

**HIGHLAND REDEVELOPMENT COMMISSION
DISCUSSION TOPICS for STUDY SESSION – DRAFT**

**TUESDAY, JULY 26, 2022
6:30 P.M**

1. Director & Assistant Positions Update
2. Marketing Video Update
3. Supplement to the Highland Municipal Code Section 214.180: RD-Redevelopment District
4. Wayfinding Sign Project
5. Town Theatre Items
6. Welcome to Downtown Highland Sign
7. Electric Vehicle Chargers – PlugShare Registration
8. Commercial Property Improvement Grant – 45th Street Partners
9. Redevelopment Commissioners Comments

Review of Highland, Indiana Municipal Code Supplement

Section 214.180: RD – Redevelopment District

Review by: Chester, Inc.

Date: 3/22/2022

Overall, the draft ordinance is well-written and seems easy to work with. The following comments or concerns were noted:

<u>Section Number</u>	<u>Comments</u>
214.018.010	<p>Design Coordination Process involves two (2) meetings under step one (1). Is the first meeting necessary, or can code requirements and applicability be determined by the applicant with concurrence of staff?</p> <p>The concern is potential project delays involved in scheduling multiple meetings.</p>
214.018.010	<p>Can this section include a timeline for DAC review and the submission of findings and recommendations to Plan Commission? In other words, can an applicant have assurance from the text that the findings and recommendations will be forwarded to the Plan Commission in a timely manner to permit inclusion on the next PC Hearing agenda? (May also require a definition of ‘complete submission’).</p> <p>The concern is the timeliness of staff and DAC responses to applicant requests after the Pre-Development Conference and DAC Internal Study Session in order to permit applicants to create knowable project schedules. Some municipalities (not Highland) seem to conduct open ended reviews.</p> <p>e.g., “The DAC shall provide findings and recommendations to the Plan Commission not more than seven (7) days from receipt of a complete submission by the applicant, and the applicant’s request shall be placed on the next upcoming Plan Commission agenda. For purposes of this section, a ‘complete submission’ shall consist of all items listed on the staff-furnished checklist, as well as all DAC-requested clarifications. DAC shall request any clarifications within seven (7) days of submittal of an otherwise complete submission package.”</p>
214.180.031(C)	<p>Section exempts only restaurants from requirement for all uses to be conducted indoors. Does ‘restaurant’ include bars/brewpubs? Unclear if they are permitted.</p>
214.180.032(A)	<p>Are bars/brewpubs included under ‘restaurants’ as an approved use? Other sub-districts list ‘other eating and drinking establishments’ separately, so implication is they are not permitted in Gateway Sub-District. Is this the intent?</p>

- 214.180.032(B) Medical Office is listed with the accompanying phrase (Multi-Story). Does this mean the use MUST be multi-story?
- 214.180.034(B)(1)/
- 214.180.044(C)(1)/
- 218.180.054(C)(1) 1,000sf is on the larger side for a one-bedroom dwelling unit. 750-800sf one-bedroom units are not uncommon. Is there any concern this may price out lower-income renters?
- 214.180.080(C) DAC may recommend exceptions to the design principles ‘. . . if the design fulfills the spirit of the requirements and does not compromise the overall intent’
- Are findings required where the PC approves such a recommended exception? Written findings may assist both future applicants in preparing an exception request, as well as shielding DAC and PC from charges of arbitrariness. Clear criteria for ‘fulfilling the spirit’ and ‘not compromising the overall intent’ may also be beneficial.
- 214.180.082 Although not written as an imperative, where buildings are the allowable minimum width of 40’ (or less if lot is smaller), avoiding single-mass structures may be impractical. Can this preference be emphasized as applying to buildings, for instance, longer than 100’ on any side?
- 214.180.083 The phrase “. . . materials that are sized according to their physical properties” is vague. Can this be stated more clearly, or demonstrative examples given?
- 214.180.086 Containing light overspill ‘entirely on-site’ may not be practicable where zero lot-line conditions, minimal building setbacks, or proximity to the right-of-way conflict with the placement of lighting for security purposes. Can this imperative be softened by adding ‘wherever practicable’?
- 214.180.092(C)/
- 214.180.102(C) Placement of public entrances not more than 50’ apart may not be feasible for all permitted uses due to internal security concerns. Where a use needs to restrict access to a single point, this implies the use may not occupy more than 50’ or so of street frontage. Is this the intent? Could egress-only ‘entrances’ meet the intent here?
- 214.180.092(F)/
- 214.180.102(F) Does ‘differentiated from’ here mean ‘separated from’ (physical difference) or ‘distinguished from’ (qualitative difference)?
- 214.180.092(G)/
- 214.180.102(G) Can an exception to the prohibition on garage doors fronting public rights-of-way be provided for restaurant and eating/drinking establishments?

214.180.092(O)/

214.180.102(R)

Can first sentence read: "The lower edge of storefront windows shall **typically** be between one and three feet above sidewalk grade"? Photo on same page shows storefront to grade, as is common. Also, some uses need higher sill heights for security at certain locations (e.g., behind point-of-sale counters, where facing computer monitors where HIPAA is a concern, etc.).

214.180.092(P)

Can ventilation grates or emergency exit doors located at the first floor level and oriented to the public right-of-way EITHER be ' . . . decorative and compatible with . . . ', or be ' . . . discreet and de-emphasized by . . . ' the surrounding design?

Sometimes making something unobtrusive reduces its negative qualities more than emphasizing or decorating it.

214.180.093(C)/

214.180.103(C)

Awnings and Canopies generally: encroachment over the public right-of-way is prohibited uniformly.

Some municipalities, however, permit encroachment over sidewalks within the public right-of-way above certain heights through the use of Right-of-Way Encroachment Permits subject to approval by Public Works and Fire/Life Safety officials, in order to promote sidewalk dining with awnings, allow blade signs or entrance canopies, permit slight balcony projections, etc. in order to add façade variation where buildings are otherwise at the property line. Has this been considered?

214.180.093(E)(2)/

214.180.103(E)(2)

Is the intent of this section to state that the minimum clear height **below** an awning shall be eight (8) feet?

214.180.093(F)/

214.180.103(F)

Awnings can be attractively constructed of metal, woven HDPE or PVC, etc. The phrasing here does not clearly permit this.

214.180.095(A)(1)

See comment to item 214.180.093(C), above.

214.180.095(D)(2)

The purpose of this prohibition is unclear, especially since allowing bays to project above the roofline might assist in advancing another principle of avoiding apparent single-mass structures.

214.180.096(A)(2)

Limiting parapet caps and wall copings to 8" in height may not allow appropriately scaled elements on larger buildings.

214.180.096(B)(1-2)

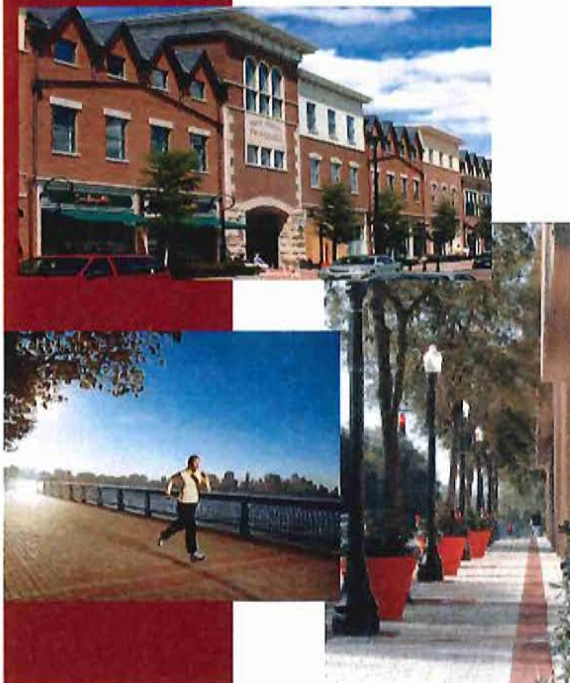
Shed roofs and barrel-vaulted roofs (especially where the barrel-vault is segmental, parabolic, or repeated) are common on Mid-Century Modern

buildings. Should they be prohibited under the Mid-Century Modern Design Parameters?

- 214.180.97(A)(2) CMU, both painted and unpainted, was a common material used in mid-century modern buildings (see, e.g., breeze-block screens). Why is it not permitted under the Mid-Century Modern Design parameters?
- 214.180.097(A)(3)/
- 214.180.107(A)(3) Prohibiting painting of man-made (i.e., brick and CMU) masonry products may result in a more limited overall color palette across the district since integrally-colored masonry can be prohibitively expensive for some projects. Can adherence to building maintenance standards respecting painted surfaces be substituted for the prohibition?
- 214.180.101(B) First sentence should presumably read “. . . promoting quality of aesthetic and material,” rather than ‘atheistic’.
- 214.180.104(C) Requiring 2” projecting moldings or finish material plane changes at floor lines creates a flashing concern due to rain, snow, and ice buildup. If an expression of floor lines is sought, can it be achieved through detailing that is flush with the façade or utilizes an inset in order to avoid waterproofing issues?
- 214.180.122(A)(1) It is unclear whether sentence two is a permissive statement, or an aspirational one. Can applicants provide fewer parking spaces to encourage “a more walkable, pedestrian-friendly community not reliant on car storage,” or does this statement belong under subsection (2)?
- 214.180.122(D)(4) Promotion of vehicular cross-access is a positive. However, where no alley (right-of-way) exists, some form of cross-access easement or public vehicular easement is probably necessary, including limitations on liability of the respective parties.
- 214.180.125(B) Can language be modified to “. . . screened from view with **enclosures clad in wood, masonry, or other durable materials** that complement or match . . .”?
Wood rots, masonry cracks, crumbles or displays efflorescence, while fiber cement, metal panel, and even solid vinyl may be more enduring materials to use.
- 214.180.130 Cannot find Highland stormwater technical manual on city website.

Supplement to the
Highland Municipal Code
Section 214.180: RD-Redevelopment District

Approved
October 12, 2009



(Final Revision May 11, 2009)

General Provisions

§ 214.180.010 Purpose and Intent

Zoning Classification

§ 214.180.020 Highland Redevelopment District
§ 214.180.021 Gateway Sub-District
§ 214.180.022 Corridor Sub-District
§ 214.180.023 Downtown Sub-District

Gateway Sub-District

§ 214.180.030 Purpose
§ 214.180.031 Limitations of Use
§ 214.180.032 Permitted Uses
§ 214.180.033 Use Variances
§ 214.180.034 Property Development Standards

Corridor Sub-District

§ 214.180.040 Purpose
§ 214.180.041 Limitations of Use
§ 214.180.042 Permitted Uses
§ 214.180.043 Use Variances
§ 214.180.044 Property Development Standards

Downtown Sub-District

§ 214.180.050 Purpose
§ 214.180.051 Limitations of Use
§ 214.180.052 Permitted Uses
§ 214.180.053 Use Variances
§ 214.180.054 Property Development Standards

GENERAL DESIGN STANDARDS

Streetscape

§ 214.180.060 Parcel Connections
§ 214.180.061 Streetscape
§ 214.180.062 On-Street Parking
§ 214.180.063 Alleys
§ 214.180.064 Curb-Return Radii and Clear Zones
§ 214.180.065 Curbs
§ 214.180.066 Fences
§ 214.180.067 Traffic Calming
§ 214.180.068 Street Trees
§ 214.180.069 Sidewalks
§ 214.180.070 Outdoor Seating
§ 214.180.071 Lighting
§ 214.180.072 High-Albedo Material

Building Design

§ 214.180.080	Purpose
§ 214.180.081	Design Principles
§ 214.180.082	Massing
§ 214.180.083	Scale
§ 214.180.084	Environmental Sustainability
§ 214.180.085	Style
§ 214.180.086	Lighting
§ 214.180.090	Mid-Century Modern Design
§ 214.180.091	Purpose
§ 214.180.092	Doors, Windows and Storefronts
§ 214.180.093	Awnings and Canopies
§ 214.180.094	Wall Detailing
§ 214.180.095	Building Projections
§ 214.180.096	Roofs
§ 214.180.097	Materials and Colors
§ 214.180.098	Mechanical Equipment
§ 214.180.100	Universal Design
§ 214.180.101	Purpose
§ 214.180.102	Doors, Windows and Storefronts
§ 214.180.103	Awnings and Canopies
§ 214.180.104	Wall Detailing
§ 214.180.105	Building Projections
§ 214.180.106	Roofs
§ 214.180.107	Materials and Colors
§ 214.180.108	Mechanical Equipment

Signs

§ 214.180.110	Purpose
§ 214.180.111	Permitted Signs
§ 214.180.112	Mid-Century Modern Signs
§ 214.180.113	Universal Design Signs

Off Street Parking, Loading and Landscaping

§ 214.180.120	Purpose
§ 214.180.121	General Provisions
§ 214.180.122	Parking
§ 214.180.123	Parking Lot Landscaping Requirements
§ 214.180.124	Additional Loading Requirements
§ 214.180.125	Garbage Collection

Storm Water Management Plan

- § 214.180.130 Purpose
- § 214.180.131 Storm Water Management
- § 214.180.132 Suggested Storm Water Management Techniques
- § 214.180.133 Change of Ownership

Planned Unit Development

- § 214.180.140 Purpose
- § 214.180.141 General Provisions
- § 214.180.142 Planned Unit Development Classifications

Definitions

- § 214.180.150 Definitions

General Provisions

- § 214.180.160 Unenforceable and Inapplicable Provisions

General Provisions

§ 214.180.010 PURPOSE AND INTENT

This document is intended to be utilized in conjunction with the Highland Municipal Code, most current edition. The design standards outlined herein have been created to promote site development, buildings and structures which are compatible with the character of development or use allowed within the Redevelopment District of Highland.

Exemptions from these standards are as follows. The purpose of the exemptions is to minimize hardship to existing and minor new development that will not adversely impact the character of the redevelopment district. Exemptions do not relieve development from compliance with the Highland Municipal Code, and must still receive required approval(s) from the building and zoning departments.

- (1) Repair and maintenance to development that precedes the date of the adoption of these standards.
- (2) Renovations and/or remodeling to existing single family residential property.
- (3) Replacement of siding or roofing from existing single story commercial property, provided that the specific replacement materials are submitted to and approved by the Design Advisory Committee. Existing building materials must not be removed from the building until a replacement is approved. Property owners should consult the design standards in order to be compatible with surrounding development that is governed by the standards.

In order to carry out the purpose and provisions of these design standards, all development governed by these standards shall be subject to a Design Coordination Process, which results in findings along with recommendations to the Plan Commission by the Design Advisory Committee (DAC).

Design Advisory Committee

The purpose of the Design Advisory Committee (DAC) shall be to evaluate the proposed development for compliance with the Design Standards adopted by the Town of Highland, for the Redevelopment Area. In addition the purpose of the DAC will be to meet with an applicant at the beginning of a potential project to help reach compliance with the Design Standards. The DAC shall be comprised of individuals appointed by the Redevelopment Commission.

Design Coordination Process

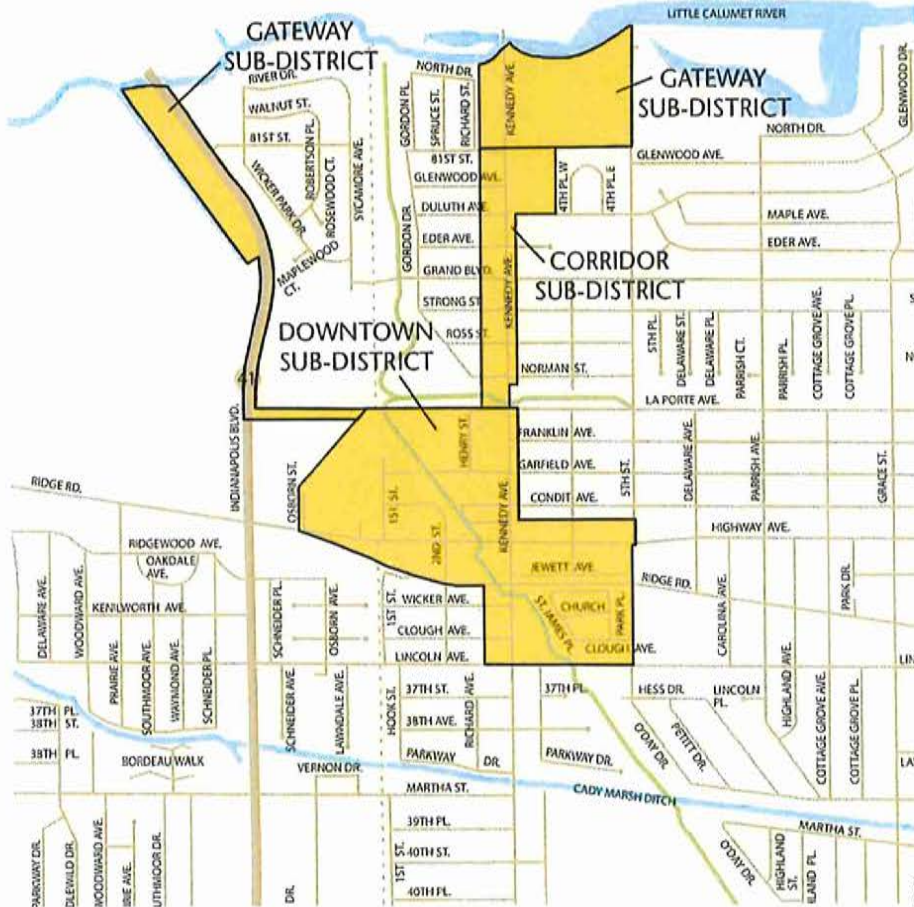
The following process is required for development in the Redevelopment Area defined herein:

- (1) The property owner/developer will meet with the Highland Building and Inspection Department and receive information on the code requirements for the Town and to determine whether or not the property is within the Redevelopment Area. If the property is within the Redevelopment Area, the owners/developer will meet with the Design Advisory Committee for a Pre-Development Conference.

- (2) The Pre-Development Conference will include Redevelopment Commission Staff and member(s) of the Design Advisory Committee. A check list shall be provided to the owner/developer to ensure that satisfactory information is provided to the DAC to communicate relevant details of the proposed project.
- (3) Once the check list and related submittals are completed by the owner/developer and returned to the Redevelopment Director, it will be forwarded to the Design Advisory Committee. The DAC will meet for an internal Study Session to determine whether or not the Design Standards will be met by the owner/developer based upon the information provided within the check list.
- (4) The DAC may ask for clarification on any item within the check list from the owner/developer or his/her architect and then it will submit their findings along with recommendations to the Plan Commission for action.

Zoning Classification

§ 214.180.020 HIGHLAND REDEVELOPMENT DISTRICT



Redevelopment District Locator Map

The boundaries of the Redevelopment District are continually updated by the Redevelopment Commission. The most recent legal description of the Redevelopment District is available on the Redevelopment Commission website.

LEGAL DESCRIPTION OF THE REDEVELOPMENT AREA 2008

- Commencing** with the intersection of Lincoln Avenue and the alley West of Kennedy Avenue;
- THENCE:** East along Lincoln Avenue to the intersection of Lincoln Avenue and Fifth Street;
- THENCE:** North along Fifth Street to the intersection of the alley North of Highway Avenue and Fifth Street;
- THENCE:** West along the alley North of Highway Avenue to the intersection of the alley North of Highway Avenue and the alley East of Kennedy Avenue;

THENCE: North along the alley East of Kennedy Avenue to the intersection of the alley East of Kennedy Avenue and the centerline of LaPorte Avenue;

THENCE: West along the centerline of LaPorte Avenue to the intersection of the centerline of LaPorte Avenue and the centerline of Kennedy Avenue;

THENCE: North along the centerline of Kennedy Avenue 150 feet;

THENCE: East along the North line of the NIPSCO Right-of-Way to the intersection of the North line of the NIPSCO Right-of-Way and the alley East of Kennedy Avenue;

THENCE: North along the alley East of Kennedy Avenue to the intersection of the alley East of Kennedy Avenue and the South Right-of-Way line of Duluth Avenue;

THENCE: East along the South Right-of-Way line of Duluth Avenue to the intersection of the South Right-of-Way line of Duluth Avenue to the alley that is East of Kennedy Avenue and West of West Fourth Place;

THENCE: North 714 feet, more or less, along the alley East of Kennedy Avenue and West of West Fourth Place;

THENCE: East along Eighty First Street, if extended, to Fifth Street;

THENCE: North 983 feet, more or less, to the Southern boundary of the Little Calumet River;

THENCE: West along the Southern boundary of the Little Calumet River to the intersection of the Southern boundary of the Little Calumet River and the alley West of Kennedy Avenue;

THENCE: South along the alley West of Kennedy Avenue to the intersection of the alley West of Kennedy Avenue and the North side of LaPorte Avenue;

THENCE: West along the North side of LaPorte Avenue, if extended, to the intersection of the North side of LaPorte Avenue and the East side of Indianapolis Boulevard;

THENCE: North along the East side of Indianapolis Boulevard 3575 feet, more or less, to the Southern boundary of the Little Calumet River;

THENCE: West 70 feet along the Little Calumet River across Indianapolis Boulevard;

THENCE: West an additional 200 feet, more or less, along the Southern boundary of the Little Calumet River;

THENCE: South 1700 feet, more or less;

THENCE: East 200 Feet, more or less, to the West side of Indianapolis Boulevard;

THENCE: South 1875 feet, more or less, along the West side of Indianapolis Boulevard to the intersection of the West side of Indianapolis Boulevard and the South side of LaPorte Avenue, if extended;

THENCE: East along the South side of LaPorte Avenue, if extended, to the intersection of the South side of LaPorte Avenue, if extended, to the West side of the Norfolk Southern Railroad Right-of-Way where it meets the NIPSCO Right-of-Way;

THENCE: Southwest along the NIPSCO Right-of-Way to the intersection of the NIPSCO Right-of-Way to the West side of Osborn Avenue;

THENCE: South along the West side of Osborn Avenue to the intersection of the West side of Osborn Avenue and the South side of Ridge Road;

THENCE: East along the South side of Ridge Road to the intersection of the South side of Ridge Road to the alley West of Kennedy Avenue;

THENCE: South along the alley West of Kennedy Avenue to the point of beginning at the intersection of the alley West of Kennedy Avenue and Lincoln Avenue.

In accordance with the Redevelopment Plan, the area has been divided into three Sub-Districts. The general boundaries of the sub-districts are listed below. The most recent legal descriptions of the Redevelopment Sub-Districts are available on the Redevelopment Commission website.

§ 214.180.021 GATEWAY SUB-DISTRICT

The Gateway Sub-District is generally defined as that area bounded on the South by 81st Street, on the West by and inclusive of the alley beyond Kennedy Avenue, on the North by the Town line, and on the East by and inclusive of the alley beyond Kennedy Avenue and by that area along the east and west side of Kennedy Avenue north of LaPorte Avenue if LaPorte Avenue was extended to Indianapolis Boulevard.

§ 214.180.022 CORRIDOR SUB-DISTRICT

The Corridor Sub-District is generally defined as that area bounded on the South by La Porte Avenue, on the West by and inclusive of the alley beyond Kennedy Avenue, on the North by 81st Street and on the East by and inclusive of the alley beyond Kennedy Avenue.

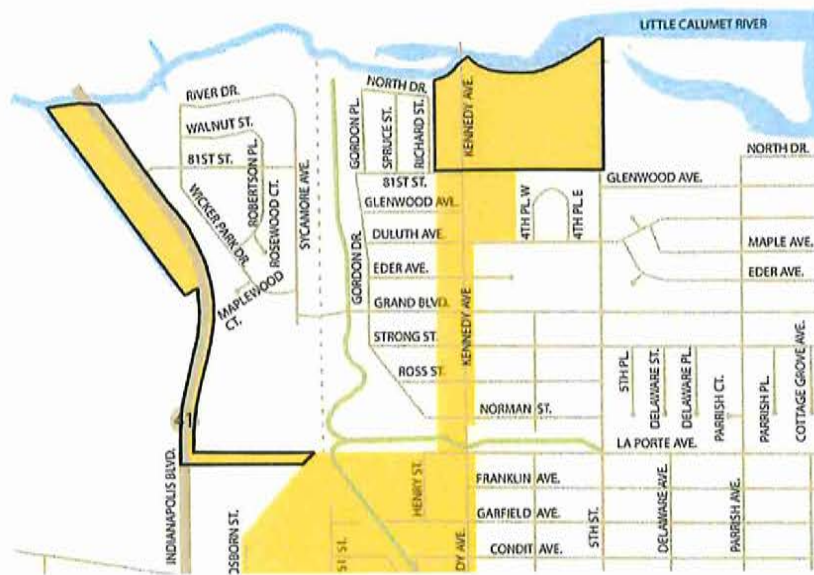
§ 214.180.023 DOWNTOWN SUB-DISTRICT

The Downtown Sub-District is generally defined as that area bounded on the South by Lincoln Avenue, on the West by Osborne Street, on the north by La Porte Avenue and on the East by Fifth Street/Main Square Park.

Gateway Sub-District

§ 214.180.030 PURPOSE

The purpose of this subchapter is to establish a district designed to accommodate local and regional developments of Office, Hospitality, Entertainment, and Educational uses with Residential uses along the Riverfront west of Kennedy Avenue. The gateway is intended to develop an identity for the area that is representative of the Highland Community. The goal is to generate regionally scaled development, promote buildings with architectural distinction, and encourage environmental sustainability. Streetscapes and Promenades will include tree-lined walks and parkways, landscaped zones that buffer pedestrian traffic from higher speed vehicular traffic and paths that connect the Town to the Riverfront.



Gateway Sub-District Locator Map

§ 214.180.031 LIMITATIONS OF USE

Permitted uses in the Gateway Sub-District are subject to the following additional general limitations:

- (A) Dwelling units are not permitted below the second floor except along the Riverfront west of Kennedy Avenue.
- (B) All other permitted uses are allowed on all floors, provided, however, that no commercial, hospitality, institutional, office or educational use shall be above a residential use.
- (C) All permitted uses in this district shall be conducted in completely enclosed buildings, except for off-street parking and loading. The storage of materials or goods outside of a completely enclosed building is not permitted. Outdoor sales of retail items may be sold in compliance with §214.111(C). Outdoor dining is exempt from §214.111(C)(5).
- (D) The alignment of floor-to-floor heights of abutting buildings is encouraged to allow for shared use of elevators.

§ 214.180.032 PERMITTED USES

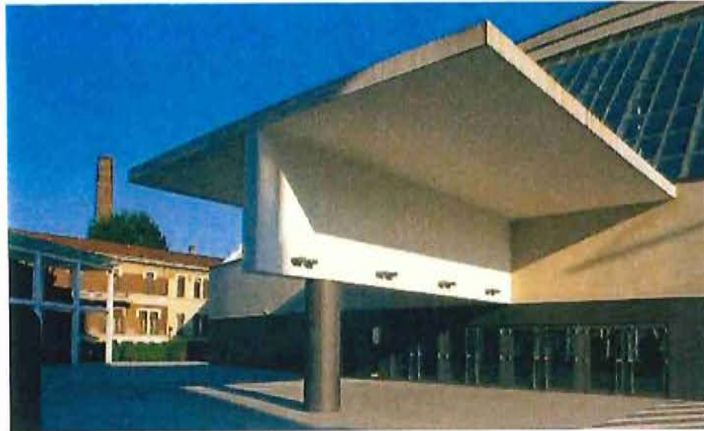
The following listed uses are permitted uses in the Gateway Sub-District.

- (A) Hospitality
 - (1) Hotels
 - (2) Motels
 - (3) Restaurants
 - (4) Sports, Entertainment, or Recreational Uses
- (B) Professional Office
 - (1) Medical Office (Multi-story)
 - (2) Technical/Professional Offices
 - (3) Customer Service Centers
 - (4) Other Mixed Professional Uses
- (C) Educational Facilities
 - (1) College or Preparatory Schools
- (D) Parking Structure as described in 214.180.122.
- (E) Residential Uses: (1) Permitted on all floors above the first floor. (2) Permitted on the first floor west of Kennedy Avenue where not fronting Kennedy Avenue.



§ 214.180.033 USE VARIANCES

In the Gateway Sub-District, Use Variances may be allowed in accordance with the limiting conditions and procedures as set forth in § 214.319.



§ 214.180.034 PROPERTY DEVELOPMENT STANDARDS

- (A) Maximum lot coverage. The maximum building coverage in the Gateway Sub-District is ninety-five (95) percent.
- (B) Minimum size of dwelling unit. The minimum square footage per dwelling unit in the Gateway Sub-District is:
 - (1) One bedroom – 1,000 square feet
 - (2) Two bedroom – 1,200 square feet
 - (3) Three bedroom – 1,350 square feet
 - (4) Four bedroom – 1,500 square feet

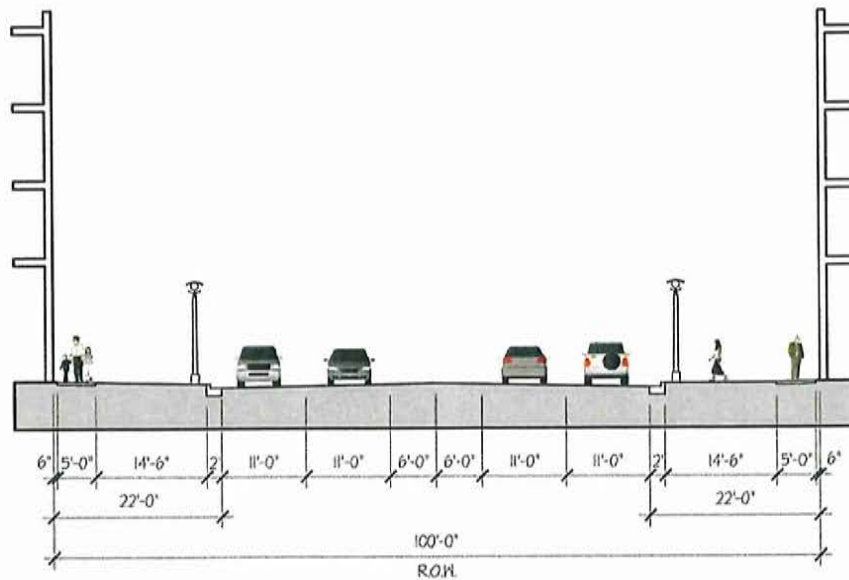


- (C) Yards:
 - (1) Right of Way (R.O.W.) is 100 feet. Setbacks are measured from the right of way.

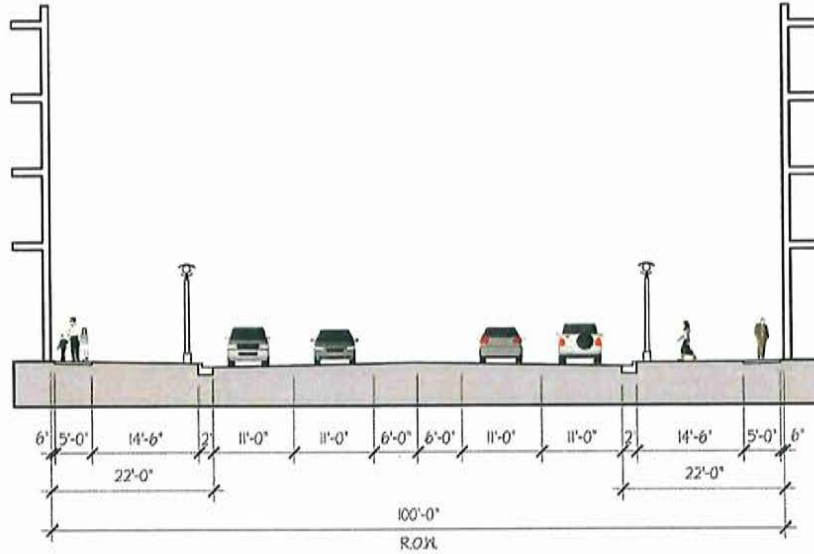
- (2) Front Yard:
 - (a) Minimum: In the Gateway Sub-District the minimum front yard is zero (0) feet.
 - (b) Maximum: In the Gateway Sub-District there is no maximum front yard setback. If a building setback is provided, a minimum of fifty (50) percent of the space between the property line and the face of building shall include hardscape elements.
- (3) Minimum Side Yard: In the Gateway Sub-District the minimum side yard is zero (0) feet.
- (4) Minimum Rear Yard: In the Gateway Sub-District the minimum rear yard is zero (0) feet.



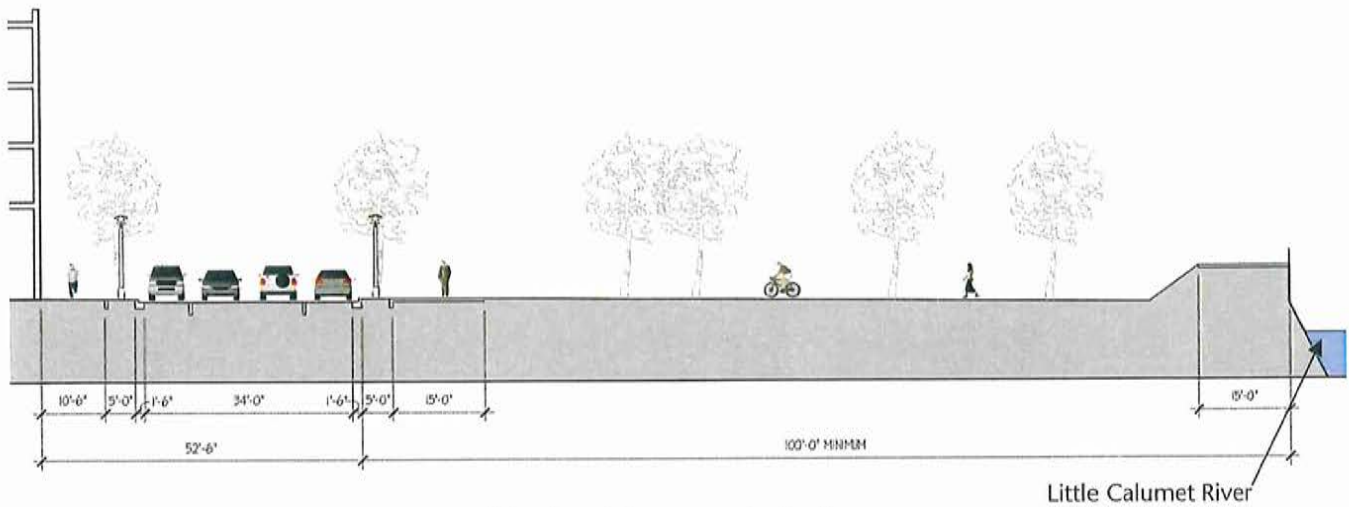
- (D) Building Width: The minimum building width in the Gateway Sub-District is forty (40) feet.
- (E) Building Height: The minimum building height in the Gateway Sub-District is twenty-five (25) feet.



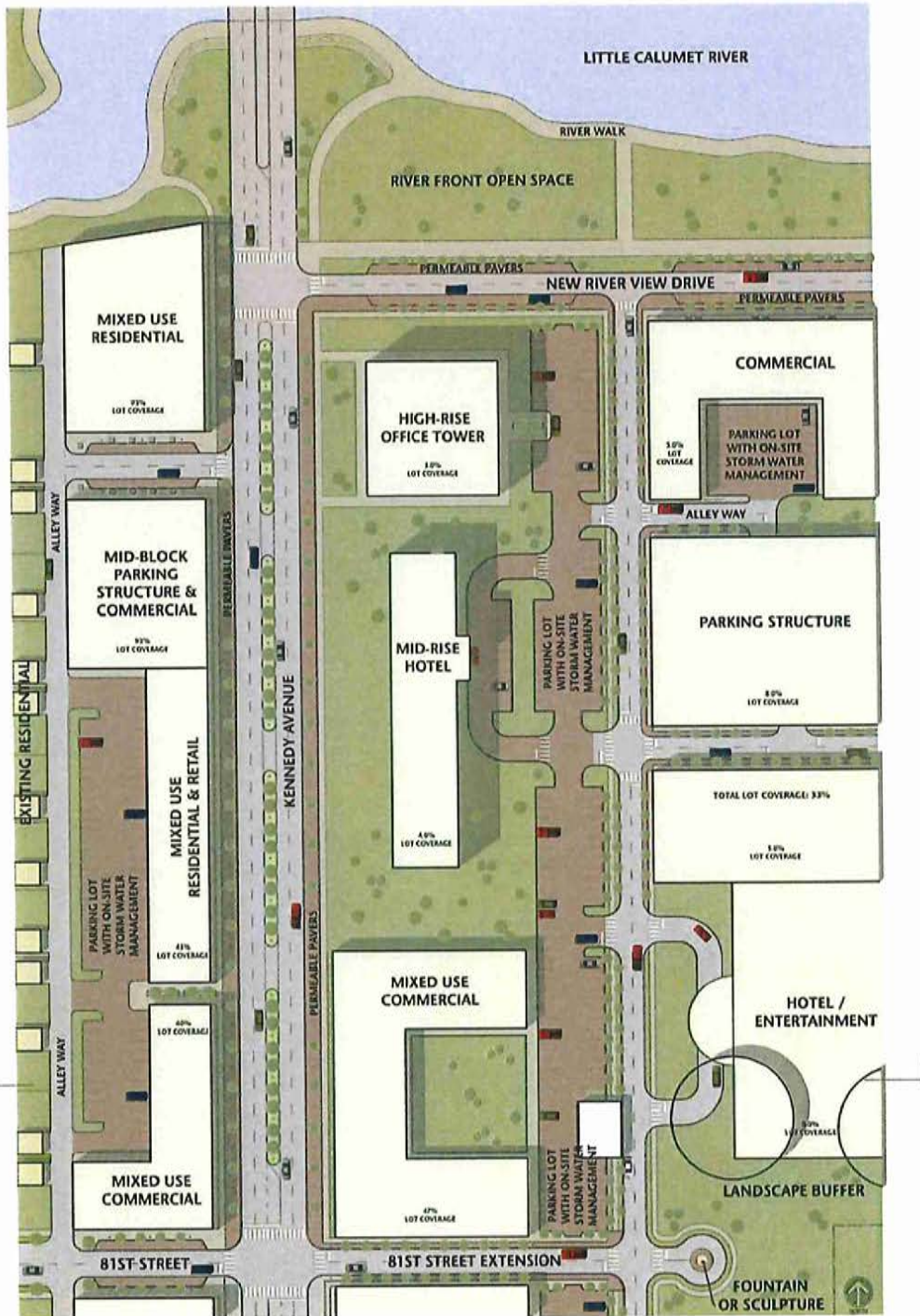
Kennedy Avenue Street Section
(2007 Road Construction Project)



Kennedy Avenue Street Section
(Potential Future Development)



Riverfront Promenade Section
(Potential Future Development)

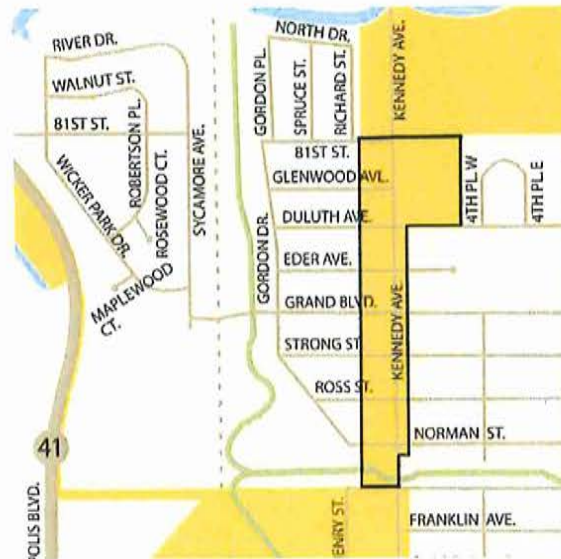


(Potential Future Development – For Information Only)

Corridor Sub-District

§ 214.180.040 PURPOSE

The purpose of this subchapter is to establish a Sub-District designed and intended to accommodate mixed-use, mid-rise commercial, office and residential use, promoting buildings with architectural distinction and encouraging environmental sustainability. The corridor is also intended to develop streetscape improvements that will include tree-lined walks and parkways, landscaped areas and street level building design that encourages and supports pedestrian traffic.



Corridor Sub-District Locator Map

§ 214.180.041 LIMITATIONS OF USE

Permitted uses in the Corridor Sub-District are subject to the following additional general limitations:

- (A) Dwelling units are not permitted below the second floor in buildings which contain a business use.
- (B) All other permitted uses are allowed on all floors, provided, however, that no commercial or civic use shall be above a residential use.
- (C) All permitted uses in this Sub-District shall be conducted in completely enclosed buildings, except for off-street parking and loading. The storage of materials or goods outside of a completely enclosed building is not permitted. Outdoor sales of retail items may be sold in compliance with §214.111(C). Outdoor dining is exempt from §214.111(C)(5).
- (D) Establishments of a "drive-in" type offering goods or services directly to customers waiting in parked motor vehicles and intended to be primarily consumed on the premises are not permitted. "Drive-thru" establishments offering goods or services directly to customers waiting in idling cars and intended to be consumed primarily off the premises are permitted.
- (E) The alignment of floor-to-floor heights of abutting buildings is encouraged to allow for shared use of elevators.

§ 214.180.042 PERMITTED USES

The following listed uses are permitted uses in the Corridor Sub-District.



- (A) Residential
 - (1) Town Houses (2-4 stories)
 - (2) Condominiums (2-4 stories)
 - (3) Market value For Sale units with first floor commercial uses
 - (4) Market rent Rental Apartments and Lofts with first floor commercial uses
 - (5) Work/Live units with first floor commercial uses

- (B) Professional Services
 - (1) Medical Services
 - (2) Accounting
 - (3) Development/Construction related Services (e.g. Engineers, Architects, Appraisers)
 - (4) Other non-retail Services

- (C) Health and Fitness
 - (1) Dance Studios
 - (2) Fitness Studios
 - (3) Medical Establishments
 - (4) Health-Related Support Services

(D) Art and Specialty Use Establishments

- (1) Galleries
- (2) Artists Supply
- (3) Design Services
- (4) Music Stores
- (5) Antiques/Collectibles Stores
- (6) Clock or Watch Stores or Repair Shops
- (7) Lamp Shops
- (8) Hobby Shops
- (9) Gift Shops

(E) Apparel and Accessories Stores

- (1) Clothing Stores
- (2) Dressmaking Shops
- (3) Costume Rental Establishments
- (4) Furrier Shops
- (5) Dry Cleaners
- (6) Perfume Shops
- (7) Home Accessories
- (8) Jewelry Shops
- (9) Bookstores

(F) Home Furnishings

- (1) Furniture Stores (not rent-to-own nor surplus)
- (2) Fabric or Yarn Stores
- (3) Interior Decorating Establishments
- (4) Florist Shops
- (5) Candle Stores
- (6) Hardware Stores
- (7) Housewares
- (8) Kitchenware

(G) Personal Services

- (1) Barber Shops
- (2) Beauty Parlors
- (3) Health Clubs
- (4) Day Spas
- (5) Dance Studios and Clubs

(H) Youth Establishments

- (1) Bicycle Stores, Rental or Repair
- (2) Card Shops
- (3) Coin Stores
- (4) Game Stores
- (5) Parks, Playground and Other Outdoor Activities



- (I) Food and Eating Establishments
 - (1) Bakeries and Pastry Shops
 - (2) Cafés
 - (3) Delicatessen Stores
 - (4) Diners
 - (5) Candy Stores
 - (6) Specialty Food Stores
 - (7) Coffee Shops
 - (8) Restaurants
 - (9) Other Eating and Drinking Establishments



- (J) Business Support Services
 - (1) Banks (no stand alone drive through)
 - (2) Copying and Related Service Establishments
 - (3) Personnel Services
- (K) Parking Structure in compliance with 214.180.122 (C).

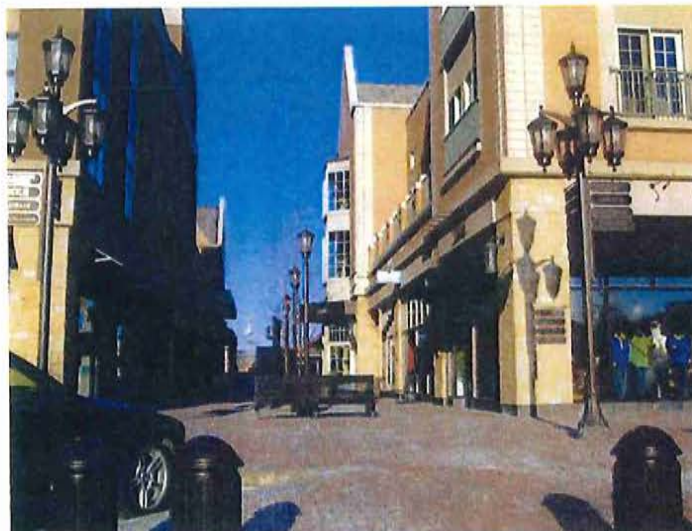
§ 214.180.043 USE VARIANCES

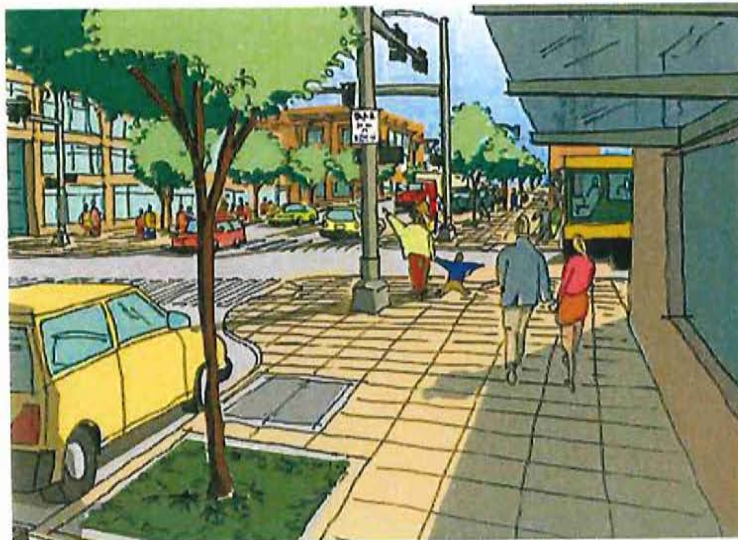
In the Corridor Sub-District, Use Variances may be allowed in accordance with the limiting conditions and procedures as set forth in § 214.319.



§ 214.180.044 PROPERTY DEVELOPMENT STANDARDS

- (A) Minimum lot coverage. The minimum building coverage in the Corridor Sub-District is fifty (50) percent.
- (B) Maximum lot coverage. The maximum building coverage in the Corridor Sub-District is ninety (90) percent.
- (C) Minimum size of dwelling unit. The minimum square footage per dwelling unit in the Corridor Sub-District is:
 - (1) One bedroom – 1,000 square feet
 - (2) Two bedroom – 1,200 square feet
 - (3) Three bedroom – 1,350 square feet
 - (4) Four bedroom – 1,500 square feet





Landscape/Furniture Zone

Pedestrian Zone

Frontage Zone

(D) Yards:

(1) Right of Way (R.O.W.) is 90 feet. Setbacks are measured from the right of way.

(2) Front Yard:

- i. Minimum: In the Corridor Sub-District the minimum front yard is zero (0) feet.
- ii. Maximum: In the Corridor Sub-District there is no maximum front yard setback. If a building setback is provided, a minimum of fifty (50) percent of the space between the property line and the face of building shall include hardscape elements.

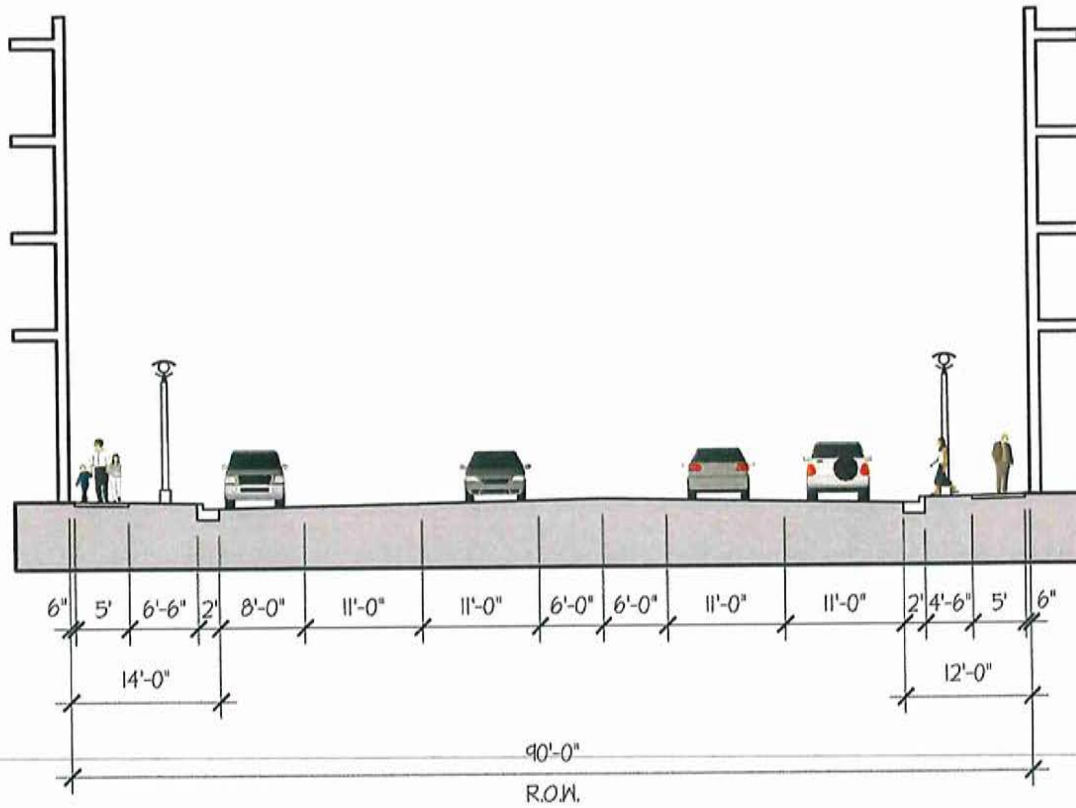
(3) Minimum Side Yard: In the Corridor Sub-District the minimum side yard is zero (0) feet.

(4) Minimum Rear Yard: In the Corridor Sub-District the minimum rear yard is zero (0) feet.

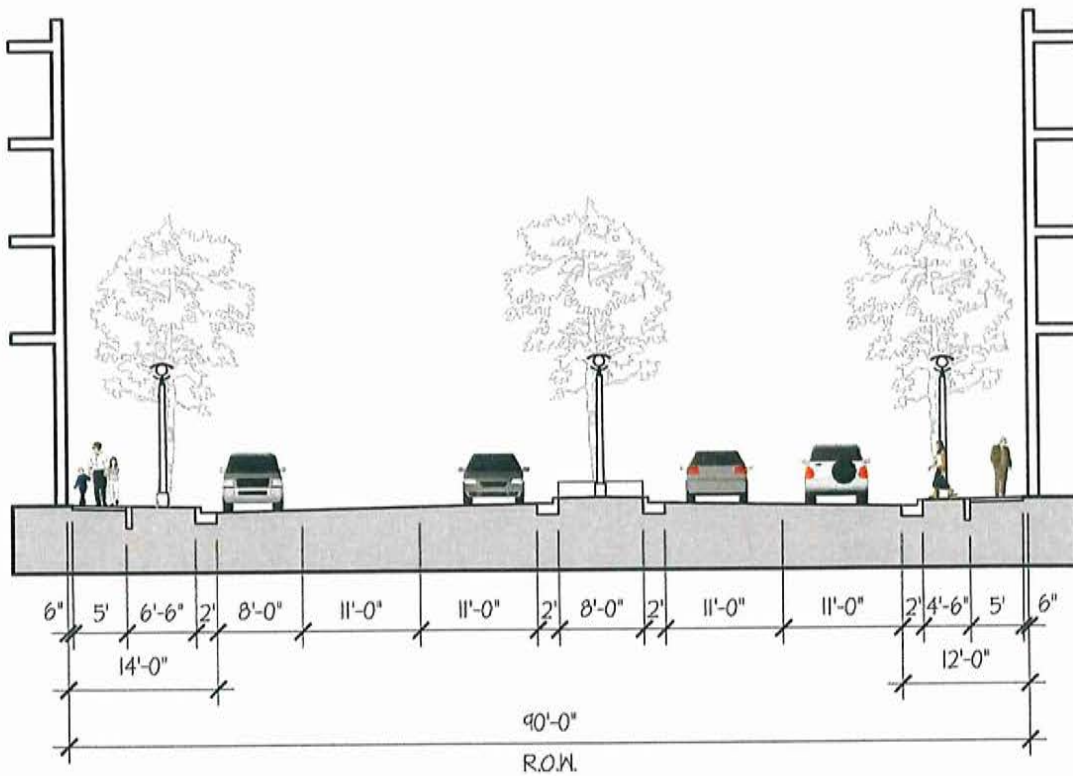
(E) Building Width: The minimum building width in the Corridor Sub-District is forty (40) feet, unless lot is narrower, then minimum building width shall be one hundred (100) percent of lot width.

(F) Building Height: The minimum building height in the Corridor Sub-District is two (2) stories. The maximum building height in the Corridor Sub-District is forty-five (45) feet.





Kennedy Avenue Street Section
(2007 Road Construction Project)



Kennedy Avenue Street Section
(Potential Future Development)

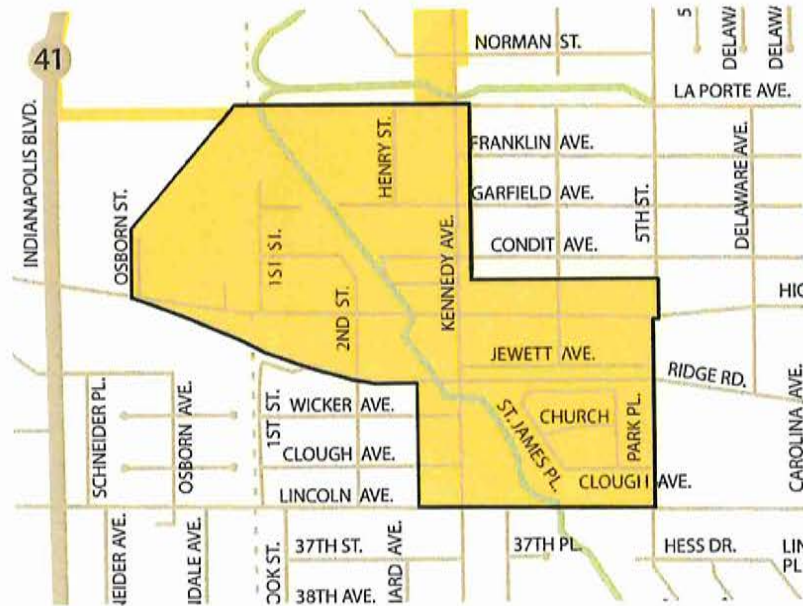


(Potential Future Development – For Information Only)

Downtown Sub-District

§ 214.180.050 PURPOSE

The purpose of this subchapter is to establish a Sub-District designed and intended to strengthen the retail base, support service businesses, restaurants and specialty food stores, introduce mixed-use with residential, promote buildings with architectural distinction, and encourage environmental sustainability. Improvements in the public realm will support the downtown as a social and cultural center of the community.



Downtown Sub-District Locator Map

§ 214.180.051 LIMITATIONS OF USE

Permitted uses in the Downtown Sub-District are subject to the following additional general limitations:

- (A) Dwelling units are not permitted below the second floor on Highway Ave. between Osborn Street and 5th street and on Jewett Ave. between Kennedy Ave. and 5th street.
- (B) All other permitted uses are allowed on all floors, provided, however, that no commercial or civic use shall be above a residential use.
- (C) All permitted uses in this Sub-District shall be conducted in completely enclosed buildings, except for outdoor seating for restaurants and cafés, and off-street parking and loading. The storage of materials or goods outside of a completely enclosed building is not permitted.
- (D) Establishments of a "drive-in" type offering goods or services directly to customers waiting in parked motor vehicles and intended to be primarily consumed on the premises are not permitted. "Drive-thru" establishments offering goods or services directly to customers waiting in idling cars and intended to be consumed primarily off the premises are permitted.

§ 214.180.052 PERMITTED USES

The following listed uses are permitted uses in the Downtown Sub-District.

- (A) Residential
 - (1) Condominiums
 - (2) Market rate For Sale units with first floor commercial uses
 - (3) Market rate Rental Apartments and Lofts with first floor commercial uses
 - (4) Work/Live units with first floor commercial uses
- (B) Professional Services
 - (1) Medical Services
 - (2) Accounting
 - (3) Development/Construction related Services (e.g. Engineers, Architects, Appraisers)
 - (4) Other non-retail Services
- (C) Health and Fitness
 - (1) Dance Studios
 - (2) Fitness Studios
 - (3) Medical Establishments
 - (4) Health-Related Support Services
- (D) Art and Specialty Use Establishments
 - (1) Galleries
 - (2) Artists Supply
 - (3) Design Services
 - (4) Music Stores
 - (5) Antiques/Collectibles Stores
 - (6) Clock or Watch Stores or Repair Shops
 - (7) Lamp Shops
 - (8) Hobby Shops
 - (9) Gift Shops
- (E) Apparel and Accessories Stores
 - (1) Clothing Stores
 - (2) Dressmaking Shops
 - (3) Costume Rental Establishments
 - (4) Furrier Shops
 - (5) Dry Cleaners
 - (6) Perfume Shops
 - (7) Home Accessories
 - (8) Jewelry Shops
 - (9) Bookstores



- (F) Home Furnishings
- (1) Furniture Stores (not rent-to-own nor surplus)
 - (2) Fabric or Yarn Stores
 - (3) Interior Decorating Establishments
 - (4) Florist Shops
 - (5) Candle Stores
 - (6) Hardware Stores
 - (7) Housewares
 - (8) Kitchenware



- (G) Personal Services
- (1) Barber Shops
 - (2) Beauty Parlors
 - (3) Health Clubs
 - (4) Day Spas
 - (5) Dance Studios and Clubs
- (H) Youth Establishments
- (1) Bicycle Stores, Rental or Repair
 - (2) Card Shops
 - (3) Coin Stores
 - (4) Game Stores
 - (5) Parks, Playground and Other Outdoor Activities
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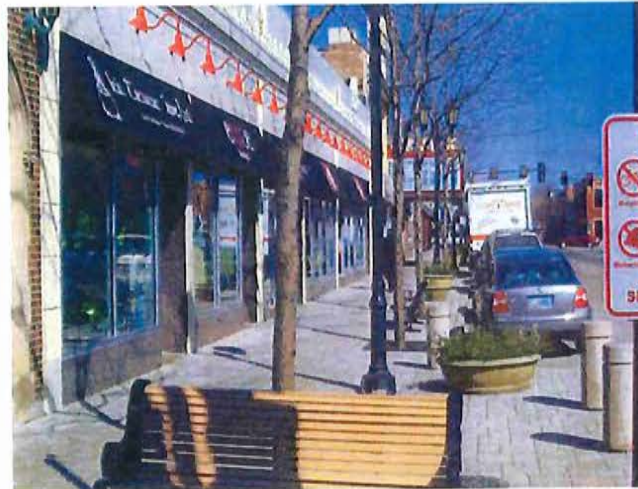
- (J) Business Support Services
 - (1) Banks (no stand alone drive through)
 - (2) Copying and Related Service Establishments
 - (3) Personnel Services
- (K) Parking Structure in compliance with 214.180.122 (C).

§ 214.180.053 USE VARIANCES

In the Downtown Sub-District, Use Variances may be allowed in accordance with the limiting conditions and procedures as set forth in § 214.319.

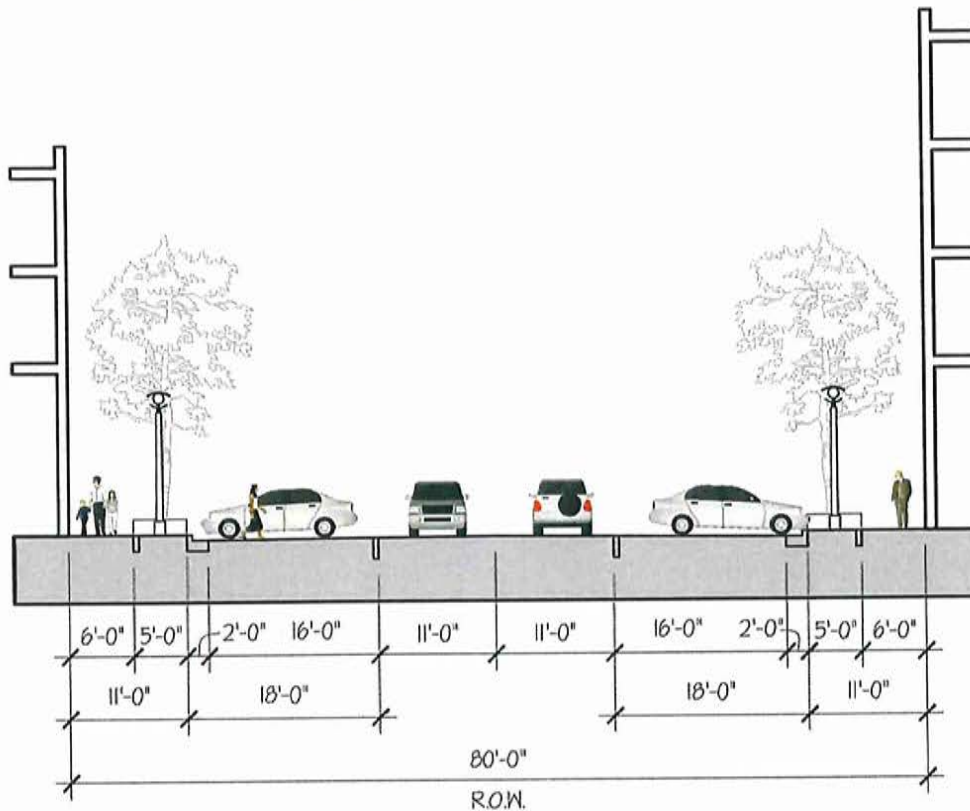
§ 214.180.054 PROPERTY DEVELOPMENT STANDARDS

- (A) Minimum lot coverage. The minimum building coverage in the Downtown Sub-District is fifty (50) percent.
- (B) Maximum lot coverage. The maximum building coverage in the Downtown Sub-District is ninety (90) percent.
- (C) Minimum size of dwelling unit. The minimum square footage per dwelling unit in the Downtown Sub-District is:
 - (1) One bedroom – 1,000 square feet
 - (2) Two bedroom – 1,200 square feet
 - (3) Three bedroom – 1,350 square feet
 - (4) Four bedroom – 1,500 square feet



- (D) Yards:
 - (1) Front Yard:
 - (a) Minimum: In the Downtown Sub-District the minimum front yard is five (5) feet.
 - (b) Maximum: In the Downtown Sub-District there is no maximum front yard setback. If a building setback is provided, a minimum of seventy-five (75) percent of the space between the property line and the face of building shall include hardscape elements.
 - (2) Minimum Side Yard: In the Downtown Sub-District the minimum side yard is zero (0) feet.
 - (3) Minimum Rear Yard: In the Downtown Sub-District the minimum rear yard is zero (0) feet.

- (E) Building Width: The minimum building width in the Downtown Sub-District is forty (40) feet, unless lot is narrower, then building will be one-hundred (100) percent of lot width.
- (F) Building Height: The minimum building height in the Downtown Sub-District is two-stories. The maximum building height in the Downtown Sub-District is forty-five (45) feet.



Downtown Highway Avenue Section
(Proposed Future Development)

General Design Standards

Streetscape Design

The streetscape design of all three Redevelopment Sub-Districts should allow for flexibility, compatibility, and comfortable use by cars and pedestrians alike. Pavement widths shall be wide enough to accommodate safe pedestrian movement, landscape, lighting, site furniture, and stormwater management. Roads shall consider appropriate design speeds that provide for continued movement of traffic without compromising safety. Arterial streets shall be compatible with bicycle lanes, where appropriate. As existing streets are retrofitted, they shall comply with the rules of this section.

§ 214.180.060 PARCEL CONNECTIONS

Where applicable, streets shall extend to and connect with adjacent development parcels. Streets shall conform to the urban grid of Highland and provide connectivity with regard to future development, open space acquisition, and the Comprehensive Plan.

§ 214.180.061 STREETScape

All new development, redevelopment, or build-out of existing parcels shall be required to include the design of street elements adjacent to the applicant's property that include the area between the face of buildings and the back of road curbs. These designs must incorporate all of the appropriate items identified in this section. Discussions with the Town of Highland Building Commissioner will provide clarification regarding the required elements for streetscape design.

§ 214.180.062 ON-STREET PARKING

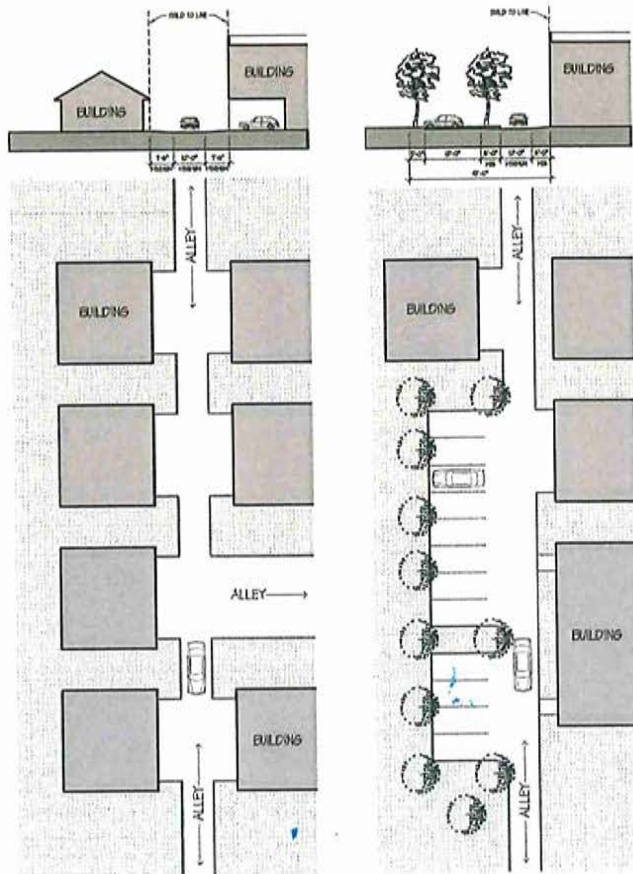
On-street parking will be provided on all streets. At a minimum, parking shall be parallel. Where posted speed limits are 30 mph or less, angle parking will be preferred. Where approved, on-street parking may be counted toward a property's parking requirements.

§ 214.180.063 ALLEYS

Alleys are required in the Gateway and Corridor Sub-Districts to minimize curb cuts and to provide access to parking and service areas behind the building. In the Downtown Sub-District, alleys will be maintained and reworked to accommodate new development. Alley dimensions and locations are not mandated by this ordinance but they will be designed to accommodate its purpose. An alley may be part of a parking lot's drive aisle and/or fire lane.

§ 214.180.064 CURB-RETURN RADII AND CLEAR ZONES

Curb radii shall be designed to minimize pedestrian crossing spaces and times along all streets with sidewalks. Curb radii shall be between 10 feet and 20 feet. To allow for an emergency vehicle's turning radius, a 25 foot clear zone shall be designed into each street corner. This clear zone will be devoid of all above ground appurtenances such as telephone poles, sign posts, fire hydrants, electrical boxes, and newspaper kiosks. Every street corner will include an accessible handicap ramp.



§ 214.180.065 CURBS

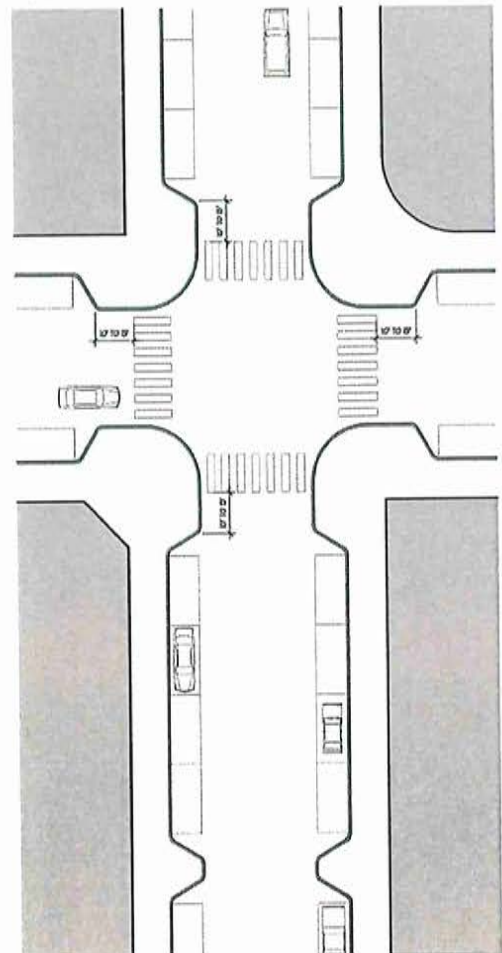
Street curbs shall be constructed in accordance with Town of Highland standards. All streets and parking lots will be required to provide at minimum B6-12 curb and gutter, unless the developer can show just cause for modifying the curb and gutter. Such cause can only be attributable to sustainable stormwater management initiatives.

§ 214.180.066 FENCES

Where appropriate, fences shall be constructed of materials conducive to the architecture of the building/ development that it abuts. Fences made of chain link, vinyl and carcinogenic pressure treated lumber are prohibited along any public right-of-way. Recycled plastic lumber or wood-plastic composite lumber shall be allowed. Only ornamental metal fences are allowed abutting the public right-of-way except at alleys.

§ 214.180.067 TRAFFIC CALMING

The use of traffic calming devices is encouraged throughout all areas. The use of landscape bump-outs, on-street parking, and roundabouts will be good alternatives to conventional traffic calming devices.



§ 214.180.068 STREET TREES

All streets will receive trees and appropriate landscape treatments that meet Town of Highland standards, at a minimum. Streets shall be designed with street trees planted in a manner that support adjacent uses, shade building facades, pedestrian areas and/or sidewalks, and do not pose a hazard to future growth of the trees. Street trees will be planted in the public right-of-way along the site frontage. In appropriate locations, trees may be grouped in a naturalistic manner in order to create a 'grove'.

(A) Size:

- (1) Standards for size will be at time of planting.
- (2) Minimum size shall be two and one half (2 ½) inch caliper, measured six (6) inches above ground.
- (3) Trees shall have a clear trunk, free of branches, to a minimum height of six (6) feet.
- (4) Trees shall be balled-and-burlapped (B&B), with no exception.
- (5) Two and one half (2 ½) inch caliper trees shall be twelve (12) feet to fourteen (14) feet in height, with a maximum height of sixteen (16) feet.

(B) Soil Volume: The quality of the soil and the overall design of the planter area are critical to the success and longevity of the street trees. Plants require an adequate volume of matter, and soil acidity in a defined range. The soil must be well-drained and protected from compaction which prevents water and air from reaching the root zone of plants. Requirement for growing medium and parkway planter design shall be:

- (1) Three foot (3' 0") minimum depth.
- (2) Three foot six inch (3' 6") minimum inside clear width: greater than five feet (5' 0") is desirable.
- (3) Soil composition: 45-77 percent silt, 0-25 percent clay, 25-33 percent sand.
- (4) Soil acidity: pH 6.0 to 7.0 amend soil as required to achieve this pH range
- (5) Soil organic content: Three (3) to five (5) percent.
- (6) Parkway planters to be as long and as continuous as possible.
- (7) Minimum five feet (5' 0") from the inside edge of the planter or tree pit to the last tree in any series or group of trees.
- (8) Curbs and low railings to be installed around parkway planters.
- (9) Groundcover and low shrub plantings required instead of grass, bark or gravel mulch, or other non-live materials.
- (10) "Structural Soil" (e.g. "Cornell" mix, etc.) at a depth of two foot six inches (2' 6") and/or root paths require below sidewalk slabs between parkway planters and other planting areas or greenspace.

(C) Recommended Species:

The following deciduous tree species and varieties are recommended (no coniferous or needle evergreen trees are acceptable). The final selection of trees is subject to review by the Town of Highland.

Botanical Name
Acer rubrum
A. rubrum spp.
Acer saccharum

Common Name
Red maple
Red maple varieties
Sugar maple

A. saccharum spp.	Sugar maple varieties
Celtis occidentalis	Hackberry
C. occidentalis 'Prairie Pride'	Prairie Pride hackberry
Gleditsia triacanthos inermis	Thornless honeylocust
G. triacanthos inermis spp.	Thornless honeylocust spp.
Gymnocladus dioicus	Kentucky coffeetree
Quercus bicolor	Swamp white oak
Quercus imbricaria	Shingle oak
Quercus macrocarpa	Bur oak
Quercus robur	English oak
Quercus rubrum	Red oak
Zelkova serrata	Japanese zelkova
Z. serrata spp.	Japanese zelkova varieties

(D) Unacceptable Species:

The following deciduous tree species and varieties are unacceptable (coniferous or needle evergreen trees are unacceptable; trees with thorns are unacceptable for any parkway planting).

<u>Botanical Name</u>	<u>Common Name</u>
Abies spp.	Fir
Acer negundo	Box elder
Acer saccharinum	Silver maple
Ailanthus altissima	Tree-of-heaven
Albizia spp.	Mimosa
<i>Alnus glutinosa</i>	<i>Alder</i>
<i>Betula nigra</i>	<i>River birch</i>
B. papyrifera	White paper birch
B. pendula	European white birch
B. platyphylla	White birch
<i>Catalpa speciosa</i>	<i>Catalpa tree</i>
Diospyros virginiana	Persimmon
Eleagnus angustifolia	Russian olive
Fraxinus americana	White ash
F. americana spp.	White ash varieties
Fraxinus excelsior	European ash
Fraxinus pennsylvanica	Green ash
F. pennsylvanica spp.	Green ash varieties
Fraxinus quadrangulata	Blue ash
Ginkgo biloba	Ginkgo
<i>G. biloba</i> spp.	<i>Ginkgo varieties</i>
Juglans spp.	Walnut
Juniperous spp.	Juniper
Liriodendron tulipifera	Tulip tree
Liquidambar styraciflua	Sweet Gum
Maclura pomifera	Osage orange
Malus spp.	Crab apple varieties
<i>Metasequoia glyptostroboides</i>	<i>Dawn redwood</i>
Morus spp.	Mulberry
Picea spp.	Spruce
Pinus spp.	Pine
Populus spp.	Poplars
Prunus spp.	Cherries, plums

Pyrus calleryana 'Bradford'	Bradford pear
Robinia pseudoacacia	Black locust
Salix spp.	Willow varieties
Sorbus spp.	Mountain ash
Thuja spp.	Arborvitae
<i>Taxodium distichum</i>	<i>Bald cypress</i>
Ulmus 'Morton'	Accolade smoothleaf elm
Ulmus 'Morton Stalwart'	Commendation smoothleaf elm
Ulmus 'Homestead'	Homestead elm
Ulmus 'New Horizon'	New Horizon elm
Ulmus 'Patriot'	Patriot elm
Ulmus 'Pioneer'	Pioneer elm
Ulmus 'Triumph'	Triumph elm
Ulmus 'Morton Plainsman'	Vanguard elm
Ulmus 'Frontier'	Frontier Chinese elm

(E) Unacceptable Forms:

The following tree forms are unacceptable for parkway planting:

Multi-stem: trees with two or more trunks.

Espalier or topiary: geometrical plant forms achieved through pruning.

Dwarf or small-scale: trees that grow higher than three (3) feet but can not be undertrimmed to a minimum height of six (6) feet.

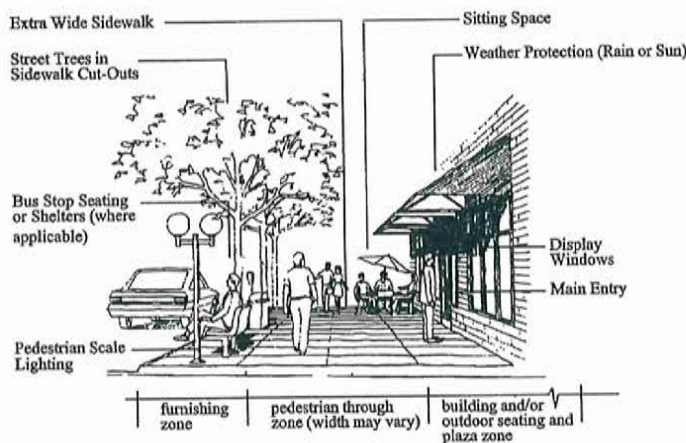
Trees that grow to exceed twenty (20) feet in height shall not be planted below utility lines.

§ 214.180.069 SIDEWALKS

All sidewalk systems and ramps shall meet the most current handicap accessible requirements. In general, sidewalks shall be parallel with the street they adjoin and shall be within the street right-of-way.

§ 214.180.070 OUTDOOR SEATING

In the Downtown Sub-District where uses include opportunities for outdoor gathering on the public sidewalk, i.e. cafes, restaurants, dining establishments, there shall be a minimum of six feet of continuous and linear clearance for safe passage by pedestrians.



§ 214.180.071 LIGHTING

- (A) Light fixtures shall be used that reduce energy consumption by fifteen (15) percent over current ASHRAE 90.1 Lighting Requirements, include accoutrements that support night sky initiatives, and use a luminaire that matches Town of Highland standard luminaire. Light fixtures will be spaced to provide a more uniform level of light.
- (B) Illumination at property line shall be a minimum of .4 foot-candles, and a maximum of .6 foot-candles at all times. Façade lighting to highlight building architecture is encouraged.

§ 214.180.072 HIGH-ALBEDO MATERIAL

Where appropriate, high-albedo (light-colored) materials will be used in new construction to reduce urban heat island effect.

Building Design

§ 214.180.080 PURPOSE

- (A) The primary goal of the design principles herein are to encourage construction which is appropriate to the site, supports pedestrian friendly streetscapes and encourages economically viable development.
- (B) The intent of this ordinance is to promote high quality architecture that is a true expression of consistent design vernaculars and morphologies. The intent is to generate rich and varied streetscapes that complement the history of the community while allowing diverse architectural expressions to coexist when appropriate.
- (C) The Design Advisory Committee may recommend an exception to a particular requirement herein if the design fulfills the spirit of the requirements and does not compromise the overall intent of these design principles.

§ 214.180.081 DESIGN PRINCIPLES

- (A) The reproduction of an historic style, other than Mid-Century Modern Design, is not allowed. The contemporary interpretation of an historic style, that also meets the requirements of this Ordinance, is allowed.



Acceptable Contemporary Interpretation



Unacceptable Reproduction

- (B) Buildings that are stylized in an attempt to use the building itself as advertising are not acceptable, particularly where the proposed architecture is the result of a corporate or franchise style.

§ 214.180.082 MASSING

Massing: In the Corridor and Downtown Sub-Districts, a single, large, dominant building mass shall be avoided.



Where a structure spans multiple lots, mass shall be broken up through the use of setbacks, projecting and recessed elements, variation in roofline, cornice, storefront and design detail.



§ 214.180.083 SCALE

Buildings shall emphasize a human scale. Human scale shall be achieved through the use of awnings and canopies at street level, windows that relate to floor levels in a building, and materials that are sized according to their physical properties.



The exteriors of buildings over two stories shall have a street level that is differentiated from upper levels in the building. Buildings that are one story shall include some expression of a foundation and parapet cap or fascia at the roof.



§ 214.180.084 **ENVIRONMENTAL SUSTAINABILITY**

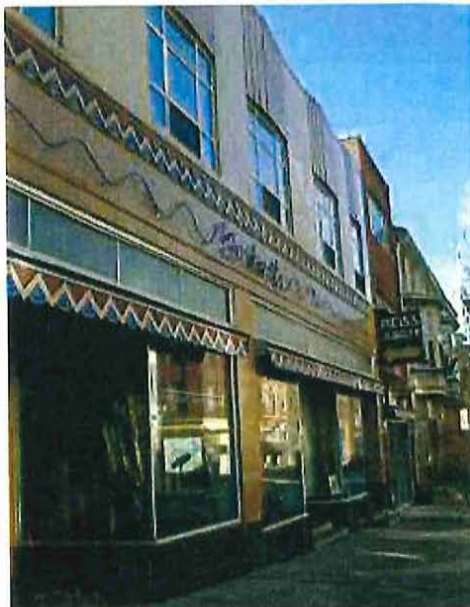
(A) Whenever possible environmentally sustainable materials and construction practices shall be used. Refer to the US Green Building Council LEED rating system and/or Green Building Initiative Green Globes rating system for suggested environmentally sustainable development standards.

§ 214.180.085 **STYLE**

(A) All development within the three redevelopment sub-districts shall comply with one of the following design standards:

(1) Mid-Century Modern Design Standards:

(a) 214.180.090 to 214.180.000.098, or



(2) Universal Design Standards:

(a) 214.180.100 to 214,180.198



§ 214.180.086 LIGHTING

Exterior illumination of buildings and adjacent yards shall be accomplished through the use of full cut-off, fully shielded luminaires and fixtures which allow for necessary and reasonable lighting of public and private property for the safety, security, and convenience of occupants and the general public, while eliminating or reducing the nuisance and hazards of excessive light and glare. Luminaires and other light fixtures shall have a total cut-off of light at an angle less than ninety (90) degrees and shall be fully shielded and located so that the bare light bulb, lamp, or light source is completely shielded from direct view from a vantage point five (5) feet above the ground along any property line. The light, furthermore, shall be contained entirely on-site.

The use of luminaires for uplighting is permitted only for landscape lighting, architectural lighting, flag poles, statues, similar monuments or the lighting of ground-mounted signs that are not internally illuminated.

Architectural lighting used to accentuate architectural or aesthetic elements of a building is encouraged. Architectural lighting should not illuminate an entire building or portions of the building greater than 30% of the building façade.

§ 214.180.090 MID-CENTURY MODERN DESIGN

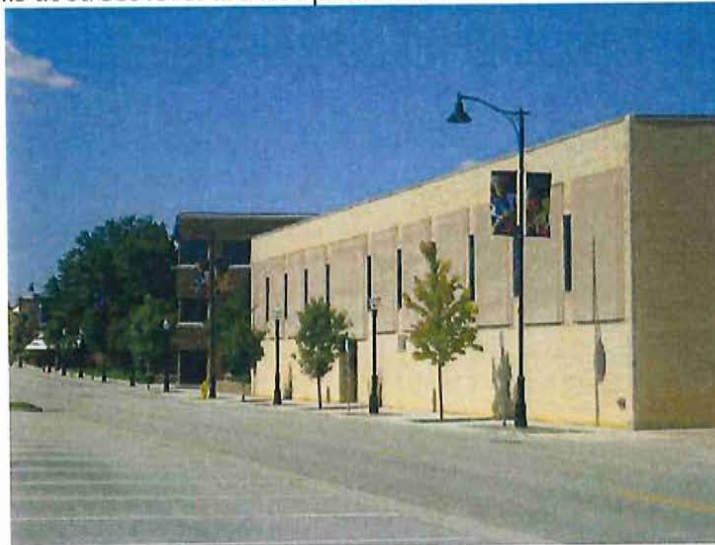
§ 214.180.091 PURPOSE

(A) Much of the existing building stock within the Town of Highland was constructed during the middle of the century and followed design principles that have come to be known as Mid-Century Modern Design. A continuation of this design style will strengthen and maintain the identity of the Town and reflect its unique image.

(B) What follows are design principles meant to encourage a cohesive and proportionately accurate interpretation of the Mid-Century Modern design vocabulary. The following principles of Mid-Century Modern Design are required.

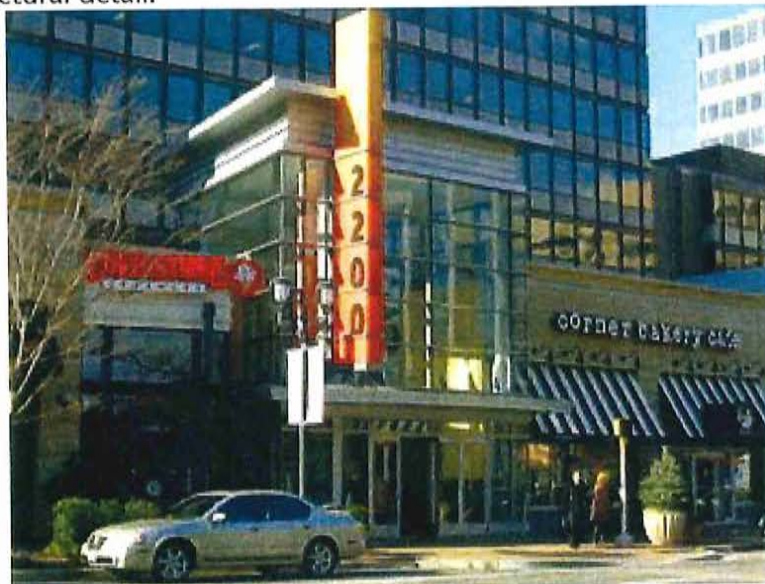
§ 214.180.092 DOORS, WINDOWS, AND STOREFRONTS

(A) Blank walls at street level are not permitted.



Not Permitted

(B) Walls at street level must incorporate transparent storefront, entryways, and architectural detail.



- (C) Within the Corridor and Downtown Sub-Districts and along Kennedy Avenue and future Riverfront Promenades in the Gateway Sub-District, doors or entrances with public access shall be provided at intervals no greater than fifty (50) feet.



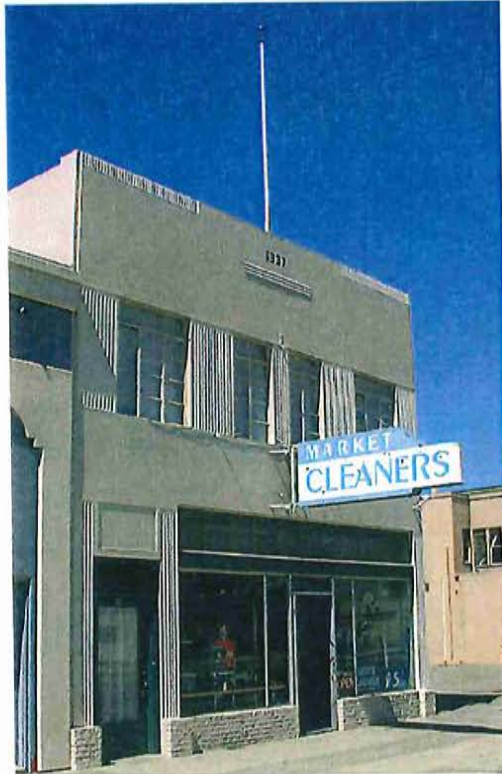
- (D) Primary building entrances shall be oriented toward the primary public right-of-way. Additional entrances may be oriented toward side or rear parking lots. Service entrances for shipping and receiving shall be oriented away from the public street.



- (E) Residential building entrances shall be designed so as to be separate from the public sidewalk by elevation change, recessing, fencing, or other technique to reinforce a privacy zone, privacy for the interior, and distinguish residential from commercial entrances.



- (F) In mixed-use buildings secondary entrances to upper levels shall be differentiated from the entrances to ground floor uses.



- (G) Garage doors are not permitted on a public right-of-way except at alleys.

- (H) Windows shall be rectangular or square.

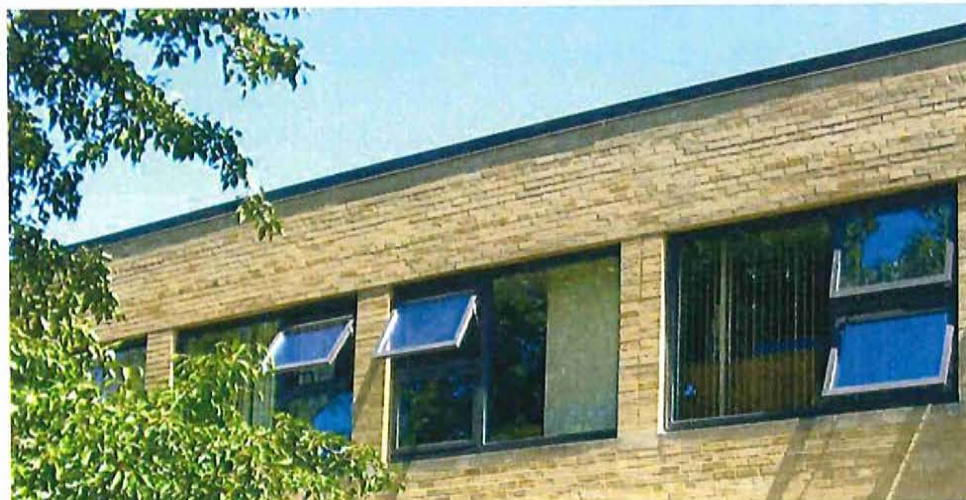
- (1) The overall window configuration shall have a horizontal emphasis created through the use of intermediate mullions, muntins, repetition of vertical windows in a "ribbon" arrangement, horizontally oriented architectural accent detail and/or transom units.



- (2) Exception: The overall window configuration may have a vertical emphasis when windows are used to express a vertical tower element. Vertical emphasis shall be created through the use of intermediate mullions, muntins, repetition of vertical windows in a vertical "ribbon" arrangement, with architectural accent detail and/or transom units.



- (1) A header shall not be expressed at windows. Windows may have trim at the head and a sill that is narrow in proportion to other facade elements and expresses the horizontal.



- (J) Each floor of any building façade facing a park, open space or street shall contain transparent windows covering from fifteen (15) percent to seventy (70) percent of wall area.



- (K) Exposed columns must be straight along the length of the shaft with minimal or absent base and capital. Classical orders of column design are not allowed.



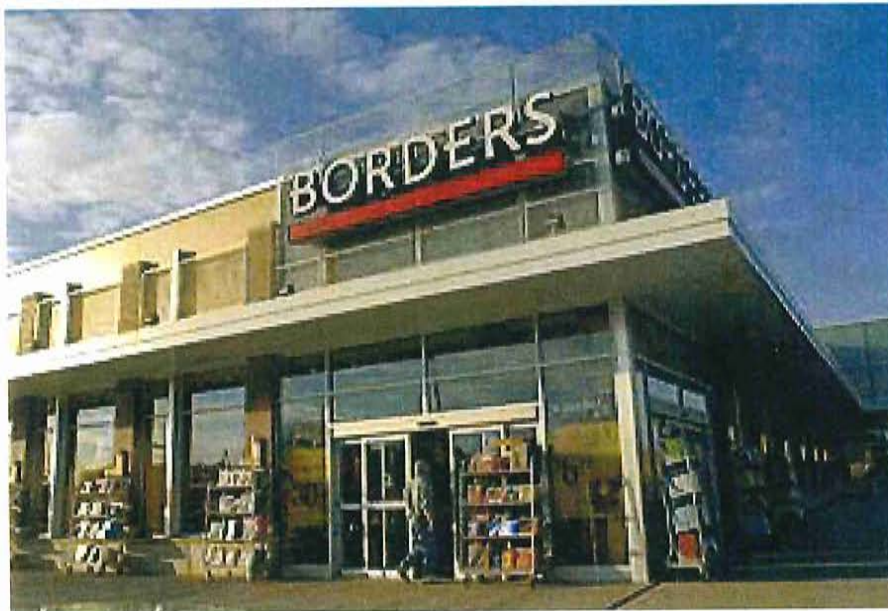
- (L) Shutters and window boxes are not permitted.



(M)Storefront, arcades, and entryways shall total at least sixty-five (65) percent of the façade length abutting the primary public right of way.



(N)At street level storefront, windows, and glass doors shall be clear, transparent glass. Tinted glass may be used elsewhere on the building. The use of reflective (mirrored) glass is not permitted.



- (O) The lower edge of storefront windows shall be between one and three feet above sidewalk grade. All glazing shall comply with code requirements for glazing locations and types.



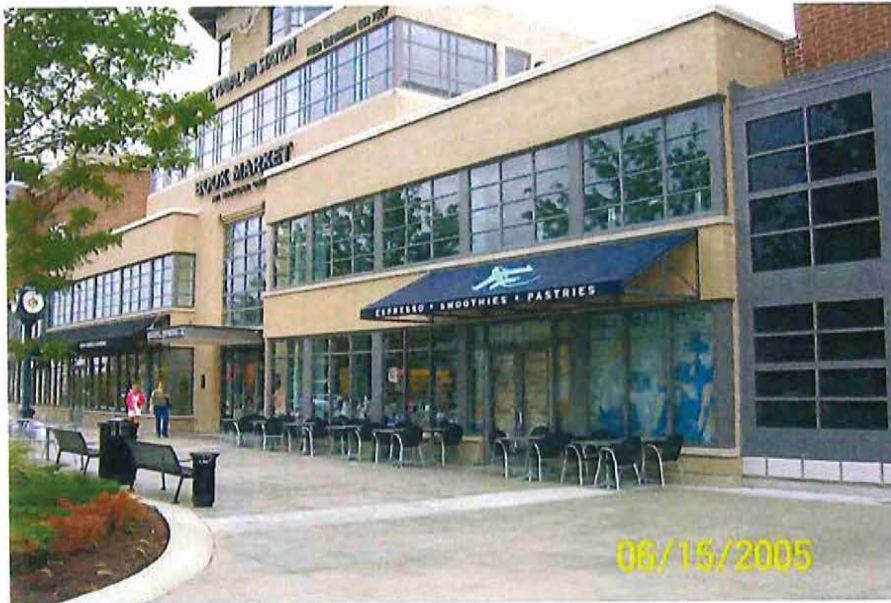
- (P) Ventilation grates or emergency exit doors located at the first floor level which are oriented to the public right-of-way shall be decorative and compatible with the surrounding design.

§ 214.180.093 AWNINGS AND CANOPIES

- (A) Awnings and canopies shall be designed in context with the Mid-Century Modern Design style of the building.



- (B) When used, awnings shall be placed at the top of window or doorway openings and shall relate to the size and shape of the top of the window.



- (C) Awnings and canopies may not encroach over the public right-of-way.

(D) Shape:

- (1) Awnings shall be straight, hung at an angle between 15 and 45 degrees to the vertical face of the building.
- (2) Canvas "Bubble" shape awnings are not allowed.
- (3) Canopies must be flat and rectangular in the horizontal plane.
Exception: Canopies may curve in the horizontal plane to follow the curvature of the building.

(E) Storefront awnings.

- (1) Minimum depth. The minimum depth of an awning shall be six (6) feet.
- (2) Minimum clear height. The minimum clear height of an awning shall be eight (8) feet.
- (3) Awning Length at Storefronts. A storefront awning must cover a minimum of fifty (50) percent of the building front and may cover up to one hundred (100) percent of the building front.

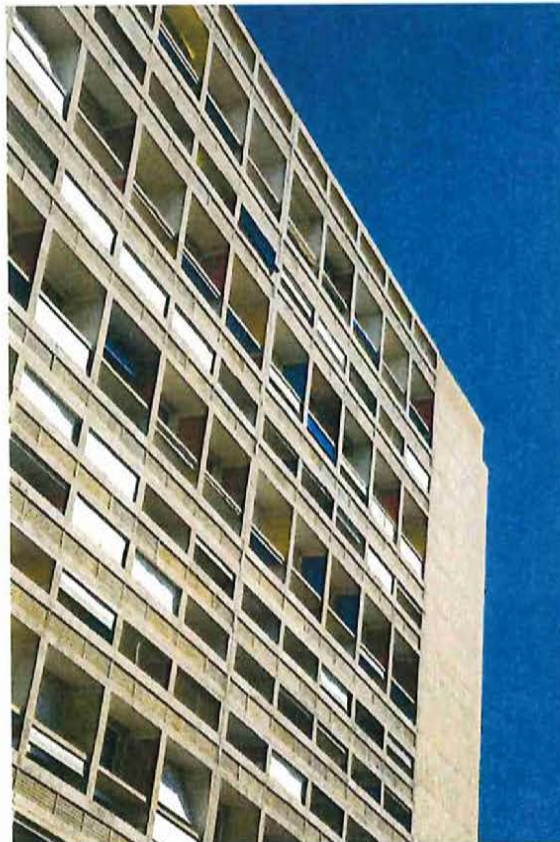
- (F) Awnings shall be made of canvas, treated canvas or similar material.

- (G) Canopies shall be of solid materials and complement the color and materials of the building to which they are affixed or associated. In some cases canopies may have supports separate from the building, but such canopies must be setback from the property and right-of-way lines a minimum of the required setback and must not interfere with street trees or public utilities.

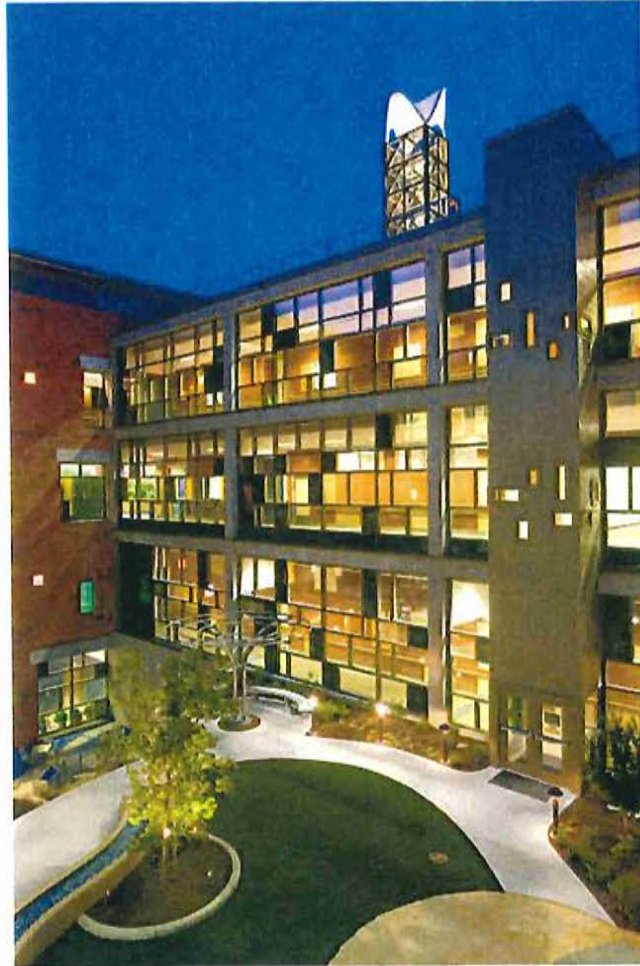


§ 214.180.094 WALL DETAILING

- (A) Architectural elements like masonry, metal or glass projections, transoms, cornice lines, window sills, masonry bands, brick patterns and recesses, and similar details shall be used on facades facing public rights-of-way.



- (B) The facades of buildings shall be finished with more than one finish material. Heavier materials (stone, brick, concrete, etc.) shall be located below lighter materials (metal, glass, plastic, ceramic tile, stucco, etc.). The change in material should occur along a horizontal line or at the vertical edges of a tower element.



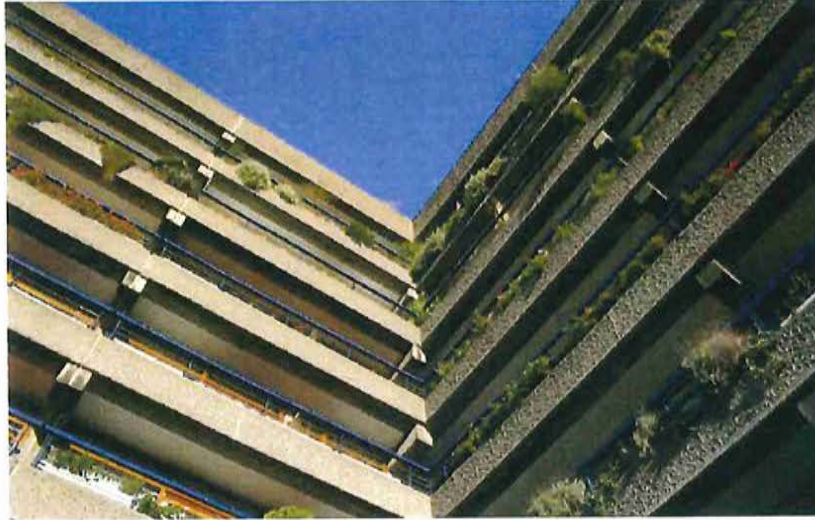
(C) Planes and surfaces. In this style, wall detail shall consist of planes broken by a change in material or color. Walls are designed to express a strong horizontal or vertical that may or may not correspond to floor level.



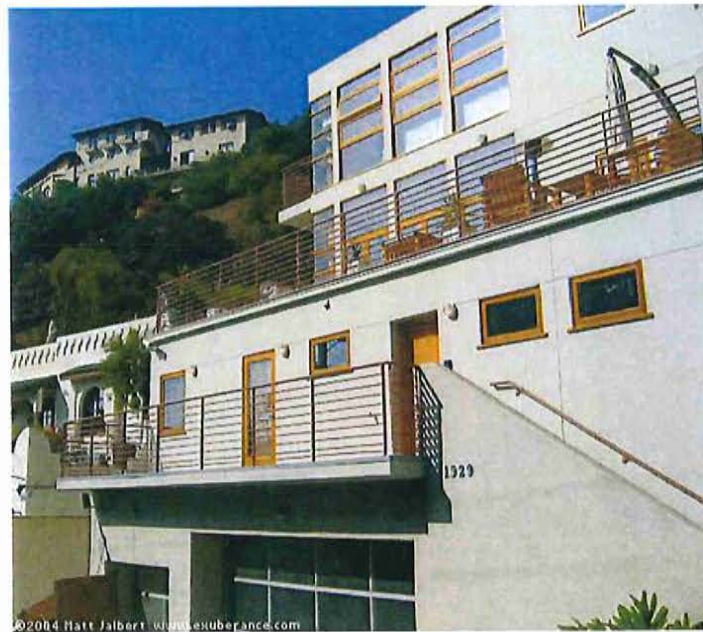
§ 214.180.095 BUILDING PROJECTIONS

(A) Balconies:

- (1) Balconies may not encroach over the public right-of-way.
- (2) Balconies shall be integral to the construction of the building with respect to materials and linear expression.



- (3) Balconies may differ in length and width.



- (4) Balconies may have flat roofs but are required to be open-air parts of the building.

- (5) At corners, balconies may wrap around the side of the building facing the side street or open space.



- (6) Minimum depth. The minimum depth of balconies is six (6) feet. Eight (8) feet or greater depth is preferred.
- (7) Minimum clear height. The minimum height of balconies is ten (10) feet clear above sidewalk grade and eight (8) feet clear above another balcony or occupied space.



(B) Porches:

- (1) Front porches may occur forward of the principal façade but shall not extend into the public right-of-way.
- (2) Front porches must be open air.
- (3) Front porches shall not be built within eighteen (18) inches of the side property line on attached units.

(C) Stoops:

- (1) Stoops may occur forward of the principal façade but shall not extend into the public right-of-way.
- (2) Stoop stairs may run to the front or to the side.
- (3) Sidewalks from the public right-of-way to a stoop shall have a minimum five (5) foot clear access for pedestrians.
- (4) Stoops may be covered or uncovered.
- (5) Stoops shall not be built within eighteen (18) inches of the side property line on attached units.

(D) Bays:

- (1) Maximum footprint. The maximum footprint of bays shall be twenty (20) feet by twenty (20) feet.
- (2) A bay may not extend above the roofline.
- (3) If a bay exceeds one story, it shall include floor levels corresponding to the floor levels in the building.



- (4) Bays shall be rectilinear in plan and elevation.

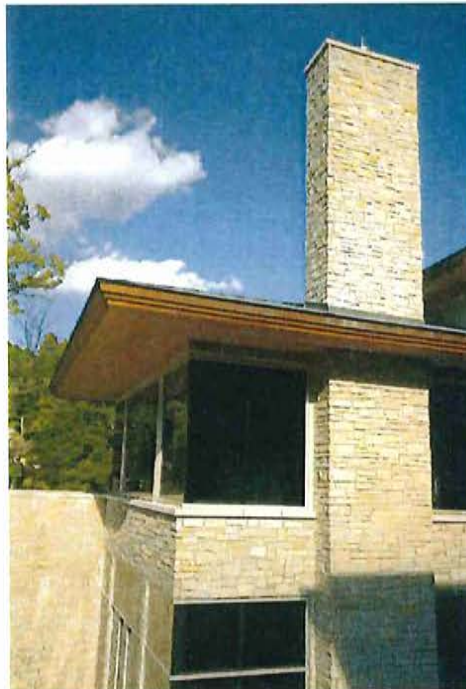
§ 214.180.096 ROOFS

(A) Permitted Roof Types:

- (1) Flat roofs are permitted and may be concealed with parapets along street frontages or may be expressed as planes that project over the walls.
- (2) Parapet caps and coping may be stone or metal with no ornamentation. The maximum height of parapet caps and coping shall be eight (8) inches.



- (3) Projecting roofs are permitted. The depth of the projection must be three times greater than the height of the fascia. The height of the fascia shall be no greater than one quarter the height of the wall below it.



- (4) Fascias and soffits must be a continuous material and texture.

(B) Prohibited Roof Types:

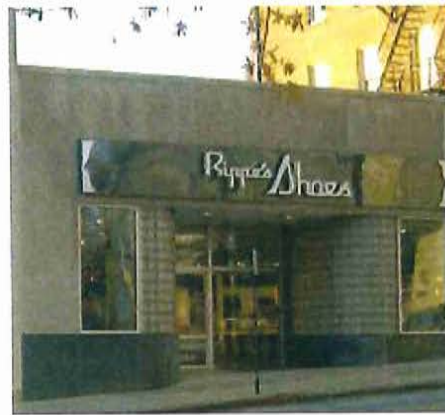
- (1) Gabled, hipped, barrel vaulted roofs and domes are not permitted.
- (2) Shed roofs are not permitted.

(C) Vegetated Roofs and light colored roofs are encouraged to reduce urban heat island effect and mechanical heating loads.

§ 214.180.097 MATERIALS AND COLORS

(A) Wall Materials:

- (1) Predominant exterior building materials shall be architectural/commercial grade materials including brick, stone, architectural concrete, glazed tile, glass masonry, porcelain panels, opaque spandrel glass, vision glass, structural glass and metal and/or other materials similar in appearance and durability that are associated with the Mid-Century Modern style.



- (2) Unfinished concrete block is not permitted.
- (3) Brick, stone and decorative masonry units shall not be painted.
- (4) Synthetic stucco/Exterior Insulation and Finish System (EIFS) shall not be permitted as a predominant exterior building material nor shall it be considered as a masonry product regardless of back-up system.

(B) Accent Materials:

- (1) Tinted/textured decorative concrete masonry units, cast concrete medallions, Synthetic stucco/Exterior Insulation and Finish System (EIFS) and other minor elements, approved by the Design Advisory Committee, may be used on facades as accent material.



- (C) Roof Materials. Projecting roof soffits and fascias shall be clad in metal, synthetic stucco, concrete or materials of similar appearance and durability.



- (D) Colors used for exterior surfaces shall express the natural hues of the materials being used. Synthetic materials may be one of the colors identified by the Design Advisory Committee.



- (E) Colors specific to a Tenant's identity or branding may be used when approved by the Design Advisory Committee.

§ 214.180.098 MECHANICAL EQUIPMENT

(A) The following shall be located in rear yards or side yards not facing side streets:

- (1) Window and Wall Air Conditioners,



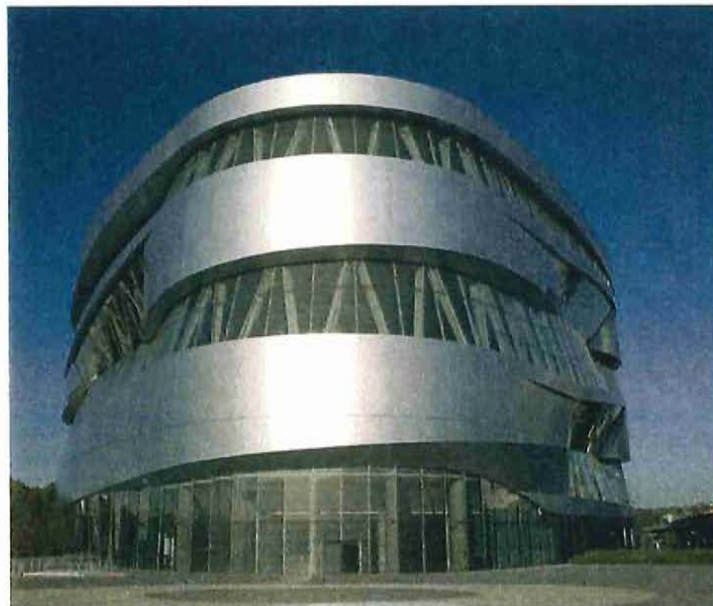
Window unit facing street is not allowed.

- (2) Air Conditioning Compressors,
- (3) Irrigation and Pool Pumps,
- (4) Electrical Utility Meters.

(B) The following shall be located in rear yards only:

- (1) Antennas
- (2) Permanent Barbecues
- (3) Satellite Dishes

(C) Mechanical equipment located on the roof must not be visible from a public right-of-way except for alleys.



§ 214.180.100 UNIVERSAL DESIGN

§ 214.180.101 PURPOSE

(A) A living community includes building design and construction from a range of eras. As buildings age and become obsolete in function or systems, they are occasionally torn down and replaced with buildings that are more suitable for the contemporary economic, social and environmental context. The Universal Design option recognizes that a community with only one style of architecture may appear stagnant and unnatural. Therefore, this section allows buildings which are built to reflect contemporary needs and aesthetics even when a style for the contemporary era has not yet been coined. The desire is to create high quality design and functionality regardless of style interpretation therefore allowing universal design to coexist gracefully with mid-century design providing a vibrant built streetscape/environment.

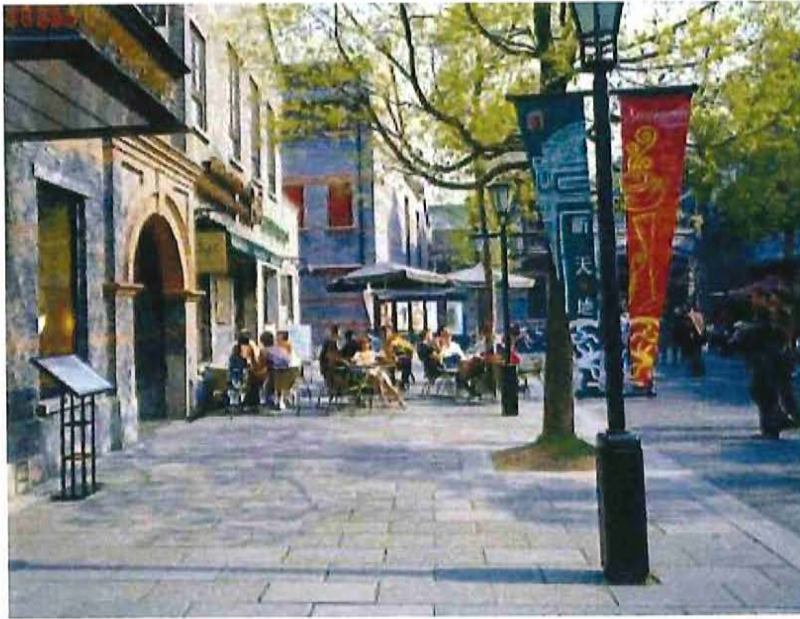


(B) What follows are design principles meant to allow freedom of design while promoting quality of aesthetic and material. And proven architectural gestures that promote active pedestrian environments.

§ 214.180.102 DOORS, WINDOWS AND STOREFRONTS

(A) Blank walls at street level are not permitted.

(B) Walls at street level must incorporate transparent storefront or arcades, entryways, and architectural detail.



- (C) Within the Corridor and Downtown Sub-Districts and along Kennedy Avenue and future Riverfront Promenades in the Gateway Sub-District, doors or entrances with public access shall be provided at intervals no greater than fifty (50) feet.



- (D) Primary building entrances shall be oriented toward the primary public right-of-way. Additional entrances may be oriented toward side or rear parking lots. Service entrances for shipping and receiving shall be oriented away from the public street.
- (E) Residential building entrances shall be designed so as to be separate from the public sidewalk by elevation change, recessing, decorative fencing, or other technique to reinforce a privacy zone, privacy for the interior, and distinguish residential from commercial entrances.



- (F) In mixed-use buildings secondary entrances to upper levels shall be differentiated from the entrances to ground floor uses.
- (G) Garage doors are not permitted on a public right-of-way except at alleys.
- (H) Windows may be rectangular, square, circular, semi-circular, or octagonal.
- (I) Rectangular window and door openings shall be taller than they are wide. Transoms are included in the height of a window or door opening.



- (J) Window openings may be grouped horizontally.
- (K) To the extent possible, upper story windows shall be vertically aligned with the location of windows and doors on the ground level.
- (L) A header and sill are required for all windows in masonry construction. Windows are required to have trim on all four sides in other than masonry construction.
- (M) Each floor of any building façade facing a park, open space or street shall contain transparent windows covering from fifteen (15) percent to seventy (70) percent of wall area.
- (N) Windows, doors, columns, eaves, parapets and other building components shall be proportional to the overall scale of the building.

- (O) Shutters and window boxes are permitted above the first floor in mixed use buildings and at all floors in residential buildings. Undersized shutters are prohibited. Shutters shall be sized so as to equal the width that would be required to cover the window opening.
- (P) Storefront, arcades, and entryways shall total at least sixty-five (65) percent of the façade length abutting the primary public right of way.
- (Q) Storefront, windows, and glass doors shall be clear, transparent glass. The use of tinted or reflective (mirrored) glass is not permitted.



- (R) The lower edge of storefront windows shall be between one and three feet above sidewalk grade. All glazing shall comply with code requirements for glazing locations and types.
- (S) Ventilation grates or emergency exit doors located at the first floor level which are oriented to the public right-of-way shall be decorative and compatible with the surrounding design.

§ 214.180.103 AWNINGS AND CANOPIES

- (A) Awnings and canopies shall be designed in context with the architectural style of the building.
- (B) When used, awnings and canopies shall be placed at the top of window or doorway openings and shall relate to the shape of the top of the window.
- (C) Awnings may not encroach over the public right-of-way.
- (D) Shape:
 - (1) Awnings shall be straight, hung at an angle between 15 and 45 degrees off the face of the building, or curved. Canvas "Bubble" shape awnings may only be used above individual window units.
 - (2) Canopies may be any shape that complements the architectural style of the building and meets the requirements within this ordinance.



(E) Storefront awnings.

- (1) Minimum depth. The minimum depth of an awning shall be six (6) feet.
- (2) Minimum clear height. The minimum clear height of an awning shall be eight (8) feet.
- (3) Awning Length at Storefronts. A storefront awning must cover a minimum of fifty (50) percent of the building front and may cover up to one hundred (100) percent of the building front.



(F) Awnings shall be made of canvas, treated canvas or similar material.

(G) Vinyl and plastic awnings are prohibited.

(H) Awnings must be fixed. Retractable awnings are prohibited.

(I) Canopies shall be of solid materials and complement the color of the building to which they are affixed or associated. In some cases canopies may have supports separate from the building, but such canopies must be setback from the property and right-of-way lines a minimum of the required setback and must not interfere with street trees or public utilities.

§ 214.180.104 WALL DETAILING

- (A) Architectural elements like bulkheads, masonry piers, transoms, cornice lines, window headers and sills, masonry bands, brick patterns and recesses, and similar details shall be used on facades facing public rights-of-way.
- (B) The facades of buildings shall be finished with more than one finish material. Heavier materials (stone, brick, concrete, etc.) shall be located below lighter materials (wood, fiber cement board, siding, etc.). The change in material should occur along a horizontal line, preferably at a floor level.



- (C) Required for all buildings except attached single family houses: An expression line shall delineate the division between the first story and the second story and a cornice shall delineate the tops of the facades of buildings in the Corridor and Downtown Sub-Districts and facing Kennedy Avenue in the Gateway Sub-District. Expression lines and cornices shall either be a molding extending a minimum of two (2) inches, or a jog in the surface plane of the building wall greater than two (2) inches.

§ 214.180.105 BUILDING PROJECTIONS

- (A) Balconies:
 - (1) Balconies may not encroach over the public right-of-way.
 - (2) Balconies may differ in length and width.
 - (3) Balconies may have roofs but are required to be open-air parts of the building.

- (4) At corners, balconies may wrap around the side of the building facing the side street or open space.
- (5) Minimum depth. The minimum depth of balconies is six (6) feet. Eight (8) feet or greater depth is preferred.
- (6) Minimum clear height. The minimum height of balconies is ten (10) feet clear above sidewalk grade and eight (8) feet clear above another balcony or occupied space.



(B) Porches:

- (1) Front porches may occur forward of the principal façade but shall not extend into the public right-of-way.
- (2) Front porches must be open air. No more than twenty-five (25) percent of the floor area of a porch may be screened if the porch occurs forward of the principal façade.
- (3) Front porches shall not be built within eighteen (18) inches of the side property line on attached units.

(C) Stoops:

- (1) Stoops may occur forward of the principal façade but shall not extend into the public right-of-way.
- (2) Stoop stairs may run to the front or to the side.

- (3) Sidewalks from the public right-of-way to a stoop shall have a minimum five (5) foot clear access for pedestrians.



- (4) Stoops may be covered or uncovered.

- (5) Stoops shall not be built within eighteen (18) inches of the side property line on attached units.

(D) Turrets, Cupolas and Bays:

- (1) Maximum footprint. The maximum footprint of turrets, cupolas and bays shall be twenty (20) feet by twenty (20) feet.



- (2) Maximum height. The maximum height of turrets, cupolas and bays is ten (10) feet above the roofline of the highest story and shall not exceed the maximum building height for the Sub-District.
- (3) If a habitable turret, cupola or bay exceeds one story, it shall include floor levels corresponding to the floor levels in the building.

§ 214.180.106 ROOFS

(A) Permitted Roof Types:

- (1) Gabled, hipped, barrel vaulted roofs and domes are permitted.
- (2) Shed roofs are permitted only if they are attached to the wall or roof of the main building.
- (3) Flat roofs shall be concealed with parapets along street frontages.

(B) Vegetated Roofs and light colored roofs are encouraged to reduce urban heat island effect and mechanical heating loads.

§ 214.180.107 MATERIALS AND COLORS

(A) Wall Materials:

- (1) Predominant exterior building materials shall be architectural/commercial grade materials including brick, stone, fiber cement board and/or other materials similar in appearance and durability.
- (2) Unfinished concrete block is not permitted.



- (3) Brick, stone and decorative masonry units shall not be painted.
- (4) Synthetic stucco/Exterior Insulation and Finish System (EIFS) shall not be permitted as a predominant exterior building material nor shall it be considered as a masonry product regardless of back-up system.

(B) Accent Materials:

- (1) Tinted/textured decorative concrete masonry units, Synthetic stucco/Exterior Insulation and Finish System (EIFS) and other minor elements may be used on facades as accent material.

- (C) Roof Materials. Pitched roofs shall be clad in wood shingles, standing seam metal, slate, dimensional asphalt shingles or materials of similar appearance and durability.
- (D) Colors used for exterior surfaces shall be harmonious with surrounding development and shall express natural hues of the materials being used and earth colors.
- (E) Colors other than natural and earth colors specific to a Tenant's identity or branding may be used when approved by the Design Advisory Committee.



§ 214.180.108 MECHANICAL EQUIPMENT

- (A) The following shall be located in rear yards or side yards not facing side streets:
 - (1) Window and Wall Air Conditioners,
 - (2) Air Conditioning Compressors,
 - (3) Irrigation and Pool Pumps,
 - (4) Electrical Utility Meters.
- (B) The following shall be located in rear yards only:
 - (1) Antennas
 - (2) Permanent Barbecues
 - (3) Satellite Dishes
- (C) Mechanical equipment located on the roof must not be visible from a public right-of-way except for alleys.

Signs

§ 214.180.110 PURPOSE

- (A) The purpose of these sign regulations is to encourage the effective use of signs as a means of communication; to maintain and enhance the aesthetic environment; to attract sources of economic development and growth; to minimize the possible adverse effect of signs on nearby public and private property; and to protect the health, safety, and general welfare of the Town.
- (B) Signs in the Redevelopment District shall meet the requirements of 214.245 – 214.248, 214.251 and 214.252 with the exceptions set forth in 214.180.110 – 214.180.112.

§ 214.180.111 PERMITTED SIGNS

- (A) Monument Signs. Monument signs are permitted in the Gateway Sub-District only.
 - (1) Maximum height of sign is five (5) feet.
 - (2) Maximum surface area is fifteen (15) square feet.
 - (3) Sign may be placed no closer than ten (10) feet from street pavement.
 - (4) Sign must be monument type. Supporting poles are not permitted.



(B) Projecting and Suspended Signs

- (1) Projecting Signs attached to a building perpendicular to the main façade shall be permitted as part of the overall allowed wall signage.
- (2) Signs suspended under awnings or canopies shall be permitted as part of the overall allowed wall signage.
- (3) Projecting and suspended signs are permitted to extend to but not beyond the front property line. Setbacks at rear and side property lines are subject to setback requirements indicated in 214.252(G)(4).

§ 214.180.112 MID-CENTURY MODERN SIGNS

(A)Roof Signs. Roof signs are permitted with buildings governed by 214.180.090-214.180.098 only.

- (1) No more than one sign each building shall project above the roof line.



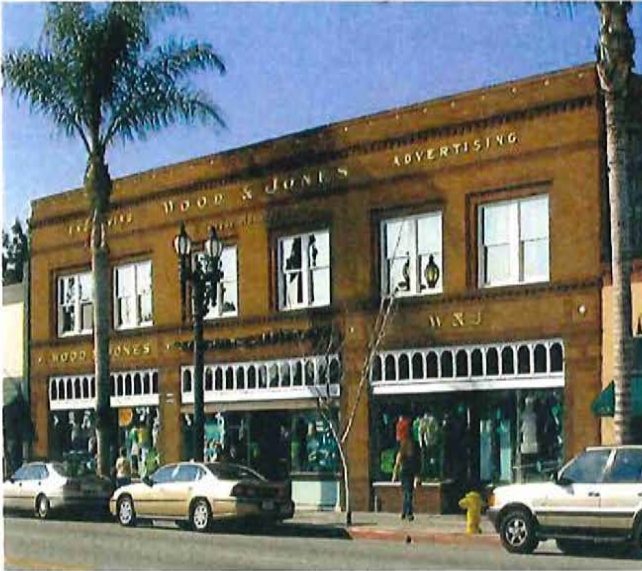
Two signs projecting above roof is not allowed. (Otherwise acceptable design.)

- (2) No sign shall extend more than six (6) inches above the roof line for each lineal foot of building wall facing the primary public street.



(B)Typeface.

(1) Mid-century modern typefaces shall be used for lettering on all signs.



(2) Acceptable typefaces include fonts approved by the Design Advisory Committee and the following:

www.letterheadfonts.com

LHF American Sans
LHF Aristocrat
LHF Brough Superior
LHF Chesham Sans
LHF Cosmic Cursive
LHF Garner
LHF Goldsmith Script
LHF Hensler
LHF Milkman
LHF Old Block
LHF Red Sable Script
LHF Speedstyle
LHF Wade Dynamic

www.fontdiner.com

American Cheese
American Highway
Automatic
Dairyland
Dry Cleaners
Hamburger Menu
Mister Television

www.myfonts.com

Dream Lover
Eckhardt Speedletter JNL
Impress
Kinescope
Kolinsky Sable SG
Machiarge
Metro Gothic
MVB Bossa Nova
MVB Salono Gothic
Route 66 NF
Route 66 NF Condensed
San Remo Casual
Sinzano
Social Gothic
Speeding Bullet
Swingdancer
Toronto Subway
Trump Gothic
URW Egyptienne

§ 214.180.113 UNIVERSAL DESIGN SIGNS

Meet requirements of 214.180.110 and 214.180.111.

Off-Street Parking, Loading and Landscape

§ 214.180.120 PURPOSE

The purpose of this chapter is to encourage off-street parking, loading and landscaping that supports the goals of the Gateway, Corridor and Downtown Sub-Districts.

§ 214.180.121 GENERAL PROVISIONS

The off-street parking and loading areas of all three Sub-Districts should not be designed as merely unrelieved expanses of asphalt paving. Such parking lots are unattractive, extremely hot, uncomfortable to be in, and contribute significantly to a phenomenon known as 'urban heat island' in which air temperatures are increased due to large expanses of dark surfaces. As an extension of the streetscape, a parking lot should be dominated by trees, greenery, and open space, in effect creating a 'parking garden', where pedestrians are as important as vehicles.

§ 214.180.122 PARKING

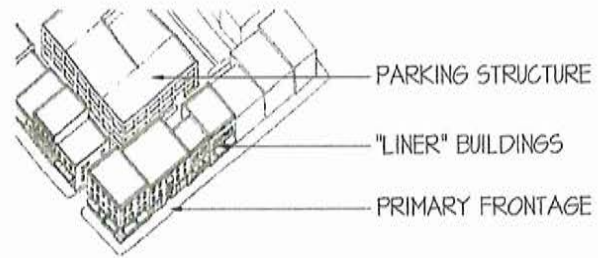
(A) Parking Requirements:

- (1) At a minimum, parking requirements shall be per the Town of Highland zoning ordinance. However, a decrease in parking counts for each development would be seen as an encouragement toward a more walkable, pedestrian friendly community not reliant on car storage.
- (2) Shared parking between developable properties is encouraged and may enable reduced parking requirements.
- (3) Parking space dimensions and drive aisles in parking lots shall be per the Town of Highland zoning ordinance. Parking spaces required to meet the Americans with Disabilities Act will be part of all new development, redevelopment, or build-out of existing parcels.

- (B) Off-Street Surface Parking Lot Placement. Off-street parking lots will be located behind the building. Off-street surface lots shall be set back a minimum of fifteen (15) feet from property lines along public rights-of-way, excluding alleys.

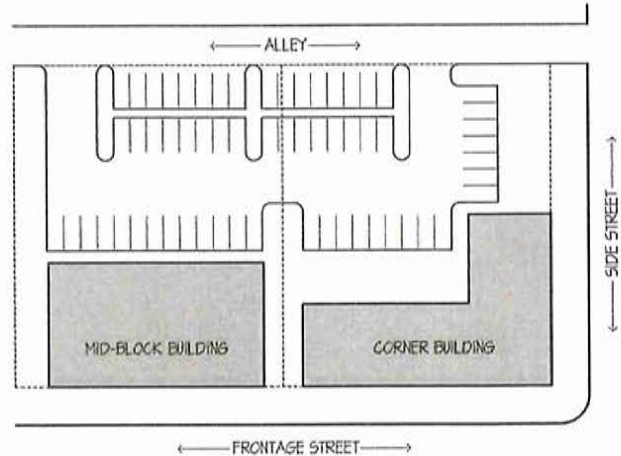
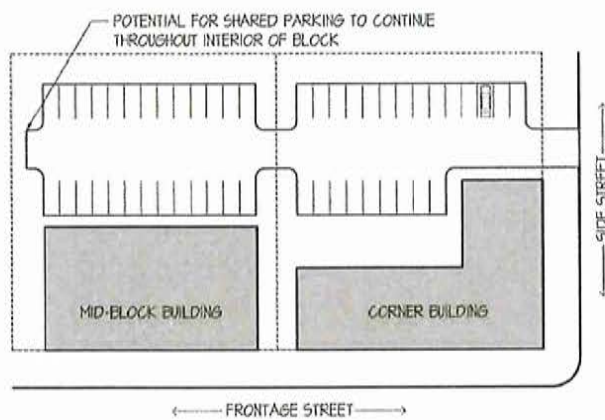
(C) Structured Parking:

Structured parking is allowed and will be set behind the building with access primarily off an alley or secondary street. Parking structures shall be allowed to abut the public right-of-way and/or primary frontage only when the first two floors that face the public street are developed as retail/commercial space.



(D) Access to Off-Street Parking:

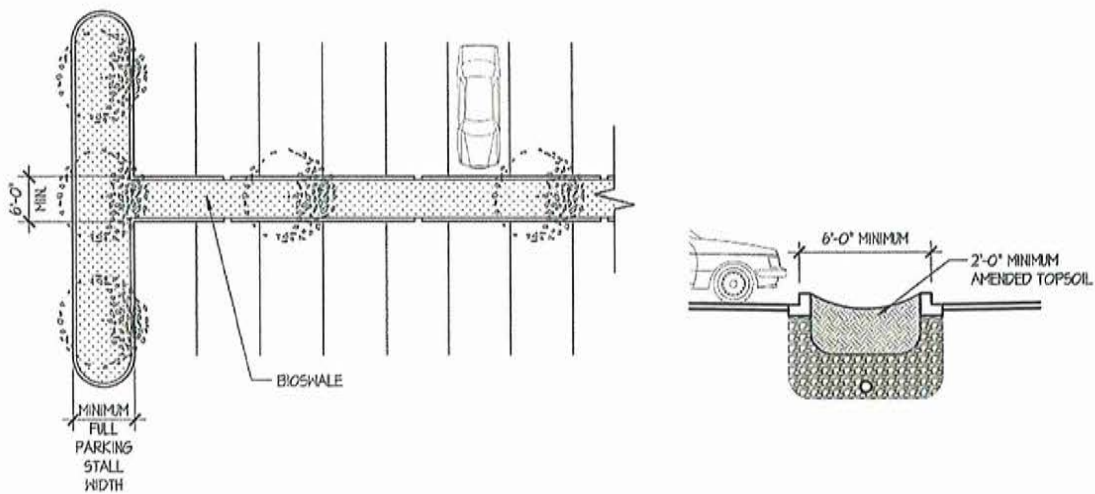
- (1) Within the development corridors, alleys shall be the primary access point for off-street parking. Parking will be allowed along the alley and will be head-in, diagonal, or parallel.
- (2) When an alley crosses the public way, ADA requirements will be met as will setback and site line requirements.



- (3) Corner lots that have both rear and side street access shall access parking through the rear of the lot.
- (4) Where alleys are incorporated into parking lot drive aisles, access to adjoining properties will be maintained. Shared parking and access across property lines will be encouraged. If no alley exists, then access across adjacent properties will be maintained through the parking lots.

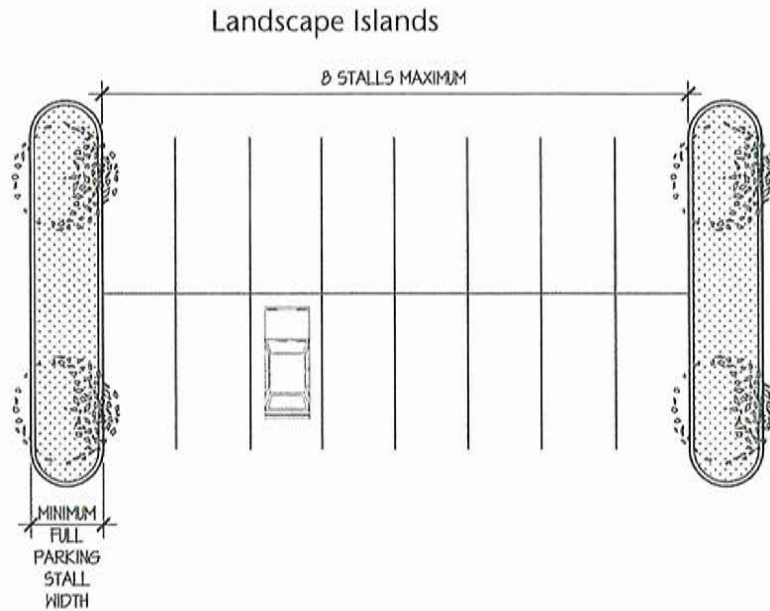
§ 214.180.123 PARKING LOT LANDSCAPING REQUIREMENTS

- (A) Between each bay of parking, regardless of orientation, a continuous landscape strip, measuring a minimum of six (6) feet from back of curb to back of curb, will be provided. The landscape strip will terminate into end island landscape areas, which will measure ten (10) feet by the full depth of the adjacent parking stalls and the landscape strip.
- (B) The landscape strip will be designed to be a bioswale for stormwater management and will include, at a minimum, one (1) 2 1/2" caliper tree for every one-hundred (100) square feet of surface area, and be planted with grass, shrubs, and/or living groundcover. In order to accommodate stormwater flow into the bioswale, curb cuts will be provided at every third parking stall. The submitting party will provide details for review by the Town.



- (C) The end island planters will include two (2) 2 1/2" caliper trees, one at each parking stall. The end island is not required to be a bioswale.

- (D) At the discretion of the Town of Highland, landscape strips may be substituted with landscape islands. No more than eight (8) consecutive parking stalls will be allowed without a landscape island that measures the full width of the parking stall, including curbs.



§ 214.180.124 ADDITIONAL LOADING REQUIREMENTS

Developments within the Gateway, Corridor and Downtown Sub-Districts shall comply with § 214.230 and § 214.231 of the Highland Municipal Code.

§ 214.180.125 GARBAGE COLLECTION

- (A) Refuse containers and dumpsters shall be located behind buildings with access only from alleys or interior block parking areas.
- (B) Refuse containers and dumpsters must be screened from view with wood or masonry enclosures that complement or match the adjacent building.

Storm Water Management Plan

§ 214.180.130 PURPOSE

Every development, regardless of size and use, shall be responsible for the stormwater that it generates. Through the use of Best Management Practices (BMP's) to protect onsite and offsite water resources, a variety of BMP's can preserve site hydrology and maintain or reduce pre-development run-off volumes and rates. To be most effective, it is recommended that a project include several BMP's to meet the requirements set forth in this section.

§ 214.180.131 STORM WATER MANAGEMENT

Every Development shall at all times have in place a Plan approved by the Town of Highland that articulates sustainable stormwater management initiatives. In addition to such other requirements as the Town may set forth by regulation, the Storm Water Management Plan shall include the following:

(A) Provisions for Storm Water Management:

- (1) Rate Control. Storm water drainage systems shall manage the peak rate of discharge from the Development, incorporating the maximum permissible release rate allowed by the Town of Highland. There will be no direct discharge of storm water into local rivers or waterways from any of the Development Corridors.
- (2) Volume Control. Storm water drainage systems shall reduce the volume of runoff from a Development by one of the following measures:
 - Capture first one-half inch of runoff from all impervious surfaces in accordance with volume control BMP's; or
 - Achieve a fifteen (15) percent reduction in impervious surfaces from existing conditions.

(B) Provisions for sediment and erosion control.

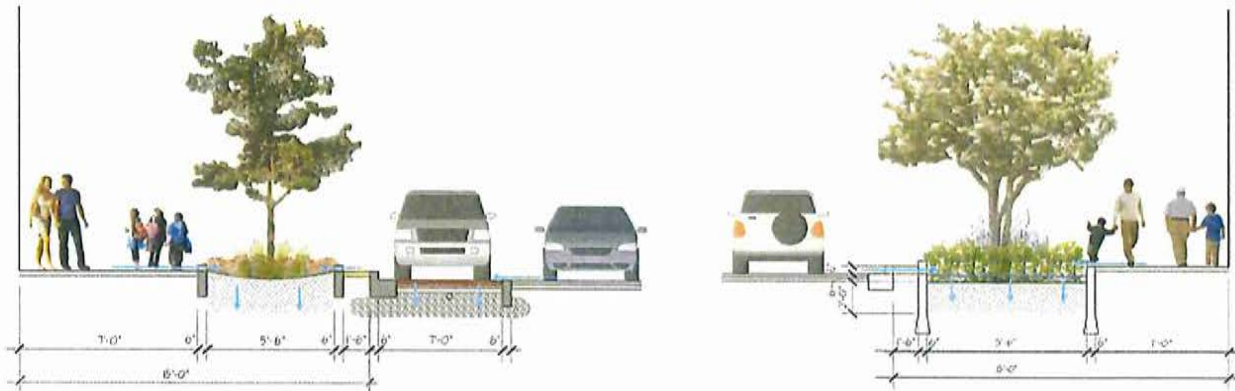
(C) Provisions for operations and maintenance.

§ 214.180.132

SUGGESTED STORM WATER MANAGEMENT TECHNIQUES:

It is suggested that multiple Storm Water Management Techniques (Best Management Practices or BMP's) be applied to a development parcel in order to accomplish the above stated rate and volume controls. Suggested BMP's may include, but are not limited to the following:

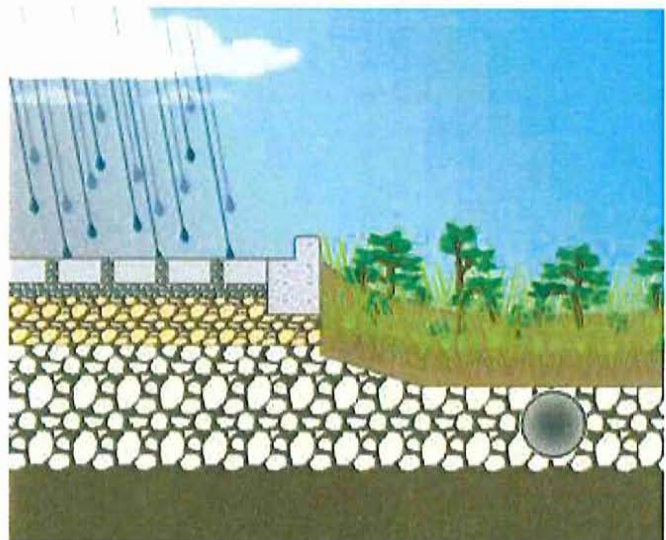
- (A) Bioswale – a vegetated swale that infiltrates run-off from impervious surfaces. Rain will not stand for more than four (4) hours in a bioswale



before infiltrating. A bioswale often includes a perforated pipe for emergency overflow situations.

- (B) Filter Strips – a landscape strip usually underlain by open graded aggregate with no fines.

- (C) Permeable Pavers – a paving system that allows water to move through the driving surface into the stone base below.



(D) Vegetated Roof – a vegetated roof system designed to detain rain water on the buildings roof. In general, the vegetated roof is planted with species adaptable to drought conditions.



(E) Cistern – a closed system that re-uses rain water for various landscape uses and/or internal building recycling.



NRDC Cistern, before and after

(F) Rain Garden – a vegetated garden space that infiltrates rain water.



(G) Native Vegetation – refers to the use of plants indigenous to mid-state Indiana, which intercept rain water and are highly drought tolerant.

(H) Perforated Pipe – wherever possible, the use of permeable pipe embedded in open-graded aggregate, in lieu of concrete pipe, will be the preferred method for stormwater conveyance.



§ 214.180.133 CHANGE OF OWNERSHIP:

Upon a change of ownership of a Regulated Development, each new Owner of the Regulated Development or any part thereof shall comply with the approved Storm Water Management Plan for that Regulated Development until such time as the Building Commissioner approves an amendment or other modification of the Plan for that Development.

Planned Unit Development

§ 214.180.140 PURPOSE

The purpose of this subchapter is to provide greater design flexibility in the development of land in the Gateway, Corridor and Downtown Sub-Districts. The use of planned unit developments shall be encouraged when such use promotes a harmonious variety of uses, and/or provides for an economy of shared services and facilities, and/or are compatible with surrounding areas and/or foster the creation of attractive, healthful, efficient and stable environments for living, shopping or working.

§ 214.180.141 GENERAL PROVISIONS

- (A) Planned Unit Developments in the Gateway, Corridor and Downtown Sub-Districts shall comply with §214.190 and §214.192 through and including §214.201.
- (B) Planned Unit Developments in the Gateway, Corridor and Downtown Sub-Districts are exempt from §214.191.

§ 214.180.142 PLANNED UNIT DEVELOPMENT CLASSIFICATIONS

- (A) Planned unit developments allowed within the Gateway, Corridor, and Downtown Sub-Districts shall be one of the following Classifications.
- (B) Planned unit development; Residential. Any development consisting of not less than one-half ($\frac{1}{2}$) of an acre in which more than fifty (50) percent of the interior floor area of all buildings to be included in the development is used for residential purposes and/or those accessory purposes customarily related to residential use.
- (C) Planned unit development: Business. Any development consisting of not less than one-half ($\frac{1}{2}$) of an acre in which all of the interior floor area of all buildings to be included in the development is to be used for business or commercial purposes.

DEFINITIONS

§ 214.180.150 DEFINITIONS

- (A) **Accent Materials.** Materials applied to the surface of a structure such as cornices, soffits and fascia, window trim, sign bands and similar applications approved by the Design Advisory Committee.
- (B) **Appurtenance.** Any built-in, non-structural portion of a building or site, such as doors, windows, ventilators, mechanical equipment, light poles, etc.
- (C) **Architectural concrete.** As defined by ACI (American Concrete Institute): Concrete that will be permanently exposed to view and therefore requires special care in selection of the concrete materials, forming, placing, and finishing to obtain the desired architectural appearance.
- (D) **Awning.** A roof like covering of canvas, or the like, often adjustable, over a window, door, etc., to provide protection against the sun, rain and wind.
- (E) **Canopy.** A covered area which extends from the wall of a building, protecting an entrance or loading lock.
- (F) **Drive-In.** Establishment which offers goods or services directly to customers waiting in parked motor vehicles and intended to be primarily consumed on the premises.
- (G) **Drive-Thru.** Establishment which offers goods or services directly to customers waiting in idling cars and intended to be consumed primarily off of the premises.
- (H) **High-albedo Material.** A light colored material or other material with a high reflective power.
- (I) **Mansard Roof.** A roof having a double slope on all four sides, the lower slope being much steeper.
- (J) **Market Rent.** The amount for rent that can be charged by pricing the rent at a level near that of similar properties in the market area. Not subsidized or rent-controlled.
- (K) **Market Value.** The highest price in terms of money which a property will bring in a competitive, and open market and under all conditions required for a fair sale with the buyer and seller acting prudently with knowledge and neither being affected by undue pressure.
- (L) **Shed Roof.** A roof shape having only one sloping pane.
- (M) **Story.** The space in a building between floor levels, or between a floor and a roof above, or a major architectural division, even where no floor exists, as a tier or a row of windows.
- (N) **Vegetated Roof.** A roof system designed to hold rain water and/or reduce heat island effect by replacing heat-absorbing surfaces with plants, shrubs and small trees that cool the air through evaporation of water from leaves.

§ 214.180.160 UNENFORCEABLE AND INAPPLICABLE PROVISIONS

To the extent that any provision of these Design Standards are found to be illegal or unenforceable for any reason, that provision will be modified or deleted in a manner which makes the Design Standards as modified legal and enforceable under applicable laws, and the balance of the Design Standards will be construed as severable and independent and unaffected by such modification.

AGENDA FOR PLENARY MEETING

HIGHLAND REDEVELOPMENT COMMISSION

TUESDAY, JULY 26, 2022

6:30 P.M.

DRAFT

Roll Call:

**Commissioner Sean Conley
Commissioner George Georgeff
Commissioner Cyril Huerter
Commissioner William "Bill" Leep
Commissioner Alex Robertson**

Minutes of Previous Sessions:

1. Approve Minutes of Study Session and Plenary Business Meeting of June 28, 2022
2. Approve Minutes of Study Session of July 12, 2022

Special Orders:

Public Comment:

Communications:

Unfinished Business and General Orders:

New Business: Approval of 2022 Redevelopment Goals - Revised

Action to Pay Accounts Payable Vouchers:

094	Redevelopment General	\$	14,389.24
095	Highland Economic Development	\$	0.00
096	Redevelopment Capital	\$	21,000.00
098	Downtown Redevelopment District Allocation Area	\$	0.00
101	Redevelopment Bond & Interest	\$	110,145.00
107	Cardinal Campus Allocation	\$	135,000.00
250	CEDIT Econ. Dev. Income Tax Fund	\$	20,555.00
	TOTAL	\$	301,089.24

Business from the Commissioners:

Next Meeting: The next full Study Session will be August 9, 2022 and convene at 6:30 PM. The next Plenary Meeting will be held on August 23, 2022 and convene immediately following the Study Session. A study session will precede the plenary meeting at 6:30 PM and reconvene following the plenary business meeting if necessary. The next meeting of Highland Main Street is scheduled for Wednesday, August 10, 2022 at 6:30 PM.

**HIGHLAND REDEVELOPMENT COMMISSION
STUDY SESSION MINUTES - DRAFT
TUESDAY, JUNE 28, 2022**

Members of the Highland Redevelopment Commission ("RC", "Commission") met in person at the Highland Municipal Building on Tuesday, June 28, 2022. The study session was called to order at 6:30 p.m. by Commission President Sean Conley.

Minutes were prepared by Kathy DeGuilio-Fox, Redevelopment Director and Recording Secretary.

Roll Call: Commissioners present in person included Sean Conley, George Georgeff, Cyril Huerter, Bill Leep and Alex Robertson. A quorum was established.

Additional Officials Present: Pat Krull, School Town of Highland Representative and non-voting member to the Redevelopment Commission; Tom Black, Highland Town Council Liaison to the Redevelopment Commission; John Reed, Abrahamson, Reed and Bilse; Kathy DeGuilio-Fox, Highland Redevelopment Director and Lance Ryskamp, Redevelopment Assistant, were present in person.

Also Present in Person: Dr. Claude Gendreau, Owner/Developer of the Cardinal Campus of Highland; Jodi Kennedy, Veterinary Orthopedic Center; R Kymn Harp, Robbins DiMonte – Chicago; James D. Shanahan, Taft Law.

General Substance of the Discussion

- 1. Wayfinding Sign Project:** Director DeGuilio-Fox advised that the Commissioners received two proposals from VIA Marketing in their agenda packet. The first proposal was for a downtown parking lot wayfinding sign and the second was for the downtown business directional wayfinding signs. Ms. DeGuilio-Fox advised that the proposals indicated much reduced pricing and that she prepared resolutions allowing the commissioners to take action during their plenary session should they so choose. Commissioner Leep commented that the commission has been discussing this project for quite some time and he thinks the proposals look good. Discussion ensued. A decision was not reached at the time of discussion.
- 2. Town Theatre Items:** Ms. DeGuilio-Fox advised that she had been in contact with A1 Estate Sales and working with Summer to list the items salvaged from the Town Theatre. Commissioners were advised that photos of the items were provided to Summer. She is working to prepare a listing for each item although she does not believe that the theatre seats will sell due to their deteriorated condition. Ms. DeGuilio-Fox shared Summer's comment that she is cautiously optimistic about the projector but will research the item for potentially being sold to a collector. Ms. DeGuilio-Fox further advised that Ms. Bloch, new owner of the 2815 Jewett property, is anxious to get the garage cleaned out/cleaned and hoping the sale of the items does not take a long time. Discussion ensued. The commissioners agreed that if the items do not sell within a 30 day time period they may be disposed of.
- 3. Parks Department Request for Funds:** Ms. DeGuilio-Fox directed the Commissioners attention to the email in their packet with the subject line: Beautification of the Ridge Road Embankment around the Downtown Parking Lot. She explained that this email had been received from Richard Underkofler requesting a contribution, in the amount of \$9,466.66, from the Redevelopment Commission and/or Town Council for clearing the depot side of the embankment around the downtown parking lot. Discussion ensued regarding this request. Ms. DeGuilio-Fox advised the commissioners that the redevelopment budget for landscaping is limited and that the redevelopment department has already incurred expenses for the following items:

- Annual landscaping maintenance of Redevelopment-owned property located at 8200 Indianapolis Blvd;
- Downtown tree removal and trimming;
- Downtown planter box replacement at 2936 Highway Avenue.

Ms. DeGuilio-Fox suggested the “but for” question be answered in a situation such as this to answer the question as to whether the expense affects economic development. In this case, it does not whereas the parking lot improvement project did affect economic development. Discussion ensued. Commissioner Conley suggested the request be sent up to the Town Council, as was indicated in the email, and allow them to determine if they, as the Works Board, would pay the expense. Commissioners agreed. Ms. DeGuilio-Fox advised she had already spoken to Clerk-Treasurer Herak about adding this item to an upcoming Council agenda. The Redevelopment Commission will be advised of the Council’s decision when one is made.

4. **HRC Study Session July 12, 2022:** Director DeGuilio-Fox advised the Commissioners that she had planned a vacation for the week prior to their July 12th meeting and would not be in the office to notice the meeting. However, she advised she would queue up the noticing to go out automatically to all parties who receive agendas and copies of the public notice, including to herself. And, she further advised she’d spoken with the IT Director and he is willing to send them out manually if there is a problem that occurs. Commissioner Georgeff advised he had spoken to Lance while the Director was out and received permission to stop in and access voice messages in the interim while no one is in the office. He commented that he wants to be able to respond to voice messages and get information to whomever is calling. He also advised he would get a copy of the budget and work on it. Ms. DeGuilio-Fox advised there was no need to review the budget because a proposed 2023 budget would have already been submitted. She explained that the Clerk-Treasurer had requested that information already and she had taken care of it. Ms. DeGuilio-Fox also commented that Commissioner Georgeff should leave the messages as received rather than delete them so she could follow up upon her return and that when she arrived home on Saturday evening she would log in remotely and check them immediately. Commissioners Conley and Huerter both advised they would not be in attendance on July 26th. Ms. DeGuilio-Fox reminded the Commissioners that at least three of them needed to be in attendance so that payables could be approved.
5. **Highland Main Street Verbal Report:** Ms. DeGuilio-Fox advised she had asked Lance to provide a verbal report regarding the Highland Main Street (HMS) Bureau activities and suggested that once Lance has moved on the HMS reports could be made by Commissioner Robertson who is also a member of the HMS board. Mr. Ryskamp mentioned those items of interest discussed at the June HMS meeting, in particular the upcoming July 26th Highland Downtown Restaurant Crawl and the July 30th HMS Car Show. The next meeting of the HMS group is scheduled for Wednesday, July 13, 2022.
6. **Redevelopment Commission Comments:** Commissioner Georgeff reported that he had spoken to Bernie Zemen again about his interest in the Director’s position since Mr. Ryskamp had accepted a different position outside the Town’s employ. He advised that Mr. Zemen is interested in interviewing. Discussion ensued and the Commissioner’s determined they would like an Executive Session scheduled for 6:00 PM on Tuesday, July 12, 2022 prior to the regularly scheduled study session at 6:30 PM. Ms. DeGuilio-Fox advised she would get that done prior to her departure and that it would provide more than required notice. Mr. Georgeff also suggested they get a release for a background check from Mr. Vann, the other remaining candidate, prior to asking the police department to do a background check. Attorney Reed commented that it is

easier if the candidate signs a release however, other than juvenile records, any other police record is already available to law enforcement. Mr. Reed advised he did not believe that had to be done since Mr. Vann had previously been employed by public/governmental entities for years. Commissioner Georgeff also commented that he'd like to offer the assistant position to the other candidate, Mr. Chambers. John Reed suggested the new director might want to provide some input into who the assistant is.

Prior to comments from the Commissioners Ms. DeGuilio-Fox asked for leave to provide two updates. Ms. DeGuilio-Fox commented that she was able to answer the commissioner's questions from the May 10, 2022 Study Session:

7. **Trolley Center:** Commissioners had asked if a cost estimate was determined during planning for the trolley and the trolley center. Ms. DeGuilio-Fox advised that only an estimated cost for the trolley center was determined. She further commented that it was Randy Sherman, Weaver Sherman Architects and Planners, who determined the estimate through the RS Means construction catalog.

There being no further discussion the Redevelopment Commission study session was adjourned at 7:29 p.m.

Respectfully submitted by Kathy DeGuilio-Fox, Recording Secretary.

**HIGHLAND REDEVELOPMENT COMMISSION
PLENARY BUSINESS MEETING MINUTES - DRAFT
TUESDAY, JUNE 28, 2022**

Members of the Highland Redevelopment Commission (“RC”, “Commission”) met in person at Town Hall on Tuesday, June 28, 2022. The regularly scheduled plenary business meeting was called to order at 7:17 p.m. by Commission President Sean Conley. Commission President Conley called for a roll call. A quorum was established.

Minutes were prepared by Kathy DeGuilio-Fox, Redevelopment Director and Recording Secretary.

Roll Call: Commissioners Sean Conley, George Georgeff, Cy Huerter, Bill Leep and Alex Robertson were present in person at Town Hall.

Additional Officials Present: Pat Krull, School Town of Highland Representative and non-voting member to the Redevelopment Commission; Tom Black, Highland Town Council Liaison to the Redevelopment Commission; John Reed, Abrahamson, Reed and Bilse; Kathy DeGuilio-Fox, Highland Redevelopment Director and Lance Ryskamp, Redevelopment Assistant, were present in person.

Also Present in Person: Dr. Claude Gendreau, Owner/Developer of the Cardinal Campus of Highland; Jodi Kennedy, Veterinary Orthopedic Center; R. Kymn Harp, Robbins DiMonte – Chicago; James D. Shanahan, Taft Law.

Minutes of Previous Sessions: Commission President Conley asked if everyone had reviewed the minutes as submitted. Hearing that everyone had reviewed the minutes he called for a motion to approve minutes. Commissioner Cy Huerter made a motion to approve the Study Session and Plenary Business meeting minutes of May 24, 2022, the Special Public Meeting of June 14, 2022 and the Study Session minutes of June 14, 2022. Commissioner Bill Leep seconded the motion. There being no discussion or corrections the minutes of the May 24, 2022 and June 14, 2022 meetings were approved as presented by a voice vote of five affirmatives and zero negatives.

Special Orders: None

Public Comment: Dr. Gendreau, Owner/Developer of the Cardinal Campus of Highland commented that they are very happy to be a part of Highland and plan to play a bigger role as they work to develop Cardinal Campus as a landmark in Highland. He further commented that the experience so far working with Highland in the public-private partnership has gone very well with great cooperation from those he’s worked with. Dr. Gendreau commented that he looks forward to similar experiences as they move forward with the development phases and believes the hotel will have a great impact on the development. Commissioner Bill Leep thanked Dr. Gendreau for his interest in Highland and for what is thus far a wonderful development. He also asked that Dr. Gendreau please not let a single councilman discourage him from doing his good work in Highland. There were no other public comments noted.

Communications:

1. **Letter of Resignation from Lance Ryskamp, Redevelopment Commission Assistant:** Commissioner Conley noted the letter of resignation from Mr. Ryskamp.
2. **Parks Department Request for Funds for Embankment Beautification:** Commissioner Conley noted that during earlier discussion the Commission decided to ask the Town Council to pay the amount requested.

Unfinished Business and General Orders: None

New Business:

1. **Memorandum of Extension of Completion Deadline by Reason of Force Majeure Event:** Commission President Sean Conley introduced the item. Commissioner Cy Huerter moved to adopt the Memorandum of Extension of Completion Deadline by Reason of Force Majeure Event. Commission President Conley asked for a second. Commissioner Alex Robertson seconded the motion. There was no discussion. Commissioner Sean Conley called for a roll call vote. Upon a voice vote the motion passed by a vote of five affirmatives and zero negatives.
2. **Resolution 2022-13: Amended and Restated Resolution of the Highland Redevelopment Commission Pledging TIF Revenues:** Commissioner Cy Huerter moved to adopt and approve Resolution 2022-13. Commissioner George Georgeff supported the motion. Commissioner Sean Conley clarified that this resolution simply restates the original pledge of TIF revenues for the Cardinal Campus development and that nothing additional is requested. Ms. DeGuilio-Fox reminded the Commissioners that Dr. Gendreau is buying his own bonds so there is no liability to the Town in this development. Brief discussion ensued. There being no further clarifications or discussion Commissioner Conley asked for a roll call vote. Upon a voice vote the motion passed by a vote of five affirmatives and zero negatives.
3. **Resolution 2022-14: Resolution of the Highland Redevelopment Commission Approving an Agreement with VIA Marketing for a Downtown Sign with Wayfinding Map.** Commissioner George Georgeff asked if this resolution should be tabled until further information is provided. Commission Bill Leep commented that he'd be in favor of approving the resolution because this topic has been discussed for an extended period of time and he felt it's time to move forward with the project. He commented that the prices do not seem out of line to him. Comments were made that the prices are less than half of what was budgeted for the project so there will be funds remaining even after these signs are completed. Discussion ensued. There being no further discussion Commissioner Leep moved to approve and adopt Resolution 2022-14. Commissioner Cy Huerter seconded the motion. There being no further discussion Commissioner Conley asked for a roll call vote. Upon a voice vote the motion passed by a vote of four affirmative and one negative.
4. **Resolution 2022-15: Resolution of the Highland Redevelopment Commission Approving an Agreement with VIA Marketing for Downtown Business Directional Signs.** Ms. DeGuilio-Fox clarified the type of sign that would be approved with the passing of this resolution. Commissioner Huerter moved to approve Resolution 2022-15. Commissioner Georgeff seconded the motion to approve Resolution 2022-15. There being no further discussion Commissioner Conley asked for a roll call vote. Upon a voice cote the motion passed by a vote of four affirmatives and one negative.

Action to Pay Accounts Payable Vouchers: Commissioner Cy Huerter made a motion to pay accounts payable vouchers as filed on the pending accounts payable docket, covering the period May 26, 2022 through June 29, 2022 and the payroll dockets for June 3, 2022 and June 17, 2022 in the total amount of \$21,374.80. Commissioner Bill Leep made a motion to approve the Accounts Payable Vouchers. Commissioner Cy Huerter seconded the motion to approve Accounts Payable Vouchers as reported. There being no discussion, Commission President Conley called for a roll call vote. Upon a roll call vote the motion passed with five affirmatives and no negatives.

Vendors Accounts Payable Docket:

Redevelopment General Fund, \$21,374.80; Highland Economic Development, \$0.00; Redevelopment Capital Fund, \$0.00; Downtown Redevelopment District Allocation Area, \$0.00; Redevelopment Bond & Interest, \$0.00; CEDIT Economic Development Income Tax Fund, \$0.00 and Cardinal Campus Allocation Area, \$0.00. Total: \$21,374.80.

Payroll Docket for Payday June 3, 2022 and June 17, 2022: Redevelopment Department: Total Payroll: \$8,878.44

Business from the Commissioners: There was no business from the Commissioners.

Next Meeting: The next full Study Session will be July 12, 2022 and convene at 6:30 PM. The next Plenary Business meeting is scheduled for July 26, 2022 and will convene immediately following the Study Session preceding it. The Study Session will reconvene following the Plenary Business meeting if necessary. The next meeting of the Highland Main Street Bureau is scheduled for Wednesday, July 13, 2022 at 6:30 PM.

Adjournment: There being no further business of the Highland Redevelopment Commission, the Tuesday, June 28, 2022 meeting of the Highland Redevelopment Commission was adjourned at 7:31 P.M.

Respectfully submitted by Kathy DeGuilio-Fox, Recording Secretary

**HIGHLAND REDEVELOPMENT COMMISSION
STUDY SESSION MINUTES - DRAFT
TUESDAY, JULY 12, 2022**

Members of the Highland Redevelopment Commission (“RC”, “Commission”) met in person at the Highland Municipal Building on Tuesday, July 12, 2022. The study session was called to order at 6:31 p.m. by Commission President Sean Conley.

Minutes were prepared by Kathy DeGuilio-Fox, Redevelopment Director and Recording Secretary.

Roll Call: Commissioners present in person included Sean Conley, George Georgeff, Bill Leep and Alex Robertson. Commissioner Cy Huerter was absent. A quorum was established.

Additional Officials Present: Pat Krull, School Town of Highland Representative and non-voting member to the Redevelopment Commission; Tom Black, Highland Town Council Liaison to the Redevelopment Commission; John Reed, Abrahamson, Reed and Bils; Kathy DeGuilio-Fox, Highland Redevelopment Director were present in person

Also Present in Person:

General Substance of the Discussion

1. **Wayfinding Sign Project:** Director DeGuilio-Fox briefly commented that she’d reached out to VIA Marketing regarding The Commissioners decision to move forward with the project and hopes to begin with the parking lot sign first. Additional updates will be provided.
2. **Town Theatre Items:** Ms. DeGuilio-Fox advised that Summer (from A1Estate Sales) had taken additional pictures in order to more adequately represent the items online. At this time both statues are already listed on EBay. Research must be done in regard to the projector. There is no visible serial number on the projector that she can use in the listing and so has been unable to match the projector with others online. Ms. DeGuilio-Fox asked those present to be sure to mention the items to those they know who might be interested in them. She also mentioned that Summer felt she would be unable to sell the seats due to their disrepair. Commissioner Georgeff suggested the items be listed in the Gazebo Express along with a short story. Ms. DeGuilio-Fox will follow up with the Idea Factory in this regard. Discussion ensued.
3. **Highland Rookery:** Ms. DeGuilio-Fox advised that Ms. Darlene Barron had called and asked what the Redevelopment Commission is doing to bring back wildlife to the Highland Rookery. She advised that she was involved several years ago with the Highland Main Street and Redevelopment Commission when they installed park benches and large binoculars on the levee bank. Ms. DeGuilio-Fox reported she had advised Ms. Barron that the Commission’s attention was focused on other projects and that it would be the Little Calumet River Basin that would develop such a project. She was invited to the Commission’s study session to express her ideas and views on the subject but had decided she was not able to attend. John Reed reported he received a text from Dan Repay, Executive Director of the Little Calumet River Basin, who advised they are working on a project with the Audubon Society to restore the rookery. Discussion ensued.
4. **2022 Goals Review:** Ms. DeGuilio-Fox reminded the Commissioners of which of their 2022 goals has either been completed (Goals in Progress # 3 and # 4, #5 and #7 remain in progress). She advised that in regard to Goals in Progress #6 there has been several inquiries so far this year with the NWI Parkinson’s Association actively completing an application. (Ms. DeGuilio-Fox

advised that she's spoken with Ms. Morrison since returning to the office on July 11th.) Ms. DeGuilio-Fox asked if there were any new goals that the Commissioners wished to add to the list. She referred the Commissioners to the second section of the 2022 Goals: Additional Goals for Consideration in 2022. Commissioner Robertson suggested he would like to add the development of a branding/marketing video. Commissioner Robertson volunteered to take charge of the project to development a short video with the same team (Sawdust) who created one for his business. A short discuss ensued regarding budget for such a project. Ms. DeGuilio-Fox asked if Commissioner Robertson would get a proposal from Sawdust Video for a short video as well as a longer one addressing marketing from a different approach and then she would check the budget to determine if and where there funds may be available. Discussion ensued. Ms. DeGuilio-Fox will provide Commissioner Robertson with property improvement grant information so that certain of those locations may be used in the video. Commissioner Georgeff suggested the Commission focus on Additional Goals for Consideration in 2022: Item #1.

5. **Welcome to Downtown Highland Sign:** Ms. DeGuilio-Fox advised that she discovered on Saturday evening that the Welcome to Downtown Highland sign is not working even after recently being refurbished and re-installed. She advised that she contacted Legacy Sign first thing yesterday (July 11th) as well as Mark Knesek at Public Works. Mark is going to meet onsite with Shawn O'Brien from Legacy Sign to determine what the problems are. Shawn had asked what electrician we'd work with and perhaps they've cut the power to the sign. I advised that there had been no electrician's involved (according to Lance Ryskamp) and so the power was on when the sign was removed. Further information was received from Mr. Knesek who will also report back once he meets with Legacy onsite. Alex reported that he saw individuals working on the sign earlier today (prior to the Redevelopment Commission meeting) and that it appeared to be working.
6. **Redevelopment Commission Comments:**
 - a. Commissioner Georgeff suggested he would contact Tony Belmonte about availability of the Siemer building on Highway Avenue. It was agreed that if interested, it would be a wonderful location for a restaurant.
 - b. Larry Kondrat advised that the Lake County Public Library Highland Branch has a plan in place for the renovation of their parking lot (purchase along with the former Midwest Bank building) that will include a digital sign but that they feel unsure as to how to proceed to get approval for the sign. Mr. Kondrat advised that the library is planning a digital sign and will be willing to allow the town to post information on it. Commissioner Georgeff advised that he believes the library should file application with the Building Department to get on the BZA and/or Plan Commission agenda. Ms. DeGuilio-Fox was asked to speak with Ken Mika about the status of the project as well as to call John Brock at the library. The Commissioners believe this project will be an asset to the downtown and wish to see it move forward. Discussion ensued.
 - c. Commissioner Robertson mentioned that Apex may be interested in selling their building and downsizing to a building that could be used to store their materials rather than having a showroom for display. Brief discussion ensued.
 - d. Commissioner Georgeff commented that the Bult Oil site is looking better. Commissioner Bill Leep commented that he believes the Eriks have installed two new doors on the garage, has taken the fence down, cleared the trees and brush and are using the property.
 - e. Commissioner Bill Leep asked what the others plan to do to move forward to hire a new director. Commissioner Georgeff suggested offering the assistant position to one of the candidates that was interviewed for the director position. The group agreed and Commissioner Conley and John Reed will reach out to the individual.

Commissioner Leep suggested the director job position be listed again on Indeed. Commissioner Georgeff asked Ms. DeGuilio-Fox to send him the job posting as well as the job description and he will send it to his contact at the IEDC to ask if they will post the position. Discussion ensued. John Reed advised he will reach out to Dave Westland as to whether there is anyone with the Hammond Development Corp who is ready to take on more responsibility and willing to take on the Highland position.

There being no further discussion the Redevelopment Commission study session was adjourned at 7:24 p.m.

Respectfully submitted by Kathy DeGuilio-Fox, Recording Secretary.

INVOICE GL DISTRIBUTION REPORT FOR TOWN OF HIGHLAND
 EXP CHECK RUN DATES 06/30/2022 - 07/27/2022
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

Invoice Description
 Vendor
 Ref #
 Invoice Line Desc
 Amount
 Check #

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
Fund 2216 REDEVELOPMENT GENERAL						
Dept 0000	D/S REDEVELOPMENT PERSONNEL P	98557	HR DIRECT	D/S REDEVELOPMENT PERSONNEL POCKE	3.00	
2216-0000-20003	OFFICE SUPPLIES	98903	ODP BUSINESS SOLUTIONS,LLC	OFFICE SUPPLIES	205.52	
2216-0000-31003	GENERAL ENGINEERING SERVICES	98899	NIES ENGINEERING, INC.	GENERAL ENGINEERING SERVICES	146.74	
2216-0000-31003	FINANCIAL PROF SERVICES	98901	SEH OF INDIANA, LLC	FINANCIAL PROF SERVICES	370.50	
2216-0000-34023	HEALTH AND DENTAL INSURANCE	98601	TOWN OF HIGHLAND INS FUND (JULY 2022 HEALTH/LIFE INS PREM RE	2,020.92	35527
2216-0000-34043	LIFE INSURANCE	98601	TOWN OF HIGHLAND INS FUND (JULY 2022 HEALTH/LIFE INS PREM RE	10.62	35527
2216-0000-35008	STORM-2917 HIGHWAY	98900	TOWN OF HIGHLAND UTILITIES	STORM-2917 HIGHWAY	15.22	
2216-0000-39001	ANNUAL SUBSCRIPTION RENEWAL	98906	THE TIMES	ANNUAL SUBSCRIPTION RENEWAL	124.99	
2216-0000-45200	REDEVELOP GEN TRANSFER GROSS	98551	PAYROLL ACCOUNT	7/1PRL D/S TRANSFER REDEVELOPMENT	4,303.98	35513
2216-0000-45200	REDEVELOP GEN TRANSFER GROSS	98740	PAYROLL ACCOUNT	7/15PRL D/S TRANSFER REDEVELOPMEN	7,187.75	35529
	Total For Dept 0000				14,389.24	
	Total For Fund 2216 REDEVELOPMENT GENERAL				14,389.24	
Fund 3311 REDEVELOPMENT BND & INT NON-EXEMPT						
Dept 0000	PAYMENT OF PRINCIPAL	98838	HUNTINGTON NATIONAL BANK	REDEVELOPMENT DISTRICT BONDS SERI	105,000.00	999351
3311-0000-39011	BD PAYMENT OF INTEREST	98838	HUNTINGTON NATIONAL BANK	REDEVELOPMENT DISTRICT BONDS SERI	5,145.00	999351
	Total For Dept 0000				110,145.00	
	Total For Fund 3311 REDEVELOPMENT BND & INT NON-EXEM				110,145.00	
Fund 4406 REDEVELOPMENT CAPITAL						
Dept 0000	DT TREE REMOVAL	98905	DAVE'S TREE SERVICE, INC	DT TREE REMOVAL	6,000.00	
4406-0000-31008	LANDSCAPING-8200 IND. BLVD.	98904	DEAN'S LAWN & LANDSCAPING I	LANDSCAPING-8200 IND. BLVD.	15,000.00	
4406-0000-31019					21,000.00	
	Total For Dept 0000				21,000.00	
	Total For Fund 4406 REDEVELOPMENT CAPITAL				21,000.00	
Fund 4436 CREDIT ECON. DEV. INCOME TAX FUND						
Dept 0000	DT SIGN REFURBISH	98902	LEGACY SIGN GROUP LLC	DT SIGN REFURBISH	20,555.00	
4436-0000-35010					20,555.00	
	Total For Dept 0000				20,555.00	
	Total For Fund 4436 CREDIT ECON. DEV. INCOME TAX FUND				20,555.00	
Fund 4448 CARDINAL CAMPUS ALLOCATION						
Dept 0000	PAYMENT OF PRINCIPAL	98410	REGIONS BANK	CARDINAL CAMPUS PRINCIPAL PAYMENT	114,750.00	999347
4448-0000-39011	BD PAYMENT OF INTEREST	98410	REGIONS BANK	CARDINAL CAMPUS PRINCIPAL PAYMENT	20,250.00	999347
4448-0000-39012					135,000.00	
	Total For Dept 0000				135,000.00	
	Total For Fund 4448 CARDINAL CAMPUS ALLOCATION				135,000.00	

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
Fund Totals:						
				Fund 2216 REDEVELOPMENT GENERAL	14,389.24	
				Fund 3311 REDEVELOPMENT BND & INT	110,145.00	
				Fund 4406 REDEVELOPMENT CAPITAL	21,000.00	
				Fund 4436 CREDIT ECON. DEV. INCOME	20,555.00	
				Fund 4448 CARDINAL CAMPUS ALLOCAT	135,000.00	
					<u>301,089.24</u>	