

**HIGHLAND, ILLINOIS
MINUTES OF REGULAR SESSION
COMBINED PLANNING & ZONING BOARD
HIGHLAND CITY HALL, 1115 BROADWAY
WEDNESDAY, AUGUST 5, 2026
7:00 PM**

Call to Order:

The August 5, 2026, meeting of the Combined Planning & Zoning Board was called to order at 7:00 PM by Chairman Anthony Walker.

Roll Call:

Members present: Charlie Swaim, Brad Korte, Deanna Harlan, Chairman Anthony Walker and Robert Vance

Members absent: Larry Munie and Shirley Lodes

Also present: Moran Economic Development's Director of Planning, Emily Calderon; City Attorney, Trent Carriger; Director of Economic Development, Mallord Hubbard, Chief Carole Widman; 2 citizens; and Deputy City Clerk Flake, as recorder.

Approval of Minutes:

Vance made a motion to approve the minutes of the April 1, 2026, Regular Session meeting of the Combined Planning & Zoning Board; seconded by Harlan. Korte, Harlan, Vance, and Walker voted aye; Swaim Abstained; none voted no. The motion carried.

Public Comments Relating to Items Not on the Agenda:

No public comments were made. No written comments were submitted by email or other means.

Public Hearings and Items Listed on the Agenda Procedures:

Chairman Walker reviewed the procedures for testifying on any items on this agenda during the hearings and offered to swear-in members of the public wishing to testify on the issue listed on the agenda. The applicant, Travis Tilton, Laura Vahlkamp and Emily Calderon took the oath.

New Business:

- a. **Travis Tilton of 1417 Lemon Street, Highland, IL, has requested a Special Use Permit to use the property at 620 13th Street for a gym / health club. The property is currently zoned I, Industrial District, and is more specifically identified as parcel 01-2-24-05-10-101-034.**

Emily Calderon presented information related to this application, as follows:

The applicant and property owner of the subject property is Travis Tilton (1417 Lemon Street, Highland, IL). The applicant is requesting a Special Use Permit to allow a gym / health club at 620 13th Street in Highland. The property is currently zoned "I" (Industrial) District.

Consideration regarding the Comprehensive Plan and Future Land Use Map

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, principles, 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. The applicant's request is consistent with the Future Land Use Map and the goals and policies established within the Comprehensive Plan.

Surrounding Uses:

The property to the North is zoned R-1-D and Industrial. The property to the South is zoned Industrial. The property to the East is zoned R-1-D. The property to the West is zoned Industrial.

Findings of Fact based on the standards of review listed in Section 90-79 of the Zoning Code include:

1. The proposed SUP is consistent with the Comprehensive Plan.
2. With the proposed parking plan and shared parking agreement, there is no anticipated negative impact on public utilities or traffic circulation.
3. The proposed use will adequately protect the public health, safety, and welfare, and the physical environment.
4. The proposed Special Use will not negatively impact the neighborhood or the City.
5. The proposed special use will not have an impact on public utilities.
6. There are no special facilities near the proposed special use which require special protection.

Staff Discussion:

The use of a gym / fitness center proposed under this Special Use Permit is appropriate. Any parking concerns have been addressed with the shared parking agreement with Mosaic Church, located to the south of the subject property. At this time, no parking lot improvements are proposed, with the exception of creating the required ADA spaces on-site.

Approval of the Special Use Permit is recommended.

Travis Tilton stated that they have been progressing on the inside, with the HVAC and electric. He stated that there has been a lot of improvements. Tilton stated that they have had a few special classes with approximately 30-40 people. He stated that the parking was fine and that they didn't have to use the Mosaic parking lot. He stated that they moved the semi-trailer, which created more parking.

Harlan asked Tilton if they were able to handle the parking of 35 people. Tilton stated that the flow of parking went well and that there were approximately 20 cars.

Walker asked Tilton about the ADA parking. Tilton stated that he is going to have Building and Zoning tell him where to build the ADA ramp. Tilton stated that there are two possible locations.

Korte stated that he is glad that Tilton recognized the parking issue. Korte referred to the parking agreement with Mosaic and pointed out the clause that either party can terminate the parking agreement with written notice. Korte stated that the clause is no ideal. Tilton stated that he would feel bad if there was a relationship breakdown of some sorts and he held the agreement over Mosaic's head.

Harlan stated that the concern is that people change and what happens if it's not Matt anymore. Walker also pointed out what happens if it's not Mosaic anymore. Tilton stated that they could overcome it. He stated that the school property is a block and a half away. Tilton stated that he spoke with the facilities Director about the Halloween Haunted House and he gave Tilton permission for people to park on their lot.

Walker asked city staff what the parking count would be for this use. Korte stated that he believes it's 1 parking space per 1,000 square feet. Swaim asked if the parking agreement could become a condition upon approval of the use. Korte stated that he knows there are ways to address it but in the past his experience is that they could make it a condition but there is no enforcement action.

City Attorney Carriger advised that they could make a condition that Tilton provide 20 parking spaces in case the parking agreement goes away. Calderon stated that the parking count is by use. She stated that for commercial use the parking count is 4 spaces per 1,000 square feet. We would be looking at about 33-34 parking spaces.

The Public Hearing on this issue was opened:

There were no public comments submitted via email.

The public hearing on this issue was closed.

Walker asked for a motion to consider to allow for a Special Use Permit at 620 13th Street, Highland, IL 62249 for a gym / health club. Harlan made a motion to consider; Seconded by Vance.

Korte stated that this isn't ideal, however overall this project is good for the city and better than the alternative.

Swaim, Korte, Harlan, Vance, and Walker voted aye; none voted no. The motion carried.

Next Meeting:

The next meeting of the Combined Planning & Zoning Board is scheduled for Wednesday, September 2, 2026.

Adjournment:

Harlan made a motion to adjourn; seconded by Vance. All members voted aye. The motion carried and the meeting was adjourned at 7:22 PM.