



# City of Highland

## Building and Zoning

Combined Planning & Zoning Board  
Meeting Minutes  
City Hall – 1115 Broadway  
November 6, 2019 7:00 P.M.

1. Call to Order – **7:06PM**
2. Roll Call –  
**CPZB Members – Present – Chairperson Korte, Bill Koehnemann, Anthony Walker, Al Stoecklin, Bob Vance and Deanna Harlan**  
**CPZB Members – Absent – Shirley Lodes**  
**Staff – Present – Breann Speraneo, Mike McGinley, Kim Kilcauski, and Mallord Hubbard**

3. General Business:  
Approval of the October 2, 2019 Minutes  
**Motion to approve the minutes as written made by Al Stoecklin, seconded by Bob Vance – 6 Ayes, 0 Nays. Motion carried.**

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

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

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

**Chairperson Korte reviewed the process and administered the witness oath to the 2 citizens in attendance wishing to speak.**

6. New Business
  - a) Core Complex LLC of 60 Barracuda Dr, Highland, IL is requesting a variance from Section 90-172 of the City of Highland Municipal Code to allow for a side setback variance within the C-3 zoning district at 1100 5th Street (PIN # 02-2-18-32-19-402-010).

**Chairperson Korte opened the public hearing for a request for a side setback variance 36” over the property line to allow for an emergency exit. Breann Speraneo presented the staff report. The standards for consideration were reviewed. The applicant is seeking a variance as a result of an emergency exit being required by health and safety codes. If a variance is not granted, the applicant will not be able to utilize a large portion of the Olde Wicks Factory. The Olde Wicks Factory has received permission from the City of Highland to encroach 36” onto City**



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right-of-way. This encroachment would not go onto the street and would not cause any traffic or safety issues. This variance would allow for a key safety feature to be installed at the Olde Wicks Factory. Chairperson Korte asked if there were questions or if the applicant would like to speak. There were no questions and the applicant did not wish to speak. Staff recommended approval of the variance.

Gerald Sparlin asked for verification that the door would only be used for emergency purposes. Breann Speraneo confirmed that opening the emergency door would trigger an alarm system. Mr. Sparlin asked why the door had to be located at that particular site. Breann stated due to the building layout the door could not be on the south side of the building. Mr. Sparlin also asked if the owners had the appropriate permits for the work being done. Breann confirmed that the necessary permits have been obtained for the work conducted and had no reason to doubt that the property owner would obtain any additional required permits. Mr. Sparlin said that he has lived in Highland over 60 years. He expressed concerns with the building being so close to the street and then adding a door, even an emergency door to the side of the building. Chairperson Korte acknowledged Mr. Sparlin's concerns and stated that there are other buildings in town close to the street as well.

Chairperson Korte asked for a motion to be made to approve the request for a side setback variance of 36" over the property line to allow for an emergency exit at 1100 5th Street. Deanna Harlan made the motion to approve the variance request, it was seconded by Anthony Walker – 6 Ayes, 0 Nays. Motion carried.

Chairperson Korte declared the public hearing closed.

Bob Vance asked if there was another exit with a ramp, since the proposed additional exit has stairs. Breann Speraneo assured the board that the business would have to be ADA compliant.

### 7. Calendar

a) December 4, 2019– Combined Planning and Zoning Board Meeting

**Breann Speraneo stated that the following items will be on the December CPZB Meeting: a variance request for a carport, an amendment to the zoning code for corner lot fences, a presentation from the parks and recreation department's on the comprehensive plan, and the zoning regulations for marijuana dispensaries.**

b) Adjournment – **7:21PM**

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