



# City of Highland

## Building and Zoning

Combined Planning & Zoning Board Agenda  
City Hall – 1115 Broadway  
June 2, 2021 7:00 P.M.

1. Call to Order
2. Roll Call
3. General Business:
  - Approval of the May 5, 2021 Regular Meeting Minutes
  - Approval of the May 12, 2021 Special Meeting 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. Springfield Sign (4825 E. Kearney St., Springfield, MO, 65803), on behalf of Frey Coffee LLC (12571 State Route 143, Highland, IL, 62249), is requesting a variance to Section 90-256 of the City of Highland's Municipal Code to increase the allowed amount of signage for Scooter's Coffee at 12571 State Route 143. (PIN# 02-2-18-32-02-201-005)
  - b. Double J Doggie Play N Stay LLC (803 3rd St., Highland, IL, 62249), on behalf of the Melvern Noll Estate, is requesting to rezone 140 Woodcrest Drive from C-3 Highway Business District to Industrial. (PIN# 02-2-18-32-15-401-002.001)
7. Calendar
  - a. July 7, 2021– Combined Planning and Zoning Board Meeting
  - b. Adjournment

Citizens may attend in person or monitor the meeting by phone. 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 [highlandzoning@highlandil.gov](mailto:highlandzoning@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

<b>Meeting Date:</b>	June 2, 2021
<b>From:</b>	Breann Speraneo, Director of Community Development Gretchen Arnold, Community Development Intern
<b>Location:</b>	12571 State Route 143
<b>Zoning Request:</b>	Sign Variance
<b>Description:</b>	Variance to allow for a total of 187.05 square feet of wall and monument signage

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### Proposal Summary

The applicant is Springfield Sign of 4825 E. Kearney St., Springfield, MO. The property owner is Frey Coffee LLC. The applicant is requesting the following variance to Section 90-256 of the City of Highland Municipal Code:

- Springfield Sign (4825 E. Kearney St., Springfield, MO, 65803), on behalf of Frey Coffee LLC (12571 State Route 143, Highland, IL, 62249), is requesting a variance to Section 90-256 of the City of Highland's Municipal Code to increase the allowed amount of signage for Scooter's Coffee at 12571 State Route 143. (PIN# 02-2-18-32-02-201-005)

The purpose of the request is to allow for a total of 187.05 square feet of signage; 151.05 sq ft is flush mounted wall signage and 36 sq ft is monument signage. Per Section 90-256(1) of the sign code, two square feet of sign area per one foot of lineal street frontage is allowed. Scooter's is a drive-thru only coffee kiosk and is proposed to have 18 ft of street frontage, which would cap them at 36 sq ft of signage.

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.

### Standards of Consideration

The Combined Planning and Zoning Board must utilize the following standards of consideration when determining whether to grant the 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.



## City of Highland Building and Zoning

The applicant is seeking a variance as a result of Scooter's being a drive-thru kiosk with only 18 ft of street frontage.

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 would not be able to have an appropriate amount of signage.

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 applicant is seeking a variance as a result of Scooter's being a drive-thru kiosk with only 18 ft of street frontage.

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).

A variance is the most appropriate remedy.

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 character of the area and comprehensive plan would not be affected.

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.



# City of Highland Building and Zoning

## Staff Discussion

Businesses are allowed two square feet of sign area per one foot of lineal street frontage, up to a maximum allowance of 300 sq ft. The maximum allowance of 300 sq ft is not an issue. However, the variance is needed given that Scooter's has 18 ft of street frontage and, by code, would be capped at 36 sq ft of signage. Staff does not believe that 36 sq ft of signage is an appropriate amount of signage for the coffee kiosk and therefore supports the variance request.

## 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: \_\_\_\_\_ 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.

Chris Hampton  
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:** \_\_\_\_\_

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


**AUTHORIZATION**

Realty Income Illinois Properties 4, LLC, a Delaware limited liability company, (“Owner”) as owner of the property located at 12571 State Route 143, Highland, Illinois 62249, (“Property”) hereby authorizes and appoints the applicant, Frey Coffee, LLC, (“Applicant”) by and through its agent, Springfield Sign, to act on Owner’s behalf regarding the Variance Application attached hereto as Exhibit “A”, presented to the City of Highland for a sign variance. This authorization is contingent on the consummation of the sale and purchase between Owner and Applicant. In the event the sale of the Property is not consummated, this Authorization shall automatically terminate and be of no further force or effect.

Realty Income Illinois Properties 4, LLC

By:   
Name: TJ Chun

Its: SVP, Investment & Head of Asset Management

Approved As To Form  
Legal Department  
  
K. Carson



ACKNOWLEDGMENT

*A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.*

STATE OF CALIFORNIA

COUNTY OF SAN DIEGO

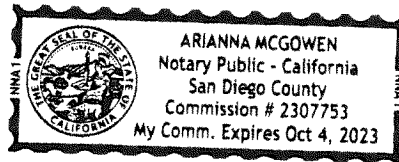
On April 22<sup>nd</sup>, 2021 before me, Arianna McGowen, Notary Public, personally appeared TJ Chun, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

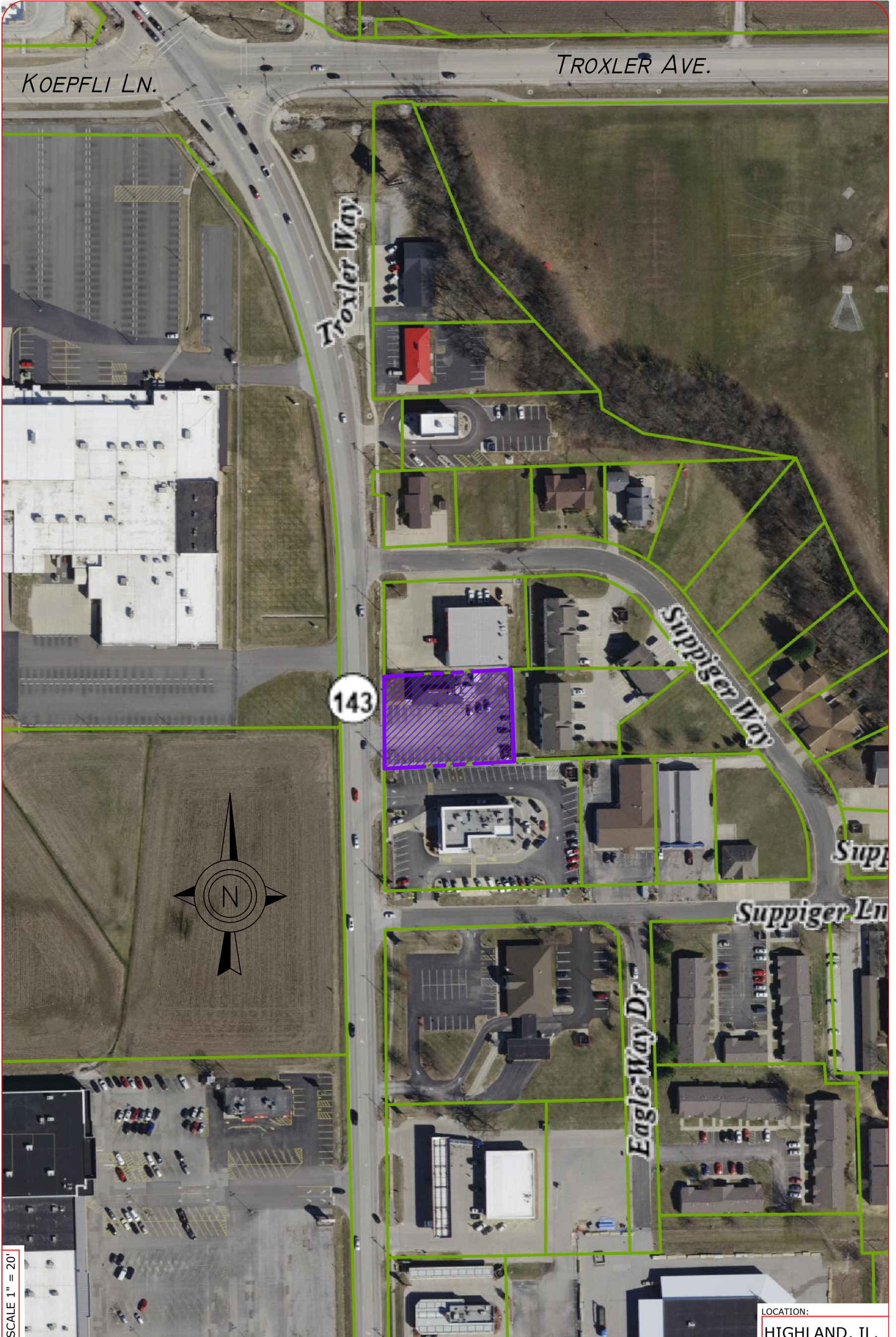
WITNESS my hand and official seal.

*Arianna McGowen*

Signature of Notary Public



(Notary Seal)



SCALE 1" = 20'

Project No.: 30920  
 Drawn By: CLH  
 Reviewed By: MW  
 Date: 4-20-21

**1 OF 1**

**SCOOTER'S COFFEE  
 NEW-SIGNAGE  
 12571 STATE ROUTE 143  
 HIGHLAND, IL.62249  
 SIGN PLACEMENT PLAN**

LOCATION:  
**HIGHLAND, IL.**

**SPRINGFIELD SIGN**  
 4825 E. Kearney St.  
 Springfield, MO 65803  
 (417) 862-2454

SCALE 1" = 15'

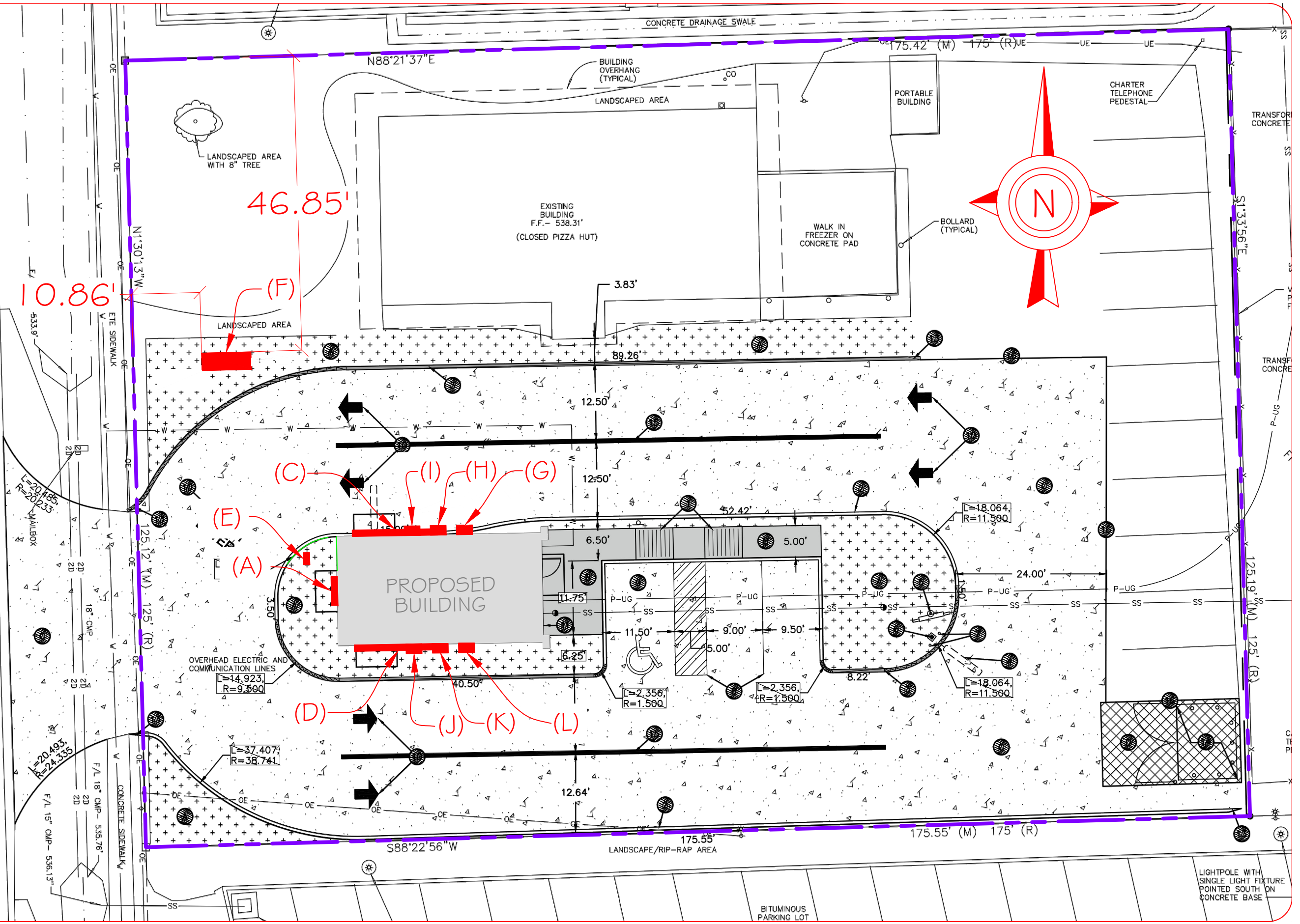
Project No.: 30920  
Drawn By: CLH  
Reviewed By: MW  
Date: 4-20-21

SCOOTER'S COFFEE  
NEW-SIGNAGE  
12571 STATE ROUTE 143  
HIGHLAND, IL.62249  
SIGN PLACEMENT PLAN

SPRINGFIELD SIGN  
4825 E. Kearney St.  
Springfield, MO 65803  
(417) 862-2454

LOCATION:  
HIGHLAND, IL.

12571 STATE ROUTE 143



LIGHTPOLE WITH  
SINGLE LIGHT FIXTURE  
POINTED SOUTH ON  
CONCRETE BASE



**SIGN  
SQUARE FOOTAGE  
CALCULATIONS**

A: 18.25 SF  
 C: 41.2 SF  
 D: 41.2 SF  
 G: 8.4 SF  
 H: 8.4 SF  
 I: 8.4 SF  
 J: 8.4 SF  
 K: 8.4 SF  
 L: 8.4 SF

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**TOTAL SF: 151.05 SF**

**MONUMENT  
SQUARE FOOTAGE  
CALCULATIONS**

**TOTAL SF: 36 SF**

**DIRECTIONAL  
SQUARE FOOTAGE  
CALCULATIONS**

**TOTAL SF: 4.0 SF**

**BUILDING  
SQUARE FOOTAGE  
CALCULATIONS**

FRONT: 364.17 SF  
 REAR: 349.79 SF  
 SIDE: 676.08 SF  
 SIDE: 676.08 SF



SPRINGFIELD **SIGN**

# Scooters Coffee | Highland, IL

Presented by Shaun Crawford

📞 800.845.9927

🌐 [springfieldsign.com](http://springfieldsign.com)

**DISCLAIMER**

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PROPOSED SIGNAGE

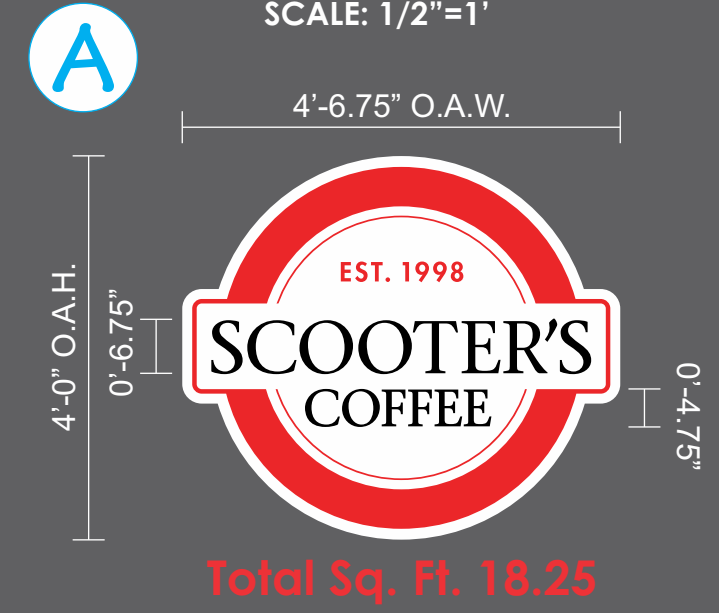
S1-S201

DETAIL VIEW - FRONT ELEVATION

SCALE: VARIOUS

SCALE: 1/4"=1'


SCALE: 1/2"=1'





**SCOOTER'S COFFEE DRIVE-THRU**

**Illuminated Channel logo - Cabinet**

- 5" Deep .5" Aluminum Returns
- 3/16" White Acrylic faces
- Alum. Cabinet painted Black
- Lt. Tomato Red (3630-43), Black (3630-22) Vinyl
- Face of retainers painted White, Side of retainers painted Black to match Cabinet
- White LED'S

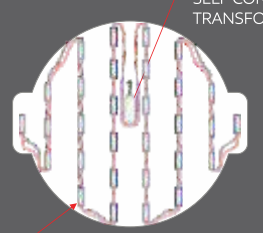
 LT. TOMATO RED  
3630-43

 BLACK  
3630-22

0'-5" 

**NOTE:**  
6' WHIP TO EXIT TOP CENTER, REAR OF CHANNEL LOGO (ON ROOF TOP).

**NOTE:** SELF CONTAINED TRANSFORMER.



**NOTE:** LED MODULES ARE RIVETED TO ALUMINUM BACK AND SEALED WITH SILICONE. NUMBER OF LED MODULES WILL VARY DEPENDING ON LOGO SIZE.

**NOTE:** POWER TO EXIT REAR OF CHANNEL LOGO DISPLAY.

CLIENT CLIENT # 6762

Scooters Coffee

LOCATION

12571 State Route 143 Highland, IL 62249

SALES

Shaun Crawford 800.845.9927

SCALE AO#

Various 30920

ARTIST

J. Kroeger

REVISION HISTORY

04.19.21 - NEW/Permitting

T:\o30920 - Frey Boy\_s LLC (8825)\Art\Working Files

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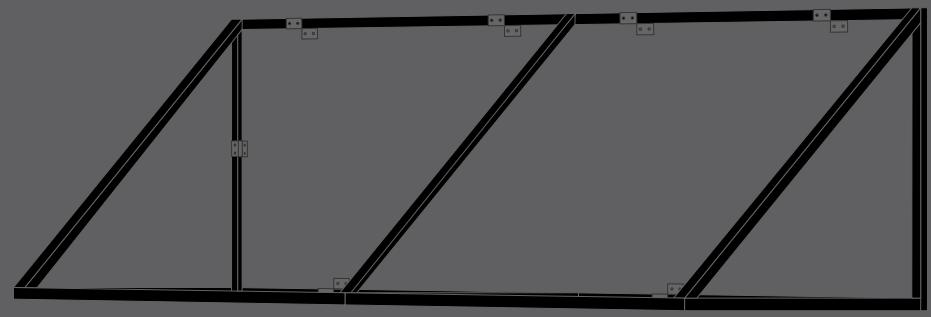
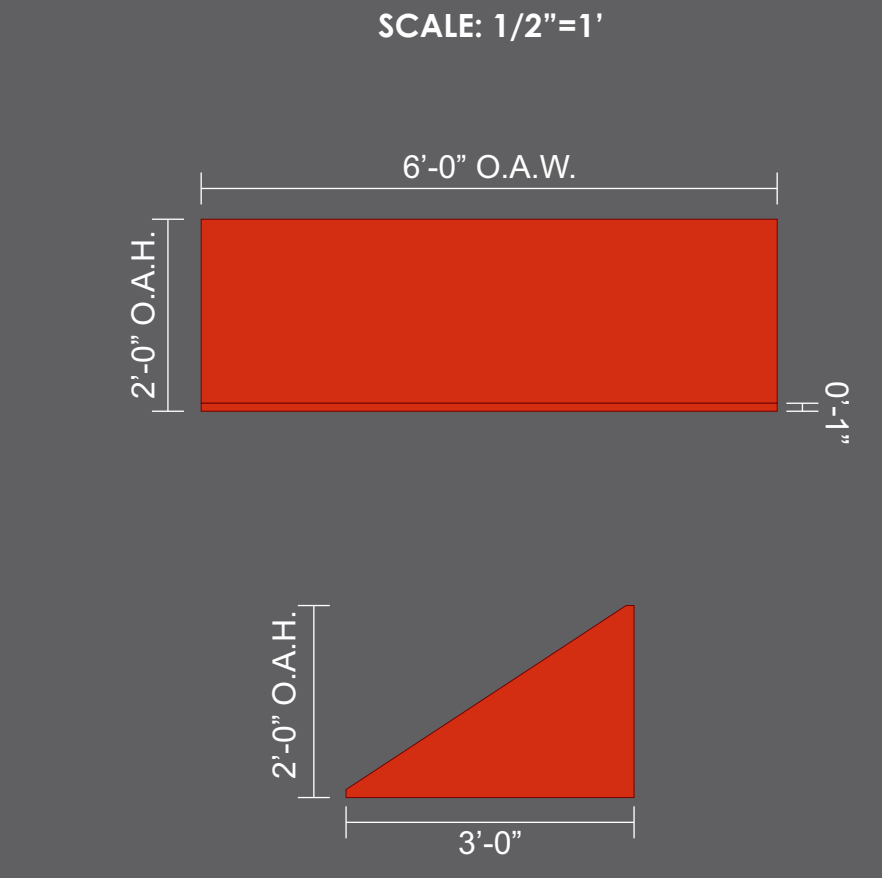
DATE

PROPOSED SIGNAGE

S1-S201

DETAIL VIEW - FRONT ELEVATION

SCALE: VARIOUS



**SCOOTER'S COFFEE DRIVE-THRU**

**Awning Display**

- 1"x1" Aluminum Sq. Tube Frame painted Black
- Logo Red Sunbrella Material # 6066-0000
- INSTALLATION:  
Panel mounted to fascia using non-corrosive hardware. 14GA. Z-Clips - #12 Self Tapping Tekes - 3/16" 0x1-1/2" Tap cons to existing fascia.

CLIENT CLIENT # 6762

Scooters Coffee

LOCATION

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SALES

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APPROVED BY

\_\_\_\_\_

DATE

\_\_\_\_\_

PROPOSED SIGNAGE

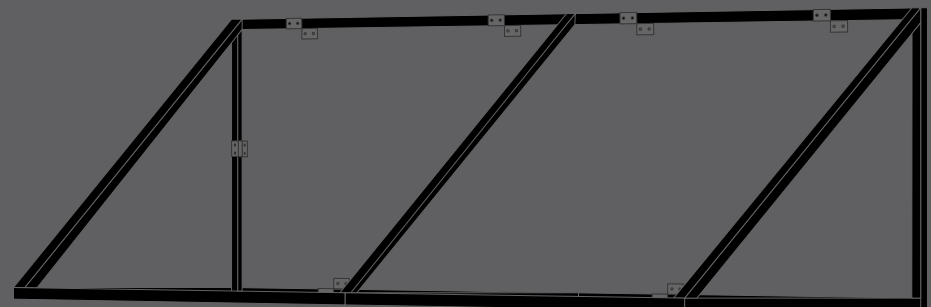
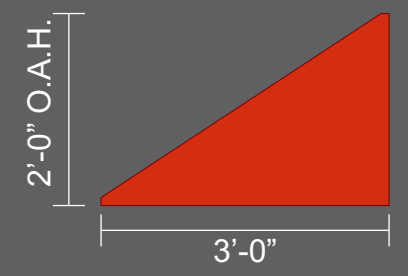
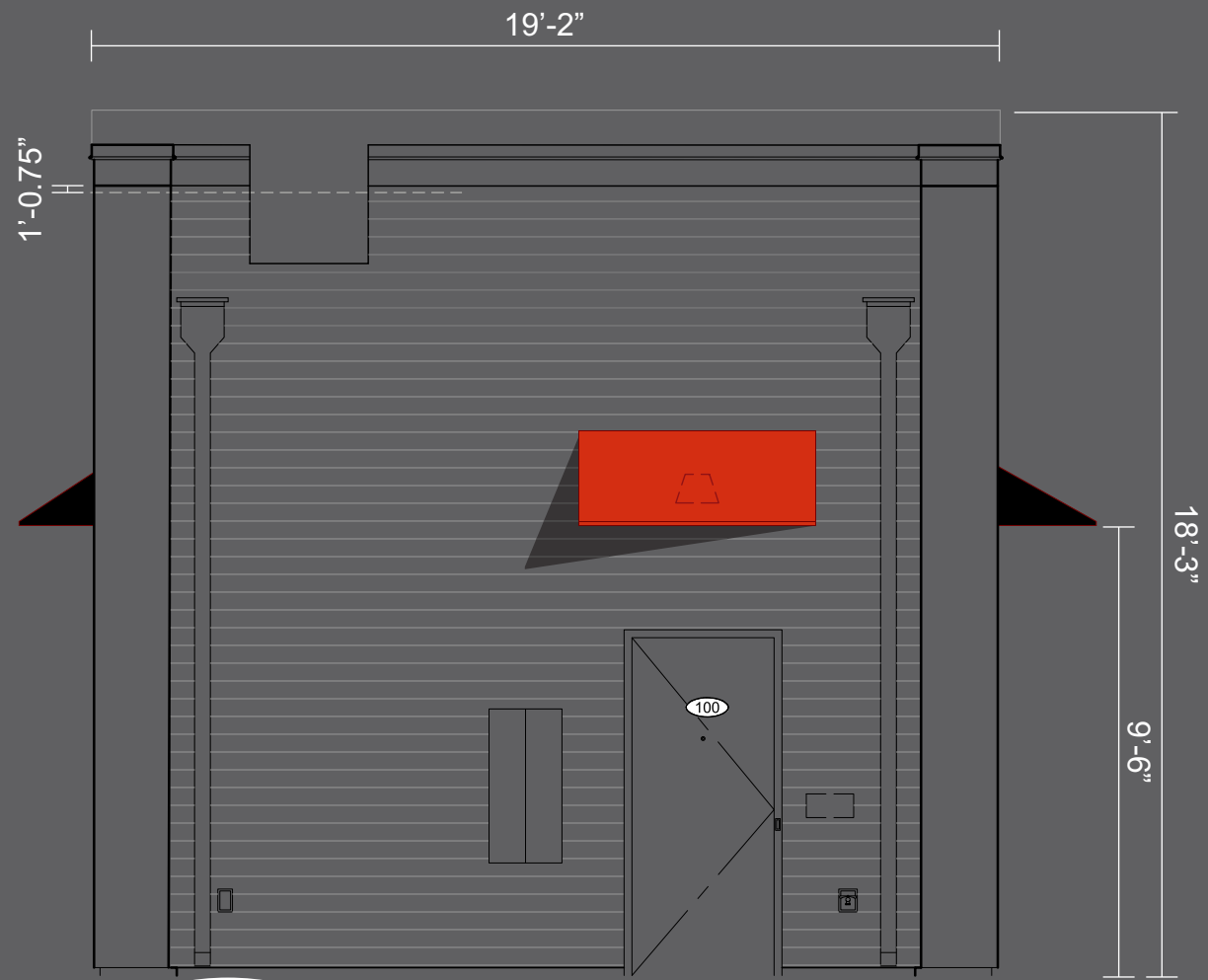
S301

DETAIL VIEW - REAR ELEVATION

SCALE: VARIOUS

SCALE: 1/4"=1'

SCALE: 1/2"=1'



**SCOOTER'S**  
COFFEE DRIVE-THRU

**Awning Display**

- 1"x1" Aluminum Sq. Tube Frame painted Black
- Logo Red Sunbrella Material # 6066-0000
- INSTALLATION:  
Panel mounted to fascia using non-corrosive hardware. 14GA. Z-Clips - #12 Self Tapping Tek's - 3/16" 0x1-1/2" Tap cons to existing fascia.

CLIENT CLIENT # 6762

Scooters Coffee

LOCATION

12571 State Route 143 Highland, IL 62249

SALES

Shaun Crawford 800.845.9927

SCALE AO#

Various 30920

ARTIST

J. Kroeger

REVISION HISTORY

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APPROVED BY

DATE

PROPOSED SIGNAGE

S4-S501

DETAIL VIEW - DRIVE-THRU ELEVATION

SCALE: 1/4"=1'



**NOTE:**  
POWER TO EXIT LOWER LETTERS AND ENTER STORE.

**NOTE:**  
ALUMINUM REVERSE RACEWAY LOCATED ON ROOF BEHIND PARAPET WALL.

**NOTE:**  
POWER TO EXIT AT TOP AREA OF "SCOOTER'S"


**NOTE:**  
POWER TO EXIT AT LOWEST POINT OF "COFFEE DRIVE-THRU"


**SCOOTER'S COFFEE DRIVE-THRU**

**Illuminated Channel Letters**

"Scooter's":  
 -3" Deep .040" Aluminum Returns painted Black  
 -1.875" White Acrylic faces  
 -Lt. Tomato Red (3630-43), Black (3630-22) Vinyl  
 -1" Black Trim cap & Red LED's

"Coffee Drive-Thru":  
 -3" Deep .040" Returns painted Black  
 -1.875" White Acrylic faces  
 -1" Black Trim cap & White LED's

 LT. TOMATO RED 3630-43

 BLACK 3630-22



**Total: 41.2 Sq. Ft.**

<b>CLIENT</b>	CLIENT # 6762
Scooters Coffee	
<b>LOCATION</b>	12571 State Route 143 Highland, IL 62249
<b>SALES</b>	Shaun Crawford 800.845.9927
<b>SCALE</b>	AO#
Various	30920
<b>ARTIST</b>	J. Kroeger
<b>REVISION HISTORY</b>	
04.19.21 - NEW/Permitting	
T:\o30920 - Frey Boy_s LLC (8825)\Art\Working Files	

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**APPROVED BY**

\_\_\_\_\_

**DATE**

\_\_\_\_\_

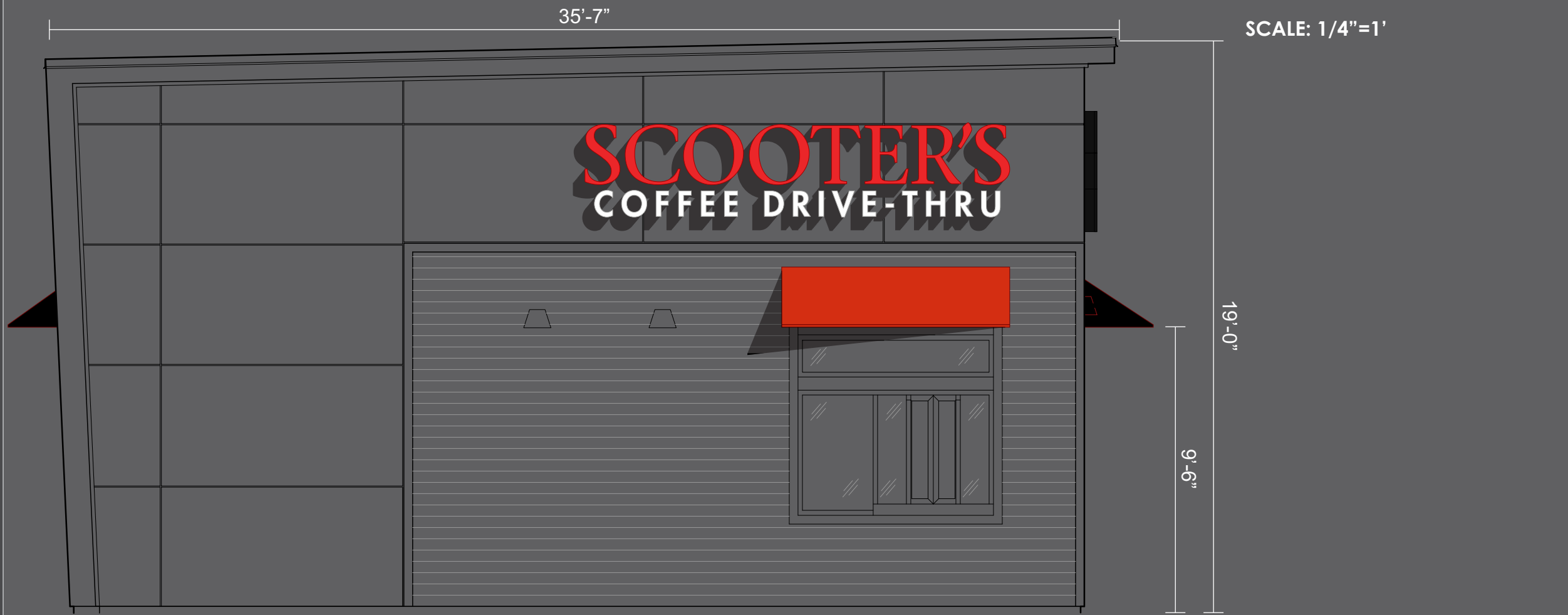
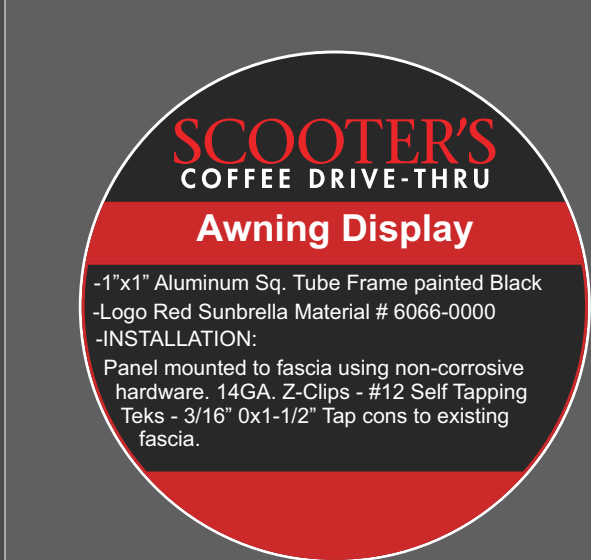


PROPOSED SIGNAGE

S4-S501

DETAIL VIEW - DRIVE-THRU ELEVATION

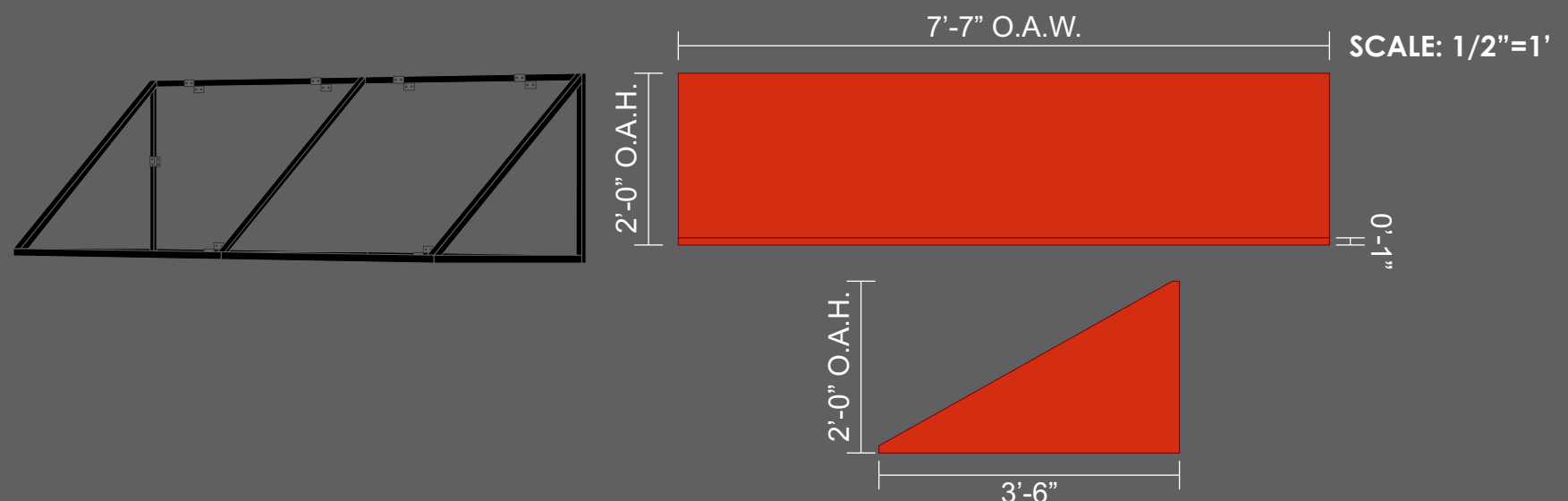
SCALE: VARIOUS

**SCOOTER'S  
COFFEE DRIVE-THRU**

**Awning Display**

- 1"x1" Aluminum Sq. Tube Frame painted Black
- Logo Red Sunbrella Material # 6066-0000
- INSTALLATION:  
Panel mounted to fascia using non-corrosive hardware. 14GA. Z-Clips - #12 Self Tapping Tekes - 3/16" 0x1-1/2" Tap cons to existing fascia.



CLIENT CLIENT # 6762

Scooters Coffee

LOCATION

12571 State Route 143 Highland, IL 62249

SALES

Shaun Crawford 800.845.9927

SCALE AO#

Various 30920

ARTIST

J. Kroeger

REVISION HISTORY

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T:\o30920 - Frey Boy\_s LLC  
(8825)\Art\Working Files

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APPROVED BY

DATE

PROPOSED SIGNAGE

S6-S701

DETAIL VIEW - SIDE ELEVATION

SCALE: 1/4"=1'

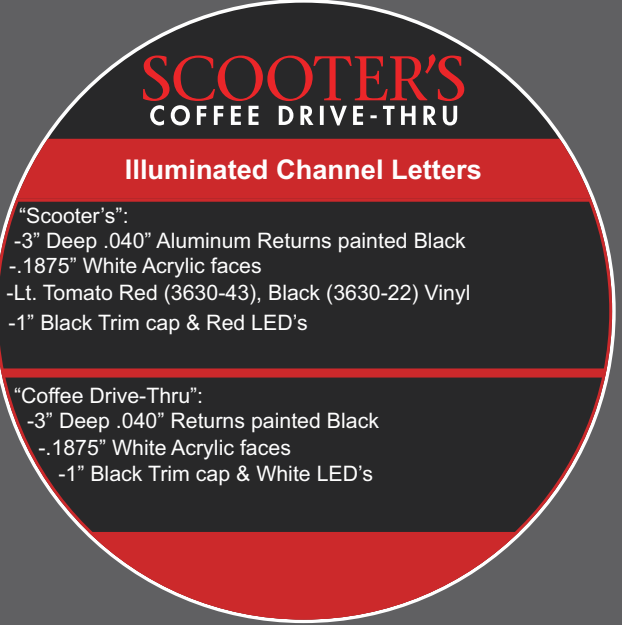


**NOTE:**  
POWER TO EXIT LOWER LETTERS AND ENTER STORE.

**NOTE:**  
ALUMINUM REVERSE RACEWAY LOCATED ON ROOF BEHIND PARAPET WALL.

**NOTE:**  
POWER TO EXIT AT TOP AREA OF "SCOOTER'S"

**NOTE:**  
POWER TO EXIT AT LOWEST POINT OF "COFFEE DRIVE-THRU"

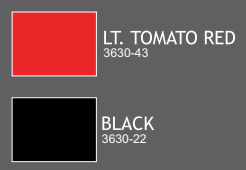


**SCOOTER'S COFFEE DRIVE-THRU**

**Illuminated Channel Letters**

"Scooter's":  
 -3" Deep .040" Aluminum Returns painted Black  
 -1.875" White Acrylic faces  
 -Lt. Tomato Red (3630-43), Black (3630-22) Vinyl  
 -1" Black Trim cap & Red LED's

"Coffee Drive-Thru":  
 -3" Deep .040" Returns painted Black  
 -1.875" White Acrylic faces  
 -1" Black Trim cap & White LED's



**LT. TOMATO RED**  
3630-43

**BLACK**  
3630-22



**Total: 41.2 Sq. Ft.**

<b>CLIENT</b>	CLIENT # 6762
Scooters Coffee	
<b>LOCATION</b>	12571 State Route 143 Highland, IL 62249
<b>SALES</b>	Shaun Crawford 800.845.9927
<b>SCALE</b>	AO#
Various	30920
<b>ARTIST</b>	J. Kroeger
<b>REVISION HISTORY</b>	
04.19.21 - NEW/Permitting	
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\_\_\_\_\_

**DATE**

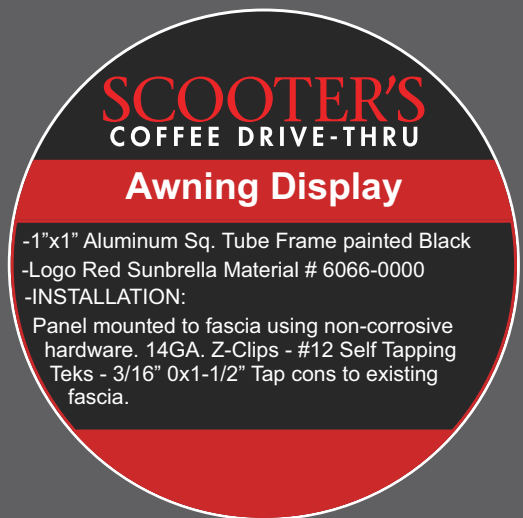
\_\_\_\_\_

PROPOSED SIGNAGE

S6-S701

DETAIL VIEW - SIDE ELEVATION

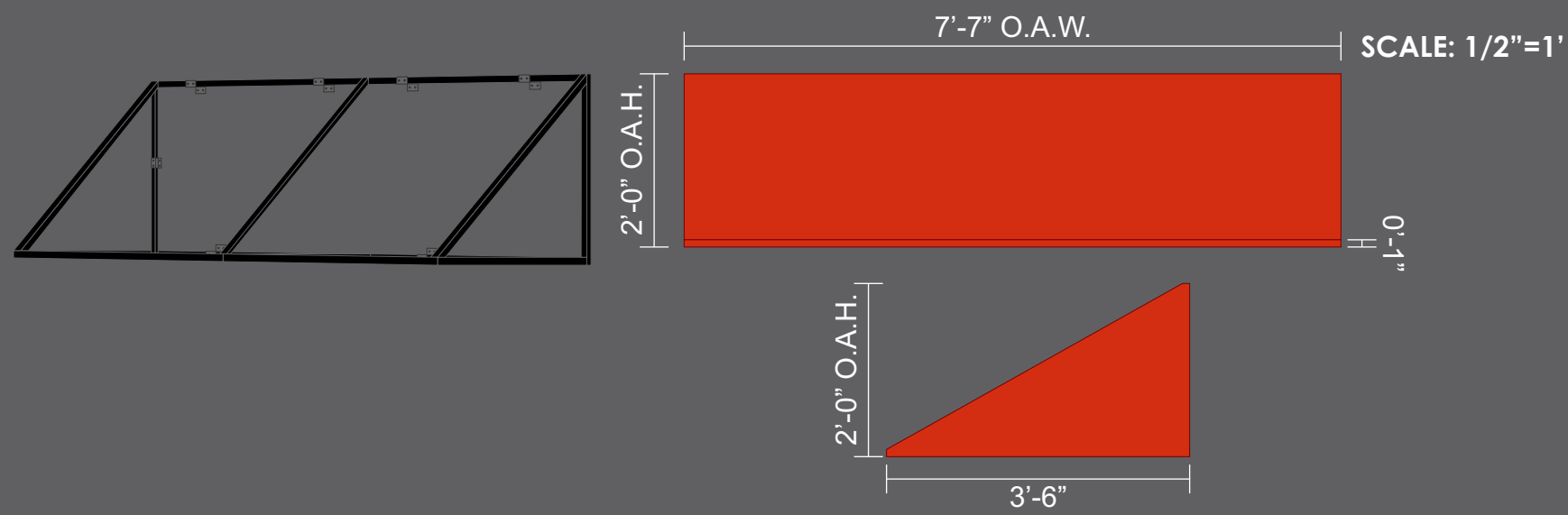
SCALE: VARIOUS

**SCOOTER'S  
COFFEE DRIVE-THRU**

**Awning Display**

- 1"x1" Aluminum Sq. Tube Frame painted Black
- Logo Red Sunbrella Material # 6066-0000
- INSTALLATION:  
Panel mounted to fascia using non-corrosive hardware. 14GA. Z-Clips - #12 Self Tapping Tekes - 3/16" 0x1-1/2" Tap cons to existing fascia.



<b>CLIENT</b>	CLIENT # 6762
Scooters Coffee	
<b>LOCATION</b>	
12571 State Route 143 Highland, IL 62249	
<b>SALES</b>	
Shaun Crawford	800.845.9927
<b>SCALE</b>	<b>AO#</b>
Various	30920
<b>ARTIST</b>	
J. Kroeger	

<b>REVISION HISTORY</b>
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**DATE**

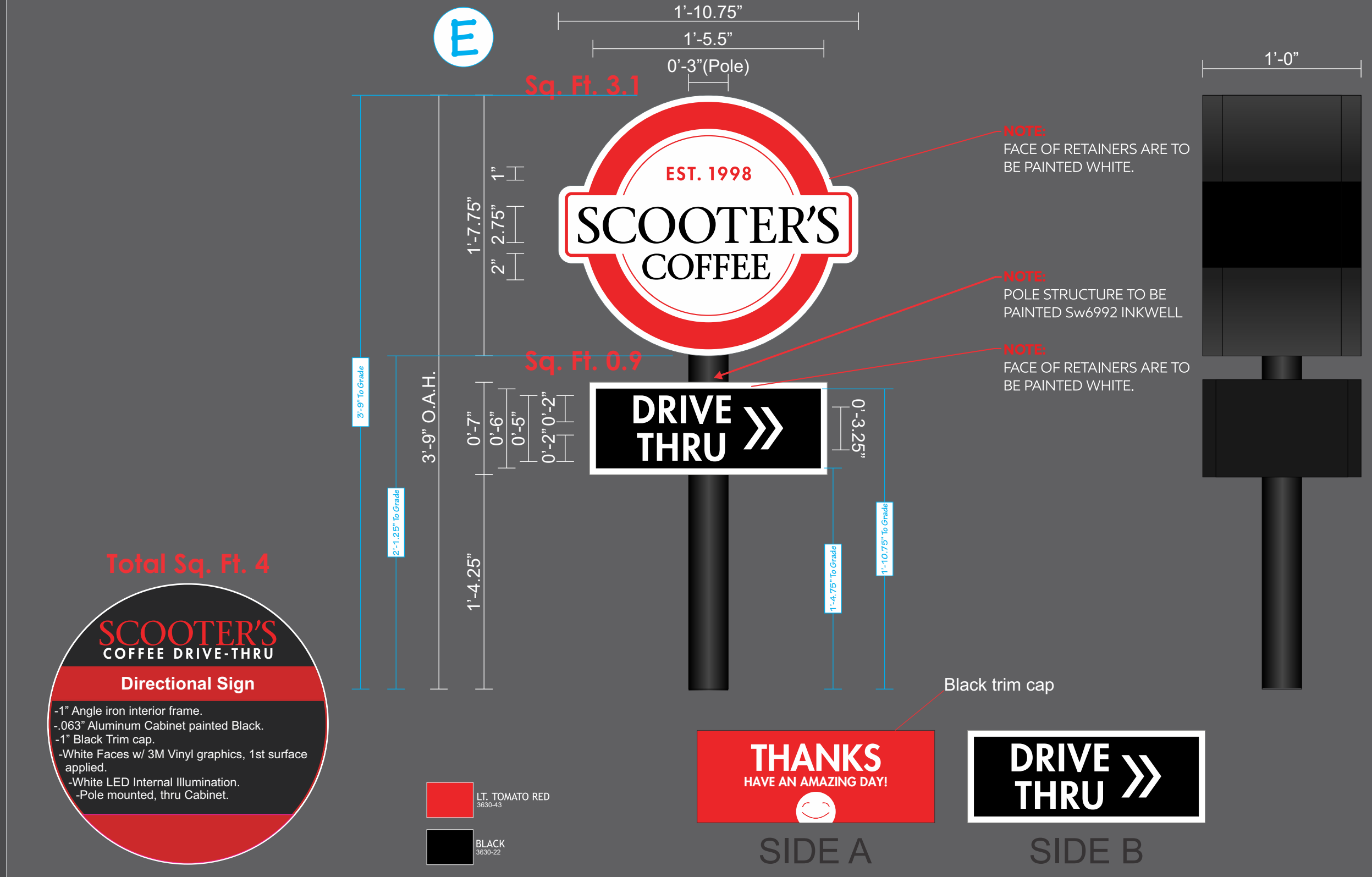
\_\_\_\_\_

PROPOSED SIGNAGE

S801

DETAIL VIEW - D/F DIRECTIONAL

SCALE: 1-1/2"=1'



CLIENT Scooters Coffee CLIENT # 6762

LOCATION 12571 State Route 143 Highland, IL 62249

SALES Shaun Crawford 800.845.9927

SCALE 1-1/2"=1' AO# 30920

ARTIST J. Kroeger

REVISION HISTORY  
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 DATE \_\_\_\_\_

PROPOSED SIGNAGE

S901

DETAIL VIEW - D/F MONUMENT

SCALE: 1/2"=1'

**Sq. Ft. 29.4**

**1**

**SCOOTER'S**  
COFFEE DRIVE-THRU

**Monument - Upper Display**

- .5" Alum. painted white over internal angle frame.
- Alum. Retainers painted White.
- White Faces w/ 3M Vinyl graphics, 1st surface applied.
- White LED Internal Illumination.
- Pole mounted, thru Cabinet.
- Stone Base to be made by others.

**Sq. Ft. 6.6**

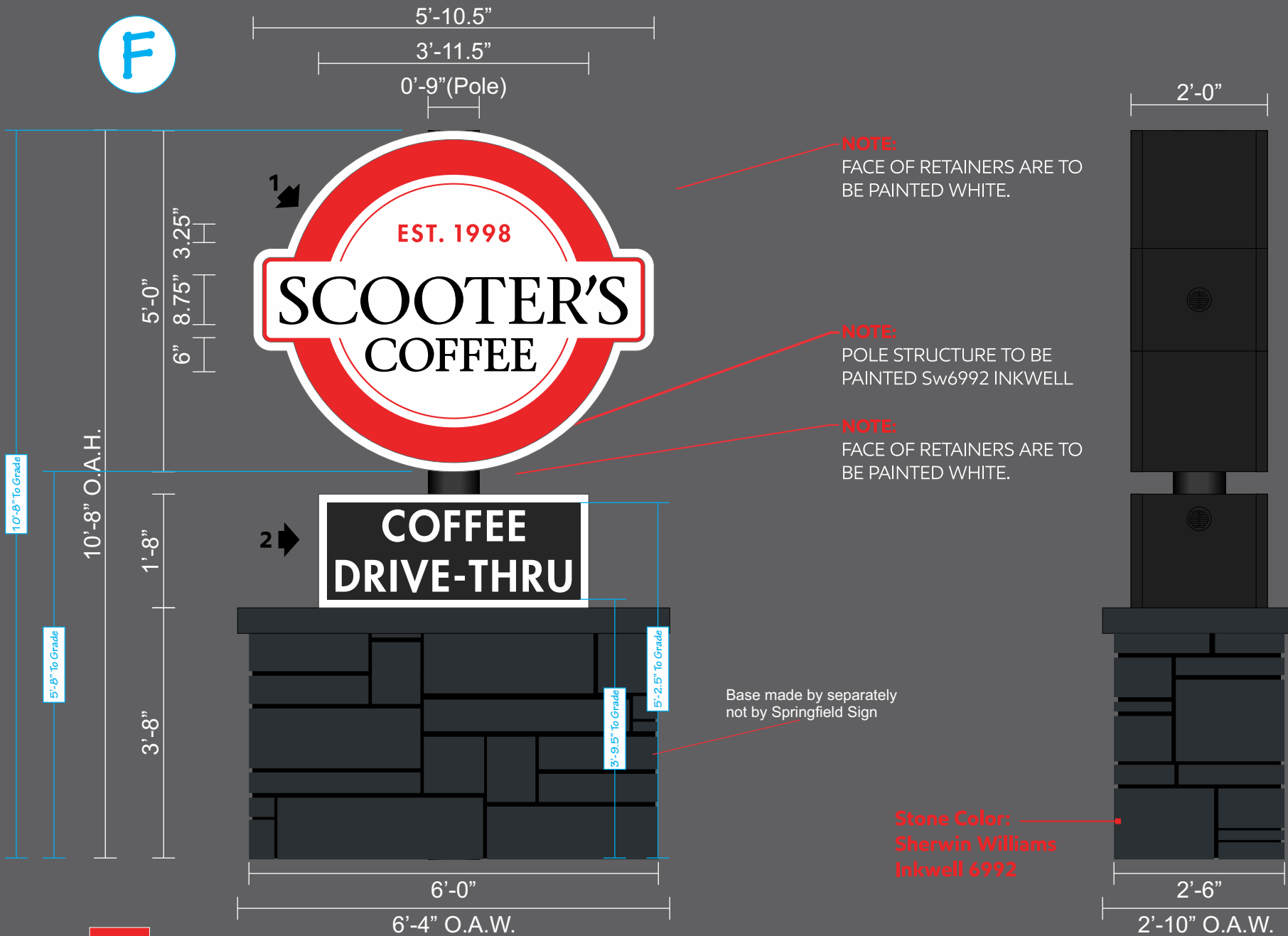
**2**


**SCOOTER'S**  
COFFEE DRIVE-THRU


**Monument - Lower Display**

- Fabricated from Extruded Alum. (EC-Frame)
- Painted Alum. skin.
- Cabinet and Retainers painted White.
- 3/16" White faces w/ 3M Vinyl graphics, 1st surface applied.
- White LED Internal Illumination.
- Pole mounted, thru Cabinet.

**Total Sq. Ft. 36**



 LT. TOMATO RED  
3630-43

 BLACK  
3630-22

**Stone Color:**  
Sherwin Williams  
Inkwell 6992

CLIENT CLIENT # 6762

Scooters Coffee

LOCATION

12571 State Route 143 Highland, IL 62249

SALES

Shaun Crawford 800.845.9927

SCALE AO#

1/2"=1' 30920

ARTIST

J. Kroeger

REVISION HISTORY

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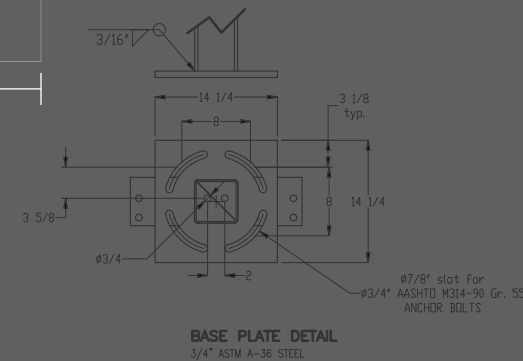
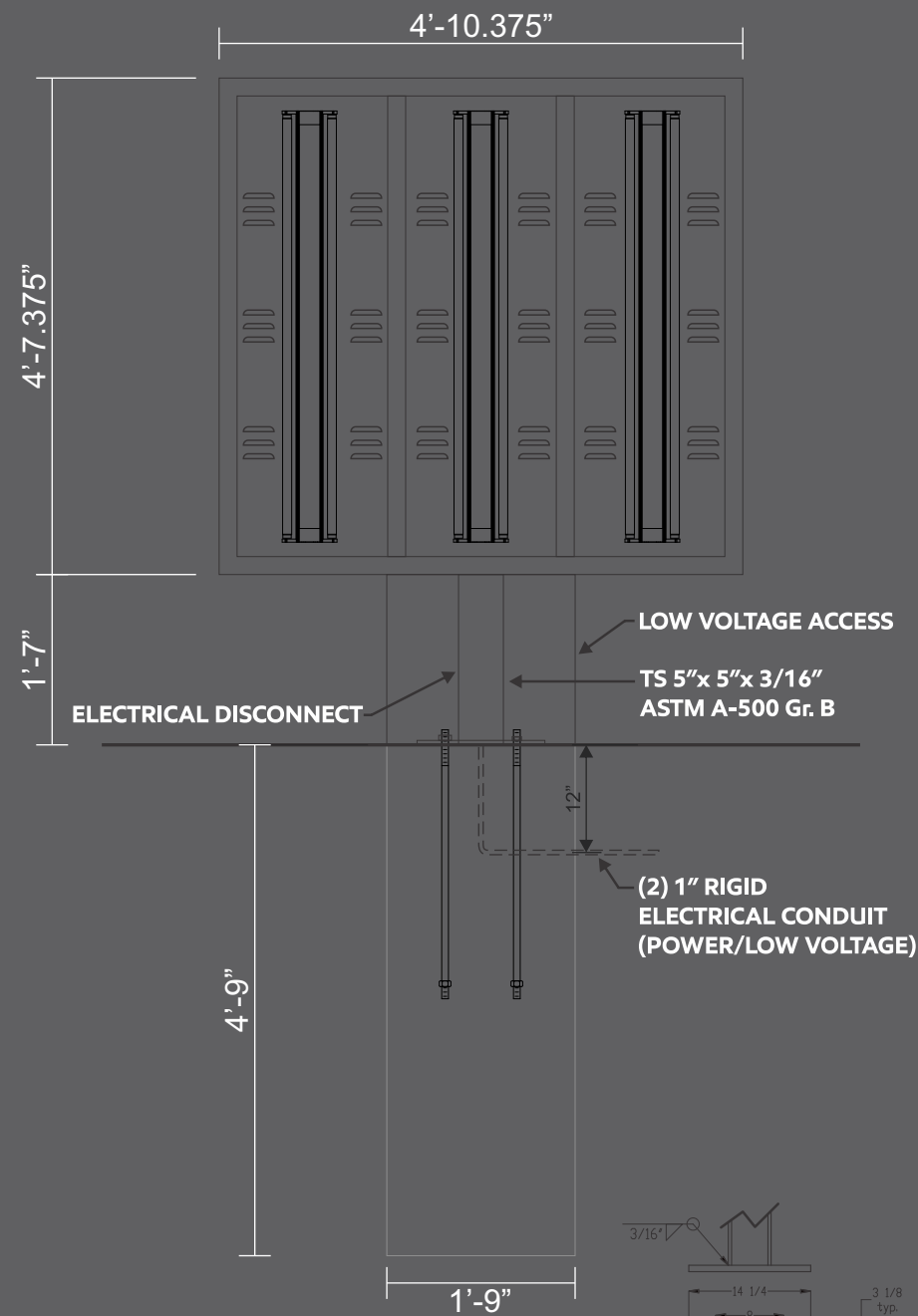
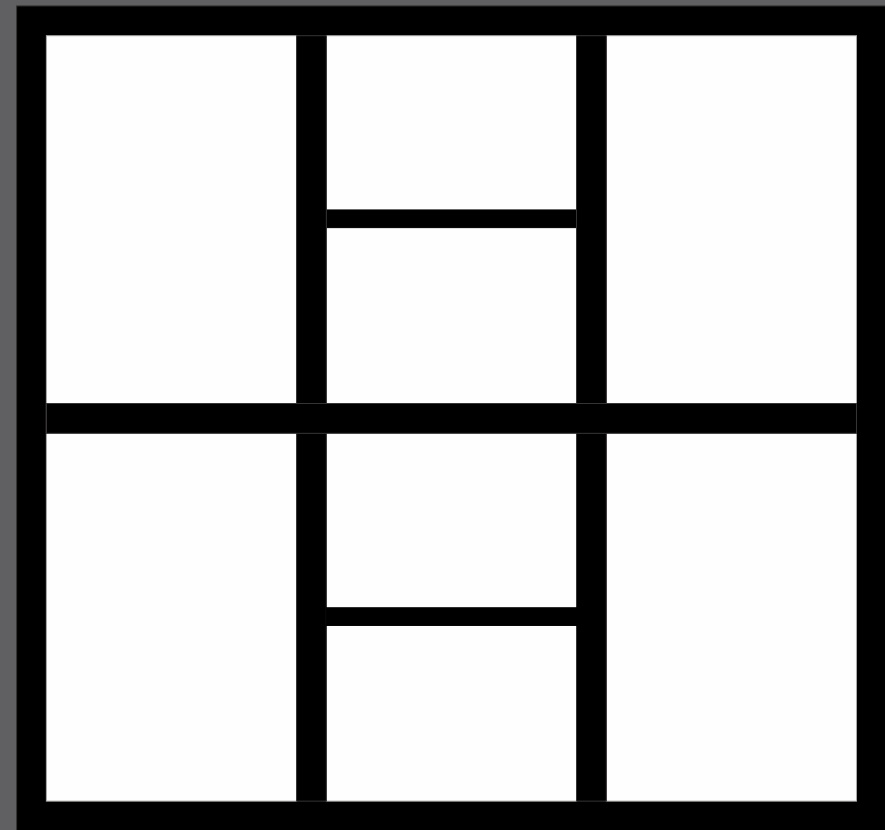
DATE

PROPOSED SIGNAGE

DETAIL VIEW - MENU BOARD DISPLAY

SCALE: NTS

Instalation Only



CLIENT CLIENT # 6762

Scooters Coffee

LOCATION

12571 State Route 143 Highland, IL 62249

SALES

Shaun Crawford 800.845.9927

SCALE AO#

Various 30920

ARTIST

J. Kroeger

REVISION HISTORY

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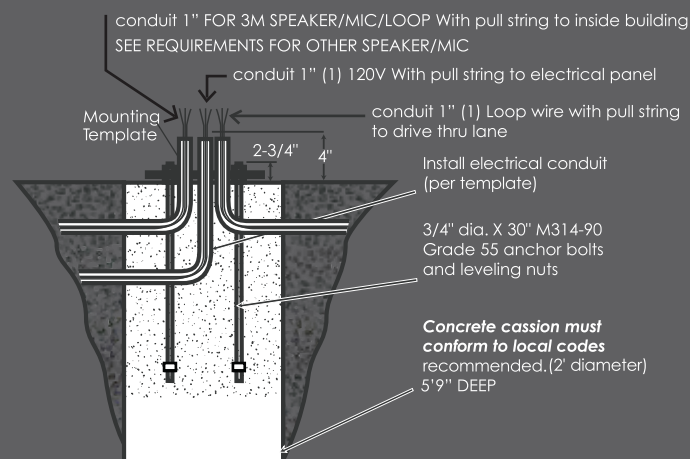
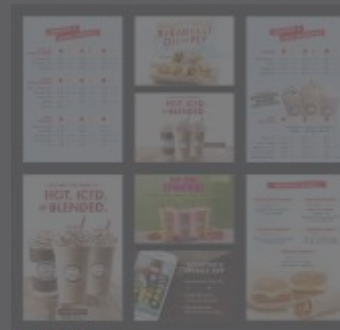
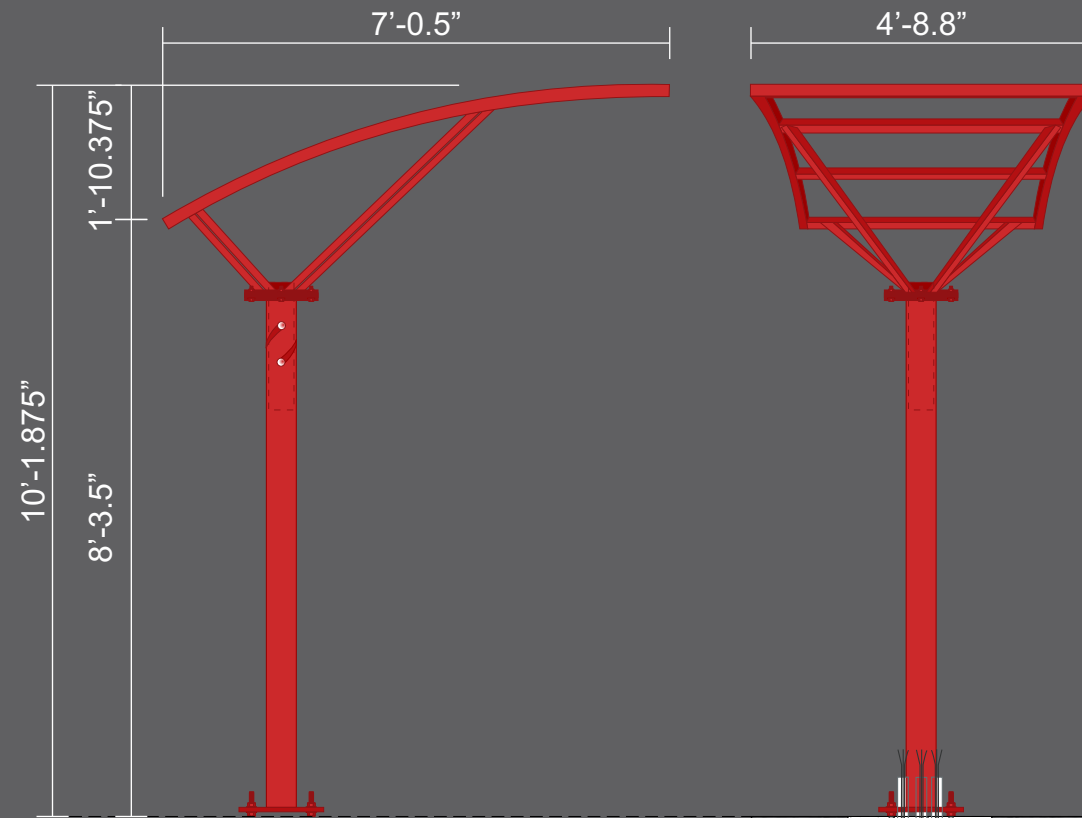
DATE

PROPOSED SIGNAGE

DETAIL VIEW - MENU CANOPY

Instalation Only

SCALE: 3/8"=1'



CLIENT CLIENT # 6762

Scooters Coffee

LOCATION

12571 State Route 143 Highland, IL 62249

SALES

Shaun Crawford 800.845.9927

SCALE AO#

Various 30920

ARTIST

J. Kroeger

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DATE

PROPOSED SIGNAGE

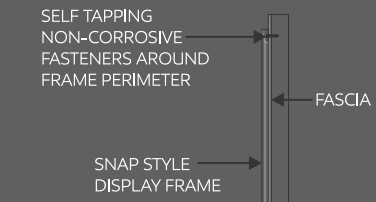
S10-S1201

DETAIL VIEW - DRIVE-THRU ELEVATION - INSTALL CUSTOMER PROVIDED SIGN PANELS

SCALE: VARIOUS



SCALE: 1/4"=1'



**SCOOTER'S COFFEE DRIVE-THRU**

**Snap Frame Panels**

- Install "snap frame panel" provided signs.
- Wall mounted to specific locations.
- Snap Frame panels installed on site by G.C.
- Snap Frame panels provided by outusers.

**G** 2'-6" 8.4 Sq. Ft. **H** 2'-6" 8.4 Sq. Ft. **I** 2'-6" 8.4 Sq. Ft. SCALE: 1/2"=1'

3'-4" 3'-1" V.O.

**25.2 Total Sq. Ft.**

Panels made separately not by Springfield Sign

CLIENT	CLIENT # 6762
Scooters Coffee	
LOCATION	
SALES	
Shaun Crawford	800.845.9927
SCALE	AO#
Various	
ARTIST	
J. Kroeger	
REVISION HISTORY	

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APPROVED BY \_\_\_\_\_

DATE \_\_\_\_\_



PROPOSED SIGNAGE

S13-S1501

DETAIL VIEW - SIDE ELEVATION - INSTALL CUSTOMER PROVIDED SIGN PANELS

SCALE: VARIOUS



SCALE: 1/4"=1'

19'-0"

9'-6"

35'-7"

8'-5" To Grade

5'-5" To Grade

8'-5" To Grade

5'-5" To Grade

8'-5" To Grade

5'-5" To Grade

SELF TAPPING  
NON-CORROSIVE  
FASTENERS AROUND  
FRAME PERIMETER

FASCIA

SNAP STYLE  
DISPLAY FRAME

CLIENT Scooters Coffee CLIENT # 6762

LOCATION 12571 State Route 143 Highland, IL 62249

SALES Shaun Crawford 800.845.9927

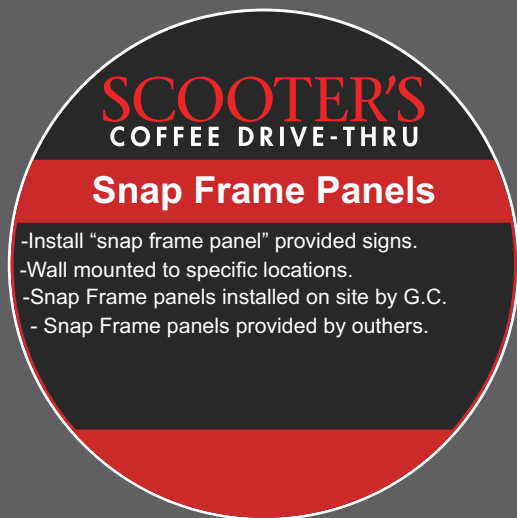
SCALE Various AO# 30920

ARTIST J. Kroeger

REVISION HISTORY

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**SCOOTER'S COFFEE DRIVE-THRU**  
**Snap Frame Panels**

- Install "snap frame panel" provided signs.
- Wall mounted to specific locations.
- Snap Frame panels installed on site by G.C.
- Snap Frame panels provided by others.



2'-6"  
8.4 Sq. Ft.



2'-6"  
8.4 Sq. Ft.



2'-6"  
8.4 Sq. Ft.

SCALE: 1/2"=1'



3'-4"



25.2 Total Sq. Ft.



3'-1" V.O.

Panels made separately not by Springfield Sign

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DATE

LED INTERNALLY ILLUMINATED CHANNEL LETTER/CABINET

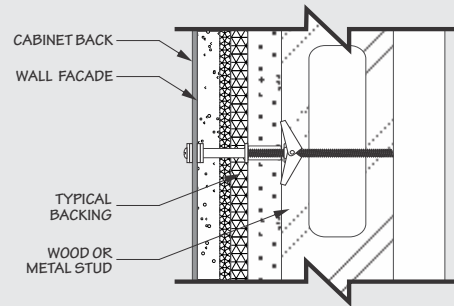
CHANNEL LETTER/CABINET: ATTACHMENT METHOD



**FASTENER SCHEDULE:**  
QTY-& FASTENERS (SEE WALL TYPE CHART)  
TYPICAL & PLACES

**WALL TYPE** INSTALLS ON EIFS, WOOD, OR METAL FACADE

**DETAIL SECTION**



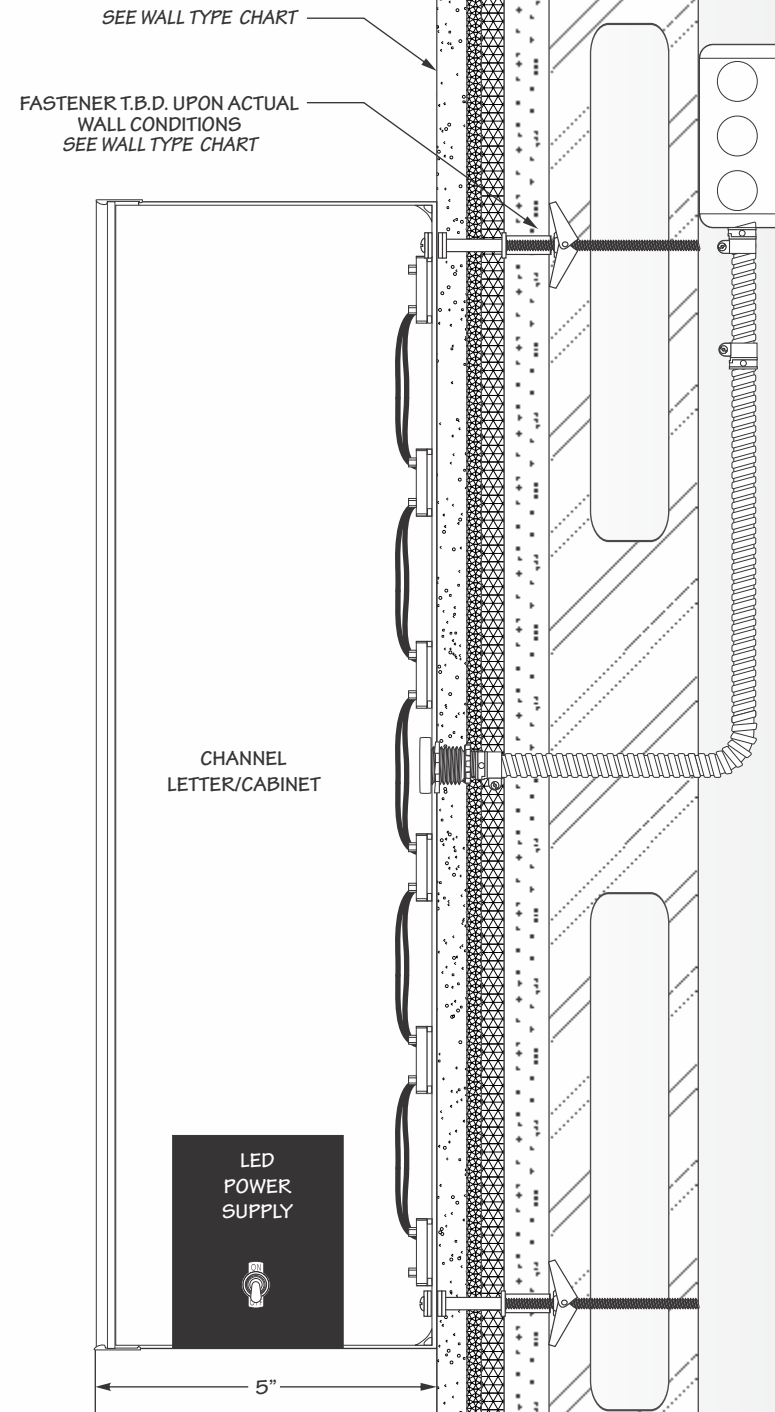
**FASTENER TYPE** APPROX. 3/8" X 5" TOGGLE BOLT

**NOTES:**

**WEIGHT CALCULATIONS:**

$$18.25 \text{ SF} \times 5.0 \text{ lbs} = 91.25 \text{ lbs}$$

CHANNEL LETTER/CABINET: INSTALL METHOD



**CLIENT** CLIENT # 6762

Scooters Coffee

**LOCATION**

12571 State Route 143 Highland, IL 62249

**SALES**

Shaun Crawford 800.845.9927

**SCALE**

Various

**AO#**

30920

**ARTIST**

J. Kroeger

**REVISION HISTORY**

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**DATE**

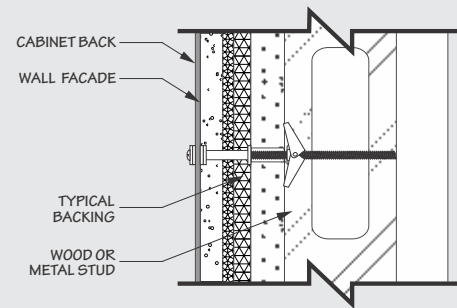
**LED INTERNALLY ILLUMINATED CHANNEL LETTER/CABINET**
**CHANNEL LETTER/CABINET: ATTACHMENT METHOD**

COFFEE DRIVE-THRU

**FASTENER SCHEDULE:**  
 QTY-38 FASTENERS (SEE WALL TYPE CHART)  
 TYPICAL 38 PLACES

**WALL TYPE** INSTALLS ON EIFS, WOOD, OR METAL FACADE

**DETAIL SECTION**

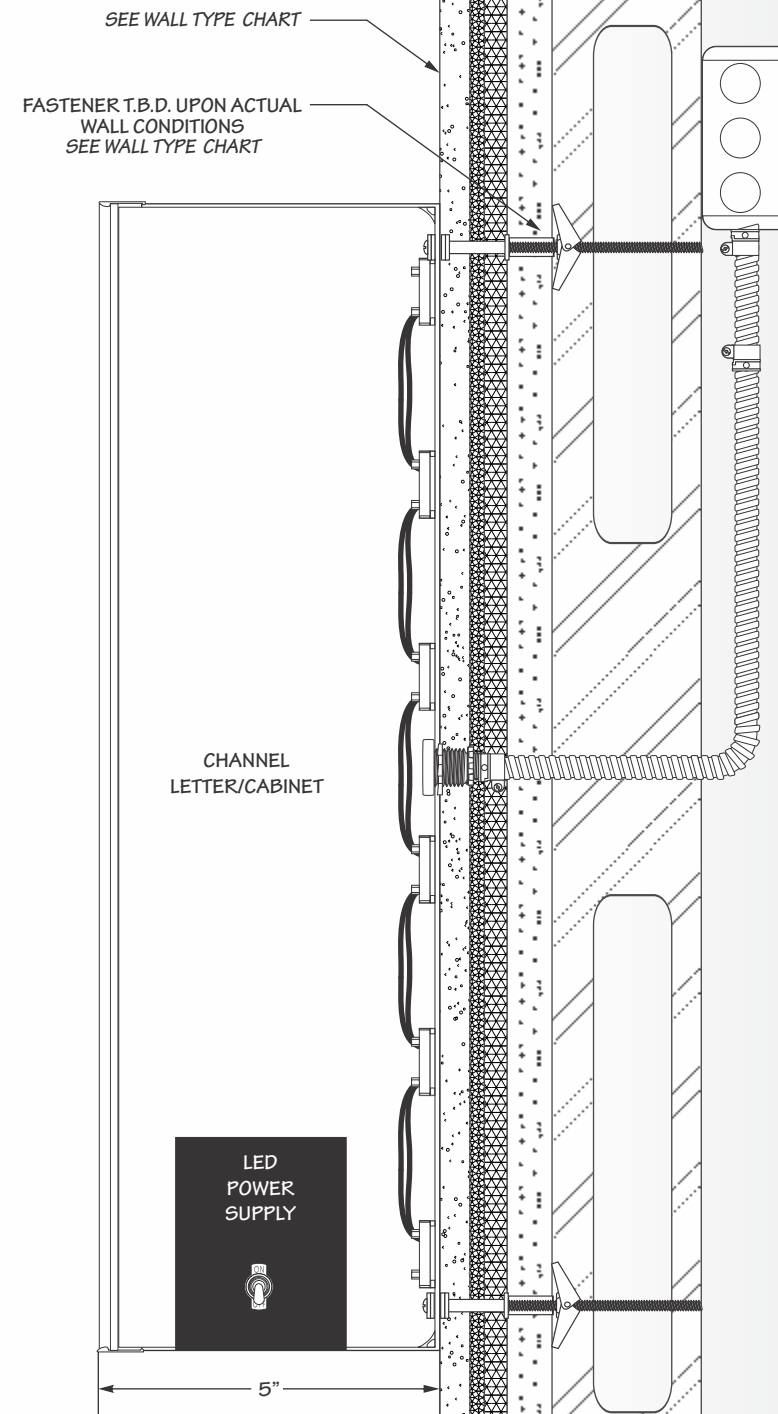


**FASTENER TYPE** APPROX. 3/8" X 5" TOGGLE BOLT

**NOTES:**

**WEIGHT CALCULATIONS:**

$$12 \text{ SF} \times 2.0 \text{ lbs} = 24 \text{ lbs}$$

**CHANNEL LETTER/CABINET: INSTALL METHOD**


**CLIENT** CLIENT # 6762

Scooters Coffee

**LOCATION**

12571 State Route 143 Highland, IL 62249

**SALES**

Shaun Crawford 800.845.9927

**SCALE**

Various

**AO#**

30920

**ARTIST**

J. Kroeger

**REVISION HISTORY**

04.19.21 - NEW/Permitting

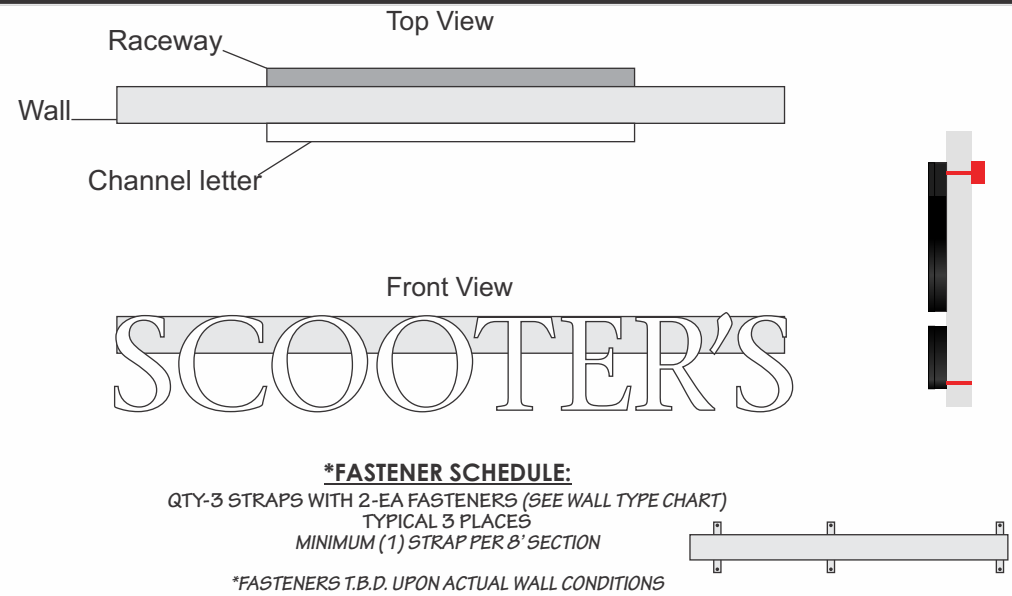
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**DATE**

**LED INTERNALLY ILLUMINATED CHANNEL LETTER/CABINET - RACEWAY MOUNT**
**S101**
**RACEWAY MOUNT CHANNEL LETTER/CABINET: ATTACHMENT METHOD**


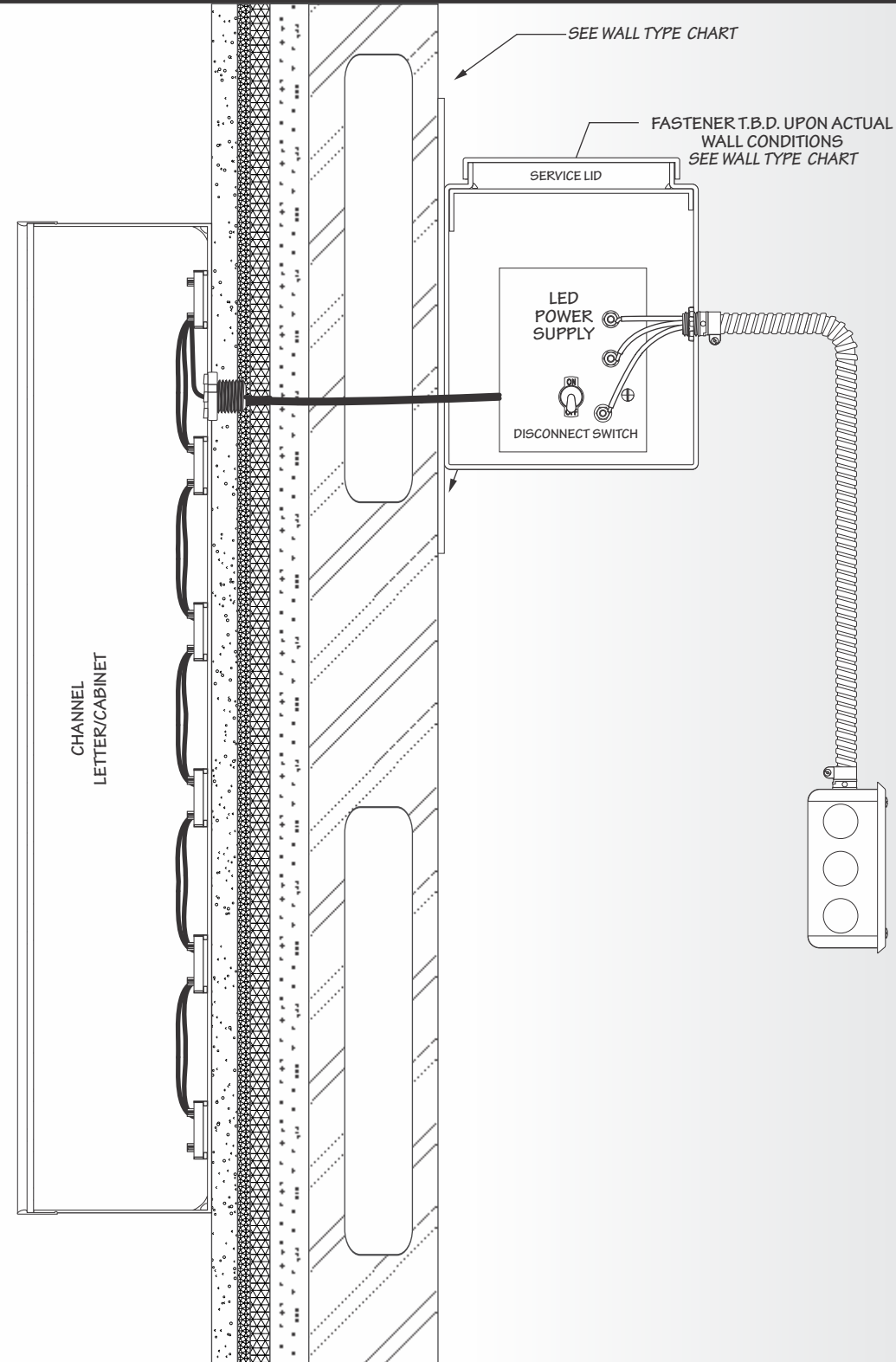
<b>WALL TYPE</b>	INSTALLS ON EIFS, WOOD, OR METAL FACADE
------------------	-----------------------------------------

<b>DETAIL SECTION</b>	 <p>RACEWAY STRAP</p> <p>WALL FACADE</p> <p>TYPICAL BACKING</p> <p>WOOD OR METAL STUD</p>
-----------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<b>FASTENER TYPE</b>	APPROX 3/8" X 5" TOGGLE BOLT
----------------------	------------------------------

**NOTES:**
**WEIGHT CALCULATIONS:**

$$29 \text{ SF} \times 2.22 \text{ lbs} = 64.38 \text{ lbs}$$

**RACEWAY MOUNT CHANNEL LETTER/CABINET: INSTALL METHOD**

**CLIENT** CLIENT # 6762

Scooters Coffee

**LOCATION**

12571 State Route 143 Highland, IL 62249

**SALES**

Shaun Crawford 800.845.9927

**SCALE**

Various

**AO#**

30920

**ARTIST**

J. Kroeger

**REVISION HISTORY**

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**APPROVED BY**
**DATE**

**Combined Planning and Zoning Board  
City of Highland, Il.  
1115 Broadway  
Highland, Il. 62249**

Variance Request:

Scooter's Coffee  
12571 State Route 143  
Highland, Il. 62249

We are respectfully requesting a variance from the City of Highland Municipal Code of Ordinances regarding Sign Area allowance. We are seeking the Variance from Chapter 90, Article VIII, Division 2. General Regulations, Sec. 90-256 (1), Sign Area Allowance, Which Reads: (1) Two square feet of sign area per one foot of lineal street frontage, minimum of a 32 square foot sign.

We are requesting this Variance due to the lack of wall signage being allowed on our proposed new business as Scooter's Coffee. The proposed business will face a hardship in the way of product knowledge, exposure and wayfinding due to the lack of signage being allowed.

This business is in a unique niche of it's own, as it is a 100% drive through business with no public seating and a limited number of employees. This creates a situation where there is not a need for a large building, but is still in need of proper advertisement, product knowledge and wayfinding for the business, thus creating a hardship and subsequent request for this variance.

The design and layout of this site has been designed for public and traffic safety in mind. The design creates the least amount of traffic backup, but on the same hand could create a problem if only allowed to have the limited signage due to the allowed signage per city code. We are trying to create a safer situation for the public as far as traffic and pedestrian safety by giving them a better sense of what

is there “wayfinding” and not having to make a “knee jerk” decision and causing a potential traffic safety hazard.

As a national chain this also comes with Brand Standard consistencies. These standards include wall signs on all of the building elevations for maximizing the brand name and appearance. Our buildings are aesthetically pleasing with modestly sized signs to create an overall architecturally pleasing effect to the public.

With 100% of the income of this business coming from a drive through only facility, the signage plays one of the most important roles in allowing the public to visualize our establishment.

The granting of this variance would not be detrimental to the public’s health, safety or welfare. The signs are modest in sizing and provide visual knowledge and proper wayfinding that will decrease potential traffic congestion and improve public traffic and pedestrian safety. We also feel it is in harmony with surrounding businesses in the vicinity and in the zoning in which it is located.

We are respectfully asking you to review our request, see our need, and approve our request.

Kind Regards,



Chris Hampton  
Springfield Sign

[chrish@springfieldsign.com](mailto:chrish@springfieldsign.com)

Office: 417.862.2454 / Fax: 417.862.1887  
4825 E Kearney St | Springfield, MO 65803



**SPRINGFIELD SIGN**  
design | build | install | service

**Meeting Date:** June 2, 2021

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

**Location:** 140 Woodcrest Drive

**Zoning Request:** Zoning Map Amendment

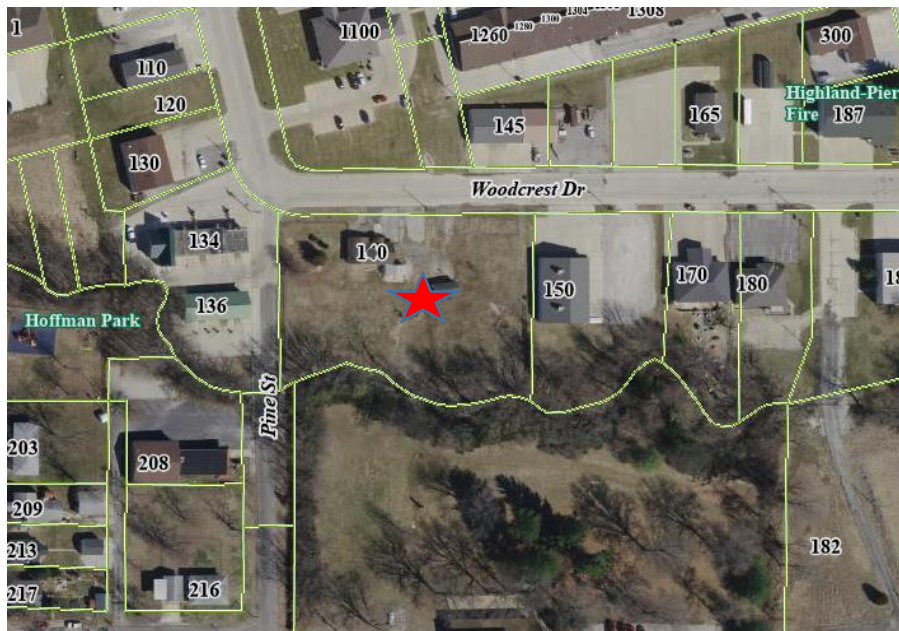
**Description:** Request to rezone from “C-3” Highway Business District to Industrial

---

### Proposal Summary

The applicant is Double J Doggie Play N Stay LLC (803 3<sup>rd</sup> Street). The current owner is the Melvern Noll Estate. The subject property is located at 140 Woodcrest Drive (PIN# 02-2-18-32-15-401-002.001). This property is currently zoned “C-3” Highway Business District. 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

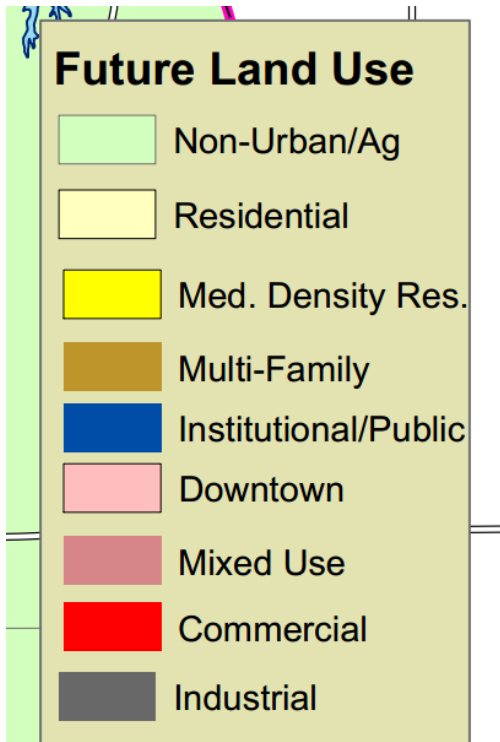
The Comprehensive Plan and Future Land Use Map are considered policy guides to current and future development. While they do not have the force of an ordinance, it is generally recommended that municipalities adhere to the findings, policies, principals, and recommendations in these documents. Changes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

The subject property is denoted as “Industrial” on the Comprehensive Plan’s Future Land Use Map. This rezoning would adhere to this designation.





Future Land Use Map



### 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.

- Existing use and zoning of the property in question.  
The property is currently zoned C-3 Highway Business District and has been vacant for several years.

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

Direction	Land Use	Zoning
North	Bradford Bank	C-3
South	Olde Wicks Factory Property	C-3
East	Ki-Do Karate	C-3
West	Splish Splash Auto Bath	C-3

- The extent to which the zoning map amendment may detrimentally affect nearby properties.  
Nearby properties will not be negatively affected. The proposal will greatly improve the property, which will have a positive impact on the area.
- Suitability of the property in question for uses already permitted under existing requirements.  
This property is zoned C-3 and there has not been a commercial use within this property for several years.
- Suitability of the property in question for the proposed uses.  
The property is suitable for light industrial uses, including pet care and pet related sales and services.
- 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 contains a mixture of uses.
- 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 Future Land Use Map.
- The effect the proposed map amendment would have on public utilities, other needed public services and traffic circulation on nearby streets.  
The map amendment will not affect public utilities, services, or traffic flow.
- 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 has been proposed in order to allow Double J Doggie Play N Stay LLC to expand their business and move their pet grooming, doggie daycare, and other similar services to this location. Pet care and pet related sales and services are not currently permitted within the C-3 district, but are allowed outright in the Industrial district. This area contains a mixture of uses and the Future Land Use Map slates this area as industrial. Staff has no concerns with the proposed rezoning from C-3 to Industrial.

#### **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: \_\_\_\_\_  
Filing Fees: \_\_\_\_\_  
Date Paid: \_\_\_\_\_  
Date Advertised: \_\_\_\_\_  
Date Notices Sent: \_\_\_\_\_  
Public Hearing Date: \_\_\_\_\_  
Zoning File #: \_\_\_\_\_

APPLICANT INFORMATION:

Applicant: Double J Doggie Play N Stay LLC Phone: 618-882-6699  
Address: 803 3rd Street ----- Zip: 62249  
Email Address: doublejhighland@gmail.com  
Owner: Jessica and Jason Prichard Phone: 314-503-7264  
Address: 36 Alice Dr. Zip: 62249  
Email Address: jessicaprichard21@gmail.com

*Current owner: Mulvern Noll Estate*

PROPERTY INFORMATION:

Street Address or Parcel ID of Property: 140 Woodcrest Drive; PIN# 02-2-18-32-15-401-002.001

Property is Located In (Legal Description): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Present Zoning C-3 Requested Zoning: Industrial Acreage: 1.53

Present Use of Property: vacant property

SURROUNDING LAND USE AND ZONING:

	Land Use	Zoning
North	<u>Bradford Bank</u>	<u>C-3</u>
South	<u>Olde Wicks Factory Property</u>	<u>C-3</u>
East	<u>Ki-Do Karate</u>	<u>C-3</u>
West	<u>Splish Splash Auto Bath</u>	<u>C-3</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: Surrounded by C-3 zoning that contains a wide variety of uses

2. Are there substantial reasons why the property cannot be used in accordance with existing zoning? Yes  No  If yes, explain: New owner is the owner of Double J

Doggie Play N Stay. He is plans to move the grooming and doggie day-care services to this location, which requires Industrial zoning

**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:**

This property is marked as Industrial on the Future Land Use Map.

**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. 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

4/29/21  
Date

March 28, 2021

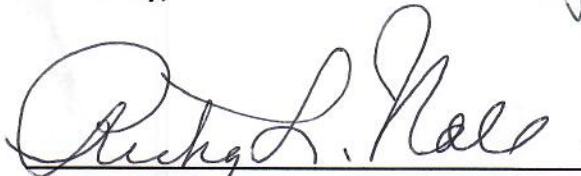
City of Highland  
Attn: Breann Speraneo  
Director of Community Development  
Building and Zoning  
1115 Broadway  
Highland, IL 62249

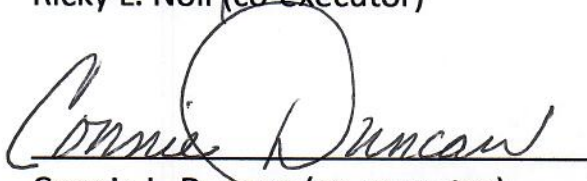
RE: Rezoning from Commercial to Industrial

To whom it may concern,

We Ricky L. Noll and Connie L. Duncan, co-executors of the estate of Melvern Noll (a deceased person) owner of 140 Woodcrest Drive, Highland IL, authorizes the request for rezoning from Commercial to Industrial.

Sincerely,

  
Ricky L. Noll (co-executor)

  
Connie L. Duncan (co-executor)

*Breann Speraneo*  
*my commission expires 6/13/23*



*Breann Speraneo*  
*my commission expires 6/13/23*





Our current location at 803 3<sup>rd</sup> Street will have been open 6 years in June. Over these 6 years, Double J has improved our curb appeal as well as expanded our current location to capacity. Four years ago we removed an eyesore of a house and replaced it with an appealing new building and fencing. Last year we added a 2<sup>nd</sup> location in Greenville that is doing very well. With our growth, we now have the need to relocate some of our services to a new location.

Planned usage of the property at 140 Woodcrest is to move our current grooming and daycare services from 803 3<sup>rd</sup> St. Boarding services would remain at our original location. Daily operations would be open Monday through Saturday.

Given the LOMA and rezoning approval, our current plan would improve 140 Woodcrest property tremendously as this property has been vacant for many years. We would build out an expansion of the existing main building to allow for a larger indoor play area along with separate outdoor yards for large and small dogs. We would replace the roof, while also updating and painting all outside areas to give it a fresh look. We will remove the large famous leaning shed of despair and replace this with a new shed. We will remove trees immediately around the existing building and trim the overgrowth of trees and creek line. The existing fence will be repaired or replaced as needed, while also including additional privacy fencing for outside play areas.

Daycare will be as currently operated at our current location with an indoor and outdoor area. Outdoor activities are always under the supervision of a kennel tech. This allows for safe play and minimal noise as we can control dog play levels. Grooming will be all indoors and will be in the existing building with updates. As we are structured like a child daycare our daily traffic is minimal and clients are usually in and out within 5 minutes, so we don't anticipate any negative traffic issues. We are excited to be able potentially move forward with a larger and updated area for our current existing business in our Hometown of Highland and hope to improve the curb appeal to a semi historic Highland Landmark.

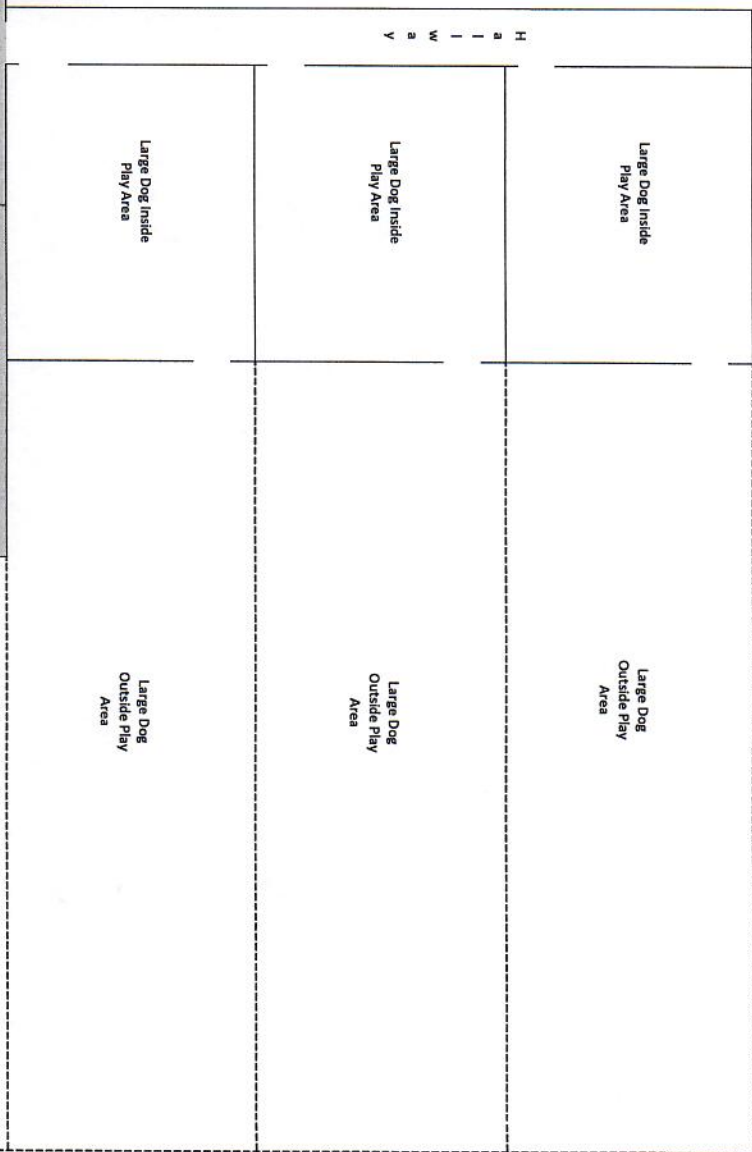
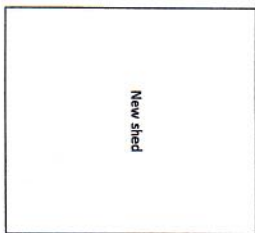
We appreciate the opportunity and hope that we can answer any questions or concerns regarding our expansion in Highland.

Sincerely,

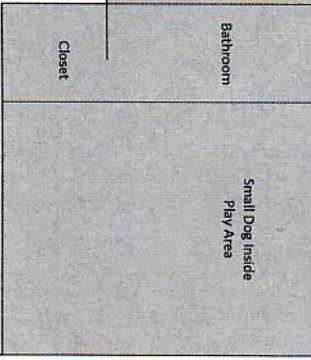
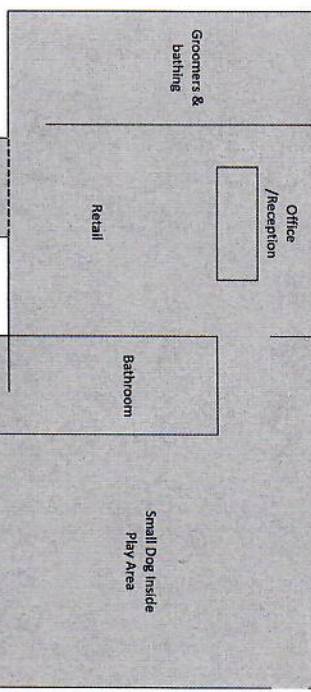
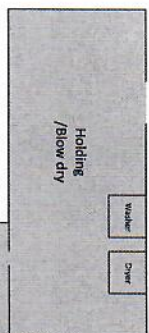
A handwritten signature in blue ink that reads 'Jason Prichard'. The signature is written in a cursive, flowing style.

Jason Prichard  
President  
Double J Doggie Play N Stay, LLC  
618 806 4162

25x60 Bldg



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a  
l  
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a  
y



Existing building  
Fencing