

NOTICE OF STANDING COMMITTEES

Scheduled for
Tuesday, June 13, 2017,
beginning at 7:30 p.m. in

Council Chambers
Village Hall of Tinley Park
16250 S. Oak Park Avenue
Tinley Park, Illinois

Public Works Committee, *followed by*
Community Development Committee, *followed by*
Public Safety Committee

A copy of the agendas for these meetings is attached hereto.

Kristin A. Thirion
Clerk
Village of Tinley Park

NOTICE OF A MEETING
OF THE COMMUNITY DEVELOPMENT COMMITTEE

Notice is hereby given that a meeting of the Community Development Committee of the Village of Tinley Park, Cook and Will Counties, Illinois, will begin at 7:30 p.m. on Tuesday, June 13, 2017, in Council Chambers at the Village Hall of Tinley Park, 16250 S. Oak Park Avenue, Tinley Park, Illinois.

1. OPEN THE MEETING.
2. CONSIDER APPROVAL OF THE MINUTES OF THE PLANNING AND ZONING COMMITTEE MEETING HELD ON DECEMBER 6, 2016 AND THE BUILDING AND COMPLIANCE COMMITTEE MEETING HELD ON JANUARY 17, 2017.
3. DISCUSS ORDINANCE – TEXT AMENDMENTS – SIGNS.
4. DISCUSS BUILDING MATERIAL WAIVER – SPEC. BUILDING – HILLWOOD.
5. RECEIVE COMMENTS FROM THE PUBLIC.

ADJOURNMENT

KRISTIN A. THIRION
VILLAGE CLERK

MINUTES
Planning and Zoning Committee
December 6, 2016 – 5:30 p.m.
Planning and Zoning Committee
Council Chambers at the
Tinley Park Village Hall
16250 S. Oak Park Av
Tinley Park, IL 60477

Members Present: J. Vandenberg, Chair
M. Pannitto, Village Trustee
B. Younker, Village Trustee

Members Absent: None

Other Village Board
Members Present: T. Grady, Village Trustee

Staff Present: D. Niemeyer, Village Manager
B. Bettenhausen, Village Treasurer
P. Wallrich, Interim Community Development Director
L. Valley, Executive Secretary
B. Bennett, Commission Secretary

Item #1 - The meeting of the Planning and Zoning Committee was called to order at 5:32 p.m.

Item #2 – CONSIDER APPROVAL OF THE MINUTES OF THE JOINT FINANCE AND ECONOMIC DEVELOPMENT AND PLANNING AND ZONING COMMITTEE MEETING HELD ON SEPTEMBER 27, 2016. - Motion was made by Trustee Pannitto, seconded by Trustee Younker, to approve the minutes of the joint Finance and Economic Development and Planning and Zoning meeting held on September 27, 2016. Vote by voice call. Chairman Vandenberg declared the motion carried.

Item #3 – DISCUSS PEOPLES ANIMAL WELFARE SOCIETY (PAWS) – Trustee Vandenberg stated in 1997 the Village of Tinley Park deeded a 2.71 acre parcel located at 8301 191st Street to PAWS. The land transaction was part of a land donation the Village received from the Developer of Brookside Glen for a new fire station. The parcel is heavily encumbered with floodplain and high tension wires and when it was deemed unsuitable for a fire station the developer deeded an additional parcel for the fire station and allowed the Village to retain the “PAWS” parcel. The Village subsequently deeded the parcel to PAWS for a nominal fee (\$1.00) with a deed restriction that placed restrictions on the resale of the property. The restriction limited the use of the property to only an animal shelter and the termination of that use would require the parcel to be deeded to the Village. PAWS built the current facility through fundraising and donation efforts and it is their intent to recoup that cost through the sale of the property. This in turn will help them fund their new facility planned for a location in Mokena. PAWS provides free impound services to the Village of Tinley Park 24/7. Other communities are not provided this same service. They plan to continue this arrangement with the Village going forward.

Interim Community Development Director, Paula Wallrich noted there were 3 options:

- Release of Title Restriction
- Recoup the value of the land

Minutes
Planning and Zoning Committee
December 6, 2016 – 5:30 p.m.

- Do nothing

Motion was made by Trustee Pannitto, seconded by Trustee Younker to add an Ordinance request to release the deed to PAWS at the next Village Board meeting. Vote by voice. Chairman Vandenberg declared the motion carried.

Item #4 – UPDATE ON THE TINLEY PARK MENTAL HEALTH CENTER – Village Manager Dave Niemeyer distributed a revised Farr feasibility proposal to the Trustees. This proposal was revised due to the delay in finalizing the sports complex discussions.

The proposal includes:

- A Project start date of January 3, 2017
- Removing the repeat of Community Workshop #3 in Additional Services.
- Removing the remaining youth workshop component in Additional Services.
- Reallocating the remaining add services fee for Alternative Land Use & Development Plans to revise previously developed schemes based on new direction and focus of the Village.

The revised proposal adds no additional fee. Based on these adjustments, the total fee for Phase III is \$282,525, which is the remaining amount from Phase II, not including reimbursable expenses.

Mr. Niemeyer also noted that he has requested development of the Music Brand to be included in the study. He also noted that the steering committee will be the same members as previously appointed and staff will contact them to firm up their commitment and update members as needed.

Item #5 – RECEIVE COMMENTS FROM THE PUBLIC – None

ADJOURNMENT

Motion was made by Trustee Pannitto, seconded by Trustee Younker to adjourn this meeting of the Planning and Zoning Committee. Vote by voice call. Chairman Vandenberg declared the motion carried and adjourned the meeting at 5:42 p.m.

bb

cc: Village Board
Village Manager
Assistant Village Managers
Village Treasurer
Deputy Village Clerk

MINUTES
Meeting of The Building and Compliance Committee
January 17, 2017 – 7:00 p.m.
Council Chamber at
Tinley Park Village Hall
16250 S. Oak Park Ave.
Tinley Park, IL 60477

Members Present:

M. Pannitto, Chairman
T. J. Grady, Village Trustee
K Suggs, Village Trustee

Other Board Members Present:

D. Seaman, Mayor
B. Maher, Village Trustee
J. Vandenberg, Village Trustee
B Younker, Village Trustee

Staff Present:

D. Niemeyer, Village Manager
P. Rea, Village Clerk
S. Tilton, Assistant Village Manager
S. Neubauer, Police Chief
T. Condon, Village Attorney
P. Wallrich, Interim Community Development Director
K. Workowski, Public Works Director
J Urbanski, Assistant Public Works Director
J. Prinz, Village Engineer
B. Bennett, Commission Secretary

Item #1: OPEN THE MEETING – Chairman Pannitto called the meeting to order at 7:10 p.m.

Item #2 - CONSIDER APPROVAL OF THE MINUTES OF THE JOINT PUBLIC SAFETY AND BUILDING AND COMPLIANCE COMMITTEE MEETING HELD ON NOVEMBER 15, 2016 - Motion was made by Trustee Grady, seconded by Trustee Suggs to approve the minutes of the Joint Public Safety and Building & Compliance Committee Meeting held on November 15, 2016. Vote by voice call. Trustee Pannitto declared the motion carried.

Item #3 - DISCUSS BUILDING INSPECTION CONTRACT – Interim Community Development Director, Paula Wallrich stated with the retirement of Don McNeely last February, the Village contracted building inspection services with HR Green beginning in March of 2016. In May, 2016, staff presented a more cost effective proposal with the hiring of Rick Dandan which reduced the hourly wage from \$80/hour to \$45/hour and charged a flat fee for plan reviews. This resulted in a significant savings for consultant services. The fee schedule for Mr. Dandan's services followed the same format as HR Green with charging an hourly fee for inspections, but provided savings through flat fee plan reviews.

Recently Mr. Dandan approached Ms. Wallrich to discuss his fee schedule. Mr. Dandan holds



Memorandum

Community Development Department

To: Trustee Glotz, Community Development Committee Chair
Trustee Younker
Trustee Brady

From: Stephanie Kisler, Planner I
Paula J. Wallrich, Interim Community Development Director

Date: June 13, 2017

Re: **Text Amendment to the Zoning Ordinance – Signs**

Attached please find the proposed comprehensive Text Amendments to the Village's Zoning Ordinance related to signage, including amendments to Section II (Definitions) and Section IX (Sign Regulations) as recommended by the Plan Commission at their May 4, 2017 meeting. The draft Text Amendments were discussed with the Plan Commission at five (5) workshops and a Public Hearing that spanned two (2) meetings. Staff has worked with the Village Attorney while developing the draft Text Amendments, which allowed Staff to ensure that the proposed amendments will strengthen the legality of the Village's Sign Regulations. Staff completed research that involved analysis of the sign regulations within other communities and based many of the new regulations on the codes from the communities that Tinley Park aspires to emulate.

The Village Board previously approved Text Amendments to the Village's Sign Regulations in June 2016 as Ordinance 2016-O-035. This amendment only changed a few portions of Section IX, most notably the method in which sign face area is calculated. The currently proposed Text Amendments are much more comprehensive in nature and involve restructuring the layout Section IX as well as modifying the regulations. Due to the extent of the changes from the current Section IX to the proposed Text Amendments to Section IX, it is not possible to provide a copy of the tracked changes. Staff recommends that the Board review the proposed Text Amendments in its entirety as well as the minutes from the Plan Commission meetings (attached). Summaries of the most notable changes to Section II (Definitions) and Section IX (Sign Regulations) are included on the following pages.

Summary of Proposed Text Amendments to Section II (Definitions):

- Added a graphic representation of sign-related terms:



- Added definitions for the following terms:

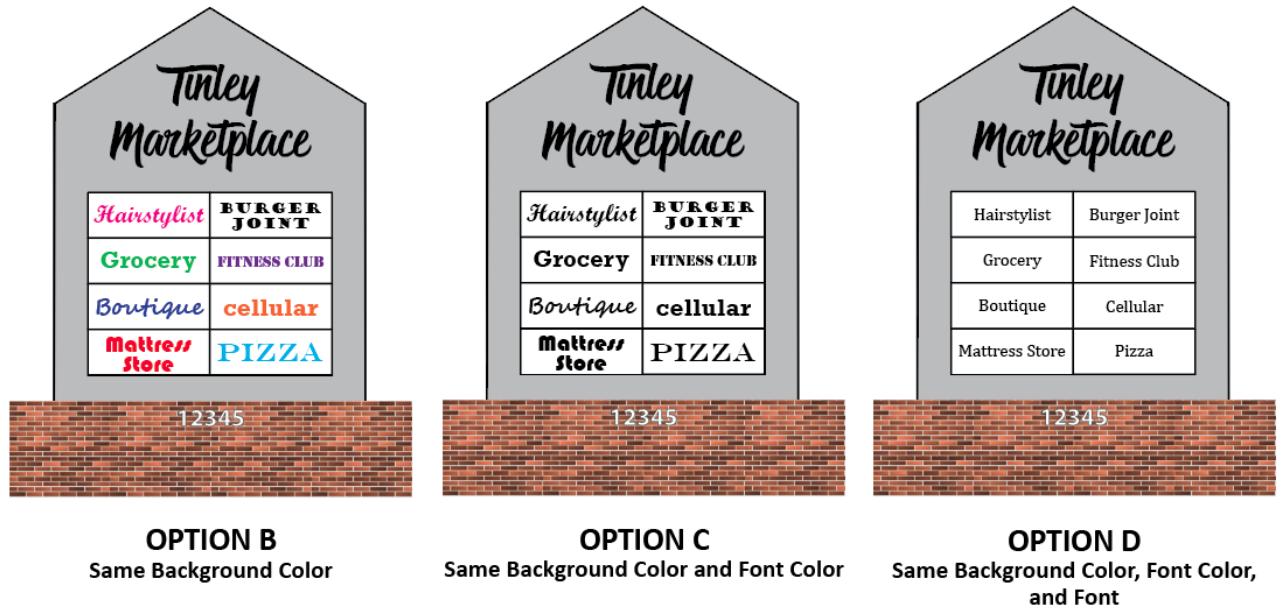
○ Address Sign	○ DVEM Sign	○ Permanent Sign
○ Air Dancer Sign	○ Identification Sign	○ Projecting Sign
○ Banner Sign	○ Inflatable Sign	○ Temporary Sign
○ Billboard Sign	○ Integral Sign	○ Roof Sign
○ Box Sign	○ Lawn Sign	○ Sandwich Board Sign
○ Directional Sign	○ Manually-Changeable Copy Sign	○ Streamer Sign
○ Door Sign	○ Memorial Sign	○ Tri-Vision Sign
○ Feather Flag Sign	○ Off-Premise Sign	○ Vehicle Sign
○ Flag Sign	○ Outdoor Bulletin Board Sign	○ Wall Sign
○ Flashing Sign	○ Pennant Sign	○ Wayfinding Sign
○ Freestanding Sign		○ Window Sign

Summary of Proposed Text Amendments to Section IX (Sign Regulations):

- Purpose and Intent
 - Staff worked with the Village Attorney to include a clause for “No Discrimination Against Non-Commercial Signs or Speech”, which clarifies that non-commercial copy can be substituted for the allowable commercial copy. The Village Attorney stressed that signage cannot be regulated by content of the sign.
- Permit Requirement
 - This section was reorganized and most notably includes a long list of signs that do not require a permit (Exceptions) as long as certain parameters are met.
 - The regulations for Political Signs mirror the State of Illinois regulations, which only allow municipalities to regulate size. Staff noted that this is the only instance in which signs are regulated by content. Since signs cannot be regulated by content, some exempt signs are regulated on a ‘circumstantial’ basis, such as “when a property is offered for sale” or “when a property is under construction” and certain size signs are allowed but the content of such signs is not regulated.

- Permanent Sign Standards

- This section was reorganized to include all the general regulations for permanent wall and freestanding signs organized by zoning district.
- Added clarification for regulations for signage on awnings and canopies.
- There was considerable discussion regarding multi-tenant freestanding sign panels regarding background color, font color, and font.. Below are the options that were considered. Plan Commission recommended **(Option D)**.



- Additional Standards for Permanent Signs in Residential Zoning Districts

- No substantial changes to size regulations in this section.

- Additional Standards for Permanent Signs in Business Zoning Districts

- No substantial changes to size regulations in this section, except for B-4 properties that previously were allowed less sign face area.
- Added B-4 into this category since many B-4 properties function similarly to B-1, B-2, and B-3 properties.

- Additional Standards for Permanent Signs in the Automotive Service Zoning Districts

- Staff took the B-5 Zoning District out of the category for the other “B” zoning districts in order to allow properties larger than three (3) acres in size to have additional signage. B-5 primarily for automotive dealerships.
- The following recommendations were made:
 - Wall Signs:
 - Current Code: Allows one wall sign per tenant frontage.
 - Staff Proposal: Properties in the B-5 Zoning District greater than three acres are allowed up to four wall signs.
 - Freestanding Signs
 - Current Code: One sign is allowed per public frontage and can be up to ten feet in height.
 - Staff Proposal: Properties in the B-5 Zoning District greater than three acres are allowed two signs per public frontage at least three hundred feet apart. Maximum height eighteen feet tall.
 - Temporary Signs (also reviewed in the last workshop)
 - Current Code: No special provisions for automotive dealerships

- Staff Proposal: Allow the B-5 Zoning District the same matrix of sign face area and duration of display as other zoning districts, except instead of allowing a total of eight weeks of display periods per twelve month period they would be allowed twelve weeks per twelve month period.
-
- Additional Standards for Permanent Signs in Office/Industrial Zoning Districts
 - No substantial changes to size regulations in this section.
- Temporary Sign Standards
 - This section was completely redone. Staff has struggled with the existing temporary sign regulations that restrict these types of signs to a maximum size of 16 square feet per side, although there is no strict limitation on the quantity of signs.
 - The new regulations add requirements/clarification for location, materials, illumination, the allowable types of temporary signs, the number of temporary signs, and provides a matrix of sign face area and duration of display.
- Electronic Message Centers/DVEM
 - A regulation requiring a 300 foot separation between electronic message signs was added.
 - The allowable area for an electronic message center was reduced from 50% to 20% of the total allowable sign face area.
 - Staff and the Plan Commission expressed concerns about the growing number of electronic message signs in the Village and the possible distraction that they may cause to passersby.
- Standards for Wall Signs Adjacent to Interstate 80
 - Staff reconfigured the “bonus” wall sign area allowed for businesses fronting I-80. The new regulations allow the frontage along I-80 to have either permanent signage or temporary signage amounting to 1 square foot per each foot of building frontage along I-80 with no maximum. The current regulation allows a percentage of the face of the wall (height and width).
- Standards for Accessory Signs
 - This is a new section that accounts for gasoline sales signs, directional signs, and drive-thru related signs. Some of these types of signs were not regulated in the past.
- Prohibited Signs and Lighting
 - This section was renamed to include lighting in the title.
 - Air dancer signs were added to the list.
 - The following prohibited lighting regulation was amended: “Any string of lights outlining property lines, open sales areas, door, windows, or wall edges of any buildings. ~~This prohibition does not apply to the display of holiday decorations for any publicly recognized holiday.~~” This will ensure that the LED window light strips are not allowed at any time.
- Nonconforming Signs
 - This section was redone and is now more consistent with other communities’ ordinances for nonconforming signs. The Village Attorney worked with Staff to change our current code to be more legally-sound.
 - This section provides clarification for repair/maintenance, alterations, and damage to nonconforming signs.

contracts with several other communities. In those communities he charges per inspection. This is constant with how the Village currently charges for other consultant inspection services. As part of Mr. Dandan's year-end review of his business plan it became evident to him that he can no longer support the fee schedule as it currently exists. He is requesting that his inspections be paid on a per inspection basis rather than as an hourly fee. As part of this change, Mr. Dandan has agreed to lower his plan review fees.

In order to keep Mr. Dandan as the contract inspector until a Village Building Inspector can be hired, Ms. Wallrich is requesting the Committee allow the amendment of the contract for a per inspection basis.

Item #4 – RECEIVE COMMENTS FROM THE PUBLIC - None

ADJOURNMENT

Motion was made by Trustee Grady, seconded by Trustee Suggs to adjourn the Building and Compliance Committee Meeting. Vote by voice. Chairman Pannitto declared the motion carried and the meeting was adjourned at 7:18 p.m.

bb

cc: *Village Board*
Village Manager
Assistant Village Manager
Village Treasurer
Deputy Village Clerk



Project Planner
Stephanie Kisler, AICP
Planner I

PLAN COMMISSION STAFF REPORT

May 4, 2017

Text Amendments to the Zoning Ordinance: Sign Regulations



WORKSHOP MEMO

Staff has been continuing to draft revisions to Section IX (Sign Regulations) of the Zoning Ordinance. Recently, the Village Attorney advised Staff to propose changes that would strengthen the legality of the Village's Sign Regulations. Staff has incorporated regulations from the existing Section IX, the Plan Commission's comments, and various recommendations based on relevant case law. Staff notes that this is a comprehensive amendment to Section IX and also includes additions of related definitions within Section II.

Staff is continuing to work on the draft of the Sign Regulations while offering various options for the Plan Commission to consider for amended regulations. Staff is still developing the 'final draft' of the definitions to be amended/added in Section II of the Zoning Ordinance for the Plan Commission's review and a copy will be provided early next week for review.

Staff encourages the Plan Commission to drive around the Village (and other communities) and make note of different signs. Commissioners should consider what the Village's vision for signs should be going forward and think about how to strengthen the Sign Regulations to accomplish this vision.

RECENT HISTORY OF CHANGES TO THE SIGN REGULATIONS DRAFT

Staff has been working on updates to the Sign Regulations for several months. Below is a timeline of the discussion.

- **4/20/2017 (Public Hearing)**
 - Discussed the most recent draft in its entirety. Discussed adding political causes to the definition of political signs. Took a poll among the Commissioners as to which regulation was preferred for multi-tenant panel design on freestanding signs. The Commissioners preferred Options B and D. Staff also discussed new regulations for awnings/canopies. Staff asked the Commissioners how they felt about electronic message signs.
- **4/6/2017 (Workshop)**
 - Discussed needing to remove content-related regulations, went through the whole draft. Topics for further discussion include multi-tenant panels on freestanding signs, regulations for signs on canopies and awnings, regulations for nonconforming signs, and sign area bonuses for properties adjacent to I-80.
- **1/19/2017 (Workshop)**
 - Discussed sign regulations for the B-5 Zoning District. Compared current regulations to the regulations in other communities and Staff's recommendations.
- **1/5/2017 (Workshop)**
 - Discussed sign regulations for temporary signs. Compared current regulations to the regulations in other communities and Staff's recommendations.
- **11/17/2016 (Workshop)**
 - Discussed sign regulations for temporary signs and automotive dealership signs.
- **9/15/2016 (Workshop)**
 - Discussed temporary signs and photos of signs by topics of color, size, and illumination. Some topics were not covered with the previous Text Amendment and Staff suggested revisiting the Sign Regulations more comprehensively.
- **6/21/2016 (Adoption of Ordinance 2016-O-035)**
 - Adopted a Text Amendment to make improvements to the Sign Regulations.
- **6/7/2016 (First Reading of Ordinance 2016-O-035)**
 - Consider adopting a Text Amendment to make improvements to the Sign Regulations.
- **1/7/2016 (Public Hearing)**
 - Discussed improvements to the Sign Regulations to address inconsistencies and administrative difficulties with the current regulations as discussed in the previous workshops.
- **12/17/2015 (Workshop)**
 - Discussed changes that would improve the readability of the Sign Regulations, add clarification, alter the calculation of sign face area, create line-of-sight requirements for ground signs, create maximum letter heights for wall signs, add definitions, and update regulations for electronic message signs.
- **12/3/2015 (Workshop)**
 - Discussed legal aspects of sign regulations, problematic codes within the Village's Sign Regulations, types of signage, and improvements to consider.

APPROPRIATE MOTION

If the Plan Commission wishes to take action, an appropriate wording of the motions would read:

MOTION FOR ADOPTING THE DRAFT OF THE SIGN REGULATIONS EXCEPT FOR THE REGULATION FOR MULTI-TENANT PANELS ON FREESTANDING SIGNS:

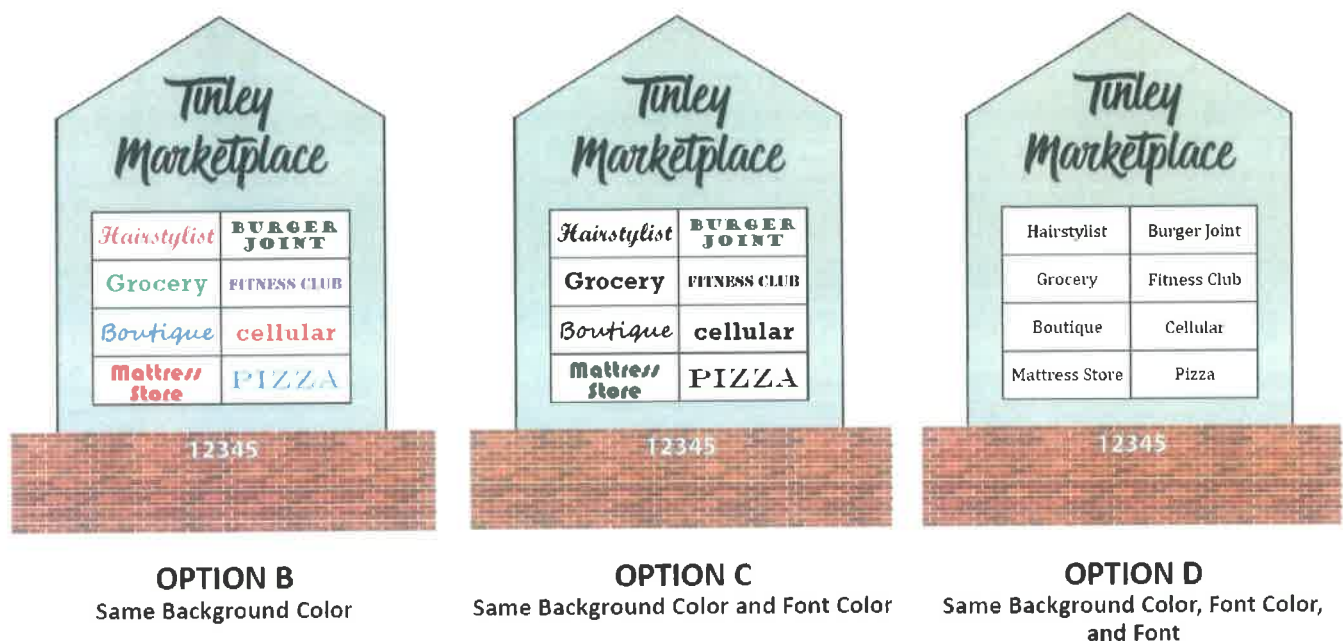
"...make a motion to recommend that the Village Board approve Text Amendments to Section II (Definitions) and Section IX (Sign Regulations) excluding Section IX.D.2.j. of the Village of Tinley Park Zoning Ordinance as indicated in Staff's most recent draft of the comprehensive Sign Regulation Text Amendments, dated 05/04/2017."

MOTIONS FOR ADOPTING THE REGULATIONS FOR MULTI-TENANT PANELS ON FREESTANDING SIGNS:

"...make a motion to recommend that the Village Board approve Text Amendments to Section IX.D.2.j. of the Village of Tinley Park Zoning Ordinance as indicated in Staff's most recent draft of the comprehensive Sign Regulation Text Amendments, dated 05/04/2017 using **Option B (Regulating the Same Background Color for Panels on Multi-Tenant Signs).**"

"...make a motion to recommend that the Village Board approve Text Amendments to Section IX.D.2.j. of the Village of Tinley Park Zoning Ordinance as indicated in Staff's most recent draft of the comprehensive Sign Regulation Text Amendments, dated 05/04/2017 using **Option C (Regulating the Same Background Color and Font Color for Panels on Multi-Tenant Signs).**"

"...make a motion to recommend that the Village Board approve Text Amendments to Section IX.D.2.j. of the Village of Tinley Park Zoning Ordinance as indicated in Staff's most recent draft of the comprehensive Sign Regulation Text Amendments, dated 05/04/2017 using **Option D (Regulating the Same Background Color, Font Color, and Font Style for Panels on Multi-Tenant Signs).**"



SECTION IX

SIGN REGULATIONS

A. PURPOSE & INTENT

The standards used in displaying signs can significantly affect the public safety as well as the value and economic stability of adjoining properties. However, a reasonable display of signs is necessary for both residential and non-residential properties.

Signs may obstruct views, distract motorists, displace alternative uses for land, cause visual blight, and/or pose other problems that legitimately call for regulation. The purpose of this Section is to regulate the size, color, illumination, movement, materials, location, height and condition of all signs placed on private property for exterior observation, thus ensuring the protection of property values, the character of the various neighborhoods, the creation of a convenient, attractive and harmonious community, protection against destruction of or encroachment on historic convenience to citizens and encouraging economic development. This Section allows adequate communication through signage while encouraging aesthetic quality in the design, location, size and purpose of all signs. This Section must be interpreted in a manner consistent with the First Amendment guarantee of free speech. If any provision of this Section is found by a court of competent jurisdiction to be invalid, such finding must not affect the validity of other provisions of this Section which can be given effect without the invalid provision.

These regulations do not entirely eliminate all of the harms that may be created by the installation and display of signs. Rather, they strike an appropriate balance that preserves ample channels of communication by means of visual display while still reducing and mitigating the extent of the harms caused by signs.

These regulations are not intended to and do not apply to signs erected, maintained or otherwise posted, owned or leased by this State, the federal government or this Village. The inclusion of "government" in describing some signs does not intend to subject the government to regulation, but instead helps illuminate the type of sign that falls within the immunities of the government from regulation.

No Discrimination Against Non-Commercial Signs or Speech: The owner of any sign which is otherwise allowed under this Section may substitute non-commercial copy in lieu of any other commercial or non-commercial copy. This substitution of copy may be made without any additional approval or permitting. The purpose of this provision is to prevent any inadvertent favoring of commercial speech over non-commercial speech, or favoring of any particular non-commercial message over any other non-commercial message. This provision prevails over any more specific provision to the contrary. This provision does not create a right to increase the total amount of signage on a parcel or allow the substitution of an off-site commercial message in place of an on-site commercial message.

B. PERMIT REQUIREMENT

Prior to the display and erection of any sign, a permit is required to be obtained through the Village's Building Department, except as provided in Section IX.B.4.

1. Application: An application for a sign permit must be filed with the Community Development Department on forms furnished by that department. The Applicant must provide sufficient information to determine if the proposed sign is allowed under this code and other applicable laws, regulations, and ordinances.
2. Fees:
 - a. One (1) dollar per square foot of facing, but no less than fifteen (15) dollars for all signs requiring a permit, other than temporary signs, canopies, awnings, or marquees;
 - b. Fifty (50) dollars for a temporary sign; and
 - c. One hundred (100) dollars for a canopy or awning.
3. Revocation of Permit: If a sign is not installed within six months following the issuance of a sign permit (or within 30 days in the case of a temporary sign permit), the permit shall be void. The Village may revoke a sign permit under any of the following circumstances:
 - a. The Village determines that information in the application was materially false or misleading;
 - b. The sign as installed does not conform to the approved sign permit application;
 - c. The sign violates the Village's applicable codes or other any applicable law, regulation, or ordinance; or
 - d. The Zoning Administrator or their designee determines that the sign is not being properly maintained or has been abandoned.
4. Exceptions: Signs meeting the criteria below are exempt from the requirement to obtain a permit through the Village's Community Development Department. If a sign does not meet the requirements of an exempt sign as stated within this Section, the sign may be permitted by obtaining a Sign Permit or the sign may be prohibited (see Section IX.M. for Prohibited Signs).
 - a. Signs required and/or erected by government agencies.

FINAL DRAFT:
COMPREHENSIVE AMENDMENT FOR SIGN REGULATIONS
SECTION IX: SIGN REGULATIONS AND
SECTION II: DEFINITIONS

Last updated May 8, 2017

- b. Political signs on private properties not exceeding a total of thirty-two (32) square feet in area (total of all sign faces visible from the public right-of-way) per property and not exceeding five feet (5') in overall height in accordance with 65 ILCS 5/11-13-1-12, as amended from time to time. For the purposes of this regulation, "Political Signs" are defined as temporary signs that announce or support political candidates, parties, issues, or causes in connection with any national, state, or local election.
- c. One (1) non-illuminated temporary sign no larger than four (4) square feet in area (total of all sign faces visible from the public right-of-way) and four feet (4') in height may be attached to the building or erected on private property provided that it is a minimum of one foot (1') from all property lines and in compliance with Section IX.I.1.d.
- d. One (1) non-illuminated temporary sign no larger than sixteen (16) square feet in area (total of all sign faces visible from the public right-of-way) and four feet (4') in overall height may be attached to the building or erected on private property provided that it is a minimum of one foot (1') from all property lines and in compliance with Section IX.I.1.d. in the following circumstances:
 - i. When the property is being offered for sale by owner or through a licensed real estate agent – provided that the sign shall be removed within fourteen (14) days following the date on which a contract of sale has been executed by a person purchasing the property;
 - ii. When the property is under construction – provided that a building permit has been issued for the project and the sign shall be removed within fourteen (14) days following the date of the final inspection; or
 - iii. When a residential property owner is opening their residential property to the public – provided that the sign shall be displayed for no more than three (3) consecutive days twice per calendar year.
- e. Substitution of commercial copy to non-commercial copy on sign(s) in non-residential zoning districts (B-1, B-2, B-3, B-4, B-5, ORI, and M-1), provided that the sign face area and sign height are not increased and the location of the sign is not changed.

FINAL DRAFT:
COMPREHENSIVE AMENDMENT FOR SIGN REGULATIONS
SECTION IX: SIGN REGULATIONS AND
SECTION II: DEFINITIONS

Last updated May 8, 2017

- f. Address signs where the property owner must mark their property using numerals that identify the address of the property so that public safety departments can easily identify the address from the public street. The size and location of the identifying numerals and letters if any must be proportional to the size of the building and the distance from the street to the building and in no case smaller than four inches (4") in height and no larger than twelve inches (12") in height. In cases where the building is not located within view of the public street, the identifier must be located on the mailbox or other suitable device such that it is visible from the street. Such address signs on mailboxes located in the public right-of-way are allowed.
- g. Integral signs, provided that the sign is no greater than four (4) square feet in area.
- h. Memorial signs, provided that the sign is no greater than four (4) square feet in area.
- i. Professional name plates, provided that the sign is no greater than two (2) square feet in area.
- j. Outdoor Bulletin Boards, provided that the sign is no greater than four (4) square feet in area and is attached to the wall near the entrance to the building.
- k. Sandwich Boards, provided that:
 - i. One (1) sandwich board is allowed per tenant;
 - ii. The sign face area is a maximum of seven (7) square feet per side;
 - iii. The maximum overall height of the sign is four feet (4');
 - iv. The sign is located within fifteen feet (15') of the tenant's entrance;
 - v. The sign cannot be displayed outdoors while the business is closed.

FINAL DRAFT:
COMPREHENSIVE AMENDMENT FOR SIGN REGULATIONS
SECTION IX: SIGN REGULATIONS AND
SECTION II: DEFINITIONS

Last updated May 8, 2017

- l. Flags, provided that:
 - i. The flag(s) are no greater than one (1) square foot in area (per side) per every one (1) foot of flag pole height; and
 - ii. The height of the flag pole does not exceed the height limitations within Section III.C. and/or Section V.B. of the Zoning Ordinance.
- m. Light Pole Banners, provided that:
 - i. There are no more than two (2) vinyl banners per pole; and
 - ii. The size of each banner cannot exceed eight (8) square feet.
- n. Window signs, provided that:
 - i. Window signs are allowed on first floor windows only and may only be affixed to a window at a height 4' and below, or at 7' and above.
 - ii. Window signs may not exceed 25% of the tenant's total window area and in no case shall a window sign exceed 50% of the area of a single window.
 - iii. Window signs must be located on the interior side of the window.
- o. Door signs, provided that:
 - i. The sign face area of a door sign may be no larger than 20% of the entire face of the door.
 - ii. Door signs must be located on the interior side of the door.
- p. Signs located completely within an enclosed building and not exposed to view from the public right-of-way or parking lot.

C. GENERAL PROVISIONS

1. If a sign does not comply with the regulations within Section IX of the Zoning Ordinance, or any other applicable code adopted by the Village, a citation of up to \$750.00 per day per violation may be issued.
2. Signs must conform to all applicable Building Codes adopted by the Village;
3. Signs shall not conflict with traffic signs;
4. Signs shall not obstruct doors, windows, ventilation, or fire escapes;
5. Lighting: The light from any illuminated sign shall be so shaded, shielded, or directed that the light intensity or brightness will not be objectionable to surrounding areas. No exposed reflective-type bulb or incandescent lamp which exceeds fifteen (15) watts shall be used on the exterior surface of any sign so as to expose the face of the bulb, light, or lamp to and public street or adjacent property. Where illumination of a sign is permitted, such light shall not be projected toward or onto other properties and shall be kept to a minimum during non-business hours. No illuminated sign shall be brighter than five hundred (500) nits when measured from the surface of the sign.
6. Maintenance Required: The owner of a sign shall be required to maintain the sign and its surrounding landscaping, if applicable, in a neat and attractive condition. The sign and sign supports must be kept painted to prevent rust, rot, or deterioration. If a sign becomes rusted, rotted or deteriorated, the sign must be immediately repaired or replaced. Landscaping at the base of freestanding signs must also be regularly maintained. Signs shall not serve as nesting places for animals.
7. Removal of Signs: The Village reserves the right to require removal of signs, at the owner's expense, in the following circumstances:
 - a. When a permit is revoked;
 - b. When a permit for a temporary sign has expired;
 - c. When a permanent sign becomes obsolete and no longer identifies a bona fide business conducted or a product sold on the premises where said sign is located. The sign shall be taken down immediately upon termination of business use and be removed by the owner, agent, or person having the beneficial use of the building, structure, or property upon which said sign may be found. If the sign to be removed is located on a multi-panel

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freestanding sign, the obsolete panel must be completely replaced with a plain panel consistent in color to the existing panels.

- d. When any sign is deemed unsafe, insecure, or a danger to the public, or has been constructed, erected, or maintained in violation of the provisions of this Section, the Zoning Administrator or their designee shall give written notice to the permittee thereof. If the permittee fails to remove or alter the structure so as to comply with the standards herein set forth within ten (10) days after such notice, then the President and Board of Trustees, on the recommendation of the Zoning Administrator or their designee, may declare such sign to be a public nuisance and direct the removal of such sign as required by law.

D. PERMANENT SIGN STANDARDS (WALL, FREESTANDING, AWNING, & CANOPY)

1. Wall Signs:

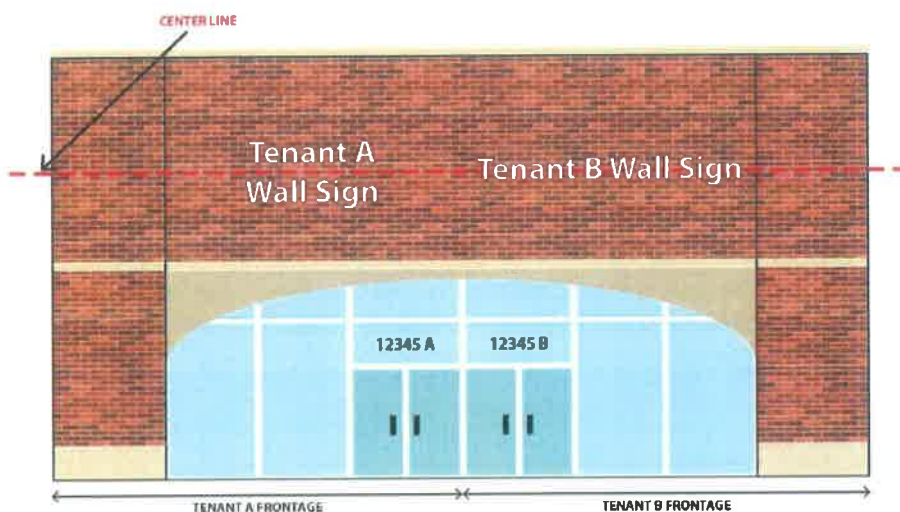
- a. Size: The allowable size of a wall sign is determined by Zoning District, then by the gross floor area of the tenant space, and then the linear frontage of the wall on which the wall sign is located in accordance with Section IX.E., Section IX.F., Section IX.G., and Section IX.H.
- b. Number of Wall Signs: The allowable number of wall signs is determined by Zoning District, then by the gross floor area of the tenant space, and then by tenant frontage directly parallel to a public right-of-way, an access drive, or the adjacent parking lot in accordance with Section IX.E., Section IX.F., Section IX.G., and Section IX.H.
- c. Location:
 - i. All wall signs shall be located on the same façade as the use they identify.
 - ii. No wall sign shall extend above the top line of the face of the building, nor shall any wall sign project into the public right-of-way, or extend more than twelve (12) inches outward from the face of the building.
 - iii. Wall signs shall be located a minimum of twelve (12) inches from the edge of a wall.
 - iv. Wall Sign Location for a Single Tenant Building: The location of the sign should be as close to the entrance of the business as possible. Effort shall be made to not conflict with the architectural elements of the building façade.



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- v. Wall Sign Location for a Multi-Tenant Building: The location of the sign should be centered within the tenant's frontage limits along the building frontage of the business. Effort shall be made to not conflict with the architectural elements of the building façade. In cases where architectural elements conflict with centering the sign on the building frontage, the tenant shall locate the sign as close to the center of the tenant frontage as possible. All wall signs for multi-tenant structures must be placed in accordance with an established center line for all signs.



- d. Materials: Permanent wall signs shall be constructed of materials that can withstand the elements in an outdoor environment. Acceptable materials for wall signs include, but are not limited to: acrylic, polycarbonate, marine grade plywood (MDO), aluminum, and aluminum composite materials (ACM).
- e. Illumination: Wall signs can be internally illuminated or externally illuminated, or a combination of both. External illumination shall be shielded so as to direct light only to the sign and not create a nuisance. Illumination mechanisms must be properly maintained. Additionally, illumination of wall signs is subject to the regulations within Section IX.C.5.
- f. Wall Signs for Interior Tenants: Businesses located within another business, without having a distinct secured entrance of their own, are permitted a maximum of fifteen (15) square feet of wall signage

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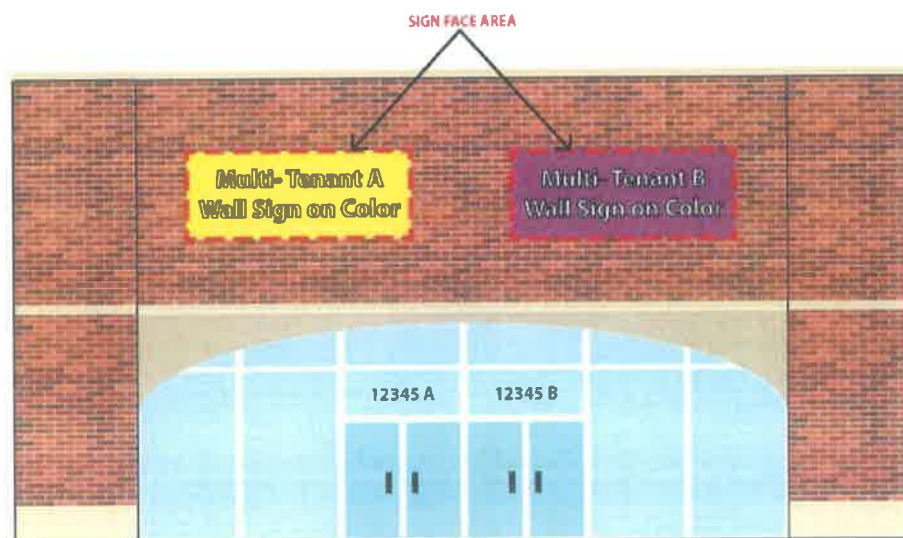
- g. Letter Height: Maximum letter height for wall signs is noted within Section IX.E., Section IX.F., Section IX.G., and Section IX.H. Each letter shall be measured individually for compliance with the maximum letter heights.



- h. Lines of Lettering: No more than two (2) lines of lettering shall be allowed on any wall sign.

- i. Background Color:

- i. Multi-Tenant Building: Sign backgrounds that are inconsistent with the existing color palette of the building shall be counted as part of the sign face area.



- ii. Single-Tenant Building: Sign backgrounds that are inconsistent with the existing color palette of the building shall be considered as an architectural feature rather than constitute sign face area.



2. Freestanding Signs:

- a. Size: The allowable size of a freestanding sign is determined by Zoning District and then by the linear frontage of the lot on which the freestanding sign is located in accordance with Section IX.E., Section IX.F., Section IX.G., and Section IX.H.
- b. Number of Freestanding Signs: The allowable number of freestanding signs is determined by Zoning District and then by lot frontage directly parallel to a public right-of-way, an access drive, or the adjacent parking lot in accordance with Section IX.E., Section IX.F., Section IX.G., and Section IX.H.
- c. Location: Freestanding signs shall be only constructed within the premises of the development that the sign identifies and shall not be constructed in the public right-of-way. Additionally, freestanding signs shall not be located within easements. Freestanding signs must be set back a minimum of ten feet (10') from all property lines. Freestanding signs shall not obstruct clear sight triangles near intersections.
- d. Materials: Permanent freestanding signs shall be constructed of materials that can withstand the elements in an outdoor environment. Acceptable materials for wall signs include, but are not limited to: acrylic, polycarbonate, marine grade plywood (MDO), aluminum, and aluminum

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composite materials (ACM). The base of the sign may also include, but is not limited to: brick, stone, and concrete. Said materials must also comply with Section IX.D.2.f.

- e. **Illumination**: Freestanding signs can be internally illuminated or externally illuminated. External illumination shall be shielded so as to direct light only to the sign and not create a nuisance. Illumination mechanisms must be properly maintained. Additionally, illumination of freestanding signs is subject to the regulations within Section IX.C.5.
- f. **Architectural Compatibility**: Freestanding signs shall be architecturally compatible with the building(s) it identifies. For new construction, architectural compatibility shall be determined by the Plan Commission through the Site Plan Approval process. For permanent freestanding signs constructed by an existing business or use the architectural compatibility shall be determined by the Zoning Administrator or their designee through the building permit process. The following architectural guidelines shall be considered in the review of freestanding signs:
 - i. The sign shall have the same or similar materials (color, scale, finish) to the materials used for the principal building;
 - ii. The sign shall be in harmony with or consistent in design to the principal building;
 - iii. The sign shall have similar architectural treatments as the principal building; and
 - iv. The sign shall not block or obstruct architectural features of the principal building.
- g. **Structural Supports**: Structural supports for a freestanding sign shall be fully enclosed and be equal in width to the sign face or wider; structural supports shall not be exposed to view. The base of the freestanding sign shall be designed to be an architectural enhancement to the sign as noted in Section IX.D.2.f.

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- h. Landscaping: Freestanding signs shall include extensive landscaping around the base of the sign to screen the base of the sign from view from the adjoining street and adjoining properties. The total area devoted to landscaping around the base of the sign shall be equal to two (2) square feet per each one (1) square foot of freestanding sign face area, but in no case shall the total area of landscaping be less than 20 square feet and need not be greater than 200 square feet. The landscape area shall contain well-maintained living landscape materials. New freestanding signs erected on existing sites that are unable to provide the required area for landscaping must meet the spirit of the landscaping requirements and such landscaping can be approved by the Zoning Administrator or their designee during the building permit process.
- i. Lettering on Base of Sign: No advertising or lettering of any type shall be permitted on the sign base except for the address of the property on which the sign resides.
- j. Panel Design Consistency: All sign panels advertising individual businesses within a freestanding sign must be consistent in color, method of illumination, material, and design. The background color of the panels, the font color on the panels, and the font face used on the panels must all be the same.



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- k. **Sign Face Area for Multiple Faces:** When two identical freestanding sign faces are placed back to back so that both faces cannot be viewed from any point at the same time, and when such sign faces are part of the same sign structure, the total sign face area shall be the sign face area of one side of the sign. In all other circumstances, the sign face area of a freestanding sign shall be the total sign face area of all sign faces on the freestanding sign.

**TOP VIEW OF TWO-SIDED
FREESTANDING SIGN**



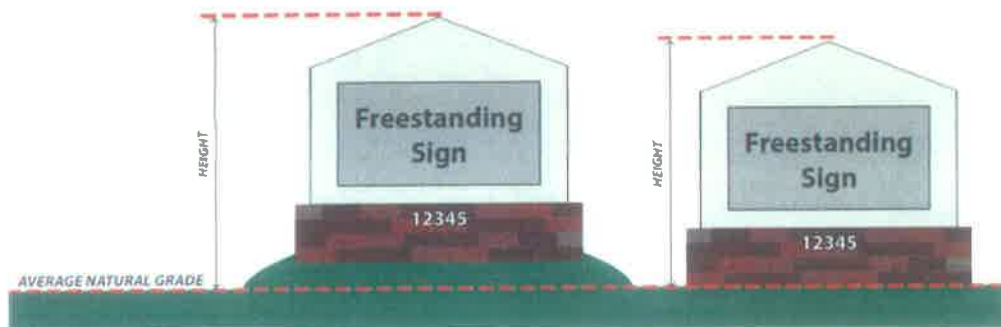
Total Sign Face Area = Sign Face A

**TOP VIEW OF "V"-SHAPED
FREESTANDING SIGN**



Total Sign Face Area = Sign Face A + Sign Face B

1. **Freestanding Sign Height:** The height of a freestanding sign is a measurement of the full height of the sign, including the base or support structure and any design element surrounding or enclosing the sign face. The measurement includes the vertical distance from the adjacent existing, natural ground level to the top of the sign, including any decorative element, which may enclose the sign. The average natural grade is measured by surveying the grade of the land within ten feet (10') of the location of the proposed freestanding sign.



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3. Awnings and Canopies:

- a. Location: Lettering and signage is prohibited on awnings or canopies.
- b. Design: Awnings and canopies shall be complimentary to the architecture of the building.

E. ADDITIONAL STANDARDS FOR PERMANENT SIGNS IN RESIDENTIAL ZONING DISTRICTS (R-1, R-2, R-3, R-4, R-5, R-6, & R-7)

1. Wall Signs and Freestanding Signs shall be allowed in the residential districts (R-1, R-2, R-3, R-4, R-5, R-6, & R-7) in accordance with the following table:

DIMENSIONAL REGULATIONS FOR WALL & FREESTANDING SIGNS R-1, R-2, R-3, R-4, R-5, R-6, & R-7 ZONING DISTRICTS					
Land Use	Sign Type	# of Signs	Maximum Allowable Sign Face Area	Maximum Letter Height	Maximum Height
Residential	Wall Sign	<i>Prohibited</i>			
	Freestanding Sign	One (1) per entrance ¹	Five (5) SF per acre of development land area, up to a maximum of thirty (30) SF	N/A	60" (5')
Non-Residential & Institutional	Wall Sign	One (1) per tenant frontage; maximum of two (2) but must be spaced 300' apart	One half (½) SF per one (1) LF of tenant frontage; maximum of sixty (60) SF per sign	36" (3')	84" (7')
	Freestanding Sign	One (1) per building frontage; maximum of two (2) but must be spaced 300' apart	Thirty (30) SF	N/A	72" (6')

¹ Per entrance to residential subdivision, residential community, or individual residential project.

SF= Square foot; LF= Linear foot

F. ADDITIONAL STANDARDS FOR PERMANENT SIGNS IN BUSINESS ZONING DISTRICTS (B-1, B-2, B-3, & B-4)

1. **Wall Signs:** Wall signs shall be allowed in the Business Districts (B-1, B-2, B-3, & B-4) in accordance with the following table:

DIMENSIONAL REGULATIONS FOR WALL SIGNS B-1, B-2, B-3 & B-4 ZONING DISTRICTS				
Tenant's GFA	# of Wall Signs	Maximum Allowable Sign Face Area	Maximum Letter Height	Maximum Sign Height
Up to 10,000 SF	One (1) per tenant frontage	One (1) SF per one (1) LF of building/tenant frontage not to exceed 120 SF per sign	30" (2.5')	78" (6.5')
10,001 - 25,000 SF	One (1) per tenant frontage	One (1) SF per one (1) LF of building/tenant frontage not to exceed 120 SF per sign	36" (3')	84" (7')
25,001-80,000 SF	One (1) per tenant frontage	One (1) SF per one (1) LF of building/tenant frontage not to exceed 120 SF per sign	48" (4')	84" (7')
Over 80,000 SF	One (1) per tenant frontage	One (1) SF per one (1) LF of building/tenant frontage not to exceed 120 SF per sign	96" (8')	96" (8')

GFA= Gross Floor Area; SF= Square foot; LF= Linear foot

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2. **Freestanding Signs:** Freestanding signs shall be allowed in the Business Districts (B-1, B-2, B-3, & B-4) in accordance with the following table:

DIMENSIONAL REGULATIONS FOR FREESTANDING SIGNS B-1, B-2, B-3, & B-4 ZONING DISTRICTS			
Lot Frontage	# of Freestanding Signs	Maximum Allowable Sign Face Area	Maximum Sign Height
Less than 500' of Lot Frontage	One (1) per directly adjacent public frontage; maximum of two (2) but must be spaced 300' apart	One (1) SF per two and a half (2 ½) LF of lot frontage not to exceed 120 SF per sign	120" (10')
500' to 1,000' of Lot Frontage	Two (2) per directly adjacent public frontage; maximum of two (2) but must be spaced 300' apart	One (1) SF per two and a half (2 ½) LF of lot frontage not to exceed 120 SF per sign	120" (10')
Greater than 1,000' of Lot Frontage	Three (3) per directly adjacent public frontage; maximum of three (3); must be spaced 300' apart	One (1) SF per two and a half (2 ½) LF of lot frontage not to exceed 120 SF per sign	120" (10')

SF= Square foot; LF= Linear foot

G. ADDITIONAL STANDARDS FOR PERMANENT SIGNS IN THE AUTOMOTIVE SERVICE ZONING DISTRICT (B-5)

1. **Wall Signs:** Wall signs shall be allowed in the Automotive Service District (B-5) in accordance with the following table:

DIMENSIONAL REGULATIONS FOR WALL SIGNS B-5 ZONING DISTRICT				
Lot Size	# of Wall Signs	Maximum Allowable Sign Face Area	Maximum Letter Height	Maximum Sign Height
< Three (3) Acres	One (1) per tenant frontage	One (1) SF per one (1) LF of building/tenant frontage not to exceed 120 SF per sign	36" (3')	84" (7')
> Three (3) Acres	Four (4) per tenant frontage	Two (2) SF per one (1) LF of building/tenant frontage not to exceed 400 SF total for all signs	96" (8')	96" (8')

SF= Square foot; LF= Linear foot

2. **Freestanding Signs:** Freestanding signs shall be allowed in the Automotive Service District (B-5) in accordance with the following table:

DIMENSIONAL REGULATIONS FOR FREESTANDING SIGNS B-5 ZONING DISTRICT			
Lot Size	# of Freestanding Signs	Maximum Allowable Sign Face Area	Maximum Sign Height
< Three (3) Acres	One (1) per directly adjacent public frontage; maximum of two (2) but must be spaced 300' apart	One (1) SF per two and a half (2 ½) LF of lot frontage not to exceed 120 SF per sign	120" (10')
> Three (3) Acres	Two (2) per directly adjacent public frontage; maximum of two (2) but must be spaced 300' apart	One (1) SF per two (2) LF of lot frontage not to exceed 150 SF per sign	216" (18')

SF= Square foot; LF= Linear foot

H. ADDITIONAL STANDARDS FOR PERMANENT SIGNS IN OFFICE/ INDUSTRIAL ZONING DISTRICTS (ORI & M-1)

1. **Wall Signs:** Wall signs shall be allowed in the Office and Industrial Districts (ORI & M-1) in accordance with the following table:

DIMENSIONAL REGULATIONS FOR WALL SIGNS ORI & M-1 ZONING DISTRICTS				
Tenant's GFA	# of Wall Signs	Maximum Allowable Sign Face Area	Maximum Letter Height	Maximum Sign Height
Up to 10,000 SF	One (1) per tenant frontage	One (1) SF per two (2) LF of lot frontage not to exceed 120 SF per sign	30" (2.5')	78" (6.5')
10,001- 25,000 SF	One (1) per tenant frontage	One (1) SF per two (2) LF of lot frontage not to exceed 120 SF per sign	36" (3')	84" (7')
25,001-80,000 SF	One (1) per tenant frontage	One (1) SF per two (2) LF of lot frontage not to exceed 120 SF per sign	48" (4')	84" (7')
Over 80,000 SF	One (1) per tenant frontage	One (1) SF per two (2) LF of lot frontage not to exceed 120 SF per sign	96" (8')	96" (8')

GFA= Gross Floor Area; SF= Square foot; LF= Linear foot

2. **Freestanding Signs:** Freestanding signs shall be allowed in the Office and Industrial Districts (ORI & M-1) in accordance with the following table:

DIMENSIONAL REGULATIONS FOR FREESTANDING SIGNS ORI & M-1 ZONING DISTRICTS			
Lot Frontage	# of Freestanding Signs	Maximum Allowable Sign Face Area	Maximum Sign Height
Any Lot Frontage	One (1) per directly adjacent public frontage; maximum of two (2)	One (1) SF per two and a half (2 ½) LF of lot frontage not to exceed 120 SF per sign.	120" (10')

SF= Square foot; LF= Linear foot

I. TEMPORARY SIGN STANDARDS

1. General Regulations for Temporary Signs:

- a. The regulations within this Section apply to all temporary signage visible from a public right-of-way.
- b. Permit(s) are required for temporary signs, except as noted in Section IX.B.4.
- c. Temporary Signs are not allowed on properties that have an electronic message center sign.
- d. Location:
 - i. Temporary sign(s) must be located on the premise of which they identify and may be attached to the building or be located on the ground;
 - ii. The sign(s) must be set back a minimum of ten feet (10') from all property lines (setback requirement may not apply to certain exempt signs as noted in Section IX.B.4.);
 - iii. Temporary signs are not permitted to be located within parking spaces, the public right-of-way, within public utility or drainage easements, in the way of sidewalks, on utility poles, on trees, on traffic signs, on roofs, or in areas that obstruct clear sight/vehicular visibility; and
 - iv. Inflatable signs are only allowed on the ground and must be a minimum of twenty feet (20') from property lines.
- e. Materials: Temporary signs may be constructed of materials including, but not limited to: paper, cloth, canvas, plastic sheet, cardboard, wallboard, wood, metal, or other like materials.
- f. Illumination: No lighting shall be installed in order to illuminate a temporary sign without obtaining an electrical permit issued by the Village. Existing lighting can be utilized to illuminate a temporary sign.

2. Allowable Types of Temporary Signs: The following types of temporary signs are permitted with stipulations below. In the event that a proposed type of sign is not included on the list below, the Zoning Administrator or their designee may determine if the proposed sign type is similar and compatible with the allowable types and choose to allow or prohibit the proposed temporary sign.

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- a. Banner: Banners may be placed on a wall or as a freestanding temporary sign. A freestanding temporary banner shall not exceed six (6) feet in height from grade.
 - b. Feather Flag Sign: Feather Flag signs (also known as vertical signs) are typically used as temporary freestanding ground signs. A freestanding temporary flag/feather sign shall not exceed fifteen (15) feet in height from grade.
 - c. Lawn Signs: Lawn signs are typically smaller temporary freestanding signs that are placed into the ground using thin metal stakes. Lawn signs shall not exceed three (3) feet in height from grade.
 - d. Inflatable Signs: Inflatable signs can be a maximum height of twenty-five (25) feet from grade. Sign face area for an inflatable sign is calculated by the size of the banner accessory to the inflatable sign.
3. Number of Temporary Signs: The allowable number of temporary signs shall be determined by the Zoning Administrator or their designee. The number of temporary signs displayed shall not be ostentatious and the number and size of said signs shall be proportional to the area where the signs are placed.
 4. Sign Face Area and Allowable Duration of Display: Temporary signs shall be permitted within all Zoning Districts for a maximum duration of time based on the size of the sign face area in accordance with the table below. For the purposes of calculating sign face area for temporary signs, the sign face area shall constitute the area of one (1) side of the sign. When multiple temporary signs are proposed for display, the total sign face area shall be the area of one (1) side of each sign.

SIGN FACE AREA AND ALLOWABLE DURATION OF DISPLAY FOR TEMPORARY SIGNS	
Maximum Allowable Sign Face Area (Per Side)	Maximum Duration of Display
Twenty-five (25) square feet or less	Four (4) weeks
Twenty-six (26) to fifty (50) square feet	Three (3) weeks
Fifty-one (51) to seventy-five (75) square feet	Two (2) weeks
Greater than seventy-five (75) square feet	At the discretion of the Zoning Administrator or their designee

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- a. Number of Display Periods Per Year:
- i. R-1, R-2, R-3, R-4, R-5, R-6, R-7, B-1, B-2, B-3, B-4, ORI, & M-1 Zoning Districts: An entity is allowed a maximum of eight (8) weeks of display within a twelve (12) month period.
 - ii. B-5 Zoning District: An entity is allowed a maximum of twelve (12) weeks of display within a twelve (12) month period.
- b. Extensions for Display Period: The Zoning Administrator or their designee may extend the allowable duration of display in special circumstances (ex. grand opening, store closing, charitable events, temporary/seasonal uses), but a letter requesting additional time must be submitted for consideration.

J. ELECTRONIC MESSAGE CENTERS/DYNAMIC VARIABLE ELECTRONIC MESSAGE

1. General Regulations: These regulations apply to all electronic message signs. Freestanding signs containing electronic message centers shall conform to all other regulations applicable to freestanding signs as regulated by the zoning district of the subject property.
2. Location: Electronic message centers shall be located on a freestanding sign as defined herein, and shall not be constructed upon or mounted to any other type of building or structure. An electronic message sign cannot be located within three hundred feet (300') of another electronic message sign.
3. Display Regulations:
 - a. Message Transitions:
 - i. Transition between messages must be a minimum of two (2) seconds.
 - ii. Changes of images shall be instantaneous and shall not use blinking, fading, rolling, shading, dissolving, or similar effects as part of the change, nor shall the images and messages displayed on the dynamic display sign flash or blink. Messages must be static, complete in themselves, without continuation in content to any other sign and must remain visible for at least an eight (8) second interval before being reset or replaced with another message, content or image.
 - b. Illumination: Electronic message signs shall use automatic level controls to reduce light levels at night and under cloudy and other darkened conditions, in accordance with the following:
 - i. All electronic message signs shall have installed ambient light monitors, and shall at all times allow such monitors to automatically adjust the brightness level of the sign based on ambient light conditions.
 - ii. Maximum brightness levels for electronic or digital display signs shall not exceed 5000 nits when measured from the sign's face at its maximum brightness during daylight hours.
 - iii. Maximum brightness levels for electronic, digital display signs shall not exceed 500 nits when measured from the sign's face at its

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maximum brightness, between sunset and sunrise, as those times are determined by the National Weather Service.

- iv. Written certification from the sign manufacturer must be provided at the time of application for a building permit certifying that the light intensity of the sign has been preset not to exceed the illumination levels established by this Ordinance, and that the preset intensity level is protected from end user manipulation by password protected software or other approved method.
 - v. Electronic message signs must be equipped with a dimmer control and a photo cell which constantly keep track of ambient light conditions and adjust sign brightness accordingly.
 - vi. The illumination from an electronic message center shall not encroach onto or create a visual nuisance to residential properties.
4. Maximum Allowable Size: The electronic message center portion of a freestanding sign shall comprise no more than twenty (20) percent of the total sign face area of the freestanding sign.
5. Audio: Audio speakers in association with such signs are prohibited.
6. Maintenance: Any electronic message sign that malfunctions, fails, or ceases to operate in its usual or normal programmed manner, causing motion, movement, flashing or any similar effects, shall be restored to its normal operation conforming to the requirements of this ordinance within twenty-four (24) hours.
7. Public Messages: The Village of Tinley Park may request public service announcements related to community events to be displayed upon signs with electronic message centers. Additionally, the Village may exercise its police powers to protect public health, safety, and welfare by requiring emergency information to be displayed upon signs with electronic message centers. Upon notification, the sign operators shall promptly display specific messages as provided by the Village.

K. STANDARDS FOR WALL SIGNS ADJACENT TO INTERSTATE 80

- Properties that directly abut the right-of-way of Interstate 80 shall be allowed permanent and/or temporary wall signage for the walls of the building that face Interstate 80 in accordance with the table below.

DIMENSIONAL REGULATIONS FOR WALL SIGNS I-80 CORRIDOR				
Setback from I-80	# of Wall Signs	Maximum Allowable Sign Face Area	Maximum Letter Height	Maximum Sign Height
0' to 300'	One (1) per tenant frontage facing I-80	One (1) SF per one (1) LF of building/tenant frontage facing I-80	96" (8')	96" (8')
301' to 500'	One (1) per tenant frontage facing I-80	One (1) SF per one (1) LF of building/tenant frontage facing I-80	144" (12')	144" (12')
501' or greater	One (1) per tenant frontage facing I-80	One (1) SF per one (1) LF of building/tenant frontage facing I-80	180" (15')	180" (15')

SF= Square foot; LF= Linear foot

- The setback shall be measured from the wall of the proposed wall sign location to the pavement of Interstate 80, as determined by Staff.
- If the business elects to use temporary signage rather than permanent signage, the sign may be displayed for a maximum of eight (8) weeks within a twelve (12) month period.

L. STANDARDS FOR ACCESSORY SIGNS

1. Gasoline Sales Signs: When a business is selling gasoline, the business may:
 - a. Display a changeable copy sign attached to a freestanding sign at a maximum of twenty (20) square feet in size. Said sign is considered part of the total allowable sign face area for the freestanding sign.
 - b. Display signage permanently adhered to the fuel pump stations. Such signage cannot project outward from the fuel pump stations.
 - c. Provide a canopy over the fuel pumps. Signage on the top border of the canopy shall be allowed with a maximum of one (1) square foot of signage per each two (2) lineal feet of canopy length and said signage shall not project beyond the width of the canopy. Signage is not allowed on the canopy support columns.
2. Directional Signs: The intent of a directional sign is to ensure safe traffic flow for customers and pedestrians. When a business requires signage to aid their customers in navigating their site, the following regulations apply:
 - a. Directional signs are for the exclusive purpose of providing direction to the destination. An example of words on directional signs include: "Entrance", "Exit", "Drive-Thru", "One Way", and "Do Not Enter". Directional signs may also be used to indicate which door to use to enter a specific portion of the building, such as "← Main Entrance", "← Urgent Care", and "Emergency ↑".
 - b. The number of directional signs allowed shall be determined by the Zoning Administrator or their designee.
 - c. Directional Signs on a Wall:
 - i. The maximum sign face area for a directional wall sign is six (6) square feet per sign.
 - ii. Directional signs on walls shall not interfere with the architecture of the building.
 - d. Freestanding Directional Signs:
 - i. The maximum height for a freestanding directional sign is four feet (4').

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- ii. The maximum sign face area for a freestanding directional sign is six (6) square feet per sign.
 - iii. Directional signs shall be set back at least one foot (1') from property lines and cannot cause a line-of-sight issue.
 - iv. Directional signs shall be located within landscaped areas and shall be permanently installed.
3. Signs Accessory to Drive-Thru Uses: When a business requires signage accessory to drive-thru components of the business, the business may:
- a. Display additional freestanding signage for the purpose of advertising the available products/services to the customer using the drive-thru. Such sign shall be a maximum height of seven feet (7') tall and shall not exceed forty-five (45) square feet of sign face area per lane. This sign is also subject to the landscaping requirements within Section IX.D.2.h.
 - b. Provide a sign for the purpose of indicating the maximum clearance height for a vehicle traveling through the drive-thru.

M. PROHIBITED SIGNS & LIGHTING

1. Signs erected without a valid permit when required within this Section;
2. Off-Premise Signs;
3. Billboards;
4. Roof Signs;
5. Manually-changeable message signs;
6. Pennants, streamers, and festoon lights unless authorized by the Zoning Administrator or their designee;
7. Air Dancer Signs;
8. Vehicle Signs or signs attached, affixed or painted on vehicles or trailers that are parked in a public right-of-way, public property or on private property where visible from a public right-of-way for the purpose of advertising a product, a service or directing people to a business or activity located on the same or nearby property, unless the vehicle with vehicle signs, as defined herein, is used during business hours for deliveries or an activity related to the subject business, except in no case shall said vehicle with vehicle signs, as defined herein, park in a public right-of-way, public property, or private property in close proximity to the subject business during non- business hours of the subject business.
9. Signs which contain statements, words, or pictures of obscene, indecent, or immoral character and which offend public morals or decency;
10. Miscellaneous advertising devices, other than signs which conform to the provisions of this Ordinance, shall not be allowed unless approved by the Village Board;
11. Signs that could be mistaken for traffic control signs or lights;
12. Illumination in the form of rotating beams, beacons, or flashing illumination resembling an emergency light;
13. Signs which flash, blink, flutter, or have motion, change in light intensity or brightness, are animated, create an illusion of movement, except for Electronic Message Center (EMC)/Dynamic Variable Electronic Message (DVEM) Signs as regulated within Section IX.J.;
14. Any string of lights outlining property lines, sales areas, doors, windows, or wall edges of a building; and

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15. Neon or other illuminated tubing (except when approved by the Plan Commission as an architectural enhancement during Site Plan Approval for new construction. Existing uses may utilize illuminated tubing as an architectural enhancement with approval from the Zoning Board of Appeals).

DRAFT

N. NONCONFORMING SIGNS

1. Nonconforming Signs: Signs existing at the time of the enactment of this Section IX, or any amendment thereto, or at the time of annexation to the Village of the property on which they are located and not conforming to the provisions of this Section IX, shall be regarded as nonconforming signs. Nonconforming signs shall be of two types – either a legal nonconforming sign or an illegal nonconforming sign.
2. Ordinary Repair, Maintenance, and Display of Sign Content: Normal maintenance, incidental repair, and display of sign content are allowed for nonconforming signs, including:
 - a. The replacement of non-load-bearing sign elements and electrical wiring and fixtures; provided that any repair or replacement shall, whenever possible, eliminate or reduce any nonconformity in the element being repaired or replaced;
 - b. The replacing, repairing, or repainting of any portion of a sign or its structural elements;
 - c. The periodic changing of tenant's sign panels or the renewing of copy that has been made unusable by ordinary wear and tear, weather, or accident.
3. Alteration, Enlargement, Relocation: Nonconforming signs shall not be:
 - a. Changed or altered in any manner that would increase the degree of its nonconformity;
 - b. Enlarged or expanded;
 - c. Structurally altered to prolong its useful life; and/or
 - d. Moved in whole or in part to any other location where it would remain nonconforming.
4. Damage or Destruction: Any nonconforming sign damaged or destroyed, by any means, to an extent of 50 percent or more of its replacement cost shall not be restored but shall be removed or brought into conformity with the provisions of this Section.

FINAL DRAFT:
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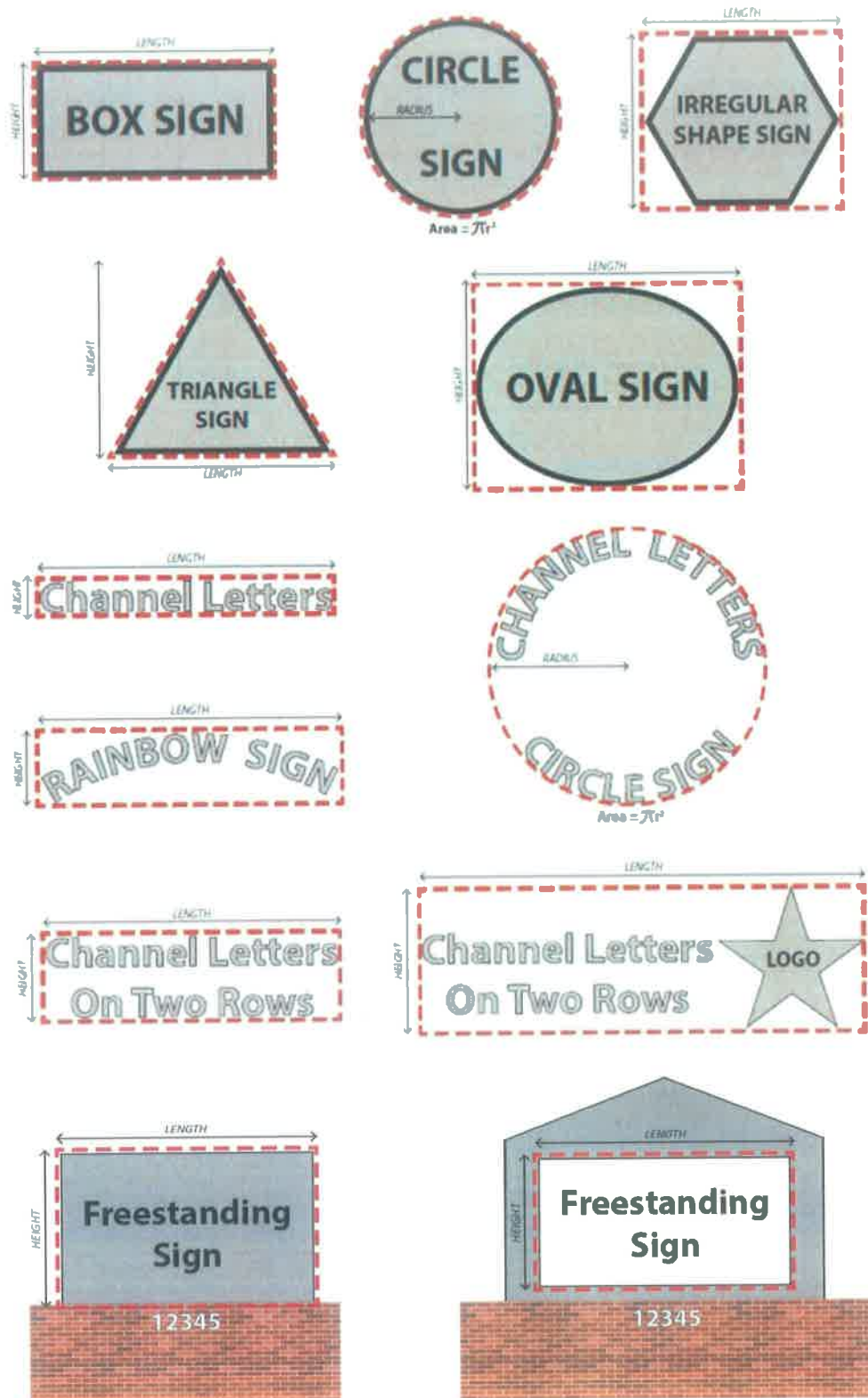
SECTION II

DEFINITIONS

Area, Sign Face: The area of a sign face shall be determined by calculating the area within a single continuous perimeter encompassing the entire advertising copy or art designed to attract attention. This shall include the extreme limits of characters, lettering, illustrations, ornamentation or other figures, together with any other material, design or color forming an integral part of the display. The area within the single continuous perimeter shall be calculated by determining the area of the smallest measurable square, circle, rectangle, or triangle within the single continuous perimeter, including the frame, border, or other material, which forms an integral part of the display and is used to differentiate such sign from the wall or background against which it is placed. For freestanding signs, sign face area shall not include any structural or framing element lying outside the limits of the sign face where copy is placed and not forming an integral part of the display.

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Festoon Lights: This type of lighting is characterized by large, round light bulbs strung along a cord. This type of lighting is typically used for special events.

Floor Area, Gross: The Gross Floor Area is the sum of the gross horizontal areas of the floors within outside walls of a building including basements, elevator shafts, and stairwells at each story; floor space used for mechanical equipment, penthouse, half story, and mezzanine or interior balcony, and the gross floor area of any and all accessory buildings.

Frontage, Tenant: The portion of the facade of the building that includes only the individual tenant's premises that faces a public right-of-way or public access way, and/or includes the primary entrance to the tenant space.

Height, Freestanding Sign: The vertical distance from the top of the sign including the support structure and any decorative design element, to the average adjacent natural grade. If the ground at the base is augmented in a manner that adds height to the sign but not the surrounding buildings, the height shall be measured from the nearest paved travel way.

Height, Wall Sign: The greatest vertical dimension of the single continuous perimeter line used to define the sign area.

Institutional Uses: Public, charitable, educational, or religious uses. Also, traditional non-residential uses that are typically allowed for residentially zoned properties, such as nursing homes, congregate elderly housing, convalescent home, public library, hospital, transit facility, medical use in a residential zoning district, childcare center in a residential zone, or cemetery.

Nit: A unit of luminance or visible-light intensity commonly used to specify a level of brightness. The nit is a comparatively small unit of brightness with 1 Nit equal to .29185396 foot candles.

Sign: A Sign may be a name, identification, description, illustration, display, or device which is affixed to, painted, or represented upon a structure or land and which directs attention to a product, place, activity, person, institution, organization, or business. A Sign shall also include a Permanent Sign located within a building in such a manner as to be viewed or intended for view primarily from the exterior of the building or entrance to the use. For the purpose of definition, a Sign may be single-face or double-face.



- | | | | |
|----|--|-----|----------------------------------|
| A. | Air Dancer Sign | O. | Outdoor Bulletin Board |
| B. | Freestanding Sign (with Electronic Message Center) | P. | Canopy |
| C. | Memorial Sign | Q. | Streamers |
| D. | Flag | R. | Pennants |
| E. | Festoon Lights | S. | Integral Sign |
| F. | Sandwich Board | T. | Wall Sign – Box Sign |
| G. | Roof Sign | U. | Inflatable Sign |
| H. | Wall Sign – Channel Letters | V. | Manually-Changeable Message Sign |
| I. | Banner (on wall) | W. | Lawn Sign |
| J. | Awning | X. | Light Pole Banners |
| K. | String of Lights | Y. | Feather Flag Sign |
| L. | Window Sign | Z. | Vehicle Sign |
| M. | Address Sign | AA. | Directional Sign |
| N. | Door Sign | BB. | Billboard |

Sign, Address: A sign displayed for the purpose of identifying the address of the property.

Sign, Air Dancer: An Air Dancer Sign is a type of temporary sign or inflatable sign that uses air to create movement as part of a sign for the purpose of attracting attention.

Sign, Banner: Any sign with or without characters or illustrations applied to cloth, paper, flexible plastic, or fabric of any kind, with no rigid material as a backing. A banner must be attached to a wall or post, such as a light post, for support. See also “Banner (Freestanding) Sign”, “Banner (Light Pole) Sign” and “Banner (Wall) Sign”.

Sign, Banner (Freestanding): A Freestanding Banner is any banner that has separate, easy to remove individual supports that are used for the sole purpose of supporting the temporary banner.

Sign, Banner (Light Pole): A Light Pole Banner is a banner displayed on a light pole.

Sign, Banner (Wall): A Wall Banner is a banner that is designed to be hung upon a wall of a building. Such signs are supported by materials that are not fixed or rigid, or are designed to be easily removed.

Sign, Billboard: A permanent, freestanding, off-premise sign. These signs are typically large and oriented toward high-traffic corridors.

Sign, Box: A Box Sign is a sign which contains all of the advertising copy within a single enclosed cabinet or a single continuous shape that is mounted to a wall. Box Signs may be a translucent back-lit panel enclosed within a frame or can be a non-illuminated shape.

Sign, Directional: A sign erected for the purpose of providing direction to the destination. Such signs typically include arrows and identify locations rather than advertising copy and/or logos.

Sign, Door: A sign affixed to an entrance door located on the building frontage that includes information other than the address of the business.

Sign, Feather Flag: A sign that is feather-shaped or sail-shaped in appearance and are typically made of nylon or vinyl. Such signs are typically displayed as freestanding attention-getting devices and are non-illuminated.

Sign, Flag: A Flag Sign is a sign that is displayed on a flag pole. A Flag Sign typically moves with the wind.

Sign, Flashing: A Flashing Sign is an illuminated sign on which the artificial light is not maintained constant, or stationary in intensity or color, at all times when such a sign is in use. For the purpose of this Ordinance, a revolving, illuminated sign shall be considered a Flashing Sign.

Sign, Freestanding: Any sign supported wholly or in part by some structure other than the building or buildings housing the use to which the sign pertains. Freestanding signs shall also include ground, monument, and pylon signs.

Sign, Dynamic Variable Electronic Message (DVEM): Also called an electronic message or digital sign, this type of sign is a fixed or changing display/message composed of a series of lights that may be changed through electronic means, and may involve a specialized form of silver casting in which multimedia content is displayed. A DVEM sign usually consists of a computer or playback device connected to a large, bright digital screen such as an LCD or plasma display. These signs display moving images and/or display of text in digital formats over the internet or on television or similar transmission device. DVEM signs shall also include Tri-Vision Signs.

Sign, Identification: An Identification Sign is a sign indicating the name and address of a building, or the name of an occupant thereof, and the practice of a permitted occupation therein.

Sign, Inflatable: An inflatable sign is any sign made of flexible materials, such as latex, polyurethane, or any kind of fabric that is filled with a gas (generally air or helium) so that the material inflates to a certain shape. These shapes include, but are not limited to, balloons, large animals, sports-related balls, etc. Inflatable signs generally are used to support large banners for the purpose of advertising.

Sign, Integral: A sign that is embedded, extruded, or carved into the material of a building façade. An Integral Sign can also be made of bronze, brushed stainless steel or aluminum, or similar material and attached to the building façade.

Sign, Lawn: A sign that is temporary in nature and is typically staked in the ground by metal or plastic supports.

Sign, Manually-Changeable Copy: A sign or portion thereof with characters, letters, or illustrations that can be changed or rearranged manually without altering the face or surface of the sign.

Sign, Memorial: A sign erected for the purpose of memorializing a certain person, place, or event of significance. This type of sign is typically similar to a plaque and can be either freestanding or attached to the wall of a structure.

Sign, Off-Premise: A sign which advertises goods, products or services which are not sold, manufactured, or distributed on or from the premises or facilities on which the sign is located.

Sign, Outdoor Bulletin Board: An Outdoor Bulletin Board Sign is a cabinet attached to the wall of a structure for the purpose of displaying periodically-changing announcements or advertisements.

Sign, Pennant: A sign, with or without a logo or text, made of flexible materials and suspended from either one or both of its corners. Pennants are generally shaped like a long isosceles triangle.

Sign, Permanent: Any sign or advertising display intended to be displayed for a time period in excess of that of a temporary sign. Permanent Signs are typically affixed to a wall or are installed as freestanding signs in the ground. The intent of permanent signs is commonly to provide day-to-day identification for the business or organization for which the sign is advertising.

Sign, Projecting: A sign, other than a wall sign, which projects (usually perpendicularly) from and is supported by a wall of a building or structure.

Sign, Temporary: A banner, pennant, poster or advertising display constructed of paper, cloth, canvas, plastic sheet, cardboard, wallboard, wood, metal or other like materials and that appears to be intended to be displayed for a reasonable short or definite limited period of time. If the sign display area is permanent but the message displayed is subject to periodic manual changes, that sign shall not be regarded as a Temporary Sign.

Sign, Roof: A sign erected, constructed, supported or maintained in whole or part upon or above the highest point of the roof line, parapet, or fascia of the building. For buildings with a hip, gambrel, or gable roof this would be above the eave line; for mansard roofs, this would be above the deck line for the roof, and for flat roofs it would be above the edge of the wall.

Sign, Sandwich Board: Also known as an “A-Frame Sign”, this freestanding temporary sign is characterized by having two boards connected together at the top. The boards may have signage on one or both sides.

Sign, Streamer: A sign similar to pennants that utilizes copy that is strung together and suspended from either one or both of its corners.

Sign, Tri-Vision: A three-message sign that consists of triangular prisms placed inside a frame. The prisms rotate 120°, each showing a new message of advertisement and/or information. As implied, three individual images, or messages, can be displayed on a Tri-Vision sign.

Sign, Vehicle: Any advertising or business sign attached to a transportation vehicle for the purpose of identification or advertising a business, public or quasi-public institution.

Sign, Wall: A Wall Sign is a Sign that is affixed to an exterior wall of any building, which shall project not more than eighteen (18) inches from the building wall or parts thereof.

Sign, Wayfinding: A coordinated design of signs located in the public right-of-way that exclusively conveys information about a specific location within the community by providing a visual identity, orientation or information about that destination.

Sign, Window: A window sign is any sign affixed to a window or within three (3) linear feet of a window on the interior of a building.



MINUTES OF THE PLAN COMMISSION

VILLAGE OF TINLEY PARK, COOK AND WILL COUNTIES, ILLINOIS

MAY 4, 2017

The Regular Meeting of the Plan Commission was held in the Council Chambers of Village Hall on May 4, 2017 at 7:30 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Plan Commission: Mark Moylan, Acting Chairman
Kevin Bergthold
Peter Kroner
Tim Stanton
Lori Kappel
Ken Shaw
Anthony Janowski (arrived at 7:52 p.m.)

Absent Plan Commissioner(s): Ed Matushek III, Chairman

Village Officials and Staff: Paula Wallrich, Interim Community Development Director
Stephanie Kisler, Planner I
Barbara Bennett, Commission Secretary

CALL TO ORDER

ACTING PLAN COMMISSION CHAIRMAN MOYLAN called to order the Regular Meeting of the Plan Commission for May 4, 2017 at 7:30 p.m.

COMMUNICATIONS

There were none.

APPROVAL OF MINUTES

Minutes of the April 20, 2017 Regular Meeting of the Plan Commission were presented for approval. A motion was made by COMMISSIONER KRONER, seconded by COMMISSIONER SHAW, to approve the Minutes as presented. The Motion was approved unanimously by voice call. ACTING CHAIRMAN MOYLAN declared the Motion approved.

TO: VILLAGE OF TINLEY PARK PRESIDENT AND BOARD OF TRUSTEES

FROM: VILLAGE OF TINLEY PARK PLAN COMMISSION

SUBJECT: MINUTES OF THE MAY 4, 2017 REGULAR MEETING

ITEM #3: PUBLIC HEARING (CONTINUED): TEXT AMENDMENT TO THE VILLAGE OF TINLEY PARK ZONING ORDINANCE (SECTION II AND SECTION IX) RELATED TO SIGN REGULATIONS

Consider recommending that the Village Board approve Text Amendments to Section II (Definitions) and Section IX (Sign Regulations) of the Village of Tinley Park Zoning Ordinance. The proposed Text Amendments include but are not limited to: regulations for sign face area, sign height, quantity of signs, location of signs, sign materials, regulations for signage in the B-5 Zoning District, sign regulations for special areas and particular uses, temporary signs, nonconforming signs, and definitions for terms related to signage.

Present were the following

Plan Commissioners:

Mark Moylan, Acting Chairman
Kevin Bergthold
Peter Kroner
Tim Stanton
Lori Kappel
Ken Shaw
Anthony Janowski (arrived at 7:52 p.m.)

Absent Plan Commissioner(s): Ed Matushek III, Chairman

Village Officials and Staff:

Paula Wallrich, Interim Community Development Director
Stephanie Kisler, Planner I
Barbara Bennett, Commission Secretary

A Motion was made by COMMISSIONER KRONER, seconded by COMMISSIONER SHAW to open the continuation of the Public Hearing on the TEXT AMENDMENT TO THE VILLAGE OF TINLEY PARK ZONING ORDINANCE (SECTION II AND SECTION IX) RELATED TO SIGN REGULATIONS. The Motion was approved unanimously by voice call. ACTING CHAIRMAN MOYLAN declared the Motion approved.

ACTING CHAIRMAN MOYLAN noted there was no one present in the audience to be sworn in.

STEPHANIE KISLER, Planner I, stated Staff has been continuing to draft revisions to Sign Regulations of the Zoning Ordinance. The Village Attorney advised Staff to propose changes that would strengthen the legality of the Village's Sign Regulations.

MS, KISLER went through all the changes in the Working Draft for Section IX (Sign Regulations) and the new signage-related definitions that would be added within Section II (Definitions). Notable changes/discussion topics included:

- Page 3 – b – Political Signs – Removing “Residential” so these regulations would apply to all properties.
- Page 12 – c – Location of Freestanding Signs – Must be set back a minimum of 10 feet from all property lines.
- Page 13/14 – Multi-tenant Freestanding Sign Panel Consistency – A Straw Poll was taken by Commissioners to determine their visual preference for regulation of the multi-tenant panel design on freestanding signs. The poll results included:
 - Option B (Same background color only): Commissioners Shaw, Kappel, and Moylan
 - Option C (Same background color and font color): None
 - Option D (Same background color, font color, and font face): Commissioners Berghold, Stanton, Janowski, and Kroner
- Page 15 – c – Awnings and Canopies – Remove c.
- Page 24 – #2 & #4 – Electronic Message Centers/Dynamic Variable Electronic Message – There was a brief discussion on prohibiting these types of signs; however, Staff inventoried the existing signs and found that there are about thirty (30) of these types of signs in the community and it would create a lot of nonconformities to prohibit them all together. Instead of prohibiting them, Staff proposed to place a restriction on how close one electronic message sign can be to another electronic message sign and reduce the allowable sign face area for the electronic message part of a sign.
- Page 28 – a – Discussion regarding Signs Accessory to Drive-Thru Uses – Staff proposed to change this regulation to allow the display of additional freestanding signage (i.e. multiple menu boards if there are multiple drive-thru lanes) and 45 sq. ft. of sign face area per drive-thru lane.
- Page 32- 38 – Section II – Definitions of Signs – to be added alphabetically to Section II. Staff reviewed the new definitions and corresponding graphics.

ACTING CHAIRMAN MOYLAN stated there was no audience present for comments. Hearing no further comments, he asked for a motion.

A Motion was made by COMMISSIONER SHAW, seconded by COMMISSIONER JANOWSKI, to close the Public Hearing on TEXT AMENDMENT TO THE VILLAGE OF TINLEY PARK ZONING ORDINANCE (SECTION II AND SECTION IX) RELATED TO SIGN REGULATIONS. The Motion was approved unanimously by voice call. ACTING CHAIRMAN MOYLAN declared the Motion approved.

ACTING CHAIRMAN MOYLAN, hearing no further comments, asked for a motion.

A Motion was made by COMMISSIONER KRONER, seconded by COMMISSIONER JANOWSKI, to recommend that the Village Board to approve Text Amendments to Section II (Definitions) and Section IX (Sign Regulations) excluding Section IX.b.2.j of the Village of Tinley Park Zoning Ordinance as indicated in Staff’s most recent draft of the comprehensive Sign Regulation Text Amendments, dated 05/04/2017, with the following revisions:

1. That the Section IX.L.3. regarding drive-thru signage would be revised as discussed and agreed to in the Plan Commission meeting tonight.

AYE: PLAN COMMISSIONERS TIM STANTON, PETER KRONER, KEN SHAW,
KEVIN BERGTHOLD, ANTHONY JANOWSKI, LORI KAPPEL, AND
ACTING CHAIRMAN MARK MOYLAN

NAY: None

ABSENT: CHAIRMAN ED MATUSHEK

The Motion was approved unanimously by roll call. ACTING CHAIRMAN MOYLAN declared the Motion approved.

A Motion was made by COMMISSIONER JANOWSKI, seconded by COMMISSIONER KRONER to recommend that the Village Board to approve Text Amendments to Section IX.D.2.j. of the Village of Tinley Park Zoning Ordinance as indicated in Staff's most recent draft of the comprehensive Sign Regulation Text Amendments, dated 05/04/2017 using Option D (Regulating the Same Background Color, Font Color and Font Style for Panels on Multi-Tenant Signs)

AYE: PLAN COMMISSIONERS TIM STANTON, PETER KRONER, KEN SHAW,
KEVIN BERGTHOLD, AND ANTHONY JANOWSKI

NAY: PLAN COMMISSIONERS LORI KAPPEL AND ACTING CHAIRMAN
MARK MOYLAN

ABSENT: CHAIRMAN ED MATUSHEK

The Motion was approved by roll call. ACTING CHAIRMAN MOYLAN declared the Motion approved.



MINUTES OF THE PLAN COMMISSION

VILLAGE OF TINLEY PARK, COOK AND WILL COUNTIES, ILLINOIS

APRIL 20, 2017

The Regular Meeting of the Plan Commission was held in the Council Chambers of Village Hall on April 20, 2017 at 7:30 p.m.

PLEDGE OF ALLEGIANCE:

ROLL CALL

Plan Commission: Kevin Bergthold
Peter Kroner
Mark Moylan
Tim Stanton
Lori Kappel
Ken Shaw
Ed Matushek III, Chairman

Absent Plan Commissioner(s): Anthony Janowski
John Domina

Village Officials and Staff: Paula Wallrich, Interim Community Development Director
Stephanie Kisler, Planner I
Barbara Bennett, Commission Secretary

CALL TO ORDER

PLAN COMMISSION CHAIRMAN MATUSHEK called to order the Regular meeting of the Plan Commission for April 20, 2017 at 7:34 p.m.

TO: VILLAGE OF TINLEY PARK PRESIDENT AND BOARD OF TRUSTEES

FROM: VILLAGE OF TINLEY PARK PLAN COMMISSION

SUBJECT: MINUTES OF THE APRIL 20, 2017 REGULAR MEETING

ITEM #5: PUBLIC HEARING: TEXT AMENDMENTS TO THE VILLAGE OF TINLEY PARK ZONING ORDINANCE (SECTION II AND SECTION IX) RELATED TO SIGN REGULATIONS

Consider recommending that the Village Board approve Text Amendments to Section II (Definitions) and Section IX (Sign Regulations) of the Village of Tinley Park Zoning Ordinance. The proposed Text Amendments include but are not limited to: regulations for sign face area, sign height, quantity of signs, location of signs, sign materials, regulations for signage in the B-5 Zoning District, sign regulations for special areas and uses, temporary signs, nonconforming signs, and definitions for terms related to signage.

Present were the following

Plan Commissioners: Kevin Bergthold
Peter Kroner
Mark Moylan
Tim Stanton
Lori Kappel
Ken Shaw
Ed Matushek III, Chairman

Absent Plan Commissioner(s): Anthony Janowski
John Domina

Village Officials and Staff: Paula Wallrich, Interim Community Development Director
Stephanie Kisler, Planner I
Barbara Bennett, Commission Secretary

A Motion was made by COMMISSIONER MOYLAN, seconded by COMMISSIONER KAPPEL to open the Public Hearing on the TEXT AMENDMENT TO THE VILLAGE OF TINLEY PARK ZONING ORDINANCE (SECTION II AND SECTION IX) RELATED TO SIGN REGULATIONS. The Motion was approved unanimously by voice call. CHAIRMAN MATUSHEK declared the Motion approved.

CHAIRMAN MATUSHEK noted that Village Staff provided confirmation that appropriate notice regarding the Public Hearing was published in the local newspaper in accordance with State law and Village requirements.

CHAIRMAN MATUSHEK requested anyone present in the audience who wished to give testimony, comment, engage in cross-examination or ask questions during the Hearing stand and be sworn in

STEPHANIE KISLER, Planner I, stated Staff has been continuing to draft revisions to Sign Regulations of the Zoning Ordinance. Staff still must complete the new definitions and the diagrams showing the sign

types, but the bulk of the regulations have been drafted and Staff will go through the changes with the Plan Commission this evening.

MS. KISLER went through all the changes in the Working Draft for Section IX Sign Regulations. Notable changes/discussion topics included:

- Page 3 – Political Signs
- Page 4/5 – Light Pole Banners, Window, and Door Signs
- Page 12 – Background Colors for Multi-Tenant Freestanding Sign Panels
- Page 27 – Maximum Allowable Size for Electronic Message Centers
- Page 28 – Standards for Wall Signs Adjacent to Interstate 80
- Page 29 – Standards for Accessory Signs
- Page 33 – Nonconforming Signs

COMMISSIONER SHAW asked about the definition for Political Signs. He asked if this definition was in the Illinois State Statute. MS. KISLER replied this was a definition given to Staff by the Village Attorney which was adapted from another Village's Sign Regulations.

COMMISSIONER KRONER stated on the definition for "Political Signs" it could be changed to include "support a political candidate or a cause". MS. KISLER stated she would discuss this with the Village Attorney and she will remove the word "residential" so any property – residential or non-residential – can display political signs within these parameters and a permit will not be required.

MS. KISLER asked for a general recommendation from the Commissioners regarding background color/font style/font color on multi-tenant panels on freestanding signs. Staff provided four (4) options for consideration:

- Option A – Anything Goes (least restrictive)
 - Option B – Same Background Color
 - Option C – Same Background Color and Font Color
 - Option D – Same Background Color, Font Color, and Font (most restrictive)
-
- COMMISSIONERS MOYLAN, KAPPEL, AND MATUSHEK voted for B
 - COMMISSIONER SHAW voted B or D
 - COMMISSIONERS KRONER, BERGTHOLD, AND STANTON voted for D

MS. KISLER discussed electronic message centers and asked what the Commissioners felt about electronic message signs. She inquired if the Village should consider prohibiting them or lessening the allowable area. She noted that the Village chose to allow these types of signs in order to prohibit manually-changeable message signs. She said there are about thirty (30) of these signs that exist.

COMMISSIONER SHAW stated the electronic message signs should be prohibited or possibly a Special Use Permit would give the opportunity to handle them on a case-by-case basis.

COMMISSIONER KAPPEL stated the electronic message signs could be considered an eyesore and we should start somewhere to prohibit them even though we have allowed them in the past.

CHAIRMAN MATUSHEK noted they are not only an eyesore but could be considered a traffic hazard.

COMMISSIONER BERGTHOLD stated he would be in favor of prohibiting them for the private use but allow them for civic use.

COMMISSIONER MOYLAN has no problem with the electronic message signs.
MS. WALLRICH stated she would speak to the Village Attorney about this topic.

MS. WALLRICH suggested not closing the Public Hearing and continuing it to the next meeting.

A Motion was made by COMMISSIONER MOYLAN, seconded by COMMISSIONER STANTON, to continue this Public Hearing on TEXT AMENDMENTS TO THE VILLAGE OF TINLEY PARK ZONING ORDINANCE (SECTION II AND SECTION IX) RELATED TO SIGN REGULATIONS to the next Plan Commission Meeting. Vote by voice. CHAIRMAN MATUSHEK declared the Motion approved.

April 6, 2017



MINUTES OF THE PLAN COMMISSION

VILLAGE OF TINLEY PARK, COOK AND WILL COUNTIES, ILLINOIS

APRIL 6, 2017

The Regular Meeting of the Plan Commission was held in the Council Chambers of Village Hall on April 6, 2017 at 7:30 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Plan Commission:

- Kevin Bergthold
- John Domina
- Anthony Janowski
- Peter Kroner
- Mark Moylan
- Tim Stanton
- Lori Kappel
- Ken Shaw, Acting Chairman

Absent Plan Commissioner(s): Ed Matushek III, Chairman

Village Officials and Staff:

- Paula Wallrich, Interim Community Development Director
- Stephanie Kisler, Planner I
- Patrick Connelly, Village Attorney
- Barbara Bennett, Commission Secretary

CALL TO ORDER

ACTING PLAN COMMISSION CHAIRMAN SHAW called to order the Regular meeting of the Plan Commission for April 6, 2017 at 7:32 p.m.

April 6, 2017

TO: VILLAGE OF TINLEY PARK PRESIDENT AND BOARD OF TRUSTEES

FROM: VILLAGE OF TINLEY PARK PLAN COMMISSION

SUBJECT: MINUTES OF THE APRIL 6, 2017 REGULAR MEETING

ITEM #3: WORKSHOP: TEXT AMENDMENT TO THE VILLAGE OF TINLEY PARK ZONING ORDINANCE (SECTION II AND SECTION IX) RELATED TO SIGN REGULATIONS

Consider recommending that the Village Board approve Text Amendments to Section II (Definitions) and Section IX (Sign Regulations) of the Village of Tinley Park Zoning Ordinance. The proposed Text Amendments include but are not limited to: regulations for sign face area, sign height, quality of signs, location of signs, sign materials, regulations for signage in the B-5 Zoning District, sign regulations for special areas and particular uses, temporary signs, nonconforming signs, and definitions for terms related to signage.

Present were the following

Plan Commissioners:	Kevin Berghold
	John Domina
	Anthony Janowski
	Peter Kroner
	Mark Moylan
	Tim Stanton
	Lori Kappel
	Ken Shaw, Acting Chairman

Absent Plan Commissioner(s): Ed Matushek III, Chairman

Village Officials and Staff:	Paula Wallrich, Interim Community Development Director
	Stephanie Kisler, Planner I
	Patrick Connelly, Village Attorney
	Barbara Bennett, Commission Secretary

Staff has been continuing to draft revisions for several months to Section IX (Sign Regulations) of the Zoning Ordinance. The Village Attorney advised Staff to propose changes that would strengthen the legality of the Village's Sign Regulations.

PATRICK CONNELLY, Village Attorney, stated he would like to give background of some of legal requirements while attempting to meet with this Sign Ordinance. After review of the previous draft it was noted that in late 2015 the United States Supreme Court came down with a decision in Gilbert, Arizona that you cannot regulate signs based on the content of the sign. Also, there must be a paragraph added to the Ordinance stating "No Discrimination Against Non-Commercial Signs or Speech". The current draft of the Sign Ordinance will need to be amended to include these concepts.

STEPHANIE KISLER, Planner I, reviewed the draft of Text Amendments to the Zoning Ordinance of Sign Regulations. She noted that this is a comprehensive amendment and nearly every section has been modified to be better organized or more clear.

April 6, 2017

Specific concerns were discussed at follows:

- A. Purpose and Intent statement
- B. Amendments to ensure that there is not content-based regulation on signs.
- C. Clean-up of the permit requirement exception section
- D. Clean-up of Maintenance Requirements and Removal of Signs
- E. Location of signs
- F. Multi-Tenant Panels on freestanding signs
 - a. Background color
 - b. Letter color
 - c. Font
- G. Regulations for colors and letters on Awnings and Canopies.
- H. Temporary and directional automotive signs.
- I. Duration of Display for Temporary Signs.
- J. Temporary and Permanent Signage bonuses on buildings along I-80 Corridor
- K. Prohibited Signs
- L. Changing/maintaining nonconforming signs.

MS. KISLER noted Staff will provide revisions to the draft for the Plan Commission review at the Public Hearing.



MINUTES OF THE VILLAGE PLAN COMMISSION

VILLAGE OF TINLEY PARK, COOK AND WILL COUNTIES, ILLINOIS

January 5, 2017

The Regular Meeting of the Plan Commission was held in the Council Chambers of the Village Hall, Tinley Park, Illinois on January 5, 2017 at 7:30 p.m.

ROLL CALL

Plan Commissioners: Kevin Bergthold
John Domina
Anthony Janowski
Lori Kappel
Peter Kroner
Mark Moylan, Acting Chairman
Ken Shaw
Tim Stanton

Absent: Edward Matushek III, Chairman

Village Officials and Staff: Paula Wallrich, Interim Community Development Director
Stephanie Kisler, Planner I
Walter Smart, Zoning Administrator
Patricia Meagher, Commission Secretary

CALL TO ORDER

ACTING CHAIRMAN MOYLAN called to order the Regular Meeting of the Plan Commission for January 5, 2017 at 7:30 p.m.

TO: VILLAGE OF TINLEY PARK PRESIDENT AND BOARD OF TRUSTEES

FROM: VILLAGE OF TINLEY PARK PLAN COMMISSION

SUBJECT: MINUTES OF THE JANUARY 5, 2017 MEETING

ITEM #3 WORKSHOP: TEXT AMENDMENT TO THE VILLAGE OF TINLEY PARK ZONING ORDINANCE (SECTION II AND SECTION IX) RELATED TO SIGN REGULATINOS – TEMPORARY SIGNS

Continue from previous meetings. Discuss proposed Text Amendments to the Village's Sign Regulations specifically related to temporary signage. Other sections of the Sign Regulations will be discussed in subsequent workshops.

Present were the following:

Plan Commissioners: Kevin Bergthold
John Domina
Anthony Janowski
Lori Kappel
Peter Kroner
Mark Moylan, Acting Chairman
Ken Shaw
Tim Stanton

Absent: Edward Matushek III, Chairman

Village Officials and Staff: Paula Wallrich, Interim Community Development Director
Stephanie Kisler, Planner I
Walter Smart, Zoning Administrator
Patricia Meagher, Commission Secretary

STEPHANIE KISLER, Planner I, began by stating that the workshop this evening will be only for temporary sign regulations. MS. KISLER presented the Staff Report, which included comparison information about temporary signage from the Village's current code, Orland Park, Frankfort, and New Lenox. Also included in this presentation was proposed verbiage for a possible Text Amendment for temporary sign regulations. She asked that the Commissioners note that anything in red text in the handout are items needing further discussion as well as further clarification.

PAULA WALLRICH, Interim Community Development Director, stated that changes to temporary signage regulations were necessary. She introduced WALTER SMART, Zoning Administrator, who reviews all temporary signage and can answer any questions regarding difficulties and ease of enforcing the current Code.

MS. KISLER stated that the current Code allows sixteen (16) square feet of sign face area per side of a temporary sign. The Zoning Administrator has the authority to allow the number of signs permitted as he sees fit in proportion to the site. The duration of the display of a temporary sign is currently limited to one (1) month. She discussed issues with requests for special events or seasonal signs, such as a Halloween store or the Odyssey Corn Maize wanting their signs for a longer period of time than thirty (30) days.

MS. WALLRICH pointed out that location of temporary signage is important as well. MS. KISLER stated that the most substantial change proposed for consideration is a matrix of size and duration of display, where as a larger sign would have a shorter duration of display versus a smaller sign. Current Code allows the same amount of weeks in a one (1) year period of time that is being proposed, which is one (1) month, every six (6) months, totaling eight (8) weeks per year. She stated that in reference to size of signage she would like to have a discussion about a little more flexibility with this regulation. Also incorporated is allowing a letter to be submitted for requesting extra time and the Zoning Administrator would have the authority to review those requests on a case-by-case basis.

MS. WALLRICH asked if one aspect at a time can be discussed starting with size. MS. KISLER presented photos showing signs noting that currently there is not a height limitation for temporary signs. Size requirements have been an issue for since some people purchase their signs before obtaining permits or finding out what the regulations are. MS. WALLRICH is suggesting a height size of twenty-five feet (25') maximum.

COMMISSIONER STANTON asked how often the Village is in communication with business owners (e.g., receive communication on a monthly basis reminding them of Code). MS. WALLRICH stated that the Zoning Administrator keeps a spreadsheet of permitted temporary signs that has a start date and an end date and then he follows up to make sure that the sign is removed by the appropriate end date. COMMISSIONER STANTON wanted to know if these business owners receive an email regarding their end date. MS. WALLRICH stated that that would be quite labor intensive. COMMISSIONER STANTON wanted to know what new businesses do if they are not aware of the Code. MS. KISLER stated that when a Change of Use is applied for by each new business, they are informed of Codes. MS. WALLRICH also stated that information is dispersed in the Village quarterly newsletter as well.

ACTING COMMISSIONER MOYLAN asked about dimensions of an inflatable sign. MS. KISLER stated that it is difficult to measure dimensions on an inflatable but typically there is a banner on the inflatable in addition to the inflatable itself. The height can be regulated more easily.

COMMISSIONER KAPPEL inquired about content. MS. KISLER stated that content cannot be regulated due to the First Amendment laws.

COMMISSIONER KRONER asked if there could be a height regulation on a banner sign at six feet (6'). COMMISSIONER BERGTHOLD stated the height should also consider how close the sign is to its intended audience. MS. WALLRICH stated that they will need to make distinctions and come back to the Commissioners with those examples and information, but noted that it is possible to regulate a maximum height and a setback requirement.

MR. SMART shared information about the types of banner signs that have been used. For example, the Tin Fish restaurant and Muscle Max put a freestanding banner sign at the corner of 183rd Street and Harlem Avenue. Muscle Max cannot be seen from 183rd Street or Harlem Avenue, so that is why they wanted the banner on the corner. COMMISSIONER SHAW asked if the sign was on the right-of-way or the property line. MR. SMART stated that it is in the right-of-way but he has made sure those signs go onto the private property. He also stated that if this banner sign was ten feet (10') in height it would be blocking the bank. COMMISSIONER JANOWSKI pointed out that most banner signs are three foot by six foot (3' x 6').

MS. WALLRICH asked for a consensus of dimensions for the freestanding banner signs and other temporary signs. COMMISSIONER KRONER asked to consider the verbiage that based on duration and/or size of building for banner signs. MR. SMART stated he would like to have a fair and consistent

Code he can apply. COMMISSIONER SHAW stated that he felt that a temporary sign should never exceed the allowable size of a permanent sign.

MS. WALLRICH addressed MR. SMART asking if the twenty-five (25) square foot signs would be viable for most people seeking temporary signs. MR. SMART agreed that they would. MS. KISLER stated that one hundred (100) square feet may be too large. She reviewed the matrix of size and duration of display. MS. WALLRICH felt that the Commissioners should decide on size while the Zoning Administrator can decide on length of display.

COMMISSIONER DOMINA asked how often fines are given for temporary signs. MS. WALLRICH stated that the fine is \$750 per day of violation and the judge can adjust the fine dependent upon the person's defense and willingness to correct the situation.

COMMISSIONER STANTON recommended working with the local schools having a team of students sending out a monthly newsletter to businesses with constant reminders of signage Code, Regulations and sizes.

COMMISSIONER KRONER asked to refer back to sign size and suggested they approve seventy-two (72) square feet for two (2) weeks and stop there. MS. KISLER asked the Commissioners if they would be comfortable with a seventy-five (75) square foot for the maximum sign face area of temporary signs. The Commissioners were in agreement.

COMMISSIONER BERGTHOLD felt the location should also be considered with this size. MS. KISLER stated that in the draft regulations a setback requirement is also up for discussion. MS. WALLRICH referred to New Lenox's Code in that the signage must be setback ten feet (10'), a balloon cannot be on the roof and has to be placed twenty feet (20') back from property lines. Naperville and Frankfort also require a ten foot (10') setback.

COMMISSIONER SHAW stated that he liked keeping the square footage lower and adding a setback. He felt that the goal is to minimize the use of temporary signs in general, preferring permanent signage. MS. KISLER stated that it is also important to stay business friendly. MS. WALLRICH stated that we could have verbiage such as "the purpose of a temporary sign is to advertise a special event," but noted that we can't regulate content but could make an intent statement.

MS. KISLER referred to her verbiage in the draft regulations stating that a temporary sign can be used for eight (8) weeks every year. ACTING CHAIRMAN MOYLAN stated that he likes issuing a permit for example fifteen (15) days paying a permit fee every fifteen (15) days. MS. WALLRICH asked the Commissioners if they had a preference of splitting the eight (8) weeks to using four (4) the first six months of the year then using the second four (4) weeks in the second half of the year. The Commissioners felt that the eight (8) weeks could be used anytime through one year (1) without a split.

COMMISSIONER SHAW mentioned a tier structure meaning permit fee based on size. Right now it is a flat fee. MS. WALLRICH stated that per this discussion we would be getting rid of a maximum size of one hundred (100) square foot sign and instead allow a maximum of seventy-five (75) square feet.

COMMISSIONER SHAW asked how Staff keeps track of signage and time allowed for display. MS. WALLRICH stated that it is kept track of by address at the discretion of the Zoning Administrator.

COMMISSIONER KRONER inquired about having times of display based on sign size. MS. KISLER stated that having the verbiage state that signs of a specific size cannot be displayed for consecutive periods would help alleviate the concern of having large signs displayed for a longer duration. MS.

WALLRICH raised the thought that the longer the business owner wants signage displayed they have to have sign size that goes along with that duration. There has to be some flexibility to the businesses that have no visibility.

COMMISSIONER JANOWSKI recommended capping the size at fifty square feet (50') and one flat fee so that the burden of monitoring is less on Staff. COMMISSIONER JANOWSKI asked what the most requested size of sign is requested. MR. SMART stated that normally it is about twenty to twenty-five (20-25) square feet. MS. WALLRICH stated that the feather flags are very popular right now.

ACTING COMMISSIONER MOYLAN asked about the signs that are pulled inside daily if those are considered temporary signs; MS. WALLRICH stated yes. COMMISSIONER KRONER referred back to the Staff Report regarding location of temporary signs. Orland and Naperville's verbiage of location are well-written as well as New Lenox's setback conditions, and we should consider adopting that verbiage. MS. KISLER noted the request to reference those codes.

STAFF noted the following recommendations from the Plan Commission:

1. Sandwich boards need to be brought in at the conclusion of the business day.
2. The location section should take notes from the codes for New Lenox and Naperville.
3. Existing lighting can be used for temporary signs.
4. Freestanding banners can be a maximum height of six feet (6').
5. The maximum sign face area shall be seventy-five (75) square feet without further review by the Zoning Administrator.



**MINUTES OF THE SPECIAL MEETING
OF THE PLAN COMMISSION**

**VILLAGE OF TINLEY PARK,
COOK AND WILL COUNTIES, ILLINOIS**

November 17, 2016

The Regular Meeting of the Plan Commission was held in the Council Chambers of the Village Hall, Tinley Park, Illinois on November 17, 2016 at 7:30 p.m.

ROLL CALL

Plan Commissioners: John Domina
Peter Kroner
Edward Matushek III, Chairman (*arrived 7:35 p.m.*)
Mark Moylan, Acting Chairman
Tim Stanton
Ken Shaw

Absent: Kevin Bergthold
Anthony Janowski
Lori Kappel

Village Officials and Staff: Stephanie Kisler, Planner I
Patricia Meagher, Commission Secretary

CALL TO ORDER

ACTING CHAIRMAN MOYLAN called to order the Regular Meeting of the Plan Commission for November 17, 2016 at 7:30 p.m.

ROLL CALL

TO: VILLAGE OF TINLEY PARK PRESIDENT AND BOARD OF TRUSTEES

FROM: VILLAGE OF TINLEY PARK PLAN COMMISSION

SUBJECT: MINUTES OF THE NOVEMBER 17, 2016 SPECIAL MEETING

ITEM #3: WORKSHOP: TEXT AMENDMENT TO THE VILLAGE OF TINLEY PARK ZONING ORDINANCE (SECTION II AND SECTION IX) RELATED TO SIGN REGULATIONS.

Continued from the October 20, 2016 Regular Meeting. Discuss proposed Text Amendments to the Village's Sign Regulations, specifically related to changes that would further clarify current regulations and create new regulations for temporary signage and create new regulations for signage in the B-5 Automotive Services Zoning District.

Present were the following:

Plan Commissioners: John Domina
Peter Kroner
Edward Matushek III, Chairman
Mark Moylan, Acting Chairman
Tim Stanton
Ken Shaw

Village Officials and Staff: Stephanie Kisler, Planner I
Patricia Meagher, Commission Secretary

MS. KISLER stated that the priority this evening is to discuss temporary signage. She presented pictures of various current temporary signs up in the Village. She stated that the dimensions of temporary signs and allowable numbers of signs are difficult to regulate at this time because many businesses that request temporary signs have purchased signs that exceed the allowable sign face area. Temporary signs are currently only allowed up for thirty (30) days. The Draft Sign Regulations that were attached in the meeting packet include proposed changes for allowable sizes and durations. MS. KISLER stated that the Draft includes regulations for portable signs, which are proposed to be allowable if within ten (10) feet of the storefront. Currently this type of sign is prohibited; however, this has not been enforced strictly in attempt to be more business-friendly. Staff is looking for direction from the Commissioners on the restrictions and what would be allowed.

COMMISSIONER SHAW discussed the look of temporary signs and specifically addressed video gaming signs. He brought up the subject of regulating content. MS. KISLER stated that maybe the video gaming/liquor licenses could include conditions for signs stating "Video Gaming".

COMMISSIONER STANTON inquired about what other communities do and allow because this is a very complicated issue. MS. KISLER stated that every community is different, but they have studied nearby communities and some of the draft regulations come from regulations within those communities. COMMISSIONER SHAW asked the other Commissioners what it would be like if there were no temporary signs allowed at all. COMMISSIONER STANTON agreed that that could be a possibility. COMMISSIONER SHAW suggested that working on this issue by starting with no signs, absolutely prohibited, and working up from there versus modifying what is currently allowed. COMMISSIONER DOMINA inquired if this would turn off a business owner. MS. KISLER stated that it is not business development-friendly if we no longer allow any temporary signs. She also noted that businesses owners may have a hard time transitioning when they've always been allowed to have temporary signage.

COMMISSIONER DOMINA brought up the concern of car dealerships and their temporary signage. MS. KISLER reminded the Commissioners that car dealerships are major tax revenue generators and

often are given direction from their major brand. The brand typically requires a very quick turnaround to have the signs put up, which does not always give them enough time to go through the permit approval process. CHAIRMAN MATUSHEK brought up Orland Park's regulations and a comparison. MS. KISLER pointed out that on the Commissioners' copies within in their packets there are red notations on the right hand side showing Orland Park and Frankfort's regulations for comparison.

COMMISSIONER STANTON brought up the idea of involving area business owners in this discussions and creation of new sign regulations. COMMISSIONER STANTON suggested a Workshop about this on a Saturday away from the other issues presented at our Regular Meetings. COMMISSIONER KRONER suggested that we look at 159th Street as well as Oak Park Avenue first. He also agreed with the idea of a Workshop on a Saturday morning and having business representatives, especially auto dealerships, be present to discuss this topic

COMMISSIONER STANTON inquired about public attendance at any meeting the Commissioners have. MS. KISLER confirmed that if there are more than two (2) Commissioners present it would constitute the need for an Open Meeting and the public would be notified of the meeting.

COMMISSIONER KRONER asked if a letter was ever received from Bob Jones from American Sales. MS. KISLER stated that she did not recall receiving a letter.



MINUTES OF THE PLAN COMMISSION

VILLAGE OF TINLEY PARK, COOK AND WILL COUNTIES, ILLINOIS

SEPTEMBER 15, 2016

The Regular Meeting of the Plan Commission was held in the Council Chambers of Village Hall on September 15, 2016 at 7:30p.m.

ROLL CALL

Plan Commissioners: Kevin Bergthold
John Domina
Anthony Janowski
Lori Kappel
Peter Kroner
Mark Moylan, Acting Chairman
Ken Shaw
Tim Stanton

Absent: Edward Matushek III, Chairman

Village Officials and Staff: Paula Wallrich, Interim Community Development Director
Stephanie Kisler, Planner I
Patricia Meagher, Commission Secretary

Guest: Steve Neubauer, Police Chief

CALL TO ORDER

ACTING PLAN COMMISSION CHAIRMAN MOYLAN called to order the Regular meeting of the Plan Commission for September 15, 2016 at 7:30 p.m.

TO: VILLAGE OF TINLEY PARK PRESIDENT AND BOARD OF TRUSTEES

FROM: VILLAGE OF TINLEY PARK PLAN COMMISSION

SUBJECT: MINUTES OF THE SEPTEMBER 15, 2016 REGULAR MEETING

RE: WORKSHOP: TEXT AMENDMENT TO THE VILLAGE OF TINLEY PARK ZONING ORDINANCE (SECTION II AND SECTION IX) RELATED TO SIGN REGULATIONS

Present were the following:

Plan Commission Members:	Kevin Bergthold John Domina Anthony Janowski Lori Kappel Peter Kroner Mark Moylan, Acting Chairman Ken Shaw Tim Stanton
Village Officials and Staff:	Paula Wallrich, Interim Community Development Director Stephanie Kisler, Planner I Thomas Condon, Village Attorney Patricia Meagher, Commission Secretary

MS. KISLER explained that this discussion is for a proposed Text Amendment to the Village's Sign Regulations, specifically related to changes that would further clarify current regulations and create new regulations for temporary signage and create new regulations for signage in the B-5 (Automotive Service) Zoning District.

ACTING COMMISSIONER MOYLAN addressed the Public. MARGARET BAINEWICZ, Resident, stated that she was present to learn about Tinley Park's opinions on signage.

MS. KISLER stated that the proposed Text Amendment must be cognitive of existing business owners as well as regulations for new businesses. She presented a PowerPoint with pictures of a variety of signage within the Village asking for comments and questions from the Commission. She asked for everyone's thoughts on signage in regards to color, size, sign illumination, to mention a few, as well as temporary signage. The Commissioners provided feedback that indicated a strong preference for good aesthetics and consistency throughout developments and corridors within the Village.

COMMISSIONER JANOWSKI made a Motion to table the last section of Item #2 (WORKSHOP: TEXT AMENDMENT TO THE VILLAGE OF TINLEY PARK ZONING ORDINANCE (SECTION II AND SECTION IX) RELATED TO SIGN REGULATIONS) for future discussion, seconded by COMMISSIONER BERGTHOLD. Vote by voice; all approved. ACTING COMMISSION MOYLAN declared the Motion approved.

COMMISSIONER SHAW made a Motion to table Item #3 (WORKSHOP: TEXT AMENDMENT TO THE VILLAGE OF TINLEY PARK ZONING ORDINANCE (SECTION II AND SECTION III) RELATED TO FENCE REGULATIONS) for future discussion, seconded by COMMISSIONER



MINUTES OF THE PLAN COMMISSION (EXCERPT)

VILLAGE OF TINLEY PARK, COOK AND WILL COUNTIES, ILLINOIS

JANUARY 19, 2017

The regular meeting of the Plan Commission was held in the Council Chambers of Village Hall on January 19, 2017 at 7:30 p.m.

TO: VILLAGE OF TINLEY PARK PRESIDENT AND BOARD OF TRUSTEES

FROM: VILLAGE OF TINLEY PARK PLAN COMMISSION

ITEM #2: WORKSHOP: TEXT AMENDMENTS TO THE ZONING ORDINANCE: SIGN REGULATIONS – B-5 AUTOMOTIVE SERVICE DISTRICT

Continued from previous meetings. Discuss proposed Text Amendments to the Village's Sign Regulations specifically related to signage in the B-5 Automotive Service Zoning District. Other sections of the Sign Regulations will be discussed in subsequent workshops.

Present were the following:

Plan Commissioners:

Kevin Bergthold
Peter Kroner
Mark Moylan
Ken Shaw
Tim Stanton
Ed Matushek III, Chairman

Absent Plan Commissioner(s):

Anthony Janowski
Lori Kappel

Village Officials and Staff:
Director

Paula Wallrich, Interim Community Development

Stephanie Kisler, Planner I
Barbara Bennett, Commission Secretary

Guest(s):

None

CHAIRMAN MATUSHEK opened the Workshop for the Text Amendments to the Zoning Ordinance for Sign Regulations, specifically signage in the B-5 Automotive Service Zoning District.

STEPHANIE KISLER, Planner I, presented the Staff Report. Staff has provided a list of considerations for B-5 Sign Regulations. In addition, for each consideration Staff has provided a comparative analysis of

the current Sign Regulations, the proposed text amendments by Staff, and comparable information from other communities. In summary:

1. Wall Signs:
 - a. Current Code: Allows one wall sign per tenant frontage.
 - b. Staff Proposal: Properties in the B-5 Zoning District greater than three acres are allowed up to four wall signs.
 - c. Comparison Ordinances: Orland Park, New Lenox, Naperville, and Frankfort.
2. Freestanding Signs
 - a. Current Code: One sign is allowed per public frontage and can be up to ten feet in height.
 - b. Staff Proposal: Properties in the B-5 Zoning District greater than three acres are allowed two signs per public frontage at least three hundred feet apart. Maximum height eighteen feet tall.
 - c. Comparison Ordinances: Orland Park, New Lenox, Naperville, and Frankfort.
3. Temporary Signs (also reviewed in the last workshop)
 - a. Current Code: No special provisions for automotive dealerships
 - b. Staff Proposal: Allow the B-5 Zoning District the same matrix of sign face area and duration of display as other zoning districts, except instead of allowing a total of eight weeks of display periods per twelve month period they would be allowed twelve weeks per twelve month period.
 - c. Comparison Ordinances: Orland Park, New Lenox, Naperville, and Frankfort.

MS. KISLER discussed how properties in the B-5 Zoning District that have a lot size larger than three acres would be allowed more signage than those properties with less than three acres. She also noted differences in letter heights and different calculations for sign face area based on the tenant frontage of the building or the lot frontage. She noted that the car dealerships would be allowed four signs, including one for the brand, logo, dealer name, and service.

COMMISSIONER KRONER asked about banners on light poles in parking lots. MS. KISLER stated currently our code does not have regulations for light pole banners, so we cannot regulate against them. She stated she will put a maximum dimension for the light pole banners in the next draft of the Sign Regulations.

COMMISSIONER MOYLAN noted that the “service” sign should be separate and should not be as large as the “brand” sign. Staff concurred and will provide different maximum sizes for each type of sign.

PAULA WALLRICH, INTERIM COMMUNITY DEVELOPMENT DIRECTOR, stated that some of the Commissioners were not here during the last text amendment to the Sign Regulations. There has been some time to test the regulations since then and some things need to be adjusted. She noted that they should recap the section on electronic signs at the next meeting. She also noted that recently a new overlay district was established south of I-80 and east of Brookside Marketplace named the “Rich Township Tourism and Entertainment District” and we can discuss that next meeting.

COMMISSIONER SHAW asked about fees for the permits. MS. WALLRICH stated there will be a complete review on the permit fees at a later date. The Village will be working on a comprehensive Fee Ordinance that will encompass all fees for permits in the Village.

MS. KISLER noted that she will incorporate the proposed changes for the different types of signs – brand, logo, dealer name, and service – into the next version of the draft Text Amendment for the Sign Regulations. She added that the Plan Commission will have a draft of the entirety of Section IX for the next meeting.



Memorandum

Planning Department

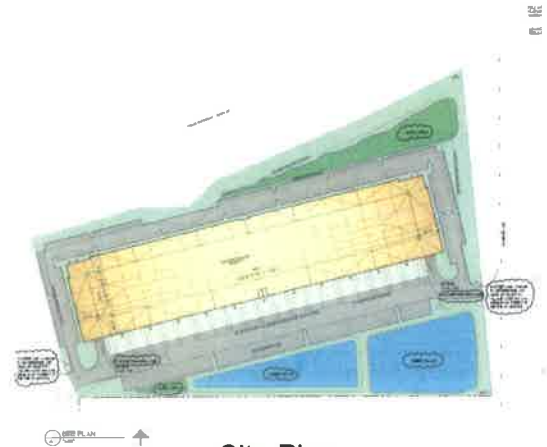
To: Trustee Glotz, Community Development Committee Chair
Trustee Younker
Trustee Brady

From: Paula J. Wallrich, AICP
Interim Community Development Director

Date: June 13, 2017

Re: Building Material Waiver

Don Schoenheider, Senior VP of Hillwood Investment Properties, is proposing to construct a \pm 295,690 SF speculative industrial building equipped with truck docks, drive-in doors and associated parking at their Tinley Park Distribution Center #7 just south of I-80, off of Prosperi Drive. Similar to the construction of their existing 1 million SF facility (M-Block) they are proposing to use "tilt-up" pre-cast concrete panel construction. The building has been designed with some architectural elements including precast reveals to provide some articulation and shadow patterns along the façade as well as three (3) different colors from similar color palette to provide architectural interest.



Proposed elevations are provided below:





COLOR LEGEND:



FIELD COLOR - 08 106
OFF WHITE



ACCENT COLOR - 08 106
SILVER GRAY



ACCENT COLOR - 08 108
DOVE TAIL

NORTH WEST ENTRANCE



SOUTH EAST CORNER



NORTH EAST ENTRANCE



The Village Building Code requires all non-residential structures the following masonry requirements:

1. *All non-residential buildings are to be built with masonry materials and alternate materials are to be used only as architectural treatments.*
 - a. *Buildings measuring up to 3,000 square feet must be constructed with a 100% of exterior materials being face brick.*
 - b. *Buildings measuring 3,001 - 40,000 square feet should be constructed with a minimum of 75% of exterior materials being face brick with the remaining balance of materials being masonry.*
 - c. *Buildings measuring 40,001 - 80,000 square feet should be constructed with a minimum of 60% of exterior materials being face brick with the remaining balance of materials being masonry.*
 - d. ***Buildings measuring 80,001 square feet or larger should be constructed with a minimum of 25% of exterior materials being face brick with the remaining balance of materials being masonry. However, concrete block may not account for more than 30% of the exterior building material.***

The Applicant is proposing concrete tilt up construction consistent with their existing building also on Prosperi Drive (M-Block). This is the industry standard for most large industrial buildings. The photo below is a recently constructed building of Hillwood's located in Elwood.



M-Block



Hillwood building in Elwood area

The majority of Tinley Park's industrial buildings are constructed in the same manner with concrete tilt up construction. (see photos below)



If the Hillwood developments (existing and proposed) on Prosperi Drive had developed as a Planned Unit Development it is likely the Applicant would have requested a building material waiver as part of the review process. However the project was initiated by another owner without an understanding of how Phase II would develop. Furthermore the existing regulations for masonry requirements as part of the Building Code in non-traditional; aesthetic regulations typically reside in the Zoning Code. Staff will be review code changes to both the Zoning Ordinance and the Building Code in the future.

Staff has no objection to the requested building material waiver and finds the request to be consistent with the aesthetics of Phase I of this development.

If the Committee wishes to take action an appropriate workding of the motion is:

"...make a motion to approve a waiver of the masonry requirement and allow concrete tilt up construction for the ± 295,690 SF speculative industrial building to be constructed at the terminus of Prosperi Drive consistent with plans prepared by Partners in Design, dated 06.02.17.

ADJOURNMENT