



City of Highland

Building and Zoning

Combined Planning & Zoning Board Agenda
City Hall – 1115 Broadway
October 5, 2022 7:00 P.M.

1. Call to Order
2. Roll Call
3. General Business:
Approval of the August 3, 2022 Regular 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) Roger & Leeann Landmann (1501 Washington Street) are requesting to rezone 1007 Lindenthal Avenue from R-3 Multifamily Residential to R-1-D Single Family Residential. PIN# 01-2-24-05-11-204-007
 - b) Highland Community Unit School District #5 (400 Broadway), is requesting a Special Use Permit for a public school for approximately 42.28 acres at the intersection of Poplar Street & Arkansas Road, part of PIN# 01-1-24-09-00-000-008, pending annexation.
7. Calendar
 - a. November 2, 2022– 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 or submit it through our Citizen Request portal on our website by 4pm on October 5, 2022.

Anyone requiring ADA accommodations to attend this public meeting, please contact Breann Vazquez, ADA Coordinator, at 618-654-9891.



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 |



City of Highland

Building and Zoning

Standards of Review for Zoning Map Amendments and Findings of Fact

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

1. Existing use and zoning of the property in question.
The property is currently a vacant lot and is zoned R-3.

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

Direction	Land Use	Zoning
North	Single-Family Residences	R-1-D
South	Single-Family Residences	R-1-D
East	Multi-Family Residences	R-3
West	Single-Family Residences	R-1-D

3. The extent to which the zoning map amendment may detrimentally affect nearby properties.
Nearby property will not be negatively affected. This area is zoned R-1-D with the exception of R-3 to the east, and R-1-D is the more restrictive of the two districts.
4. Suitability of the property in question for uses already permitted under existing requirements.
R-3 is primarily for multifamily uses and, therefore, is not the most appropriate zoning classification to allow for future single-family residential lots.
5. Suitability of the property in question for the proposed uses.
The property is suitable for single-family residences.
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.
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 City's 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

This is a residential area in which R-1-D zoned parcels are to the north, south and west of the property. The City encourages single-family residential construction and supports the rezoning to allow for an additional single-family parcel within City limits.

Aerial Photograph

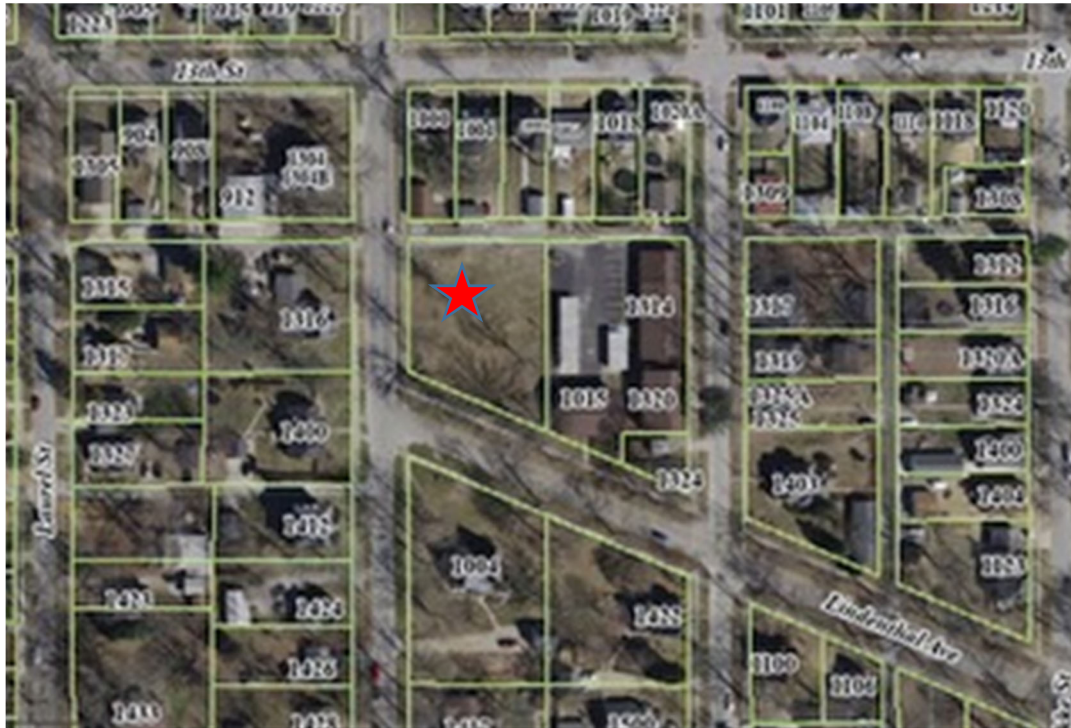


EXHIBIT "A"

Zoning Map Amendment Rezoning Application

Return Form to:

Administrative Official
City of Highland
2610 Plaza Drive
Highland, IL 62249
(618) 654-9891
(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: Roger & Leeann Landmann Phone: 314=378-2061
Address: 1501 Washington Street, Highland, IL Zip: 62249
Email Address: rogerlandmann@hotmail.com
Owner: SAME Phone: _____
Address: _____ Zip: _____
Email Address: Roger Landmann @ Hotmail . com

PROPERTY INFORMATION:

Street Address or Parcel ID of Property: 1007 Lindenthal Ave.; PIN# 01-2-24-05-11-204-007

Property is Located In (Legal Description): Attached

Present Zoning R-3 Requested Zoning: R-1-D Acreage: approx 0.6

Present Use of Property: vacant lot

SURROUNDING LAND USE AND ZONING:

	<u>Land Use</u>	<u>Zoning</u>
North	<u>Single-Family Residences</u>	<u>R-1-D</u>
South	<u>Single-Family Residence</u>	<u>R-1-D</u>
East	<u>Multi-Family Residences</u>	<u>R-3</u>
West	<u>Single-Family Residence</u>	<u>R-1-D</u>

RELATIONSHIP TO EXISTING ZONING PATTERN:

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

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

The property owners would like to build a single-family residence on the lot in the future and are requesting single-family zoning. They may later subdivide the lot to allow for two single-family residential lots.

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:

Attached Letter

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).

City of Highland
Department of Community Development
Building and Zoning Division

The application attached is for the rezoning of **1007 Lindenthal St** from multifamily to R-1-D zoning. This plot of land is on the Northeast corner of Lindenthal and Washington and is currently vacant. The lot is equivalent to 3.8 lots under the R-1-D measurements and the plan is to divide the lot into two single family home lots. One lot would face Lindenthal and the second lot would face Washington St. Madison County had indicated that splitting the lot will work for them, but the first step in this process would be to get the rezoning to R-1-D by Highland.

Rezoning of this lot to R-1-D fits into Highland's development plan and helps increase the number of single-family lots available. The tracks of land on three of the four sides of this lot are already zoned at R-1-D. My wife and I currently live in this neighborhood (1501 Washington St), and every neighbor contacted to date prefer the lot to be rezoned single family. The rezoning should have no impact on traffic as the addition of one or two single family homes will be negligible to traffic on that area.

The plan (attached in this packet) is to build a single-family home which is handicap accessible and ADA complaint on the Lindenthal facing lot in 2023. The handicap accessible home is necessary for recent family developments, and we would like to stay in the neighborhood. There are few zero entry, handicap accessible homes in this section of town.

One of the important components to make this home better for handicap accessibility is to have a driveway access to Lindenthal for the lot that will be facing Lindenthal. Here is why Lindenthal driveway access is critical:

- The Lindenthal lot will not have access to the alley (Washington St lot will be blocking)
- A Washington street access on the Lindenthal lot would have to be within 40 ft from the corner of Washington and Lindenthal which increase risk
- Washington street, N of Lindenthal intersection is busier versus Lindenthal St due to traffic that stays on Washington st
- There are currently 5 other homes with driveways onto Lindenthal
- The driveway requested would be at the center of the block, 160 feet from either intersection, and where alley access on all the other blocks on Lindenthal exist. This is the only block without center alley access for home garages on Lindenthal.
- Due to the nature of the handicap person and their future mobility needs, a long driveway leading a cinder rocked alley is not ideal. A driveway leading to a sidewalk is idea of mobility devices
- Trash pickup – there is trash pickup on this section of Washington St on both sides of the street on Mondays. The street route starts a one door down so this will fit into this Monday route with changes

Sincerely,

Roger & LeeAnn Landmann
1501 Washington St
Highland IL, 62249
314-378-2061

150.00'

72.28'

76.28'

PROPOSED LOT SPLIT LINE

141.28'

10' SETBACK

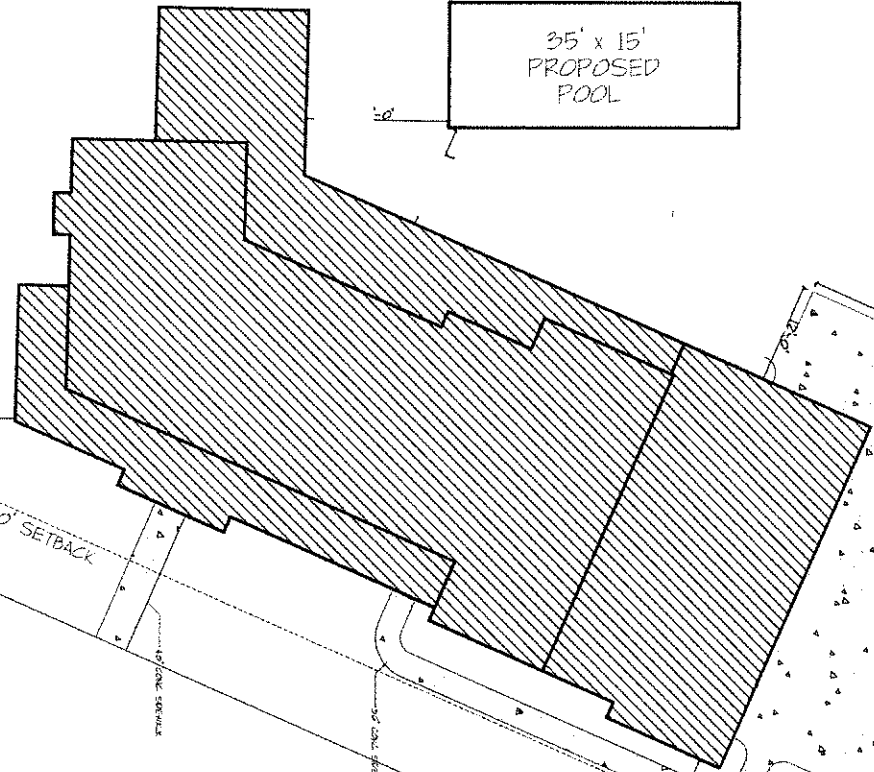
35' x 15'
PROPOSED
POOL

207.03'

69.00'

150.75'

10' SETBACK



163.99'

5' SETBACK

DATE: 02/15/2017
 TIME: 10:00 AM
 USER: JLD
 PROJECT: 1575 N. LAUREL ST. - 1ST FLOOR PLAN

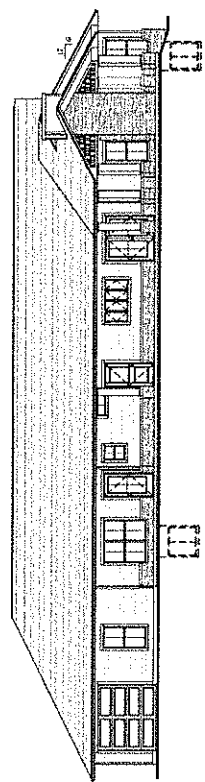
NO. 1575 N. LAUREL ST. - 1ST FLOOR PLAN
 DATE: 02/15/2017
 TIME: 10:00 AM
 USER: JLD

ROGER & LEANN
 LANDMANN

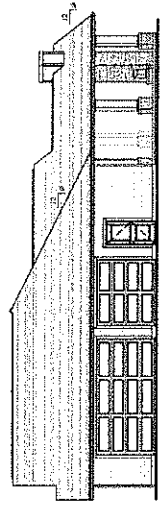


GERSTNER
 Drafting & Design
 1375 N. Mary Lane, Aviston, IL 62216
 gerstnerdrafting@gmail.com (618) 514-9900

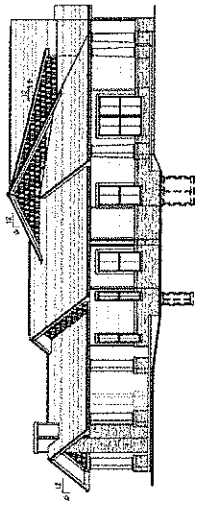
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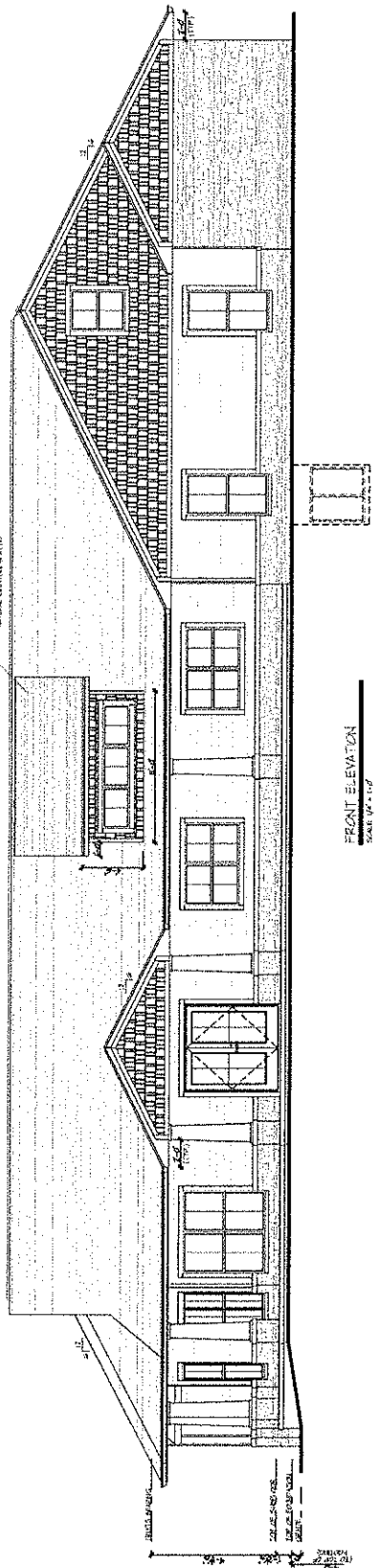
REAR ELEVATION
 SCALE: 1/8" = 1'-0"



RIGHT ELEVATION
 SCALE: 1/8" = 1'-0"



LEFT ELEVATION
 SCALE: 1/8" = 1'-0"



FRONT ELEVATION
 SCALE: 1/8" = 1'-0"

DO NOT SCALE
 THIS DRAWING
 FOR CONSTRUCTION



City of Highland Building and Zoning

Meeting Date: October 5, 2022

From: Breann Vazquez, Director of Community Development

Location: Part of Unaddressed PIN# 01-1-24-09-00-000-008

Zoning Request: Special Use Permit

Description: SUP for a public school

Proposal Summary

The applicant and property owner is Highland Community Unit School District #5. 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”):

Highland Community Unit School District #5 (400 Broadway), is requesting a Special Use Permit for a public school for approximately 42.28 acres at the intersection of Poplar Street & Arkansas Road, part of PIN# 01-1-24-09-00-000-008, pending annexation.

At the time of annexation, the zoning of the parcel will default to R-1-C. The zoning matrix identifies a public school as a Special Use within the R-1-C district.

Comprehensive Plan Consideration

The subject property is denoted as residential on the Comprehensive Plan’s Future Land Use Map. A public school is an appropriate special use for a residential area.

Surrounding Uses

Direction	Land Use	Zoning
North	First Baptist Church; VFW	R-1-C; Madison County Agricultural
South	Vacant Land	Madison County Agricultural
East	Vacant Land	Madison County Agricultural
West	Single-Family Residences	R-1-C

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;



City of Highland Building and Zoning

The proposed use is consistent with the City's Comprehensive Plan.

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

The school district is working with the City of Highland on infrastructure design and the school would utilize public utilities. A site plan review will be conducted to ensure that traffic is properly routed.

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 school will 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 use would not have a negative impact on the value of neighboring property and would allow for improvements within the community's public school system.

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

The use would 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. If the Special Use Permit is granted, the public school would require special protection and that is being taken into consideration during the design process for the campus.

Staff Discussion

The Special Use Permit is contingent upon annexation of the property into City Limits. A site plan review and any other applicable permits will be required prior to construction. Staff has no concerns and supports approval of the Special Use Permit.

Aerial Photograph



EXHIBIT "A"
Special Use Permit Application

Return Form To:

Administrative Official
City of Highland
2610 Plaza Drive
Highland, IL 62249
(618) 654-9891
(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: Highland Community Unit School District #5 Phone: 618-654-2106
Address: 400 Broadway, Highland, IL Zip: 62249
Email Address: barteberry@highlandcusd5.org
Owner: SAME Phone: _____
Address: _____ Zip: _____
Email Address: _____

PROPERTY INFORMATION:

Street Address of Parcel ID of Property: Part of PIN# 01-1-24-09-00-000-008
Property is Located In (Legal Description): attached

Present Zoning Classification: Mad. Co. Agricultural (R-1-C upon annexation) Acreage: 42.28

Present Use of Property: vacant land

Proposed Land Use: public school

Description of proposed use and reasons for seeking a special use permit:
Highland Community School District #5 Public School; SUP for public school required in R-1-C district

SURROUNDING LAND USE AND ZONING:

	<u>Land Use</u>	<u>Zoning</u>
North	<u>First Baptist Church; VFW</u>	<u>R-1-C; Madison County Agricultural</u>
South	<u>vacant land</u>	<u>Madison County Agricultural</u>
East	<u>vacant land</u>	<u>Madison County Agricultural</u>
West	<u>single-family residences</u>	<u>R-1-C</u>

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

If Yes, what length of time? N/A

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

Bria D
Applicant's Signature

8/26/2022
Date

HIGHLAND COMMUNITY UNIT SCHOOL DISTRICT NO. 5

Serving the Communities of Alhambra, Grantfork, Highland, New Douglas, and Pierron

MICHAEL S. SUTTON
SUPERINTENDENT OF SCHOOLS



DEREK A. HACKE
ASSISTANT SUPERINTENDENT - INSTRUCTION
BRIAN L. ARTEBERRY
CHIEF SCHOOL BUSINESS OFFICIAL

August 26, 2022

Honorable Mayor Kevin B. Hemann
City of Highland
2610 Plaza Drive
Highland, IL 62249

Dear Honorable Mayor,

Highland CUSD No. 5 proposes to construct a new Highland Primary School on the approximately 42.28 acres with the property description contained in Exhibit B of this packet. The building will serve students in grades PreK through 2nd grades and house approximately 650 students and 70 staff. Many city services will be utilized during operations of this building including fire, police, ambulance, internet, and utilities. Highland CUSD No. 5 maintains excellent partnerships with the City of Highland in a number of areas and wishes to continue to these partnerships by annexing the full proposed campus into the city limits.

We hope to partner with the City to improve roads and walkways due to increased car and foot traffic extending out to the site. Other options for sites were considered, but a site within the city limits was crucial in maintaining established relationships. The newly constructed campus is expected to provide a beautiful facelift to the area and provides opportunities for the City to address some neighborhood water issues in the future. It is important that families have access to our school in a convenient and safe location, all of which the specified location provides.

In addition to school services, the space should provide another opportunity for the general public to access green space and playgrounds of various types. While it is expected to increase the traffic in this area, the traffic issues that have plagued the Lindenthal campus should be significantly less once the new structure is occupied. We anticipate more than 50% of the traffic will be directed past the current Lindenthal campus and spread out over a larger geographic area. The potential for a Veteran's Parkway expansion makes this site even better from a strategic standpoint. Much of the traffic from north Highland would have easy access to the school via the new route.

I am certain that many more benefits will come from the proposed construction. Please contact me if you wish to discuss any other details in more depth. Thank you for your consideration of our request for annexation.

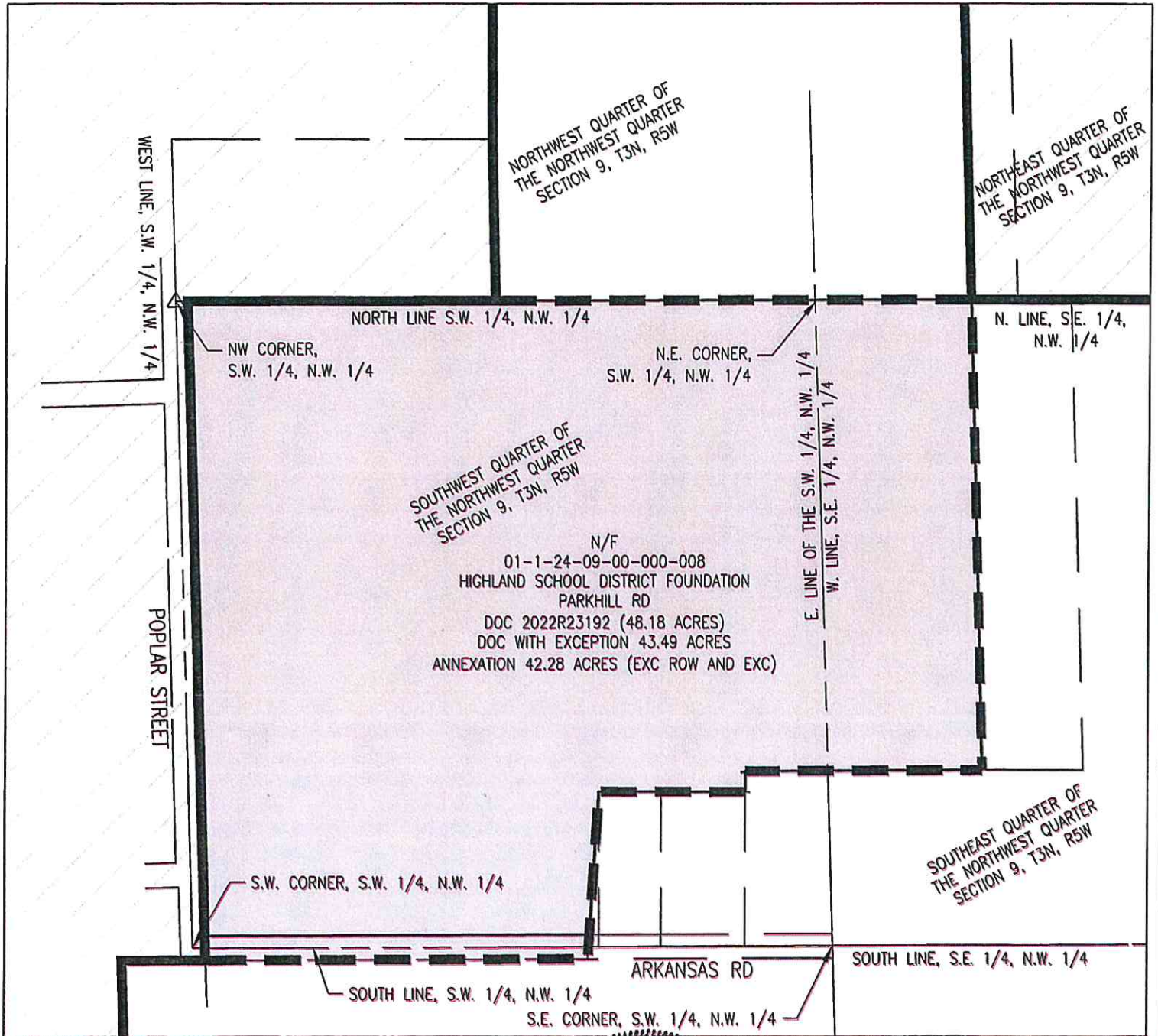
Sincerely,

A handwritten signature in black ink, appearing to read "Michael S. Sutton", is written over a white background.

Michael S. Sutton, Superintendent
Highland CUSD No. 5

EXHIBIT C

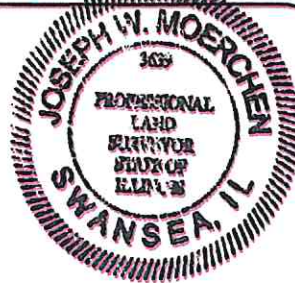
PLAT OF ANNEXATION FOR CITY OF HIGHLAND, ILLINOIS



CERTIFICATION

THIS IS TO CERTIFY THAT "THOUVENOT, WADE & MOERCHEN, INC." HAS PREPARED THIS PLAT FOR ANNEXATION TO CITY OF HIGHLAND, COUNTY OF MADISON, STATE OF ILLINOIS.

Joseph W. Moerchen
 JOSEPH W. MOERCHEN
 I.P.L.S. # 3639



SIGN. DATE: 8/26/2022
 EXP. DATE 11-30-2022

LEGEND:

- EXIST. CORP. LIMITS
- PRO. CORP. LIMITS
- AREA TO BE ANNEXED
- EXISTING CITY OF HIGHLAND LIMITS



THOUVENOT, WADE & MOERCHEN, INC.
 SWANSEA OFFICE
 4940 OLD COLLINSVILLE RD, SWANSEA, ILLINOIS 62226
 PHONE (618) 624-4488 FAX (618) 624-6688



SCALE:
 1"=300'



CONSULTING ENGINEERING
GEOSPATIAL SERVICES

THOUVENOT, WADE & MOERCHEN, INC.

CORPORATE OFFICE
4940 OLD COLLINSVILLE ROAD
SWANSEA, IL 62226
618.624.4488
TWM-INC.COM

EXHIBIT B

**Highland School District Foundation
Highland, Madison County, IL
TWM-Proj Number 220839
Part of Parcel No. 01-1-24-09-00-000-008**

RE: Annexation Description

Part of the South half of the Northwest Quarter of Section 9, Township 3 North, Range 5 West of the Third Principal Meridian, County of Madison, State of Illinois, and being more particularly described as follows:

Commencing at the Northwest corner of the Southwest Quarter of the Northwest Quarter of said Section 9; thence North 89 degrees 54 minutes 43 seconds East on the north line of said quarter section, a distance of 25.00 feet to the Point of Beginning and being more particularly described as follows:

Beginning at a found 1/2" iron rod; thence North 89 degrees 54 minutes 43 seconds East on said north Quarter line, a distance of 1,620.08 feet; thence South 01 degrees 43 minutes 09 seconds East, 962.38 feet; thence South 89 degrees 47 minutes 17 seconds West, 493.54 feet; thence South 00 degrees 01 minutes 04 seconds East, 42.39 feet; thence North 89 degrees 51 minutes 00 seconds West, 303.39 feet; thence South 03 degrees 31 minutes 25 seconds West, 292.35 feet; thence South 89 degrees 47 minutes 37 seconds West on a line 25.00 feet northerly of and parallel with the South line of the Southwest Quarter of the Northwest Quarter of said Section 9, 793.34 feet; thence North 01 degrees 47 minutes 56 seconds West on a line 25.00 feet easterly of and parallel with the West line of the Southwest Quarter of the Northwest Quarter of said Section 9, a distance of 1,298.18 feet to the Point of Beginning.

Said parcel contains 42.28 acres, more or less.

Subject to easements, conditions and restrictions of record.

Including any public right of way adjoining the subject parcel not currently within the corporate limits of any municipality.

Excepting therefrom any part of the subject parcel within the corporate limits of any municipality.