u>Uniqueness:</u></b> The variance requested arises from such condition which is unique to the property in question and which is not ordinarily found in the same zoning district and is not created by an action or actions of the property owner or applicant.		
6. <b><u>Public Interest:</u></b> The variance is not applicable to other property within the district, and therefore, that a variance would be a more appropriate remedy than an amendment (rezoning), and		
7. <b><u>Comprehensive Plan Compliance:</u></b> The variance, if granted, will not alter the essential character of the area where the premises in question are located, nor materially frustrate the implementation of this City's comprehensive plan.		

**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.

  
 \_\_\_\_\_  
 Applicant's Signature

\_\_\_\_\_  
 Date

We request a variance for the cladding of an addition behind an existing building at 907 Main Street. The steel material will provide a clean surface that will be minimally visible to the street. There will be no negative impact on traffic or quality of life or property leveraging the material. The material and project will enhance the local property value by driving additional services and revenue to the area. The material is commonly used on popular establishments and venues that are in the public eye across the region. It resists damage and is weatherproof over decades. Additionally, the location of the material will blend well into the alley right away way without disturbing the character of Main Street as it sits behind the existing façade.

Thanks,  
Jeff





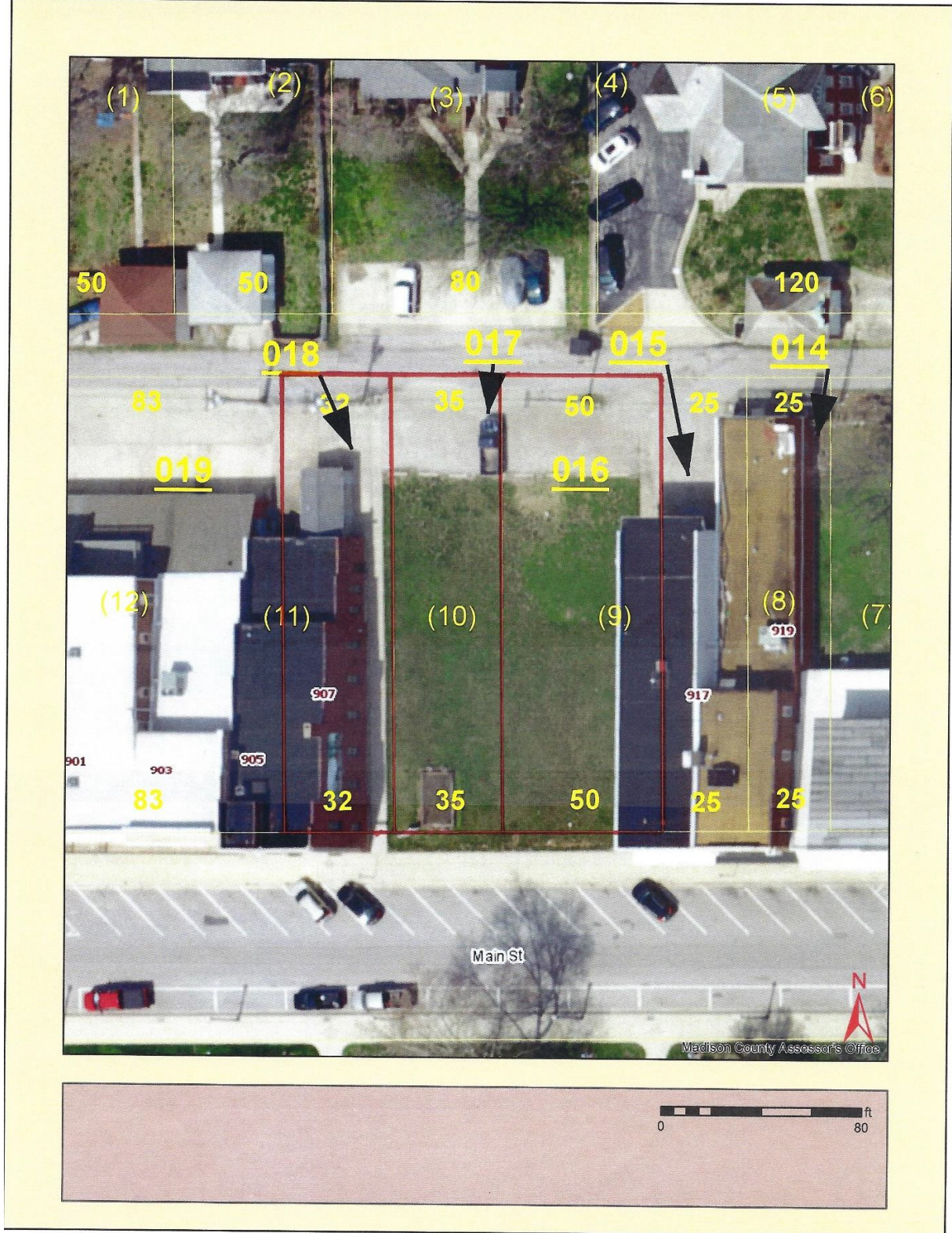
FIRST NATIONAL BANK



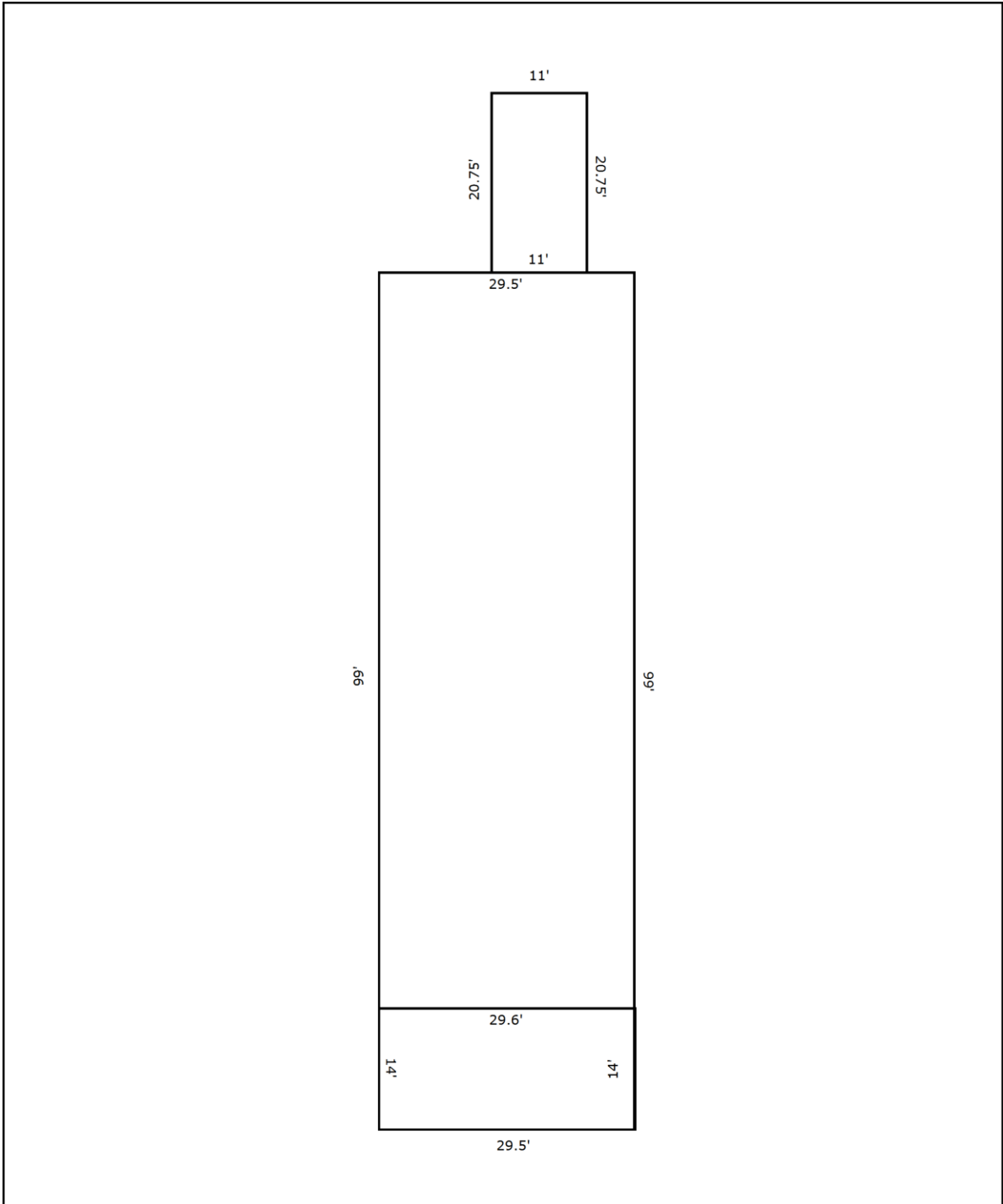




**SITE PLAT**



**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	$14 \times 29.6 = 414.4$
<b>Total Living Area (Rounded):</b>	<b>3563 Sq ft</b>	



# City of Highland Building and Zoning

**Meeting Date:** February 3, 2021

**From:** Breann Speraneo, Director of Community Development

**Location:** 911/913 Main Street

**Zoning Request:** Variance

**Description:** Variance to allow for imitation stone and stucco within the C-2 district

## Proposal Summary

The applicant and for this case is the City of Highland. The current property owner is TJO Holdings, LLC, and the City of Highland is in the process of purchasing the property. The applicant of this case is requesting the following variance to Section 90-242 of the City of Highland Municipal Code:

- **The City of Highland (1115 Broadway, Highland, IL) is requesting a variance to Section 90-242 of the Municipal Code to allow for an unpermitted building material for a public restroom within the C-2 Central Business District at 911/913 Main Street. (PIN# 01-2-24-05-07-201-017, 01-2-24-05-07-201-016)**

In order for the applicants to be granted variance approval, the request must first be reviewed and approved by the CPZB as per 90-93 'Variances – Public hearing and notice requirements' of the Zoning Code.

## Section 90-242 of the City of Highland Municipal Code

*Prohibited building materials.* The following materials are generally prohibited on the building exterior visible from the street or alley: corrugated metal, corrugated fiberglass, aluminum siding, imitation rock work, mirror or metalized reflective glass, plywood, masonite, structure and chip board siding, exterior insulated finish system (EIFS), vinyl siding, metal siding other than copper, cinder block, split-face block or pre-cast panels. The combined planning and zoning board may permit the limited use of the above materials on a case by case basis and may also reject other exterior materials that do not complement the historic character of the central business district or that do not further the redevelopment plan for the square.

## Land Use and Surrounding Properties

Direction	Land Use	Zoning
North	Single-Family Residence	C-2
South	City Square	C-2
East	Becker Jewelers	C-2
West	Vacant Building (Proposed Brewpub)	C-2



## City of Highland Building and Zoning

### Standards of Review for Variances

Below are the seven (7) consideration items listed in Section 90-94, Section (1) Item (b) of the Zoning Code which the Combined Planning and Zoning Board shall take into account while reviewing a variance.

1. The applicant acquired his property in good faith and where by reason of exceptional narrowness, shallowness or shape of his specific piece of property at the time of the effective date of this code, or where by reasons of exceptional topographical conditions or other extraordinary circumstances, that the strict application of the terms of the zoning regulations actually prohibit the use of this property in the manner similar to that of other property in the zoning district where it is located;

The need for a variance is the result of this property being located within the C-2 central business district. Imitation stone and stucco are permitted building materials outright in other zoning districts.

2. The proposed variance is consistent with the general purpose of this chapter, Section 90-1;

It is consistent.

3. Strict application of this chapter of which the variance is requested would constitute unnecessary hardship upon the property owner represented in the application;

If a variance is not granted, the applicant will be required to use stone, marble, face brick, decorative wood trim and copper.

4. The proposed variance is the minimum deviation from such requirements that will alleviate the difficulties/hardship and allow a reasonable return on the property;

It is the minimum deviation.

5. The variance requested arises from such condition which is unique to the property in question and which is not ordinarily found in the same zoning district and is not created by an action or actions of the property owner or applicant;

The C-2 Central Business District design standards cause a need for this variance. The design standards give the Combined Planning & Zoning board the authority to allow for the use of certain building materials on a case by case basis.

6. The peculiar circumstances engendering the variance request are not applicable to other property within the district, and therefore, that a variance would be a more appropriate remedy than an amendment (rezoning); and



The variance is a more appropriate remedy than an amendment to the zoning code.

7. The variance, if granted, will not alter the essential character of the area where the premises in question are located, nor materially frustrate implementation of this city's comprehensive plan.

The variance will not alter the essential character of the area.

In granting a variance, the board may impose such conditions, safeguards and restrictions upon the premises benefited by the variance as may be necessary to reduce or minimize any potentially injurious effect of such variance upon other property in the neighborhood, and to carry out the general purpose and intent of these regulations.

### Staff Discussion

The City of Highland is seeking this variance for new public restrooms on the square. The restrooms will also serve as a storm shelter and the design will fit in with the surrounding area.

### Aerial Photograph



**Site Photo**





# City of Highland Building and Zoning

**Meeting Date:** February 3, 2021

**From:** Breann Speraneo, Director of Community Development

**Location:** 1412 9<sup>th</sup> Street

**Zoning Request:** Special Use Permit

**Description:** SUP to allow for a place of public assembly in the C-2 central business district

## Proposal Summary

The applicant is the St. Paul Catholic Church on behalf of the Catholic Pastoral Center. 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”):

- **St. Paul Catholic Church (1412 9<sup>th</sup> Street, Highland, IL), on behalf of Catholic Pastoral Center (1615 W. Washington Street, Springfield, IL), is requesting special use permit for a place of public assembly at 1412 9<sup>th</sup> Street. (PIN# 01-2-24-05-08-203-013)**

The zoning matrix identifies “place of public assembly” as a Special Use within the C-2 central business district.

Religious institutions are considered places of public assembly. Given that there is not a Special Use Permit already on file for St. Paul Catholic Church, a Special Use Permit will be required in order to expand the use.

## Comprehensive Plan Consideration

The subject property is denoted as downtown on the Comprehensive Plan’s Future Land Use Map. A place of public assembly is an appropriate Special Use for the downtown area.

## Surrounding Uses

Direction	Land Use	Zoning
North	Residential (Single Family, Multifamily)	C-2
South	School – St. Paul Church	C-2
East	Vacant Parcel – St. Paul Church	C-2
West	Convent – St. Paul Church	C-2



## City of Highland Building and Zoning

### 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.

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.

St. Paul School is to the south of the proposed expansion of the place of public assembly. This is owned by the applicant and the proposed expansion will not interfere with the protection of the school.

### Staff Discussion

A place of public assembly currently exists at this location with no issue. Given that staff does not have a Special Use Permit on file for the current place of public assembly, the owners must obtain one now in order to further expand the use.





# City of Highland Building and Zoning

## Aerial Photograph



## Site Photos



**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: St. Paul Catholic Church Phone: 618-654-2339 (ext. 203)  
Address: 1412 9th Street Zip: 62249  
Email Address: pjakel@stpaulhighland.org  
Owner: Catholic Pastoral Center, St. Pauls Catholic Church Phone: 618-654-2339 (ext. 203)  
Address: 1615 W. Washington St., Springfield, IL. Zip: 62708  
Email Address: pjakel@stpaulhighland.org

**PROPERTY INFORMATION:**

Street Address of Parcel ID of Property: 1412 9th Street, Highland IL. 62249  
Property is Located In (Legal Description): EXTENDED PLAT OF HIGHLAND KNOWN  
AS JOS SUPPIGERS ADD LOT 1 THRU 12  
\_\_\_\_\_  
\_\_\_\_\_  
Present Zoning Classification: C-2 Central Business District Acreage: 2.0  
Present Use of Property: Catholic Church  
\_\_\_\_\_  
Proposed Land Use: Continued use as a Catholic Church  
\_\_\_\_\_

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

The Church would like to expand their existing facility to provide the needed hospitality space for its members and guests. Often times members are left with no other option but to stand in aisle ways or at the rear of the existing church due to lack of seating. The new gathering space will offer additional seating with direct site lines to the Altar. The Church also hosts multiple fund raising events throughout the year and must rent space off site to accommodate their guests. The new addition would allow the Church to bring those events back to the existing campus.  
\_\_\_\_\_  
\_\_\_\_\_

**SURROUNDING LAND USE AND ZONING:**

	<u>Land Use</u>	<u>Zoning</u>
North	Residential (Single, 2 unit and 4 unit)	C-2 Central Business District
South	Church (St. Paul Church School)	C-2 Central Business District
East	Church (Vacant Parcel)	C-2 Central Business District
West	Church (Convent)	C-2 Central Business District

Should this special use be valid only for a specific time period? Yes \_\_\_\_\_ No X

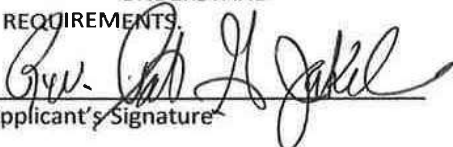
If Yes, what length of time? \_\_\_\_\_

<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;	<b>X</b>	
B. Is the proposed special use consistent with this City's Comprehensive Plan;	<b>X</b>	
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;	<b>X</b>	
D. Will the proposed special use have a minimal negative impact on public utilities and on traffic circulation on nearby streets; and	<b>X</b>	
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?	<b>X</b>	

**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.

  
Applicant's Signature

12-23-20  
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:** 1412 9th Street, Highland IL. 62249

**Parcel ID Number:** 1-2-24-05-08-203-013

**Property Owner Name:** St. Paul Catholic Church



12441 U.S. Highway 40  
Highland, Illinois 62249  
Telephone: 618/654-8611

## Narrative Statement

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Date: December 30, 2020  
Project: St. Paul Catholic Church – Gathering Room Addition  
Project No.: 40810

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St. Paul Catholic Church would like to construct a new gathering room addition located on their existing parcel at 1412 9<sup>th</sup> St., Highland IL 62249 (see site plan, attached to this narrative). The existing parcel is zoned C-2 – Central Business District, which requires a special use permit to construct a Place of Public Assembly, per City Ordinance Section 90-201, Table 3.1.B.

This new addition is approximately 9,458 square feet, positioned in the middle of the parcel, connecting all existing buildings on site. The addition is primarily composed of A-3 Assembly and B Business.

St. Paul Church is seeking a special use permit to offer a hospitality space for both its members and guests. Additionally, the Church hosts multiple fund raising events throughout the year and must rent space off site to accommodate their guests. The new addition will allow the Church to bring its fundraising events back to the St. Paul Campus, in lieu of hosting these events off site. The new gathering space will also offer additional seating with direct sight lines to the Altar during overflow mass conditions, i.e. Christmas and Easter, in lieu of people standing at the rear of the church.

The design of the new addition takes into consideration the existing facilities and surrounding neighborhood, which is made up primarily of masonry veneer and vinyl siding facades. The exterior façade is designed to match the existing materials and colors of the Church, Parish and Rectory, creating a seamless transition between existing and new. The proposed addition utilizes a combination of brick masonry, cast stone and E.I.F.S., which blends with the surrounding area, complementing the existing character of the adjacent properties.

A new front entrance will be constructed on the south façade of the new addition. The existing south parking lot will be replaced with new curb cuts and parking stall striping, creating a new main entry for the church campus. The proposed south parking lot abandons the existing curb cuts with new curbs and sidewalks connecting to the existing elements. New curb cuts are proposed off of Olive Street and Main Street, while maximizing the number of parking stalls. The design promotes good traffic patterns throughout the site with clear direction, and since the new addition is intended to be used in conjunction with the Church, existing traffic conditions are not affected. Multiple events occurring simultaneously, which could have an effect on traffic conditions is not anticipated.

The proposed addition will create an inviting and common entrance to the church, Parish Life Center and St. Paul Church administration offices. This new 'front door' will allow parishioners and city residents easy access to worship events and services provided by St. Paul Catholic Church. Granting a special use permit for the proposed addition will help the Church maintain its existing presence as a major landmark for the City of Highland, offering additional hospitality space while continuing to support the City and its residents in a time of uncertainty.

01-2-24-05-08-204-010  
 JAY W. BOULANGER REVOCABLE TRUST  
 1501 9TH ST.

BOULANGER, JAY W AND CATHERINE T  
 1515 9TH ST.

01-2-24-05-08-204-008  
 JAY W BOULANGER REVOCABLE TRUST  
 1515 9TH ST.

01-2-24-05-08-204-007  
 BRODIE, ANDREW R AND ENNA  
 1517 9TH ST.

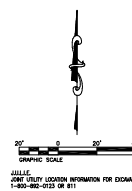
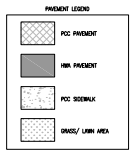
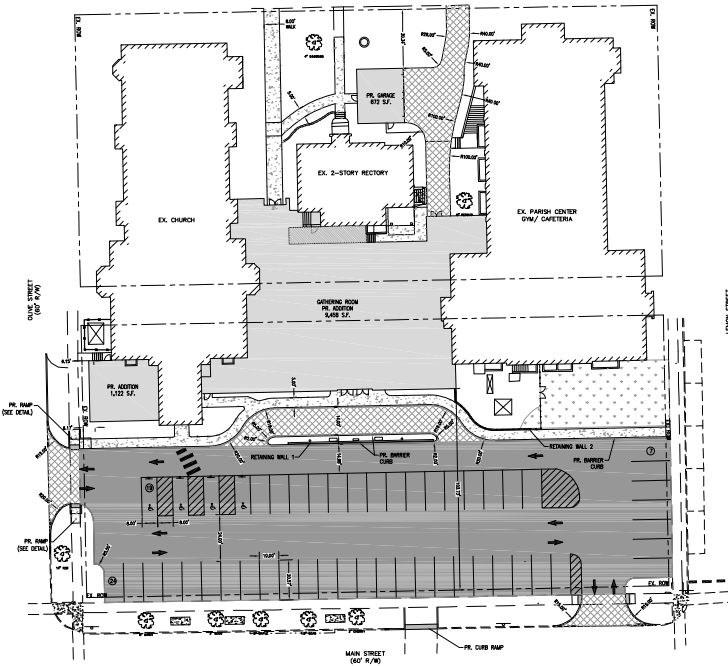
01-2-24-05-08-203-014  
 ST PAUL PARISH OF HIGHLAND  
 1416 9TH ST.

01-2-24-05-08-203-014  
 ST PAUL PARISH OF HIGHLAND  
 1416 9TH ST.

01-2-24-05-08-203-014  
 ST PAUL PARISH OF HIGHLAND  
 1416 9TH ST.

01-2-24-05-08-203-015  
 ST PAUL PARISH OF HIGHLAND  
 1416 9TH ST.

01-2-24-05-08-204-011  
 ROMAN CATHOLIC DIOCESE OF SPRINGFIELD



PREPARED BY: [Redacted]  
 CHECKED BY: [Redacted]  
 DATE: [Redacted]  
 PROJECT: ST. PAUL CATHOLIC CHURCH  
 1416 9TH STREET  
 CITY OF HIGHLAND, ILLINOIS  
 SHEET NO.: C6  
 SCALE: AS SHOWN  
 DRAWN BY: [Redacted]  
 DATE: [Redacted]

**KORTE**  
 build smart™  
 CONSULTANTS  
 1100 N. W. 24th Ave.  
 Ft. Lauderdale, FL 33309

PRELIMINARY DRAWINGS  
 12.30.2020  
 CHECKED BY: [Redacted]  
 DATE: [Redacted]  
 DESIGNED BY: [Redacted]  
 DATE: [Redacted]

JILLIE  
 2007 Valley Station Information for Education  
 1-800-881-0123 DR.BT1





## City of Highland Building and Zoning

**Meeting Date:** February 3, 2021

**From:** Breann Speraneo, Director of Community Development

**Location:** 1412 9<sup>th</sup> Street

**Zoning Request:** Variances

**Description:** Variances to allow for deviations from the Central Business District Design Standards

---

### Proposal Summary

The applicant for this case is the St. Paul Catholic Church on behalf of the Catholic Pastoral Center. The applicant of this case is requesting the following variances to Section 90-242 of the City of Highland Municipal Code:

- a. **St. Paul Catholic Church (1412 9<sup>th</sup> Street, Highland, IL), on behalf of Catholic Pastoral Center (1615 W. Washington Street, Springfield, IL), is requesting a variance to Section 90-242 of the Municipal Code to allow for windows to cover less than 30% of the upper façade in the C-2 Central Business District at 1412 9<sup>th</sup> Street. (PIN# 01-2-24-05-08-203-013)**
- b. **St. Paul Catholic Church (1412 9<sup>th</sup> Street, Highland, IL), on behalf of Catholic Pastoral Center (1615 W. Washington Street, Springfield, IL), is requesting a variance to Section 90-242 of the Municipal Code to allow for windows to be oriented in a 2:1 horizontal direction in the C-2 Central Business District at 1412 9<sup>th</sup> Street. (PIN# 01-2-24-05-08-203-013)**
- c. **St. Paul Catholic Church (1412 9<sup>th</sup> Street, Highland, IL), on behalf of Catholic Pastoral Center (1615 W. Washington Street, Springfield, IL), is requesting a variance to Section 90-242 of the Municipal Code to allow for exterior insulated finish system (EIFS) stucco-like material in the C-2 Central Business District at 1412 9<sup>th</sup> Street. (PIN# 01-2-24-05-08-203-013)**

In order for the applicants to be granted variance approval, the request must first be reviewed and approved by the CPZB as per 90-93 'Variances – Public hearing and notice requirements' of the Zoning Code.

### Section 90-242 of the City of Highland Municipal Code

#### Variance A

##### c. *Windows.*

1. *Coverage and operability.* Windows must cover no less than 50 percent, nor more than 75 percent of the storefront area; windows must cover no less than 30 percent, nor more than 50 percent on the upper facade. At least 50 percent of all windows on the second and higher floors must be operable.



# City of Highland Building and Zoning

## **Variance B**

c. *Windows.*

2. *Orientation and placement.* Windows must be vertical, with no less than a 2:1 ratio of height to width. Storefront windows must start between two and three feet above the sidewalk.

## **Variance C**

m. *Prohibited building materials.* The following materials are generally prohibited on the building exterior visible from the street or alley: corrugated metal, corrugated fiberglass, aluminum siding, imitation rock work, mirror or metalized reflective glass, plywood, masonite, structure and chip board siding, exterior insulated finish system (EIFS), vinyl siding, metal siding other than copper, cinder block, split-face block or pre-cast panels. The combined planning and zoning board may permit the limited use of the above materials on a case by case basis and may also reject other exterior materials that do not complement the historic character of the central business district or that do not further the redevelopment plan for the square.

## **Land Use and Surrounding Properties**

<b>Direction</b>	<b>Land Use</b>	<b>Zoning</b>
North	Residential (Single Family, Multifamily)	C-2
South	School – St. Paul Church	C-2
East	Vacant Parcel – St. Paul Church	C-2
West	Convent – St. Paul Church	C-2

## **Standards of Review for Variances**

Below are the seven (7) consideration items listed in Section 90-94, Section (1) Item (b) of the Zoning Code which the Combined Planning and Zoning Board shall take into account while reviewing a variance.

1. The applicant acquired his property in good faith and where by reason of exceptional narrowness, shallowness or shape of his specific piece of property at the time of the effective date of this code, or where by reasons of exceptional topographical conditions or other extraordinary circumstances, that the strict application of the terms of the zoning regulations actually prohibit the use of this property in the manner similar to that of other property in the zoning district where it is located;

**The need for the variances is the result of this property being located within the C-2 central business district. All three variances are permitted outright in the other zoning districts.**

2. The proposed variance is consistent with the general purpose of this chapter, Section 90-1;

**It is consistent.**



## City of Highland Building and Zoning

3. Strict application of this chapter of which the variance is requested would constitute unnecessary hardship upon the property owner represented in the application;

If a variances are not granted, the applicant will be required to adhere to the central business district design standards as written in the code.

4. The proposed variance is the minimum deviation from such requirements that will alleviate the difficulties/hardship and allow a reasonable return on the property;

It is the minimum deviation.

5. The variance requested arises from such condition which is unique to the property in question and which is not ordinarily found in the same zoning district and is not created by an action or actions of the property owner or applicant;

The C-2 Central Business District design standards cause a need for the variances. The design standards give the Combined Planning & Zoning board the authority to allow for deviations from the design standards on a case by case basis.

6. The peculiar circumstances engendering the variance request are not applicable to other property within the district, and therefore, that a variance would be a more appropriate remedy than an amendment (rezoning); and

The variances are a more appropriate remedy than an amendment to the zoning code.

7. The variance, if granted, will not alter the essential character of the area where the premises in question are located, nor materially frustrate implementation of this city's comprehensive plan.

The variances will not alter the essential character of the area.

In granting a variance, the board may impose such conditions, safeguards and restrictions upon the premises benefited by the variance as may be necessary to reduce or minimize any potentially injurious effect of such variance upon other property in the neighborhood, and to carry out the general purpose and intent of these regulations.

### Staff Discussion

The design the St. Paul Catholic Church has presented for an addition to the church at 1412 9<sup>th</sup> Street demonstrates traditional design elements and conforms to the character of the area. City staff has no concerns.





City of Highland  
Building and Zoning

Aerial Photograph



Site Photos



**EXHIBIT "A"**  
**Variance 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 Fees: \_\_\_\_\_  
Date Paid: \_\_\_\_\_  
Date Advertised: \_\_\_\_\_  
Date Notices Sent: \_\_\_\_\_  
Public Hearing Date: \_\_\_\_\_  
Zoning File #: \_\_\_\_\_

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**APPLICANT INFORMATION:**

Applicant: St. Paul Catholic Church Phone: 618-654-2339 (ext. 203)  
Address: 1412 9th Street Zip: 62249  
Email Address: pjakel@stpaulhighland.org  
Owner: Catholic Pastoral Center, St. Pauls Catholic Church Phone: 618-654-2339 (ext. 203)  
Address: 1615 W. Washington St., Springfield, IL. Zip: 62708  
Email Address: pjakel@stpaulhighland.org

**PROPERTY INFORMATION:**

Street Address of Parcel ID of Property: 1412 9th Street, Highland, IL. 62249  
Present Use of Property: Catholic Church  
Proposed Use of Property: Catholic Church  
Variance Requested: Variance to Section 90-242 to allow for E.I.F.S (exterior insulation finish system) stucco-like material in C-2.  
\_\_\_\_\_  
\_\_\_\_\_  
Code Section: 90-242

**SURROUNDING LAND USE AND ZONING:**

	<u>Land Use</u>	<u>Zoning</u>
North	<u>Residential (Single, 2 unit and 4 unit)</u>	<u>C-2 Central Business District</u>
South	<u>Church (St. Paul Church School)</u>	<u>C-2 Central Business District</u>
East	<u>Church (Vacant Parcel)</u>	<u>C-2 Central Business District</u>
West	<u>Church (Convent)</u>	<u>C-2 Central Business District</u>

<b>The Combined Planning and Zoning Board shall not grant any zoning variance unless, based upon the evidence presented to them, they determine that:</b>	<b>Yes</b>	<b>No</b>
1. <b><u>Property Acquisition:</u></b> The property was acquired in good faith and strict application of the terms of the Zoning regulations would prohibit the use of the property.	X	
2. <b><u>Zoning Code Compliance:</u></b> The granting of the variance desired will not be opposed to the general spirit and intent of the zoning regulations.	X	
3. <b><u>Hardship:</u></b> Strict application of this Chapter of which the variance is requested would constitute unnecessary hardship upon the property owner represented in the application;	X	
4. <b><u>Minimal Deviation:</u></b> The proposed variance is the minimum deviation from such requirements that will alleviate the difficulties/hardship and allow a reasonable return on the property;	X	
5. <b><u>Uniqueness:</u></b> The variance requested arises from such condition which is unique to the property in question and which is not ordinarily found in the same zoning district and is not created by an action or actions of the property owner or applicant.	X	
6. <b><u>Public Interest:</u></b> The variance is not applicable to other property within the district, and therefore, that a variance would be a more appropriate remedy than an amendment (rezoning), and	X	
7. <b><u>Comprehensive Plan Compliance:</u></b> The variance, if granted, will not alter the essential character of the area where the premises in question are located, nor materially frustrate the implementation of this City's comprehensive plan.	X	

**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.

  
 \_\_\_\_\_  
 Applicant's Signature

12-23-20  
 \_\_\_\_\_  
 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:** 1412 9th Street, Highland IL. 62249

**Parcel ID Number:** 1-2-24-05-08-203-013

**Property Owner Name:** St. Paul Catholic Church

Please submit to [highlandzoning@highlandil.gov](mailto:highlandzoning@highlandil.gov)



12441 U.S. Highway 40  
Highland, Illinois 62249  
Telephone: 618/654-8611

## Narrative Statement

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Date: December 30, 2020  
Project: St. Paul Catholic Church – Gathering Room Addition  
Project No.: 40810

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St. Paul Catholic Church requests that the City of Highland grant a variance for the following items;

1. Section 90-242 (1)(c)(1) Coverage and operability, requiring windows placed on the upper façade cover no less than 30% of the façade.
2. Section 90-242 (1)(c)(2) Orientation and placement, requiring windows to be vertical, with no less than a 2:1 ratio of height to width.
3. Section 90-242 (1)(m) Prohibited building materials, listing exterior insulated finish system (EIFS) as a prohibited material.

The proposed clerestory includes fixed stained glass window assemblies, which are currently oriented in a 2:1 horizontal direction. The horizontal window orientation works best symmetrically inside the new gathering space from an aesthetic standpoint and complements the horizontal orientation of the addition. Since the clerestory is offset from the southern building façade, and due to the proposed grade elevations of the south parking lot, the upper window assemblies along the south façade of the clerestory go unnoticed as they are not visible from ground level. Windows of similar size and orientation are also placed at the clerestory along the north façade, however, due to the location and height of the existing Rectory, the majority of the windows are screened and not visible from the street. Window coverage and placement were designed primarily from the interior of the new addition. Each clerestory window is centered between drywall ceiling soffits, creating symmetry within the gathering room. When occupants enter the space they will immediately be drawn to the high ceilings and stained glass windows.

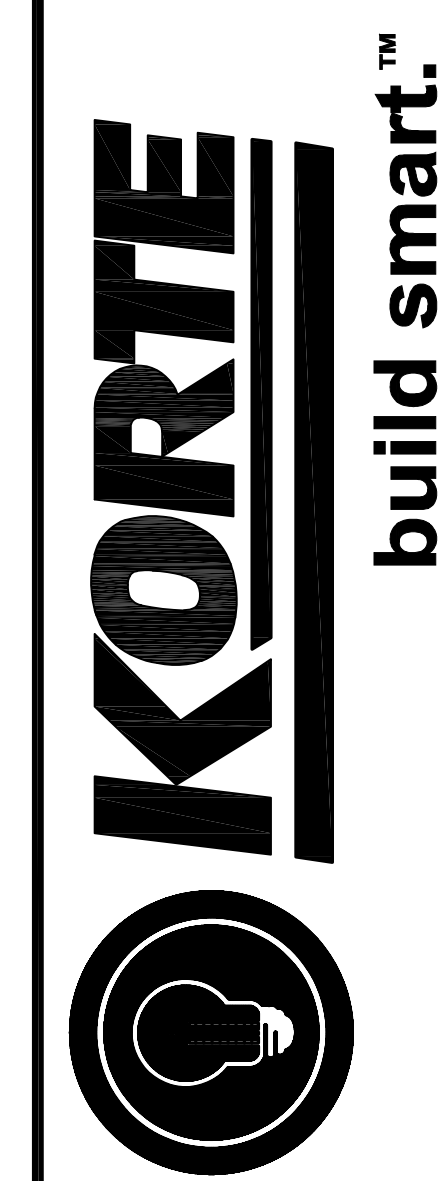
EIFS is being proposed along the upper façade of the clerestory and along the north façade of the new gathering room addition. The exterior design incorporates reveals to complement the soldier coursing of the brick masonry and cast stone cornice. Final color selection will be made to match the masonry of the existing facilities on site, which will create a smooth transition from existing to new.

Granting a variance for these items will not alter the existing land use, which is currently zoned C-2 Central Business District. Existing traffic conditions will not be impacted and all efforts will be made to complement existing conditions of the surrounding area in order to make a seamless transition, complementing the surrounding properties.

NOT VALID FOR BUILDING PERMIT UNLESS BOARDED AND SEALED BY THE REGISTERED PROFESSIONAL ENGINEER RESPONSIBLE FOR WORK OF THIS SHEET

THIS ARCHITECTURAL AND ENGINEERING DRAWING IS GIVEN IN CONFIDENCE AND NO USE OR DISSEMINATION MAY BE MADE WITHOUT PRIOR WRITTEN CONSENT OF THE ARCHITECT. ALL COMMON LAW RIGHTS OF COPYRIGHT AND OTHERWISE ARE HEREBY SPECIFICALLY RESERVED.

REVISIONS



CONSULTANT:  
**TWM**  
 ENGINEERING  
 GEOSPATIAL SERVICES  
 WWW.TWM-INC.COM  
 618.656.4040

A NEW FACILITY FOR:  
**ST. PAUL CATHOLIC CHURCH**  
 1412 9TH STREET  
 CITY OF HIGHLAND, ILLINOIS

PRELIMINARY DRAWINGS  
 12.30.2020

CHECKED BY JUV	JOB NO. D24-201054
DESIGNED BY JUV	DRAWN BY PDH
SHEET NO. C6	

PAVEMENT LEGEND

	PCC PAVEMENT
	HMA PAVEMENT
	PCC SIDEWALK
	GRASS/ LAWN AREA

