



AGENDA
ARCHITECTURAL REVIEW BOARD MEETING
Public Meeting Room, Village Hall
Tuesday, January 16, 2018
7:00 p.m.

Reasonable accommodations or auxiliary aids will be provided to enable persons with disabilities to effectively participate in any public meetings. Please contact the Village Administrative Office (847.883.8600) 48 hours in advance if you need any special services or accommodations.

CALL TO ORDER

1.0 ROLL CALL

2.0 APPROVAL OF MINUTES

- 2.1 Approval of the Minutes of the Architectural Review Board Meeting Held on Tuesday, November 21, 2017.

3.0 ITEMS OF GENERAL BUSINESS

- 3.1 Consideration and Discussion of a Minor Amendment to the Lincolnshire Marketplace Planned Unit Development regarding Center-Wide Ground Sign and Landscaping Revisions, 475 Milwaukee Avenue (Lincolnshire Marketplace C-1 LLC).
- 3.2 A Public Hearing regarding text amendments to various sections of Title 12, Sign Control, of the Lincolnshire Village Code, to revise and clarify requirements for permanent and temporary signs (Village of Lincolnshire).
- 3.3 Single Family Residential Design and Bulk Regulations – Continued Workshop Session (Village of Lincolnshire).

4.0 UNFINISHED BUSINESS

5.0 NEW BUSINESS

6.0 CITIZEN COMMENTS

7.0 ADJOURNMENT

The Architectural Review Board will not proceed past 10:30 p.m. unless a motion is made and approved by a majority of the Architectural Review Board members to extend the meeting one-half hour to 11:00 p.m. Any agenda items or other business that are not addressed within this time frame will be continued to the next regularly scheduled Architectural Review Board Meeting.



UNAPPROVED Minutes of the regularly scheduled **ARCHITECTURAL REVIEW BOARD** held on Tuesday, November 21, 2017, in the Public Meeting Room of the Village Hall, One Olde Half Day Road, Lincolnshire, IL.

PRESENT: Chairperson Kennerley, Members Orzeske, Jensen and Baskin

ABSENT: Trustee-Liaison Hancock and Member Tapia.

ALSO PRESENT: Tonya Zozulya, Economic Development Coordinator and Adam Letendre, Assistant Village Manager/Director of Community and Economic Development

CALL TO ORDER

1.0 ROLL CALL

The roll was called by **Tonya Zozulya, Economic Development Coordinator**, and **Chairperson Kennerley** declared a quorum to be present.

2.0 APPROVAL OF MINUTES

2.1 Approval of the November 8, 2017, Minutes of the Architectural Review Board. **Adam Letendre, Assistant Village Manager/Director of Community Economic Development** noted some semantic corrections and the following substantive changes to the minutes:

- Page 3-first bullet point at last sentence to add “how much of any one material may be used before being considered primary”.
- Page 4-third paragraph in which Member Orzeske questioned about the size of the lot; sentence to include “and size of the home” will be considered....
- Page 5-Adjournment time to be changed to 8:20 p.m.

Member Baskin moved and **Member Orzeske** seconded the motion to approve the minutes as amended for the November 8, 2017, Architectural Review Board. The motion passed unanimously by voice vote.

3.0 ITEMS OF GENERAL BUSINESS

3.1 Consideration and Discussion of New Exterior Building Siding Material for Church and Annex Buildings, 240 and 250 Olde Half Day Road (Holy Mountain Church).

Lee Choe, Board Member of Holy Mountain Church addressed the Architectural Review Board. **Lee Choe** stated the church council closed on the property in July 2017 and started doing some repairs and remodeling; including a new roof. During the repairs; they noted the siding was in need of replacement; the existing siding on the church is cedar shake and cedar siding on the annex. She further stated they have no idea how old the siding is or what the original color was but added it is currently dark brown. They plan to



replace the siding and remaining windows on both the church and annex buildings; presenting slides of the facades of both buildings. She added they were able to keep the stained glass windows, installing protective glass over them; the front entry doors were replaced as well, keeping the original style. In addition, she said they will be replacing the gutters, downspouts and will be capping the windows frames; she stated they are trying to maintain the historical exterior of the church.

Tonya Zozulya, Economic Development Coordinator stated in addition to the church building and annex, there is a detached barn/shed on the property which will be under the purview of the Zoning Board as part of the special use permit process. **Tonya Zozulya** added since the original church was developed over a hundred years ago, the Village Attorney has advised staff the new owners will now have to come into zoning compliance. She further added if the Architectural Review Board wants to include the exterior elements of the detached shed/barn, they can but will be subject to approval on zoning by the Zoning Board and Village Board. **Lee Choe** said if they can keep the barn/shed, they will be prepared to repair and match the resided buildings.

Member Jensen noted this may be one of the oldest buildings in the county and may have historical value; is there any type of funding the community or the county can offer to assist with renovation versus applying vinyl siding over it? **Tonya Zozulya** stated the Village does not have a historic preservation commission and staff does not believe any state or federal agencies oversee this property regarding historic preservation. **Member Jensen** said this site seems to create an opportunity for preservation; the Village tries to make new buildings look "old" and here we have one and we side over it; adding there does not seem to be an opportunity for the owners to do renovations without some help. **Chairperson Kennerley** said there would have to be a significant historic value or event tied to it which this building does not have. **Tonya Zozulya** said the Village did speak with the local historian at the library, Lisa Marie Smith who stated she was not aware of any historical significance for the site; but added she was glad the new owner is willing to keep the buildings and repair them in which **Member Jensen** agreed.

Member Baskin asked if the dimensions and profile of the siding will match the existing wood siding. **Lee Choe** said she was not sure about the size. **Member Baskin** said he would like to have more information to make sure they are keeping the integrity of the church exterior. **Member Orzeske** asked about the age of the building and the shake siding; **Lee Choe** said the building was built in the early 1900's, with the current siding being in disrepair. In regards to the bell tower, **Lee Choe** said they were going to remove the bell and donate it, but it was built very well and they decided to keep it in place. **Member Baskin** asked about the details of the brackets above the windows; **Lee Choe** said the contractor could reside those, but they are looking at other options to keep with the style. **Member Baskin** suggested in order to keep this moving along; the Architectural Review Board could recommend some conditions such as keeping the exterior residing as close in style and color as possible with the



desired end result being as close to the existing profile and dimensionality of the building. **Chairperson Kennerley** responded they do not necessarily need to keep existing profiles as this is not a designated historic building; adding the profile of both buildings, with the same siding material and dimensions, would be a benefit or improvement. **Member Baskin** agreed the styles should match and the scale of the horizontal wood shake should be in keeping with existing. There was discussion about the various styles of the siding, Classic versus Dutch. In response to questions, **Lee Choe** said the existing shake siding will have to be removed and wall insulation added due to condition issues; the annex building siding will probably have to be removed as well. **Member Orzeske** asked for clarification on the woodwork and brackets; will they be scraping and painting or cladding it; **Lee Choe** replied they would try to clad it if it can be; otherwise they will replace the woodwork. She added the bell tower is just plain wood trim. **Member Baskin** said it is difficult to make a recommendation without having some details, specifics or drawings from an architect that details the scope of work. **Lee Choe** said they are preserving as much as they can; adding the shake siding cannot be saved; you can see through it, stating some foam insulation and Tyvek will have to be installed. **Member Jensen** noted their options are limited as to what they can do to preserve the exterior due to conditions; they are improving it. There was some discussion regarding building code requirements and requiring building permit and plans for review for this project; since possibly water entered the building; would there be structural damage; **Lee Choe** replied structurally the building is in good condition; only the shake siding was deteriorated. **Member Baskin** stated this Board either requires plans to be submitted or be clear in the scope of work in regards to the siding and what it should include.

Chairperson Kennerley said the Board can move forward with a recommendation with some stipulations which were brought up about the trim on the bell tower and other exterior elements of the building.

Member Baskin moved, seconded by **Member Jensen** the Architectural Review Board moves to approve new exterior siding material for the Holy Mountain church and annex buildings at 240 and 250 Olde Half Day Road, as presented in the presentation packet dated November 21, 2017 subject to the following conditions:

1. The Royal Woodland Classic vinyl siding profile shall be used.
2. Existing building dimensions and shapes shall be maintained.
3. The integrity of brackets and other architectural details shall be maintained to the extent possible.
4. The siding profiles of the church and annex buildings shall match (as well as the detached shed if it is permitted to be kept through the Special Use process).

The motion passed unanimously by voice vote.



3.2 Single Family Residential Design and Bulk Regulations – Continued Workshop Session (Village of Lincolnshire).

Adam Letendre, Assistant Village Manager/CED Director addressed the members, reviewing the four items the Village Board has directed the Architecture Review Board (ARB) to consider and discuss:

1. Architectural elements; the direction from the Village Board is to limit the exterior elements to two primary siding materials; anything beyond would require approval by the Architectural Review Board. **Adam Letendre** added the Village Board would like to hear the Architectural Review Board weigh in on this directive.
2. Front Exterior Landscaping Requirements. The Village Board is asking the ARB to consider establishing some minimum code requirements which can be reviewed by staff and secondly, should the ARB be required to review landscaping plans for all new, teardowns and renovations for single family homes.
3. Front Door Orientation. Village Board directing code requirements requiring all main entry doors to the home be oriented toward and visible from the addressed frontage; on a corner lot, owner or builder will choose front door orientation.
4. Lighting, Glare and Window Screening. **Adam Letendre** noted Village Board has some concerns about the “lantern effect”; spill over from homes with large windows. He added staff has researched other towns whose code requirements are the same as our commercial code requirements; possibly have our commercial standards be applied to residential; again looking for some comments and direction from the ARB.

Adam Letendre reviewed the minutes from the November 8, 2017 ARB meeting and the discussion regarding the exterior architectural elements review; saying the ARB was considering allowing more than two primary siding materials based upon the size of the lot and size of the home. **Chairperson Kennerley** reminded members this is still a workshop session and the ARB would review each of the four elements noted above one at a time with tonight’s discussion being architectural exterior elements.

Member Baskin said this is a challenging issue; there are many instances where an architect can design exteriors very well with multiple materials; scaling the exterior and elevation down to a more human scale should be considered. **Member Baskin** noted the illustration of the newer larger house built next door to single story houses; no matter what the materials are or how you limit them, the house will look out of place. **Member Jensen** agreed, citing the example of the recently built Mediterranean house next door to a single family ranch house built decades ago; adding what is being built up by North Park would not necessarily blend in the with the homes by the swim club. **Adam Letendre** noted the discussion by ARB member Eric Tapia at the last meeting about neighborhood character; adding the direction from the Village Board stemmed



from a discussion of the R-3 District; the older section of Lincolnshire where there are tear downs with new construction of a 4800-square-foot house next to a much smaller older home built in the 50's and 60's. **Adam Letendre** noted there was discussion with the Village Board about bulk regulation changes; but with some districts such as the R-2A, with many of these lots having designated conservancy areas; changing the bulk regulations on these would result in creating non-conformance issues.

Member Jensen said the question is how the Village will create restrictions to prevent very large houses or numerous exterior materials; adding we may be overanalyzing and this may not even be in the ARB purview. **Adam Letendre** said the ARB may decide to not get into this discussion and if so, the Village Board would like to hear this reasoning as well. **Member Baskin** said the notion of reflecting on the neighborhood should be taken into consideration; not necessarily match the neighbors, but at least a "tip of the hat" to existing elements. **Member Jensen** agreed; saying the ARB should not get too specific ending up with cookie cutter like neighborhoods; but if the design is so out of character, the ARB should look at the design in the early stages; this might be something the ARB should review. **Member Baskin** added he would be looking at harmony, scale, texture with the adjacent properties; but would not be too concerned about front door orientation. There was discussion about where and how to limit the number of exterior elements. **Member Orzeske** noted this can become very subjective, the Village should have a baseline of what we want to have; what did the Village Board want in which **Adam Letendre** stated the number of materials was the initial discussion. **Chairperson Kennerley** asked if every new construction or renovation would have to come before the ARB. **Member Baskin** noted the Village of Skokie does require a review on new construction and renovations. **Member Jensen** noted his concerns about what the ARB would base their review on; what did Skokie do in which **Member Baskin** said Skokie has specific written guidelines. **Adam Letendre** stated he would reach out to Skokie for their requirements. There was discussion about modern style homes versus traditional style homes and also the lantern effect. **Member Baskin** noted if this particular issue had come before the ARB they could have asked questions and made some comments to the designer; he added he does not want to stifle creativity but when the style is so out of place that the design fights with existing houses, it should be considered. There was also some discussion about residents designing and building very specific style houses; in the future; they cannot be easily resold and they sit vacant. There was also discussion on very large houses; in which **Adam Letendre** stated this issue will be dealt with by the Zoning Board in regards to bulk regulations but **Member Orzeske** said the fenestration issue and lantern effect might be reviewed the ARB.

Member Baskin asked if the Village Board considered any celebration or recognition of sustainability and use of materials such as passive solar design in which **Adam Letendre** asked if the ARB would treat these as "credits" in the design; further adding there are code limits to restrict this. **Chairperson Kennerley** said this item is not being considered here. **Adam Letendre** added



this should be taken into consideration for amendments to the Building Code in the future in which the members agreed.

In closing, **Adam Letendre** said he will research both Village of Skokie, City of Highland Park and other municipalities and report back to the Architectural Review Board.

4.0 UNFINISHED BUSINESS (None)

5.0 NEW BUSINESS.

Tonya Zozulya said the next scheduled meeting will be on December 19, 2017.

6.0 CITIZEN COMMENTS (None)

7.0 ADJOURNMENT

There being no further business, **Chairperson Kennerley** adjourned the meeting at 8:33 p.m.

Respectfully Submitted,
Carol Lustig
Administrative Assistant, Community & Economic Development Dept.

**REQUEST FOR BOARD ACTION
Architectural Review Board
January 16, 2018**

Subject:	Lincolnshire Marketplace Center, 475 Milwaukee Avenue
Action Requested:	Consideration and Discussion of a Minor Amendment to a Planned Unit Development to Permit Ground Sign and Landscaping Modifications
Petitioner:	Lincolnshire Marketplace C-1 LLC
Originated By/Contact:	Tonya Zozulya, Economic Development Coordinator Department of Community & Economic Development
Referred To:	Architectural Review Board

Background:

- Lincolnshire Marketplace C-1 LLC, the owner of the Culver's property located on Parcel C-1 of the Lincolnshire Marketplace development requests a minor amendment to the Lincolnshire Marketplace Planned Unit Development (PUD) to revise previously approved center-wide ground monument sign and landscape plans.
- The PUD development, shown on the attached location map, is a property located in the R5 Mixed-Use General Residence District.
- The Downtown PUD was approved in 2012 by Ordinance #12-3251-21, on behalf of Inland Real Estate Corporation and the Fresh Market.
- On November 14, 2016, the Village Board approved a major amendment to the PUD to allow a Culver's restaurant with a drive-through by Ordinance #16-3419-147. Approvals included plans for ground monument signs with tenant panels and landscaping. Culver's is currently under construction and is expected to open in early 2018.

Project Summary & Staff Comments:Ground Signs

- The petitioner requests the ARB's approval of new locations for the previously approved center-wide ground monument signs, a reduced sign width and a revised landscape plan adjacent to Culver's. The signs and landscaping have not yet been installed. The developer intends to install the signs prior to Culver's opening date.
- As shown on the attached plans, the ground sign width is proposed to be reduced from 12' to 10'. In addition, the Milwaukee Avenue sign is proposed to be moved 3' north to accommodate an existing sidewalk, and the Half Day Road sign is proposed to be moved 35' west to accommodate existing utilities.

Landscaping

- The landscaping changes north of the spine road, adjacent to Culver's, are required as a result of a recent field visit. It was determined the previously approved plans were not feasible due to grade issues, proximity to the floodplain as well as proximity to existing sidewalk and trees.
- The attached revised plan was developed in response to these concerns. Most shade and evergreen trees from the original plan are proposed to be moved to the level ground on the south side of the spine road, outside the floodplain area. However, some species which include shrubs, plants and grasses, could not be relocated for good forestry reasons due to

insufficient room (please refer to Sheet L-1 for a list of species that will not be planted from the approved plan).

The ARB has the final authority to review and approve this request as a minor amendment to the Lincolnshire Marketplace PUD per Code.

Staff Recommendation:

Staff recommends approval of the minor PUD amendment to permit proposed ground sign and landscaping modifications *with the condition that none of the relocated trees shall conflict with the future sidewalk extension that will be constructed during subsequent phases of the development.*

Motion:

The Architectural Review Board moves to approve new locations and width for the two center-wide ground signs along Milwaukee Avenue and Half Day Road and a revised landscape plan for the Lincolnshire Marketplace Center at 475 Milwaukee Avenue, as presented in the presentation packet dated December 6, 2017, and as recommended by staff in the January 16, 2018 memorandum, and. . . .

{Insert any additional conditions or modification desired by the Architectural Review Board}

Reports and Documents Attached:

- Location Map.
- Presentation Packet, prepared by Draper and Kramer, dated December 6, 2017.

Meeting History	
Architectural Review Board (current):	January 16, 2018

December 6, 2017

ARB Chairperson Cherise Kennerley and Members
Village of Lincolnshire
One Olde Half Day Road
Lincolnshire, IL 60069

**Draper and Kramer,
Incorporated**

55 E. Monroe St.
Suite 3900
Chicago, IL 60603

draperandkramer.com

Re: Lincolnshire Marketplace
Planned Unit Development – Minor Amendment

Dear ARB Chairperson Cherise Kennerley and Members:

As you are aware, we have been working with Culver's on the development of the Lincolnshire Marketplace. The project is progressing and Culver's is planning to open up in early, 2018. During construction we came across a number of field conditions that effect our approved plans. On behalf of Lincolnshire Marketplace C-1 LLC, please accept our application to modify Ordinance No. 16-3419-147, which granted a special use for a retail development for the Lincolnshire Marketplace Planned Unit Development to permit minor changes to the multi-tenant ground monument signs and landscaping plan.

The first change involves the multi-tenant ground monument signs approved at the entrances to Lincolnshire Marketplace at Milwaukee Avenue and Half Day Road. It was determined that based on the underground utilities that the proposed 12' wide signs would not be able to fit. Working with our development team and village staff we came up with a plan and location that would fit for the proposed signs. The signs have been reduced in width from 12' to 10' and moved to accommodate the utilities. The plans include the landscaping that was originally approved. We have attached the approved and revised sign plans for your review and approval. Our plan if approved by the ARB is to construct and install the new signs prior to the projected Culver's opening.

The second part of our request is the revision to the approved landscaping plan. During a recent field visit, it was determined that the landscaping that was proposed to be installed north of the spine road (see attached approved landscaping plan with area circled in red) could not be put in as designed due to grade issues, proximity to the floodplain, sidewalk, and other existing vegetation. After consulting with staff and our team we developed the revised plan to address the issues. The plan provides some additional shade trees within the sloped area, similar to the existing trees on the site. Most of the approved plants have been relocated to the level area on the

south side of the property. The revised plan includes all shade and evergreen trees from the original plan but some shrubs and understory trees could not be relocated.

We look forward to presenting our request at your meeting on December 19th. Please feel free to contact me if you have any questions or comments.

**Draper and Kramer,
Incorporated**

55 E. Monroe St.
Suite 3900
Chicago, IL 60603

draperandkramer.com

Sincerely


Michael Mallon, CRX, CCIM
Senior Vice President

Att: Planning & Zoning Application
Approved & proposed signs
Approved and proposed landscaping
Check # 1589250

Master Plant List				
Symbol	Quantity	Botanical Name	Common Name	Size
Shade Trees				
AFM	8	ACER X FREEMANI 'MARMO'	MARMO FREEMAN MAPLE	3" BB
GTI	7	GLEDITSIA TRIACANTHOS F. INERMIS	THORNLESS HONEYLOCUST	3" BB
LIT	2	LIRIODENDRON TULIPIFERA	TULIP TREE	3" BB
QBI	5	QUERCUS BICOLOR	SWAMP WHITE OAK	3" BB
Evergreen Trees				
POM	5	PICEA OVORIKA	SERBIAN SPRUCE	8" BB
PPU	6	PICEA PJNGENS	COLORADO SPRUCE	8" BB
TSU	3	TSUGA CANADENSIS	CANADIAN HEMLOCK	8" BB
Ornamental Trees				
AC	5	AMELANCHIER CANADENSIS	SHADBLOW SERVICEBERRY	6" BB
CM	4	CORNUS MAS	CORNELIANCHERRY DOGWOOD	6" BB
SR	5	SYRINGA RETICULATA 'IVORY SILK'	IVORY SILK TREE LILAC	8" BB
Evergreen Shrubs				
BC	18	BUXUS 'CHICAGO LAND GREEN'	BOXWOOD	18" BB
JH	14	JUNIPERUS HORIZONTALIS 'PLUMOSA COMPACTA'	COMPACT ANDORRA JUNIPER	5 GAL
TD	60	TAXUS x MEDIA 'DENSIF'	DENSE YEWE	24" BB
Deciduous Shrubs				
AM	22	ARONIA MELANOCARPA 'ROQUOIS BEAUTY'	IROQUOIS BEAUTY BLACK CHOKEBERRY	24" BB
EA	5	EUONYMUS ALATA 'COMPACTA'	DWARF BURNING BUSH	36" BB
HP	11	HYDRANGEA PANICULATA 'TARDIVA'	TARDIVA HYDRANGEA	36" BB
PF	8	POTENTILLA FRUTICOSA	POTENTILLA	5 GAL
RA	72	RHUS AROMATICA 'GRO LOW'	GRO LOW SUMAC	5 GAL
RF	21	ROSA 'FLOWER CARPET'	FLOWER CARPET SHRUB ROSE	2 GAL
RK	40	ROSA 'KNOCKOUT'	KNOCKOUT SHRUB ROSE	2 GAL
VJ	7	VIBURNUM X JUDDI	JUDD VIBURNUM	36" BB
Groundcover				
ef	1150	EUONYMUS FORTUNEI 'COLORATUS'	PURPLELEAF WINTERCREEPER	3" POTS
vm	700	VINCA MINOR	PERIWINKLE	3" POTS
Perennials & Grasses				
ca	11	CALAMAGROSTIS ACUTIFLORA 'KARL FOERST'	FEATHER REED GRASS	3 GAL
ep	43	ECHINACEA PURPUREA 'MAGNUS'	CONEFLOWER	1 GAL
gl	38	GERANIUM X 'JOHNSON'S BLUE'	JOHNSON'S BLUE GERANIUM	1 GAL
hs	56	HEMEROCALLIS 'STELLA D'ORO'	SELLA D'ORO DAYLILY	1 GAL
mf	67	NEPETA X FAASSENII	FAASSEN'S CATMINT	1 GAL
pv	26	PANICUM VIRGATUM 'NORTH WIND'	SWITCH GRASS	3 GAL
pr	17	PANICUM VIRGATUM 'ROTSTRAHLBUSCH'	SWITCH GRASS	3 GAL

LANDSCAPE REQUIREMENTS - SITE DATA

PROJECT AREA	72,380 SF
PROPOSED IMPERVIOUS SURFACE	
PARKING AND DRIVE-THRU	24,670 SF
MAIN ACCESS ROAD	14,063 SF
PEDESTRIAN SIDEWALKS	4,630 SF
BUILDING FOOTPRINT	4,360 SF
TOTAL IMPERVIOUS SURFACE	47,723 SF
TOTAL PROPOSED OPEN SPACE	24,657 SF

CULVER'S: LANDSCAPE PLAN

SCALE: 1/40" = 1'-0"



**GROUND SIGN #2:
SHOPPING CENTER
MONUMENT SIGN**
GROUND SIGN AREA = 240 SF
LANDSCAPE AREA = 495 SF

**NO MORE THAN 25%
OF BED SHALL BE
UNPLANTED**

**CULVER'S
MONUMENT SIGN**
GROUND SIGN AREA = 54 SF
LANDSCAPE AREA = 305 SF

Symbol	Quantity	Botanical Name	Common Name	Size	Notes
Shade Trees					
AFM	8	ACER X FREEMANII 'MARMO'	MARMO FREEMAN MAPLE	3" BB	
GTI	7	GLEDITSIA TRIACANTHOS F. INERMIS	THORNLESS HONEYLOCUST	3" BB	
LIT	2	LIRODENDRON TULIPIFERA	TULIP TREE	3" BB	
QBI	5	QUERCUS BICOLOR	SWAMP WHITE OAK	3" BB	
Evergreen Trees					
POM	5	PICEA OMORIKA	SERBIAN SPRUCE	8" BB	
PPU	6	PICEA PUNGENS	COLORADO SPRUCE	8" BB	
TSU	3	TSUGA CANADENSIS	CANADIAN HEMLOCK	8" BB	
Ornamental Trees					
AC	5	AMELANCHIER CANADENSIS	SHADBLOW SERVICEBERRY	6" BB	
CM	2	CORNUS MAS	CORNELIANCHERRY DOGWOOD	6" BB	YELLOW-SPRING
SR	5	SYRINGA RETICULATA 'IVORY SILK'	IVORY SILK TREE LILAC	8" BB	WHITE-E. SUMMER
Evergreen Shrubs					
BC	18	BUXUS 'CHICAGOLAND GREEN'	BOXWOOD	18" BB	
JH	14	JUNIPERUS HORIZONTALIS 'PLUMOSA COMPACTA'	COMPACT ANDORRA JUNIPER	5 GAL	
TD	60	TAXUS X MEDIA 'DENSIF'	DENSE YEW	24" BB	
Deciduous Shrubs					
AM	6	ARONIA MELANOCARPA 'IROQUOIS BEAUTY'	IROQUOIS BEAUTY BLACK CHOKEBERRY	24" BB	WHITE-E. SUMMER
EA	5	EUONYMUS ALATA 'COMPACTA'	DWARF BURNING BUSH	36" BB	
HP	11	HYDRANGEA PANICULATA 'TARDIVA'	TARDIVA HYDRANGEA	36" BB	WHITE-SUMMER
PF	8	POTENTILLA FRUITICOSA	POTENTILLA	5 GAL	YELLOW-SUMMER
RA	72	RHUS AROMATICA 'GRO LOW'	GRO LOW SUMAC	5 GAL	
RF	21	ROSA 'FLOWER CARPET'	FLOWER CARPET SHRUB ROSE	2 GAL	DOUBLE PINK
RK	34	ROSA 'KNOCKOUT'	KNOCKOUT SHRUB ROSE	2 GAL	DOUBLE PINK
VJ	2	VIBURNUM X JUDDI	JUDD VIBURNUM	36" BB	WHITE-SPRING
Groundcover					
ef	1150	EUONYMUS FORTUNEI 'COLORATUS'	PURPLELEAF WINTERCREEPER	3" POTS	
Perennials & Grasses					
ca	11	CALAMAGROSTIS ACUTIFLORA 'KARL FOERSTER'	FEATHER REED GRASS	3 GAL	3'
ep	43	ECHINACEA PURPUREA 'MAGNUS'	CONEFLOWER	1 GAL	36" PURPLE
gj	28	GERANIUM X 'JOHNSON'S BLUE'	JOHNSON'S BLUE GERANIUM	1 GAL	18" BLUE
hs	56	HEMEROCALLIS 'STELLA D'ORO'	SELLA D'ORO DAYLILY	1 GAL	18" YELLOW
nf	53	NEPETA X FAASSENII	FAASSENS CATMINT	1 GAL	12" LAVENDER
pv	26	PANICUM VIRGATUM 'NORTH WIND'	SWITCH GRASS	3 GAL	4'
pr	8	PANICUM VIRGATUM 'ROTSTRAHLBUSCH'	SWITCH GRASS	3 GAL	4'

Symbol	Quantity	Botanical Name	Common Name	Size
Plants removed from previous submittal				
Ornamental Trees				
CM	2	CORNUS MAS	CORNELIANCHERRY DOGWOOD	6" BB
Deciduous Shrubs				
AM	16	ARONIA MELANOCARPA 'IROQUOIS BEAUTY'	IROQUOIS BEAUTY BLACK CHOKEBERRY	24" BB
RK	6	ROSA 'KNOCKOUT'	KNOCKOUT SHRUB ROSE	2 GAL
VJ	5	VIBURNUM X JUDDI	JUDD VIBURNUM	36" BB
Groundcover				
vm	700	VINCA MINOR	PERIWINKLE	3" POTS
Perennials & Grasses				
gj	10	GERANIUM X 'JOHNSON'S BLUE'	JOHNSON'S BLUE GERANIUM	1 GAL
nf	14	NEPETA X FAASSENII	FAASSENS CATMINT	1 GAL
pr	9	PANICUM VIRGATUM 'ROTSTRAHLBUSCH'	SWITCH GRASS	3 GAL

PROJECT AREA	72,380 SF
PROPOSED IMPERVIOUS SURFACE	
PARKING AND DRIVE-THRU	24,670 SF
MAIN ACCESS ROAD	14,063 SF
PEDESTRIAN SIDEWALKS	4,630 SF
BUILDING FOOTPRINT	4,360 SF
TOTAL IMPERVIOUS SURFACE	47,723 SF
TOTAL PROPOSED OPEN SPACE	24,657 SF





GROUND SIGN #2:
SHOPPING CENTER
MONUMENT SIGN

**APPROVED SIGN
LOCATION - 3'**

S1: CULVER'S
MONUMENT SIGN

GROUND SIGN #1:
SHOPPING CENTER
IDENTIFICATION SIGN

**APPROVED SIGN
LOCATION - 35'**

GROUND SIGN #3:
SHOPPING CENTER
MONUMENT SIGN

SIGN SUMMARY

SHOPPING CENTER GROUND SIGNS

GROUND SIGN #1	222 SF
GROUND SIGN #2	200 SF
GROUND SIGN #3	200 SF
TOTAL SIGN AREA:	622 SF

CULVER'S SIGNS

S1 GROUND SIGN - MONUMENT SIGN	54 SF
S2 WALL SIGN - "CULVER'S" (x2)	29.96 SF
S3 WALL SIGN - "CULVER'S"	46.77 SF
S4 - N/A	
S5 - N/A	
S6 GROUND SIGN - DT MENU BOARD	55.3 SF
S7 BLADE SIGN - NON ILLUMINATED	3.7 SF
S8 GROUND SIGN - DIRECTIONAL SIGN	3.2 SF
S9 - N/A	
S10 WINDOW DECAL - DOOR VINYL	1.2 SF
S11 WINDOW DECAL - EMP. ENTRANCE	.76 SF
S12 - N/A	
TOTAL SIGN AREA:	224.85 SF

**SIGN
TABULATION PLAN**
SCALE: 1/100" = 1'-0"



EXISTING STORMWATER
DETENTION FACILITY

EXISTING
STORMWATER
POND

EXISTING RETAINING
WALL 100YR.
FLOODPLAIN FOLLOWS
BOTTOM OF WALL

PROPOSED MONUMENT
SIGN

100YR

EXISTING

RIM653.81

DRAINAGE & GRADING EASEMENT

18080
N / LIGHT

655.00

12" WM

EXISTING CONC. WALL

5'

TS

FL653.60

FL653.57

FL653.06

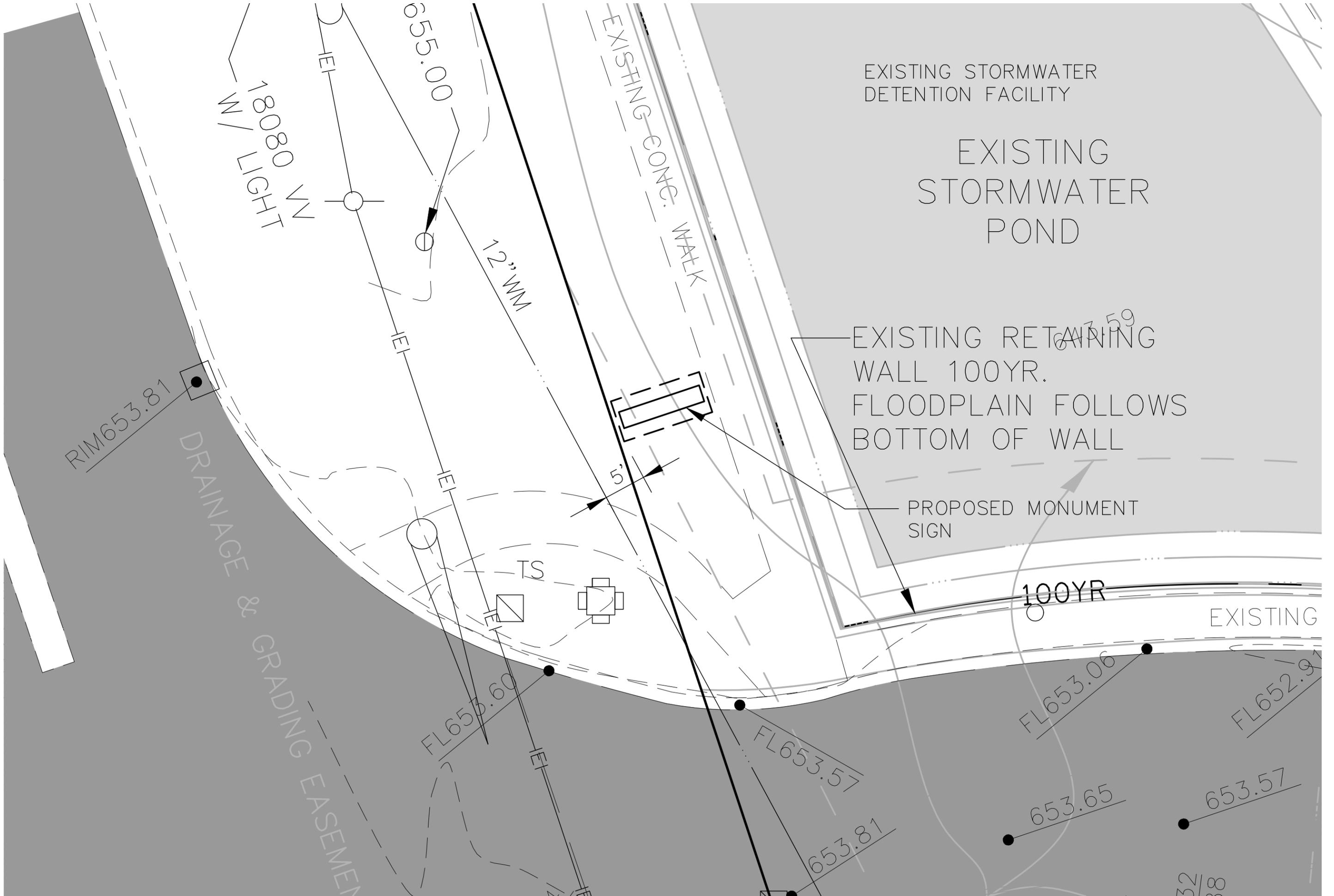
FL652.9

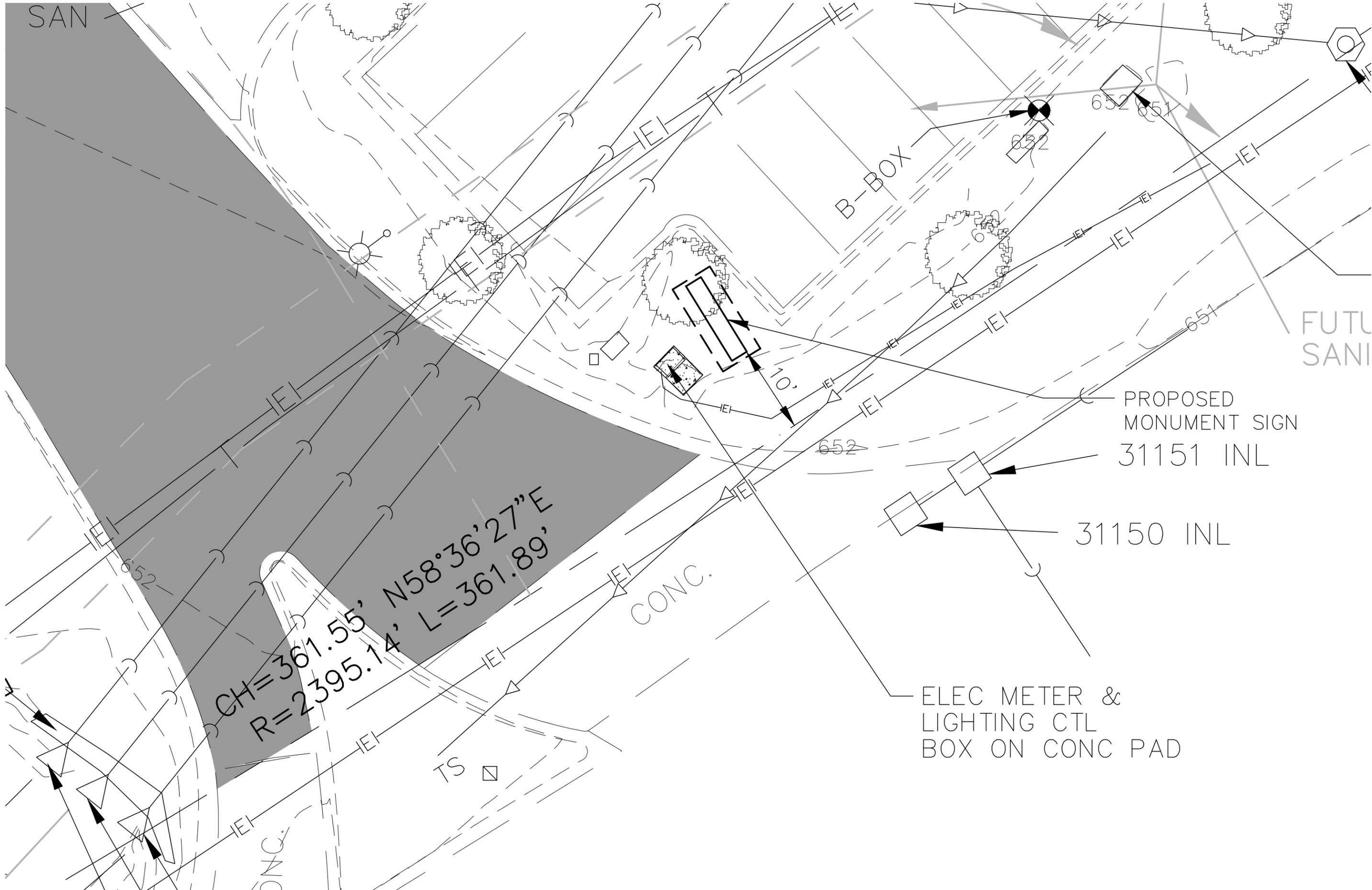
653.65

653.57

653.81

32/00





SAN

CH=361.55', N58°36'27"E
R=2395.14', L=361.89'

B-BOX

FUTL
SANI

PROPOSED
MONUMENT SIGN
31151 INL

31150 INL

ELEC METER &
LIGHTING CTL
BOX ON CONC PAD

CONC.

TS

10'

652

652

652

651

651

652

IEI

LINCOLNSHIRE MARKET PLACE PYLON SIGN

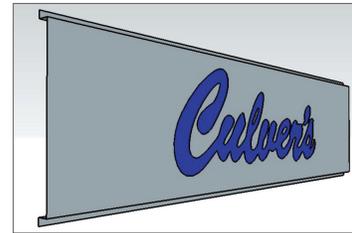
DOUBLE SIDED CUSTOM FABRICATED PYLON SIGN.
 TENANT PANELS INTERNALLY LED ILLUMINATED.
 STRIPE PAINTED ALUMINUM CABINET.
 DIMENSIONAL LETTERING AND GOOSE NECK MAIN ID TOP
 TOTAL PROPOSED SIGN AREA : 14.8 SF
 SIGN DOES NOT EXCEED 0.5 FOOT CANDLES AT PROPERTY LINE.
 DESIGN INTENT IS TO MATCH EXISTING FRESH MARKET COLORS AND MATERIALS.

RLM SIGN LIGHTING

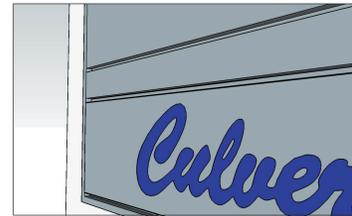


SHADE STYLE AND SIZE : ASFC10 - 10.25"
 FINISH : 600 BRONZE
 MOUNTING (ARM) : G5
 SWIVEL KNUCKLE : INCLUDED
 LIGHT SOURCE: LED 27 - 300K

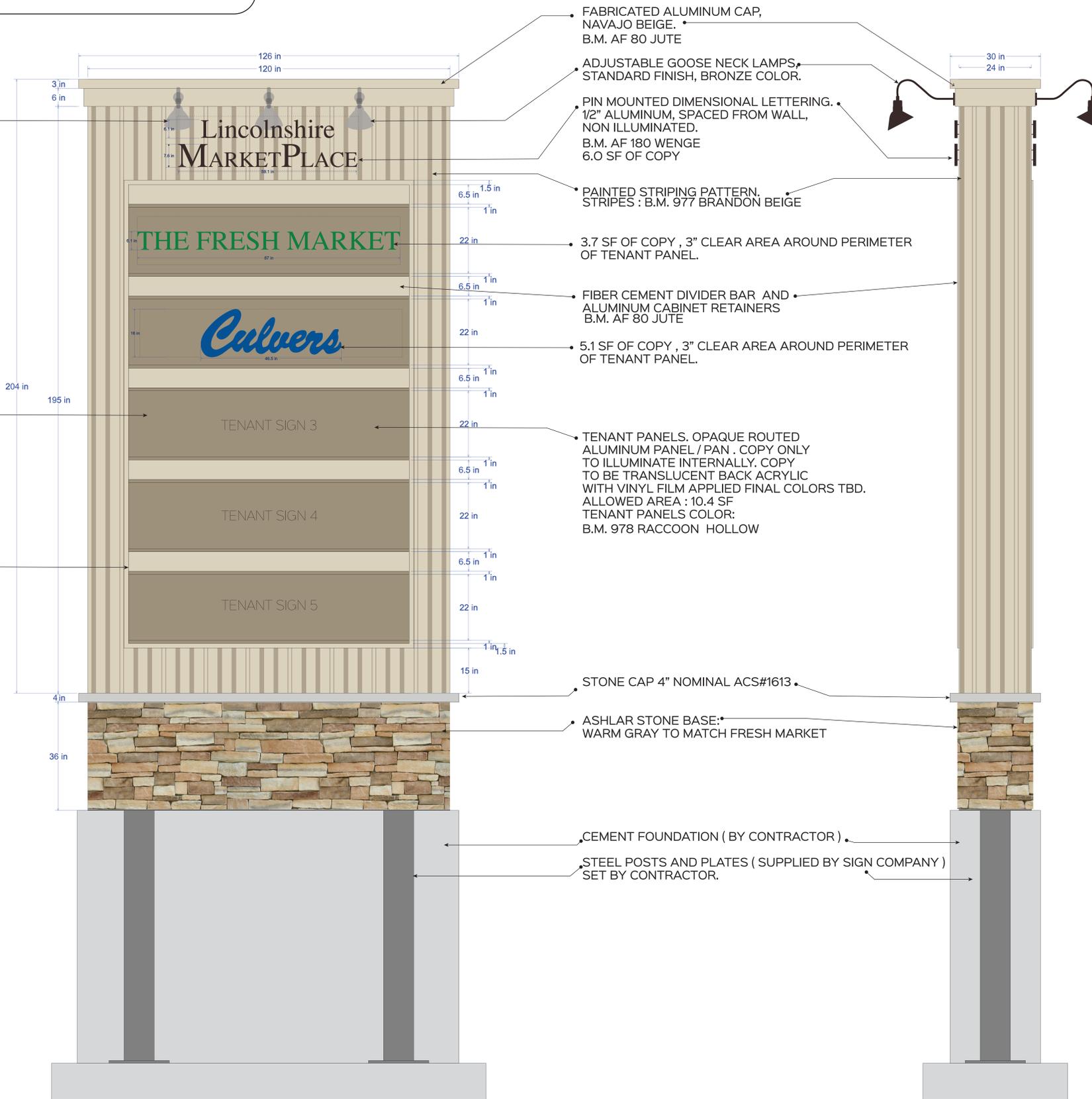
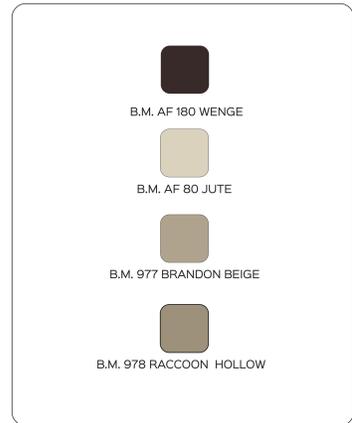
TENANT PANEL



DIVIDER BAR AND RETAINER



COLOR SWATCH



FRONT VIEW

SIDE VIEW



COMETNEON
 SIGN AND AWNING

COMET NEON INC.
 DBA CN SIGN AND AWNING
 O: 630- 656-1085
 F: 630-668-9335
 WWW.CNSIGNANDAWNING.COM
 1120 N. RIDGE AVE. LOMBARD IL 60148.

CLIENT:
 Michael Herron
 Herron Construction Company
 908 E. Burnett Road
 Island Lake, IL 60042
 Phone: 847.487.4444
 michaelherron@herronconstruction.com
 www.herronconstruction.com

lincolnshire project
PROJECT MANAGER:
 HERON MONTES
 773-750-1217
 AWNING@COMETNEON.COM

REVISION: 1.0
SIGN TYPE: PYLON SIGN
DATE: 12/5/17



THE INTENT OF THIS DRAWING IS TO SHOW A CONCEPTUAL REPRESENTATION OF THE PROPOSED SIGNAGE. DUE TO VARIATIONS IN PRINTING DEVICES AND SUBSTRATES, THE FINISHED PRODUCT MAY DIFFER SLIGHTLY FROM DRAWING.

Accepted: By signing this document you accept that he above specifications , colors , dimensions, Spelling and conditions are correct satisfactory and are hereby accepted.You are authorized to do the work as specified

Accepted by (Print name):

Title:

Company:

Date of Acceptance:

Signature:

Landlord:

**REQUEST FOR BOARD ACTION
Architectural Review Board
January 16, 2018**

Subject:	Sign Code (Title 12) Revisions
Action Requested:	Public Hearing on Proposed Changes to Chapter 3 (Definitions), Chapter 8 (Sign Construction & Design: General Standards), Chapter 11 (Prohibited Signs), Chapter 12 (Exempt Signs) and Chapter 13 (Temporary Signs)
Petitioner:	Village of Lincolnshire
Originated By/Contact:	Tonya Zozulya, Economic Development Coordinator Department of Community & Economic Development
Referred To:	Architectural Review Board

Background:

- The recent Sign Code rewrite was adopted in June 2009. Since that time, a number of revisions (including changes to wall, temporary, political and LED gas station monument signs, as well as sign landscaping) have been approved to clarify or refine Code requirements.
- The most recent changes to the Sign Code were adopted in March 2017 regarding off-premise monument signs for multi-tenant shopping centers, ground and awning signs and sign districts.
- Staff and the Village Attorney recently identified additional areas where further amendments are warranted in response to recent temporary sign requests and staff research. The Village Attorney recommended the Village consider making changes to Chapter 13, Temporary Signs, in light of the 2015 Supreme Court case, Reed vs. Town of Gilbert, Arizona, to make temporary sign regulations content neutral and not based on the sign message (see attached Ancel Glink summary of the case). Staff is also proposing amendments regarding permanent ground and wall sign illumination in Chapter 8 (Sign Construction & Design: General Standards), in response to a resident concern. In addition, changes are proposed to Chapter 11 (Prohibited Signs) to allow temporary banner signs with conditions.
- Attached is a draft Sign Ordinance, prepared by the Village Attorney, containing a full list of proposed changes.
- On September 11, 2017 and November 13, 2017, the Village Board conducted a preliminary evaluation and referred this request to the ARB for a Public Hearing and recommendations (see attached meeting minutes). The ARB's recommendations will be forwarded to the Village Board for final review and approval.
- Notice of the Public Hearing was published in the December 29, 2017 edition of the Daily Herald, as required by Code.

Summary of Revisions:**Temporary Signs – Chapter 13:**

- The Village Attorney and staff reorganized the entire Temporary Sign Code chapter to retain current general requirements regarding sign design while creating broad regulations by sign

type and Sign District (note the existing Downtown, Residential, Corridor Commercial and Office/Industrial Districts will not change with the proposed amendment). As proposed, there would no longer be different regulations based on the specific purposes of temporary signs, such as promotional, real estate, project announcement, construction, etc. These specific temporary sign names would be removed from the Code. All types of temporary signs would be treated the same in each sign district, with regulations varying depending on whether it is a freestanding, banner, window or a light pole sign. For example, temporary garage sale signs are proposed to be treated the same way as temporary real estate signs in the Residential Sign District and temporary promotional signs would be treated the same as temporary commercial real estate signs in the Downtown, Corridor Commercial and Office/Industrial District.

- Signs in the Corridor Commercial District are proposed to be larger than signs in the Downtown and Office/Industrial Sign Districts because of higher speeds and need for larger sign messages expected along major arterials in that sign district. The only exception to the above is temporary off-premises institutional signs advertising non-profit events. This exception is based on the fact that these signs promote noncommercial speech and are regulated differently for the permitted maximum number of signs and their placement. Attached is a table comparing current and proposed sign regulations (please note, as stated above, unlike the current Code, the revised Code would not contain any individual sign types mentioned by name to keep regulations content neutral). The proposed size is recommended to adequately accommodate all types of signs. The maximum number of days for signs (except banners) was slightly increased for the Residential and Office/Industrial Sign Districts (from 90 to 91 to make the number divisible by 7 for easier tracking) and in the Downtown/Corridor Commercial District (from 90 to 245 to adequately accommodate all types of signs). Banner signs are proposed to have a shorter display period (14 days in the Residential Sign District and 91 days in all other Sign Districts).
- Staff conducted the attached Northwest Municipal Conference survey to obtain information from local communities on several temporary sign regulations. Ten communities responded. Two communities (Lake Zurich and Schaumburg) stated they have revised their Codes to make them more content-neutral based on the Reed case law. Staff also contacted Deerfield, Bannockburn, Lake Forest, Lake Bluff and Highland Park and received indication those communities have not revised their Codes since the Reed case. The City of Lake Forest is currently reviewing their Sign Code for potential changes. Highland Park indicated they will consider revisions based on the Reed case during future sign Code amendments.
- The attached draft Sign Ordinance proposes revisions to allow temporary window signs on the first and second floors of all buildings, including office buildings, with the current limitation regarding the window sign size and placement. The current Code does not allow permanent or temporary window signs on the first and second floor of all-office buildings (occupied by office users only, such as the two-story NorthShore University medical office building at Lincolnshire Commons) and on the second floor of all other types of buildings, such as Village Green, CityPark and Oak Tree Corners Centers with mixed uses. This relaxation would allow first- and second-floor offices and other second-floor businesses the ability to display temporary window signs. No temporary window signs would be allowed above the second floor regardless of the building use.
- The draft Sign Ordinance also establishes new regulations for temporary free-standing banner signs (defined as signs without a hard backing) which are currently prohibited. Staff

owners, about allowing these signs. Baceline stated they believe hard backing signs are expensive to make and take up a significant amount of storage space. Baceline recently opted not to use signage to promote the Itty Bitty Pumpkin Patch special event for these reasons, noting they also plan to forgo sign advertisement for other events if the Village does not relax the code. Lincolnshire has historically prohibited banners for aesthetic reasons for all types of temporary signs. Besides Baceline, we have previously received requests for banner signs from local retailers, prospective businesses, corporations and festival organizers who are interested in the ability to display wall and free-standing banners for promotion/advertisement and project announcements (e.g., grand openings, anniversary sales, menu specials, festivals, “coming soon”). Banners attached to walls, fences or other structures, as well as feather and pennant signs, would remain prohibited.

- Staff contacted 9 North Shore communities to determine whether banner signs are allowed. Two communities (Lake Forest and Winnetka) stated they prohibit banners. Six (Highland Park, Lake Bluff, Northbrook, Glenview, Wilmette and Deerfield) allow them, with Deerfield’s permissibility applicable only to public and religious institutions only (e.g., schools, libraries and churches). The Village of Glencoe did not respond to the survey.
- While referring the proposed Title 13 revisions to the ARB, the Village Board directed the Village Attorney and staff to provide for a shorter banner sign display period than other free-standing signs in each Sign District. They also expressed a desire for the current temporary real estate sign maximum size of 6’ in height and 6 square feet in area in residential zones to remain the same or be reduced, and no more than one real estate sign be permitted per lot which includes corner lots with two frontages. The attached draft Sign Ordinance shows 16 square feet as the maximum sign size in residential zones, per the Village Attorney’s recommendation. *Staff requests the ARB determine the appropriate size to be applied to all types of free-standing signs in the Residential Sign District. This means the maximum size for residential real estate signs recommended by the ARB will drive the maximum allowable size for all other free-standing temporary signs (except banners) in residential zones since all free-standing temporary signs constructed of the same materials are to be treated the same within the same Sign District regardless of the sign purpose/message.*

Sign Construction & Design: General Standards – Chapter 8:

- Staff proposes to relax the current “items of information” regulations for temporary signs only. Examples of “items of information” include business names, logos as well as message bites such as “Opening winter 2018”, “Now hiring.” The current restriction of no more than 2 items of information is proposed to be eliminated to allow greater message flexibility. Staff found the current limit to be very restrictive for temporary signs, with some types (real estate signs) sometimes needing to display as many as 10 items of information. The current 2-item of information restriction would continue to apply to all permanent signs.
- Staff also proposes to revise current permanent wall and ground sign illumination requirements, in response to a concern from a Village Green South condominium resident regarding certain signs remaining lit at night in the Oak Tree Corners Shopping Center at Milwaukee Avenue and Olde Half Day Road. The Sign Code currently states illuminated wall and ground signs adjacent to or across the street from residentially zoned properties must be turned off between the hours of 11 p.m. and 7 a.m. unless a business is open past 11 p.m. in which case signs need to be off between 1 a.m. and 7 a.m. There is an exemption for 24-hour gas station electronic message board signs which can stay lit at night (all three Lincolnshire gas stations are open 24 hours).

- The following existing signs in the Village are subject to the current illumination regulations: Village Green Center businesses, Bank of America, Walgreens, Oak Tree Corners businesses, Strawberry Field Café, Lincolnshire Marketplace (including The Fresh Market, Culver's and any future signs), Greenview Homes building, Marathon Gas Station/Dunkin Donuts, McDonalds, BP Gas Station, Marriott, three furniture stores, Camberley Club, Sedgebrook, Loft 21, Par-King, CityPark businesses (including Regal and 444 Social Luxury Apartments), Shell Gas Station/Circle K, Lincolnshire Commons Center businesses, Lincolnshire Animal Hospital, Vernon Area Public Library, Lincolnshire Tennis Club, CDW Center, Medline property, schools and churches. The vast majority of these signs are located along Milwaukee Avenue and not in close proximity to any residential homes. These signs also provide security and illumination in addition to parking lot and building lights which are not required to be turned off at night.
- Lincolnshire Police Department personnel drove by our commercial centers at approximately 1:30 a.m. the week of October 16, 2017, and determined the vast majority of commercial signs remain lit throughout the night. Staff does not believe we had previously received complaints about night sign illumination, and have not enforced code regarding this matter.
- Staff conducted a Northwest Municipal Conference survey to determine night time sign illumination requirements in other communities. The attached survey results show 13 communities responded, including Highland Park and Buffalo Grove that do not have such requirements. Six (6) communities require signs to be turned off at night at different times, including "within an hour of business closing," 11 p.m. - 6 a.m., 11 p.m. - 7 a.m., 12 a.m. - 6 a.m. and 1 a.m. - 7 a.m., all enforced on a complaint basis only. These communities indicated the sign turn-off requirement does not apply to 24-hour businesses. Additionally, staff researched the surrounding communities of Lake Forest, Lake Bluff and Deerfield. All three communities indicated requiring signs to be turned off at night, and enforce it only when they receive complaints. Lake Forest's signs must be turned off after normal business closing; Lake Bluff's - between 11 p.m. and 6 a.m. and Deerfield's - between 11 p.m. or business close (whichever is later) and dusk. Deerfield's regulations apply to signs within 120' of residential zones.
- The attached draft Sign Ordinance, prepared by the Village Attorney, amends the current regulations to require only those signs that are located within 120' of the façade of the nearest residential building, and are visible to residents, be switched off at 11 p.m. or 1 a.m. The proposed 120' separation was modeled after the Deerfield Code to allow a greater number of signs to remain lit at night. Please note any sign in the Village would continue to be subject to the maximum 0.5 foot candle light intensity requirement so as not to adversely impact surrounding properties. *Staff requests the ARB consider whether the proposed changes are appropriate and whether the ground sign gas station exemption should be extended to all 24-hour businesses, including gas stations, for both ground and wall signs and whether any turned off signs should be allowed to be turned back on earlier than 7 a.m. to accommodate businesses that open early (e.g., breakfast venues that typically open at 5 or 6 a.m.).*

Prohibited Signs – Chapter 11:

- Staff proposes to remove the current prohibition against temporary window signs for all-office buildings.
- The prohibition regarding banner signs is proposed to be removed (see Chapter 13 discussion above).

Exempt Signs – Chapter 12:

- The regulation for “car for sale” signs is proposed to be revised to specify no more than one such sign may be placed on the interior of a car owned by the owner/tenant of the property where the car is advertised for sale.

Definitions – Chapter 3:

- The definitions of “Institutional Sign” and “Off-Premise Institutional Sign” are proposed to be revised as shown on the attached to clarify the entities eligible for such signs.

Recommendation:

Public hearing, review and recommendations regarding the proposed Sign Code changes to the Village Board.

Motion:

Having conducted a Public Hearing on January 16, 2018, the Architectural Review Board moves to approve and recommend to the Village Board for their approval of comprehensive Sign Code revisions to Title 12 of the Lincolnshire Village Code regarding permanent and temporary signs, as presented in the draft Sign Ordinance prepared by the Village Attorney, subject to...

{Insert any additional conditions or modification desired by the ARB}

Reports and Documents Attached:

- Draft Sign Code ordinance containing revisions to Chapters 3, 8, 12 and 13 of Title 12, Sign Control, prepared by Village Attorney Simon.
- A summary of the Reed vs. Town of Gilbert Supreme Court case, prepared by Ancel Glink Attorney Julie Tappendorf.
- Current Chapter 3 (Definitions), Chapter 8 (Sign Construction & Design: General Standards), Chapter 11 (Prohibited Signs), Chapter 12 (Exempt Signs) and Chapter 13 (Temporary Signs).
- A table comparing current and proposed temporary sign regulations, prepared by staff.
- Northwest Municipal Conference temporary sign and permanent sign illumination survey results.
- Minutes of the September 11, 2017 and November 13, 2017 Committee of the Whole discussion regarding proposed amendments.

Meeting History	
Village Board Preliminary Evaluation (initial):	September 11, 2017
Village Board Preliminary Evaluation (continued):	November 13, 2017
Architectural Review Board (current):	January 16, 2018

VILLAGE OF LINCOLNSHIRE

ORDINANCE NO. _____

**AN ORDINANCE AMENDING TITLE 12 (SIGNS)
OF THE VILLAGE OF LINCOLNSHIRE MUNICIPAL CODE**

WHEREAS, the Village of Lincolnshire, an Illinois home rule municipal corporation, has the authority to adopt ordinances and promulgate rules and regulations that pertain to its government and affairs, including the coordination and operation of various activities and structures within its boundaries, and to protect the public health, safety, and welfare of its citizens; and

WHEREAS, the Village has express statutory authority to establish and enforce standards for the review of the design of buildings and structures, including signs, 65 ILCS 5/11-13-1(12); and

WHEREAS, the Village Board finds it necessary for the promotion and preservation of the public health, safety and welfare of the Village that the design, erection, construction, location and maintenance of all signs be regulated and controlled;

WHEREAS, the Village has an important and substantial interest in preventing the proliferation of temporary signs of increasing size and dimensions as a result of competition between commercial property owners seeking the attention of passing motorists (*i.e.*, sign clutter); and

WHEREAS, the Village has an important and substantial interest in ensuring the signs erected and displayed in the community are constructed well and maintained in good order to ensure the signs do not deteriorate and consequently have a negative impact on aesthetics and property values; and

WHEREAS, Village Board finds that sign clutter makes the community less attractive for commerce and private investment, and dilutes and obscures messages being displayed in the village's non-residential sign districts by creating visual confusion and aesthetic blight; and

WHEREAS, the Village Board finds that the regulation of temporary signs in non-residential sign districts requires greater oversight to abate the effects which sign proliferation has on aesthetics and economic development; and

WHEREAS, the Village desires to ensure its temporary sign regulations conform to the legal precedent set by the U.S. Supreme Court case *Reed v. Town of Gilbert* (June 18, 2015), and are consequently characterized as content-neutral, time, place and manner restrictions; and

WHEREAS, the Village Board referred to the Architectural Review Board (“ARB”) a petition to research, consider and prepare proposed text amendments to the Sign Code to clarify and amend the standards for temporary signs; and

WHEREAS, following due publication of notice in the _____ on _____, 2017, a public hearing concerning the proposed amendments to the regulation of Temporary Signs in the Sign Code of the Village was convened by the ARB on _____; and

WHEREAS, following deliberation and consideration on the evidence and testimony elicited during the public hearings and the recommendation of the ARB, the Village Board desires for the Sign Code to be amended as proposed by Staff to further the regulation of temporary signs; and

WHEREAS, the Village hereby finds that it is in the best interest of the Village and the public to amend its Sign Code to promote the highest and best use of the land in the Village and to achieve various other goals promoting the economic health and welfare of the Village.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Trustees of the Village Of Lincolnshire, Lake County, Illinois, in exercise of its home rule powers, as follows:

SECTION ONE: The findings contained in the preambles to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance as though fully set forth herein. The findings of the Architectural Review Board of the Village of Lincolnshire, Lake County, Illinois, are herein incorporated by reference as the findings of this Board to the same effect as if fully recited herein at length. All references in the ARB’s findings are made the references of the Mayor and Board of Trustees of the Village of Lincolnshire.

SECTION TWO: Section 12-3-1 of the Village of Lincolnshire Sign Code is hereby amended by:

A. Repealing and replacing the definition of “Institutional Sign” with the following definition: “A sign erected by a not-for-profit entity, that has its principal place of business in Lincolnshire, which advertises a noncommercial event or activity being organized by such not-for-profit entity.”

B. Repealing and replacing the definition of “Off-Premise Institutional Sign” with the following definition: “A freestanding sign erected by a not-for-profit entity, that has its principal place of business in Lincolnshire, which advertises a noncommercial event or activity being organized by such not-for-profit entity and which is located on any property or right-of-way other than where the event or activity shall occur.”

SECTION THREE: Section 12-13-1 of the Village of Lincolnshire Sign Code is hereby replaced with a new Section 12-13-1 as presented in Exhibit A, attached hereto and incorporated as though fully Set forth herein.

SECTION FOUR: Other Changes.

A. Section 12-8-1(H)(2) is hereby revised as described below:

2. Each descriptive or identifying word, set of words, icon, logo, symbol or image on a sign shall be defined as an “item of information”. For example, but not in limitation thereof, each of the following would be one (1) item of information: (a) the name of the business, even if multiple words, or (b) the business logo. The street number address of the business is not counted as an item of information. A company catchphrase or motto may be included on a sign only if it is a part of the legal name of a business. Products, services, telephone number, or a website address shall not be permitted as part of the Copy on a permanent sign unless it is part of the legal name of a business. ~~The display of either a website address or telephone number shall be permitted on Temporary Advertisement/Promotional and Institutional Signs, and such copy shall not count as an item of information for such signs.~~ The prohibition against displaying the names of products or services shall not apply to Awning/Canopy Signs ~~and Temporary Advertisement/Promotional Signs.~~ Temporary signs shall be exempt from any limitations on items of information.

B. Section 12-11-1(D) is hereby amended to read as follows:

- D. ~~Banners, Feather signs,~~ bunting, pennants and items of a similar nature, not including those permitted in accordance with this Title.

- C. Section 12-11-1(T) is hereby amended to read as follows:
- T. Permanent window signs for office buildings.
- D. Section 12-12-1(H) is hereby stricken and replaced with the following:
- H. On property owned or leased by the owner of one or more vehicles, one sign placed on the inside of only one of such owner's or lessee's vehicles shall be exempt from the regulations of this Chapter.
- E. Section 12-8-1(D) is hereby amended in the manner described below:
- D. Illumination Any sign illumination, including gooseneck reflectors must be designed, located, shielded and directed to prevent the casting of glare or direct light upon roadways and surrounding properties, or to distract the operators of motor vehicle or pedestrians in the public right-of-way. In the case of internally illuminated signs, the sign face must function as a filter for any illumination.
1. ~~Illuminated signs located on a lot adjacent to or across the street from~~ within 120 feet of any residential district dwelling and for which the sign face has a direct line of sight toward windows of such dwelling shall be turned off and not operated between the hours of eleven o'clock (11:00) P.M. and seven o'clock (7:00) A.M., unless the premises on which or for which the sign is specifically operating is engaged in the operation of its business later than eleven o'clock (11:00) P.M., in which event, the sign shall not be operated past the hour of one o'clock (1:00) A.M. For the purpose of this section D.1, the measurement shall be from the face of the sign to the nearest façade of the nearest dwelling. Except as provided in this paragraph, all other signs are not required to be turned off.
 2. Lighting for signs shall be in harmony with the signs' and the project's design. If outside lighting is used, it should be arranged so the light source is shielded from view.
 3. The maximum lighting shall be one-half (½) footcandle, as measured at the property line reflecting from a white background aimed at the surface of the sign.
 4. All illuminated signs shall be equipped with a safety shut-off switch.

SECTION FIVE: If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, either facially or as applied, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the

validity of the remaining portions hereof or any other application under which such provision is deemed permitted.

SECTION SIX: All prior Ordinances in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION SEVEN: This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

SO ORDAINED this _____ Day of _____, 2017, at Lincolnshire, Lake County, Illinois.

AYES:

NAYS:

ABSENT:

APPROVED:

Elizabeth J. Brandt, Mayor

DATE: _____

ATTEST:

Barbara Mastandrea, Village Clerk

EXHIBIT A
SECTION 12-13-1
TEMPORARY SIGNS

CHAPTER 13
TEMPORARY SIGNS

SECTION:

12-13-1 TEMPORARY SIGNS

A. General Regulations for all Temporary Signs

1. Except as otherwise permitted herein, signs shall be located entirely on property owned or controlled by the owner of the sign and shall be placed a minimum of five (5) feet from the property line.
2. Off-premise temporary signs for owners or tenants in unified commercial/mixed-use developments granted a Planned Unit Development designation shall be permitted, regardless of property ownership, so long as the sign is located within the boundaries of the Planned Unit Development.
3. Up to twenty-four (24) off-premises institutional signs are permitted, provided they are no larger than four (4) square feet in area, no taller than three (3) feet, and are displayed for no longer than twelve (12) days each display period. The display of an off-premises institutional sign shall not result in the diminution of the annual display period otherwise permitted for temporary signs on a given property.
4. No temporary sign may be illuminated.
5. No exposed framing shall be visible on temporary signs. All temporary signs must remain in good condition during the display period. Throughout the display period, corrective action must be taken immediately should there be any problems with the appearance, condition or maintenance of the sign and/or support hardware. Signs in disrepair are subject to removal by the Village.
6. No temporary sign shall extend over or into any street, nor any sidewalk, or other public thoroughfare or right of way a distance greater than four (4) inches from the wall to which it is attached, and shall not be placed or project over any wall opening capable of ingress and egress. No temporary sign shall be erected so as to prevent free ingress to or egress from any door, window or fire escape, nor shall any such sign be attached to any standpipe.

7. Temporary signs shall not be attached to fences, trees, utility poles or permanent signs (except temporary signs may be attached to permanent signs when there is a change of ownership or occupancy).
8. Temporary signs shall not be placed in a position that will obstruct or impair vision or traffic or in any way or manner create a hazard or disturbance to the health and welfare of the general public.
9. Multiple temporary signs located on the same frontage and the same zoning parcel in the Downtown and Corridor Commercial Sign Districts must be separated by 50 feet.
10. All temporary signs shall be removed within five (5) business days following the earlier to occur between (a) the expiration of the applicable display limitation, or (b) the subject of the sign being complete, expired, terminated or abandoned.
11. Any violation of the conditions and restrictions of this section shall result in the loss of forty-five (45) days from the annual maximum duration for the display of a temporary sign. Such penalty shall roll over to the next calendar year if less than 45 days remain in the applicable limitation.

B. Regulations by Sign District

1. Temporary freestanding signs, other than banners, are permitted in compliance with the regulations of **Tables 1 and 2** of this Section.

Table 1

<u>Sign District</u>	<u>Area</u>	<u>Height</u>	<u>Duration</u>
Residential	16 sq. ft.	6 ft.	91 Days per display period; Minimum gap of 14 days
Downtown	20 sq. ft.	6 ft.	245 days per year in total; Not more than 6 separate times; Minimum gap of 7 days
Corridor Commercial	24 sq. ft.	6 ft.	245 days per year in total; Not more than 6 separate times; Minimum gap of 7 days
Office/Industrial	20 sq. ft.	6 ft.	91 days per year in total

Comment [TZ1]: The Village Board requested it be reduced from 16 sq.ft. to 6 sq.ft. The ARB is asked to comment on the appropriate size.

Table 2

<u>Sign District</u>	<u>Materials</u>	<u># of Signs per Zoning Lot</u>	<u>Permit?</u>
Residential	Corrugated Plastic, Wood or Metal	1	No
Downtown	Vinyl, Balloons, Corrugated Plastic, Wood or Metal	2 per frontage	Yes
Corridor Commercial	Vinyl, Balloons, Corrugated Plastic, Wood or Metal	2 per frontage	Yes
Office/Industrial	Vinyl, Balloons, Corrugated Plastic, Wood or Metal	1 per frontage	Yes

2. Temporary signs affixed to the inside of windows are permitted, without a permit, in compliance with the regulations of **Tables 3 and 4** of this Section.

Table 3

<u>Sign District</u>	<u>Area</u>	<u>Height</u>	<u>Duration</u>
Downtown	No greater than 25% of the window area ^a	Limited to Only the First and Second Floor	91 days per year in total; Not more than 6 separate times; Minimum gap of 14 days
Corridor Commercial	No greater than 25% of the window area	Limited to Only the First and Second Floor	91 days per year in total; Not more than 6 separate times; Minimum gap of 14 days
Office/Industrial	No greater than 25% of the window area ^a	Limited to Only the First and Second Floor	91 days per year in total; Not more than 6 separate times; Minimum gap of 14 days

^a "Window area" is defined as a continuous surface comprised of one (1) or more window panes until divided by an architectural or structural element. Mullions are not

considered an element that divides a window area. A “window pane” is each discrete piece of glass which is mounted in its own frame.

Table 4

<u>Sign District</u>	<u>Placement</u>	<u>Materials</u>	<u>Copy Area</u>
Downtown	Interior	Plastic Decals, Corrugated Plastic, Wood or Metal	2” from the edge of any window pane
Corridor Commercial	Interior	Plastic Decals, Corrugated Plastic, Wood or Metal	2” from the edge of any window pane
Office/Industrial	Interior	Plastic Decals, Corrugated Plastic, Wood or Metal	2” from the edge of any window pane

3. Temporary signs attached to Village-owned poles and parking lot light poles are permitted to be erected by the owner of such pole in compliance with the regulations of **Tables 5 and 6** of this Section.

Table 5

<u>Sign District</u>	<u>Area</u>	<u>Height</u>	<u>Duration</u>
Downtown	8 sq. ft.	The face of the sign may not exceed 15 feet nor be lower than 8 feet	91 days per year in total; Not more than 6 separate times; Minimum gap of 14 days
Corridor Commercial	8 sq. ft.	The face of the sign may not exceed 15 feet nor be lower than 8 feet	91 days per year in total; Not more than 6 separate times; Minimum gap of 14 days

Table 6

<u>Sign District</u>	<u>Materials</u>	<u>Copy Area</u>	<u>Permit?</u>
Downtown	Plastic, Canvas	2” from the edge of any window pane	Yes
Corridor Commercial	Plastic Canvas	2” from the edge of any window pane	Yes

4. Temporary freestanding banner signs are permitted in compliance with the regulations of **Tables 7 and 8** of this Section. Banners may not be affixed or attached to a wall.

Table 7

<u>Sign District</u>	<u>Area</u>	<u>Height</u>	<u>Duration</u>
Residential	16 sq. ft.	6 ft.	14 Days per display period; Minimum gap of 14 days
Downtown	20 sq. ft.	6 ft.	91 days per year in total; Not more than 14 days for each display period; Minimum gap of 14 days
Corridor Commercial	24 sq. ft.	6 ft.	91 days per year in total; Not more than 14 days for each display period; Minimum gap of 14 days
Office/Industrial	20 sq. ft.	6 ft.	91 days per year in total

Table 8

<u>Sign District</u>	<u>Materials</u>	<u># of Signs per Zoning Lot</u>	<u>Permit?</u>
Residential	Vinyl, Canvas	1	Yes
Downtown	Vinyl, Canvas	1 per frontage	Yes
Corridor Commercial	Vinyl, Canvas	1 per frontage	Yes
Office/Industrial	Vinyl, Canvas	1 per frontage	Yes

Supreme Court's Sign Case May Require Sign Code Amendments

Friday, June 19, 2015 [Julie Tappendorf](#)

[From Ancel Glink blog](#)

As we noted yesterday, the Supreme Court finally issued its ruling in the sign case involving a local church's challenge to the Town of Gilbert, Arizona's sign regulations. [Reed v. Town of Gilbert, Arizona \(USSCT, June 18, 2015\)](#). In a nutshell, the Supreme Court held that the Town's sign code was a content-based regulation that could not survive the strict scrutiny required by the First Amendment. This case is certain to have an impact on how local governments regulate signage within their community, and is likely to require most communities to review and revise their current sign regulations to bring them into conformity with the Supreme Court's decision.

The facts are fairly straightforward. The Good News Community Church wanted to advertise the time and location of their Sunday services. They did not have a regular site for services, so held them at various locations in or near the Town of Gilbert. To inform the public about the services, they posted 15-20 temporary signs around the Town of Gilbert that included the name of the church, and the time and location of the upcoming service. After the church was cited by the Town for violating the Town's sign code, the church sued the Town, arguing that the sign code violated their freedom of speech rights under the First Amendment. The Ninth Circuit Court of Appeals ruled in favor of the Town and upheld the sign code as a content-neutral regulation. The U.S. Supreme Court disagreed, however, finding the sign regulations content-based.

According to the Supreme Court, a government regulation of speech is content based if a law applies to particular speech because of the topic discussed or the idea or message expressed. Thus, a court must consider whether a regulation of speech "on its face" draws distinctions based on the message a speaker conveys. According to the Court, the Town's sign code is content based on its face because the Town treats temporary directional signs, political signs, and ideological signs (all temporary signage) differently, depending "entirely on the communicative content of the sign." For example, ideological signs (signs communicating noncommercial messages that are not directional political, garage sale, or construction signs) are treated most favorably of the three categories. Political signs, on the other hand, are treated somewhat less favorably (stricter time limits and size restrictions) than ideological signs. And directional signs relating to events are treated even less favorably, with much more restrictive size and time restrictions. In the Court's view, singling out a specific subject matter for differential treatment, as evidenced by the way the Town treated these three categories of signs, is the perfect example of content-based discrimination.

Because the sign code imposes content-based restrictions on speech, they could only be upheld if they can survive strict scrutiny. That means that the Town had to prove that the restriction "furthers a compelling interest and is narrowly tailored to achieve that interest." The Town's two arguments in favor of a governmental interest (aesthetics and traffic safety) were not, according to the Court, a sufficiently compelling reason to treat directional event signs less favorably than other temporary signs. For example, there was no evidence that the type of directional signs placed by the church posed any greater threat to traffic safety than ideological or political signs. There was also no evidence that limiting directional signs but allowing larger ideological signs for a longer period of time would protect the aesthetics of the Town.

The opinion raises a number of questions, including what a municipality can legally do to regulate signs. The majority opinion does not provide much guidance, except to say that its decision "will not prevent governments from enacting effective sign laws." The Court stated that the Town has a variety of "content-neutral" options available to protect aesthetics and traffic safety, such as regulating the size, building materials, lighting, and other aspects of signs that have nothing to do with the sign's message. The Court also noted that the Town could completely ban signs from public property, so long as it is done in an evenhanded manner. What the Town could not do, however, was treat similar signs differently based on the message on the sign.

Justice Alito wrote a concurring opinion, joined by Justices Kennedy and Sotomayor, attempting to provide guidance to local governments as to what type of sign regulations would not be content-based, including the size, lighting, electronic vs. static, location, total number of signs along a roadway, and time limits for signs advertising a one-time event. However, the Town of Gilbert's temporary signs included many of these same regulations, but those were struck down because they differed between categories. Does that mean that a municipality can limit the size of signs, but that limitation must apply to all signs, regardless of type or function?

Justice Kagan also wrote a concurring opinion, joined by Justices Ginsburg and Breyer, acknowledging that many sign ordinances are now in jeopardy due to the Court's decision. Specifically, Justice Kagan noted that a municipality may have to repeal sign exemptions for warning, caution, and similar signs to ensure the code does not discriminate based on the message of the sign. Although Justice Kagan agreed with the majority that the Town of Gilbert's code could not survive strict scrutiny, she cautioned that the broad scope of the majority's ruling will result in striking down other entirely reasonable laws because they simply cannot survive a strict scrutiny review.

So, what does this mean for municipal sign codes? Many, if not most municipalities regulate categories of signs in a way that would subject them to the same content-based analysis used by the Supreme Court to strike down Gilbert's sign code. Political signs are a very good example, particularly in Illinois, where state law prohibits municipalities from restricting the number and time limits for political signs installed on residential property. Does that mean that a municipality must eliminate restrictions on time limits and number of signs for all temporary signs or risk a challenge that it is treating other temporary signs less favorably than political signs? Maybe.

There are plenty of other questions that municipalities will have to answer following this decision, which will certainly impact the way sign codes treat categories of signage with similar characteristics (like temporary signs). It is very likely that most municipalities will need to modify their codes, or risk a challenge that their own codes are unconstitutional.

Post Authored by Julie Tappendorf

Municipality	Have you amended any regulations of your Temporary Sign Code based on the Reed case? If so, what regulations?	What is the maximum sign display period allowed per calendar year for temporary promotional /advertisement signs?	What is the maximum temporary sign display period allowed per calendar year for temporary residential real estate signs?	Do you allow temporary signs above the 1st floor of a building, regardless of the building use?	Do you allow temporary window signs for office buildings?	Please provide a link to your Sign Code.
Buffalo Grove	No.	60 days.	Residential real estate signs 12 square feet or less are exempt.	Sign code does not address this.	Yes.	https://library.municode.com/il/buffalo_grove/codes/code_of_ordinances?nodeId=TIT14SICO
Carpentersville	No.	No more than 30 consecutive days, and not more than three 30-day periods in any one calendar year.	Maximum one sign at a time, displayed for no more than 45 consecutive days, and no limit on the number of 45-day periods.	Temporary signs attached to building walls in commercial or manufacturing zoning districts are limited to a height of 30 feet from finished grade adjacent the wall to which the sign is attached. No height limit in residential zoning districts.	Yes.	See Chapter 16.40 within the Carpentersville Municipal Code, which is available at the following link. https://library.municode.com/il/carpentersville/codes/code_of_ordinances
Grayslake	No.	14 days.	14 days.	Yes.	Yes.	https://library.municode.com/il/grayslake/codes/code_of_ordinances?nodeId=TIT15BUCO_CH15.28SICO_15.28.090SIREZOOORCL
Lake Zurich	The entire sign code was redone after the Reed case. We didn't find any of our old temp sign regulations to be too content-based, but we did remove regulations on colors.	120 days max per calendar year, however only 30 days at a time.	Real estate signs are exempt from the standard temporary sign regulations. There is no maximum display period, but they must be removed within 5 days of closing.	Temporary signs may be free-standing or wall mounted. Wall mounted temporary signs may not extend past a roof line.	All non-residential uses are permitted temporary signage, however signs placed on the interior of the window are subject to different standards than temporary signs.	See attached.

Municipality	Have you amended any regulations of your Temporary Sign Code based on the Reed case? If so, what regulations?	What is the maximum sign display period allowed per calendar year for temporary promotional /advertisement signs?	What is the maximum temporary sign display period allowed per calendar year for temporary residential real estate signs?	Do you allow temporary signs above the 1st floor of a building, regardless of the building use?	Do you allow temporary window signs for office buildings?	Please provide a link to your Sign Code.
Niles	No.	4 months 6 months for restaraunts.	No restrictions.	No restrictions.	Yes, ground floor only.	https://library.municode.com/il/niles/codes/code_of_ordinances?nodelf=C_OOR_CH78SI
Northfield	Not yet.	3 months.	NA. Has to be removed 24 hours after sale.	No.	Yes.	See attached.
Schaumburg	Yes. We amended a number of sections of our sign code, mostly focusing on removing sections specifically indicating "real estate signs" and now label those sections as commercial signs. "Because the Reed case ruling essentially states that municipalities cannot create restrictions for political, ideological and directional signs and so the Village of Schaumburg wanted to ensure compliance and reevaluated its sign code and sign definitions accordingly."	10-day increment for free-standing commercial buildings only; up to 60 days per calendar year. 15-day increment for tenants in shopping centers up to 30 days per calendar year.	For residential areas, our code notes that for real estate signs (what our code now reads as commercial signs on property for sale) must be removed within seven (7) days after the sale or lease of the subject property.	See general conditions 155.60.		
Streamwood	No. We don't regulate content, only placement, size and duration.	30 days/ 4 times per year per zoning lot.	Same.	Same regulations.	Same regulation.	http://www.sterlingcodifiers.com/codebook/index.php?book_id=392
Wilmette	No.	8 weeks.	Must be removed 7 days after closing or signed lease.	No.	Yes.	http://library.amlegal.com/nxt/gateway.dll/Illinois/wilmette_il/chapter20zonin_gordinance?f=templates\$fn=default.htm\$3.0\$vid=amlegal:wilmette_il\$sanc=JD_20-16

Municipality	1. Does your code require commercial wall signs and single-tenant and multi-tenant ground monument signs located near residential zoning districts to be completely turned off at a specific time at night?	2. If yes, when are these signs required to be turned off and allowed to be turned back on?	3. Does this requirement apply to 24-hour gas stations and other businesses?	4. How do you enforce it?	5. Does your code have a maximum light intensity requirement for commercial wall and ground signs?	6. If yes, what is the maximum permitted intensity level in foot candles or lumens?	7. Does your municipality have a tool to measure the intensity?	8. What department enforces it?	9. Comments
Arlington Heights	Yes.	Illuminated signs located on a lot adjacent to or immediately across the street from any residential district shall be turned off at all times between the hours of 11:00 pm and 7:00 am that the business is not in operation.	The requirement does not apply to 24-hour businesses.	Enforcement is generally based on complaints, and there have been very few.	Yes.	250 footcandles maximum, measured with a light meter flush and in contact with the face of the sign.	Yes.	Building Department.	
Barrington	Wall signs in our downtown commercial districts (B-4, B-5) are limited to external illumination or backlit lighting if the sign faces a residential property. There are no regulations for when illuminated signs must be turned off.	N/A.	N/A.	N/A.	Signs may be illuminated only by indirect or internal white light not exceeding 50 foot candles when measured with a standard light meter held parallel to the sign face at a distance equal to the narrowest dimension of the sign face.	50 foot candles.	Yes, a light meter.	Development Services - Planning and Zoning.	
Buffalo Grove	No.		N/A.	N/A.	No.		No.	N/A.	
Des Plaines	No.	N/A.	N/A.	N/A.	Yes- illuminated signs may not exceed 100 footcandles at the sign face. Additionally, all artificial illumination shall be so designed, located, shielded, and directed as to prevent the casting of direct light upon adjacent property or streets.	100 footcandles at the sign face.	Yes.	Code Enforcement (which is part of the Community and Economic Development Department).	
Elk Grove Village	Yes.	These signs shall not be operated between the hours of 11pm and 7am unless the premises on which or for which the sign is specifically operating is engaged in the operation of the business; in which event, the sign shall not be operated past the hour of 1am.	Not aware of 24 hour gas station locations.	By complaint.	No however it can not produce glare or cause a nuisance to motorists.		No.	Community Development.	
Glenview	No.				No.		Yes, in footcandles but we do not measure signs.	We do not regulate signage lighting but the Inspectional Services division of Community Development would address other lighting complaints.	
Grayslake	No. Illuminated signs cannot be within 500 feet of any residential structure.				No.			Building Department.	
Highland Park	No.				No.				

Municipality	1. Does your code require commercial wall signs and single-tenant and multi-tenant ground monument signs located near residential zoning districts to be completely turned off at a specific time at night?	2. If yes, when are these signs required to be turned off and allowed to be turned back on?	3. Does this requirement apply to 24-hour gas stations and other businesses?	4. How do you enforce it?	5. Does your code have a maximum light intensity requirement for commercial wall and ground signs?	6. If yes, what is the maximum permitted intensity level in foot candles or lumens?	7. Does your municipality have a tool to measure the intensity?	8. What department enforces it?	9. Comments
Hoffman Estates	Yes.	Any illuminated sign located within a direct distance of 300 feet (including public rights-of-way, private streets, aisles, etc.) from any residence should be turned off and cannot be operated between the hours of 11:00 p.m. and 6:00 a.m. Wall signs upon the premises for which the sign is intended shall be exempt if the business is open during such hours.	No.	Complaint basis.	No except for Electronic message board/LED Message signs.	ONLY for LED Message Sign - shall not exceed 3,250 NIT's. From dusk to dawn the brightness level shall not exceed 812.5 NIT's.	No.	N/A.	
Palatine	Yes. Any sign adjacent to a residential property shall not operate between 11 PM and 7 AM, unless the business is engaged in business operations during that time. Section 8.01 f (1).	See above.	See above.	Complaint basis.	The illumination must project onto the subject property and cannot spill onto an adjacent property or into the street.	There is not a specific limitation, other than it cannot spill glare onto an adjacent property.	The Engineering Department uses a light meter, but we would require the submission of a photometric plan to demonstrate such.	PZ and Engineering.	This is the link to the zoning ordinance: https://weblink.palatine.il.us/weblink/0/edoc/2416826/Appendix%20A%20-%20Zoning%20Ordinance.pdf
Schaumburg	Yes.	All signs located within one hundred feet (100') of a common residential property line shall be allowed to be illuminated (externally or internally) only during the hours of operations, and shall be turned off within one-half hour after posted closing time of any given day. The location and arrangement of all wall signs and ground signs shall be subject to the review and approval of the director of community development or his/her authorized designee. Monument signs as defined in section 155.11 of this chapter shall be exempt from the illumination regulations under this section. MONUMENT SIGN: A sign which is displayed on a decorative feature of brick, wood, metal or other material, which is intended to serve as an entry feature or focal point.	Yes.	Complaint Basis.	Yes.	In no instance shall the lighting intensity of any sign, whether resulting from internal illumination or external illumination, exceed seventy-five (75) foot-candles when measured with a standard light meter perpendicular to the face of the sign from a distance equal to the narrowest dimension of the sign.	Yes.	Community Development Department.	
Streamwood	No.				No.				
Wilmette	Yes.	Midnight to 6:00 am.	No.	Code enforcement on complaint basis. Also noted on issued permits.	Yes.	0.5 foot candles at lot line. Only applies to receiving lot line when located across a street.	Yes.	Community Development.	

Lincolnshire Temporary Sign Regulations by Sign District

Based on current sign types. Note the proposed code will no longer list any sign types

	Max Annual Duration*		Max Items of Information		Max Size		Permitted Materials	
	Current	Proposed	Current	Proposed	Current	Proposed	Current	Proposed
Residential Sign District								
Project announcement signs	Until first CO issuance or no activity of 180+ days	91 days	2	None	16-32 SF, 7' tall	16 SF, 6' tall	Wood	Corrugated plastic, wood or metal
Construction signs	During construction activity	91 days	2	None	20 SF, 6' tall	16 SF, 6' tall	Wood	Corrugated plastic, wood or metal
Off-premises institutional signs	7 days	91 days	2	None	4 SF, 3' tall	16 SF, 6' tall	None specified	Corrugated plastic, wood or metal
Real estate signs	During property sale	91 days	2	None	6 SF, 6' tall	16 SF, 6' tall	None specified	Corrugated plastic, wood or metal
Open house, rummage, garage signs	During event	91 days	2	None	4 SF, 4' tall	16 SF, 6' tall	None specified	Corrugated plastic, wood or metal
Advertisement signs	90 days	91 days	2	None	20 SF, 6' tall	16 SF, 6' tall	Rigid or semi-rigid materials (i.e., wood, corrugated plastic)	Corrugated plastic, wood or metal
Downtown Sign District								
Project announcements signs	Until first CO issuance or no activity of 180+ days	245 days	2	None	16-50 SF, 7' tall	20 SF, 6' tall	Wood	Vinyl, balloons, corrugated plastic, wood or metal
Construction signs	During construction activity	245 days	2	None	20 SF, 6' tall	20 SF, 6' tall	Wood	Vinyl, balloons, corrugated plastic, wood or metal
Off-premises institutional signs	7 days	245 days	2	None	4 SF, 3' tall	16 SF, 6' tall	None specified	Vinyl, balloons, corrugated plastic, wood or metal

	Max Annual Duration*		Max Items of Information		Max Size		Permitted Materials	
	Current	Proposed	Current	Proposed	Current	Proposed	Current	Proposed
Informational banners	90 days	91 days	2	None	8 SF, 4' tall	8 SF, 8'-15' above ground	None specified	Vinyl or canvas
Real estate signs	During property sale	245 days	2	None	16 SF, 7' tall	20 SF, 6' tall	None specified	Vinyl, balloons, corrugated plastic, wood or metal
Advertisement signs	90 days	245 days	2 (plus phone number or website)	None	20 SF, 6' tall	20 SF, 6' tall	Rigid or semi-rigid materials (i.e., wood, corrugated)	Vinyl, balloons, corrugated plastic, wood or metal
Identification signs for change in occupancy/ownership (sign covers)	120 days	245 days	2	None	N/A	20 SF, 6' tall	Vinyl, aluminum or wood	Vinyl, balloons, corrugated plastic, wood or metal
Window signs	During an event	91 days	2	None	25% of window	25% of window	None specified	Plastic, corrugated plastic, wood or metal
Balloon signs	During an event	245 days	2	None	3' tall x 3' wide	20 SF, 6' tall	Balloons	Balloons
Project announcements signs	Until first CO issuance or no activity of 180+ days	245 days	2	None	16-50 SF, 7' tall	24 SF, 6' tall	Wood	Vinyl, balloons, corrugated plastic, wood or metal
Construction signs	During construction activity	245 days	2	None	20 SF, 6' tall	24 SF, 6' tall	Wood	Vinyl, balloons, corrugated plastic, wood or metal
Off-premises institutional signs	7 days	245 days	2	None	4 SF, 3' tall	24 SF, 6' tall	None specified	Vinyl, balloons, corrugated plastic, wood or metal
Informational banners	90 days	91 days	2	None	8 SF, 4' tall	8 SF, 8'-15' above ground	None specified	Vinyl or canvas

	Max Annual Duration*		Max Items of Information		Max Size		Permitted Materials	
	Current	Proposed	Current	Proposed	Current	Proposed	Current	Proposed
Real estate signs	During property sale	245 days	2	None	16 SF, 7' tall	24 SF, 6' tall	None specified	Vinyl, balloons, corrugated plastic, wood or metal
Advertisement signs	90 days	245 days	2 (plus phone number or website)	None	20 SF, 6' tall	24 SF, 6' tall	Rigid or semi-rigid materials (i.e., wood, corrugated plastic)	Vinyl, balloons, corrugated plastic, wood or metal
Identification signs for change in occupancy/ownership (sign covers)	120 days	245 days	2	None	N/A	24 SF, 6' tall	Vinyl, aluminum or wood	Vinyl, balloons, corrugated plastic, wood or metal
Window signs	During an event	91 days	2	None	25% of window	25% of window	None specified	Plastic, corrugated plastic, wood or metal
Balloon signs	During an event	245 days	2	None	3' tall x 3' wide	24 SF, 6' tall	Balloons	Balloons
Office/Industrial Sign District								
Project announcement signs	Until first CO issuance or no activity of 180+ days	91 days	2	None		20 SF, 6' tall	Wood	Vinyl, balloons, corrugated plastic, wood or metal
Construction signs	During construction activity	91 days	2	None	20 SF, 6' tall	20 SF, 6' tall	Wood	Vinyl, balloons, corrugated plastic, wood or metal
Off-premises institutional signs	7 days	91 days	2	None	4 SF, 3' tall	20 SF, 6' tall	None specified	Vinyl, balloons, corrugated plastic, wood or metal
Real estate signs	During property sale	91 days	2	None	16 SF, 7' tall	20 SF, 6' tall	None specified	Vinyl, balloons, corrugated plastic, wood or metal

	Max Annual Duration*		Max Items of Information		Max Size		Permitted Materials	
	Current	Proposed	Current	Proposed	Current	Proposed	Current	Proposed
Advertisement signs	90 days	91 days	2	None	20 SF, 6' tall	20 SF, 6' tall	Rigid or semi-rigid materials (i.e., wood, corrugated plastic)	Vinyl, balloons, corrugated plastic, wood or metal
Identification signs for change in occupancy/ownership (sign covers)	120 days	91 days	2	None	N/A	20 SF, 6' tall	Vinyl, aluminum or wood	Vinyl, balloons, corrugated plastic, wood or metal
Balloon signs	During an event	91 days	2	None	3' tall x 3' wide	20 SF, 6' tall	Balloons	Balloons

Uniform sign is lettered to give the name or address of a building itself as opposed to the name of occupants or services.

Articulated sign is inter-a illuminated cabinet style sign in which each letter is not individually articulated.

Any structure other than a sign made of cloth, metal or other material attached to and deriving its support from the side of a building or structure for the purpose of shielding a platform, stoop or sidewalk from the elements. This definition includes reference to the illustration of such sign on this page for explanatory but not limiting purposes.



Typical canopy sign

Articulated sign is original sign or a duplicate of an original sign which is at least the effective sign and which possesses unique physical design characteristics and has been determined to be of extraordinary significance to the place.

Marble material which is white at or below a temperature of one thousand two hundred degrees Fahrenheit and continues to burn or melt at that temperature.

Non-structural sign is temporary sign which functions to identify a residential subdivision or residential developments where the peculiar entrance and/or existing permanent identification sign may be removed, relocated or hidden due to surrounding construction which is unrelated to a such development.

Sign is any sign and any other sign or number on a sign either in permanent or removable letter form.

Sign area is square feet of the smallest geometric figure which encloses the actual copy of a sign. For a sign on the copy area refers to the message not to the illuminated background.

Sign is any sign and any other sign or number department authorized by the State Manager to administer the provisions of this title.

Sign is any sign which serves solely to designate the location or direction of an activity, business or event. Directional signs may also identify a building, separate lot entrances and exits and features of a similar nature.

Sign is any sign located on the exterior of a building which functions to identify the occupants of the building or group of buildings which are divided into rooms or suites used as offices or studios.

Sign is any sign constructed to display its message on the outer surfaces of two or more identical and opposite planes erected at an angle of thirty degrees or less.

Sign is any sign containing electrical wiring which is attached or intended to be attached to an electrical power source.

Sign is any sign whose pictorial, pictographic or symbolic information content can be changed or altered on a fixed display screen composed of electrically illuminated segments. For the purposes of this code electronic signs which are rounded or irregular are regulated as one of the two main types.

Electronic display screen means any screen or portion of a screen that displays an electronic image or video, which may include text. This definition includes television screens or video panels, whether made of plasma, LCD, LED, or other digital projection technology and computer displays. This definition includes reference to the illustration of such signs on this page for explanatory but not limiting purposes.



Electronic display screen

Electronic message sign means any screen or portion of a screen that uses characters, lights to form a message or messages in text form where the sequence of messages and the rate of change is electronically programmed and can be modified by electronic processes. This definition includes reference to the illustration of such signs on this page for explanatory but not limiting purposes.



Electronic message sign

Reproduction of this term shall mean attached, altered, built, constructed, reconstructed, repaired or modified and shall include the painting of a sign, but does not include copies or alterations.

Signs shall be exempted from normal permit requirements.

Signage means any sign or portion of a sign that is illuminated from an exterior artificial light source mounted on the sign or other structure or the ground.

Signage means the face of a sign from grade to parapet in front and from side to side of the sign.

Signage means the portion of one side of a street between two intersecting streets measured along the street line or if the street is a dead end, the portion of one side between an intersecting street and the dead end of the street.

Signage means a distinct light source within the visual field that is sufficient to enter the ambient field of vision to which the eyes are adapted to cause a visual disturbance or nuisance.

Signage means the average level of the finished surface of the ground adjacent to the base of the sign.

Signage means ground floor that is not more than three feet above or below grade.

Signage means any sign that is attached to a complete self-supporting structure which is required as one of the two following types:

Signage means **Monument** means any sign other than a double post sign placed upon or supported by a foundation in the ground independent of any other supporting structure. It is distinguished from a pole sign in the case of a monument sign must be a minimum of seventy-five percent (75%) or more of the width of the sign face that is to be situated upon the base. This definition includes reference to the illustration of such signs on this page for explanatory but not limiting purposes.



Monument sign

Round sign is a sign erected and maintained between two freestanding supports and not attached to a building but including a round monument sign. It is distinguished from a round monument sign by the supports of the sign must be identical in design and structure. This definition includes reference to the illustration of such sign on this page for explanatory but not limiting purposes.



Double post sign

Sign is a sign indicating an occupation or profession practiced by a person or persons residing on the premises which is clearly identifiable and secondary to the residential use of the dwelling.

Identification sign is a sign which functions to identify the real corporate or registered trade name of a business or institution, apartment residence school or church and not advertising a product or service.

Sign is a sign made of material which is not made of or over a temperature of one thousand two hundred degrees Fahrenheit and which does not continue to burn or glow at that temperature.

Individual letter sign is a sign made of self-contained letters, characters, icons, logos or symbols that are mounted on the face of a building or on top of or over a marquee. For the purpose of this title a change out for the replacement and repair of a character, icon, logo or symbol of an individual letter sign shall be deemed a change to the sign face regardless of whether the change includes more than one sign area.

Information board is a sign which accommodates manual changeable copy and displays information on activities and events of a place, event or community oriented organization.

Information signs erected on a place, event, community oriented organization, religious institution or public education facility which advertises an event, event sponsored by said event or organization.

Internally illuminated sign is a sign illuminated by a light source either incandescent fluorescent or other light that is enclosed in the sign panels or within the sign.

Nothing in this code shall be construed as the code herein shall indicate a lot of record.

Nothing in this code shall be construed as a plat properly recorded in the office of the county recorder of deeds prior to the effective date of this code.

Nothing in this code shall be construed as a lot of record is a public street if the lot is located within a single block and the lot is or is to be used, developed or built upon as a unit or as a lot within a planned unit development. The lot may or may not coincide with a lot of record. Nothing in this code shall be construed as a lot of record.

Marquee is a sign which is supported solely by the building to which it is attached or constructed of metal or other non-combustible material and includes a sign or advertising announcements regarding entertainment and amusement.

Marker sign is a sign that establishes and coordinates the overall design of a building or building site in order to provide direction for current and future tenants.

Menu board device electric functions to list items for sale at a drive thru restaurant.

Manufacturer at cop on a sign describing products or services being offered to the public.

Manufacturer or **Manufacturer** at cop on a sign which does not direct attention to a business or to a service or commodity for sale and is typical of a political religious or ideological nature.

Sign sign or other advertising structure with movable or rotating parts or visible mechanical movement of any kind including illuminated signs. Signs are not considered signs with movable parts.

Signage on exterior wall system of units unit of luminaire equal to one candle per square meter (1 unit = 1 cd/m²) used to measure brightness of an electric sign. For the purposes of measuring units a light meter which computes brightness in luminaire square used per the instructions of the specific light meter used.

Sign or **Sign** advertising structure or sign which has been erected and continuously maintained prior to such time as it came within the purview of this title and amendments hereto and which fails to conform to applicable regulations and restrictions of this title.

Sign or **Sign** advertising structure or sign which directs attention to a event being sponsored by a private entity or committee oriented organization but is not located on the premises of such entity or organization.

Sign or **Sign** advertising structure or sign which directs attention to a business service product or entertainment not sold or offered on the premises on which the sign is located. Also called a billboard. Off-premises identification signs in unified commercial use developments erected on a lot or parcel of land are permitted regardless of property ownership provided such signs are designed as Round Monument or Round Polepost signs.

Sign or **Sign** person who is the record title owner of a lot or parcel of land and a duly authorized agent of such owner or beneficiaries of a land trust which is the record owner of a lot or parcel of land and a purchaser including contract purchasers and person having a vested or contingent interest in the lot or parcel of land in question or the legal representatives of a such person. For the purposes of this chapter there shall be a rebuttable presumption that the person to whom tax is assessed shall be set for the past year according to the records of the assessor is a person.

Sign or **Sign** a portion of a building that rises above the roof level.

Sign or **Sign** geometric shaped cloth fabric or other lightweight material normally fastened to a structure which is secured or tethered so as to allow movement of the sign.

Sign or **Sign** sign attached to a structure or the ground which is made of materials intended for long-term use such that it is considered a fixture of such structure or property.

Sign or **Sign** includes a individual firm partnership association corporation company or organization of any kind whether for profit or not for profit.

Sign or **Sign** sign is supported by one or more poles extending from the ground.

Sign or **Sign** sign whose function is to draw attention to or communicate a position on a public issue candidate or measure that is the subject of a public hearing or vote.

Advertisement sign is not permanently attached to the ground or a building that includes a separate copy.

Construction sign is a temporary sign with functions to identify an upcoming construction project, architect, contractor, builder, engineer and/or teams related to the residential subdivisions or non-residential buildings and/or developments.

Advertisement sign is erected for purposes of advertising a parcel or building to be available for sale or lease.

Advertisement sign is permanently attached to the main real estate sign structure displaying additional items of information.

Identification sign is a permanent identification sign located at major entrances designed to identify a residential subdivision and contain no commercial advertising.

Finish line is the top edge of the roof or the top of the parapet which ever forms the top line of the building elevation.

Flag sign is located on or attached to and extends above the roof of a building or a building on a mansard roof a sign affixed to the roof but which does not extend higher than the top of the roof surface designated as a finish line.

Signage is a device or representation designed or used for the purpose of communicating a message or identifying a product, service, person or organization, business or event, or the use of words or characters visible from outside the premises on which such device is located.

Sign is the entire area of the sign, background including any material or color forming the background used to differentiate the sign from the backdrop or structure against which it is placed.

Sign is the entire sign proper including any characters and symbols including essential structural elements which are not an integral part of the display.

Sign is the entire effect of the sign including decorative elements as measured from grade.

Sign is a structure or material which supports or is capable of supporting or keeping a sign in a stationary position including foundation and decorative covers.

Right of way is a dedicated or used as a public thoroughfare or easement that affords primary means of access to contiguous property.

Sign is a structure or material which is constructed or erected at a fixed location on the ground or attached to some other fixed location on the ground. It is without limitation on the foregoing a structure shall include buildings, fences, signs, boards and signs.

Sign is a sign not intended or designed for permanent display.

Sign is a sign advertising a temporary event or product/service and not intended or designed for permanent display.

Sign is a sign cover not intended or designed for permanent display placed over an existing ground sign for a change in building occupancy that results in an immediate need to identify the incorporated or registered trade of a new occupant.

Sign any sign attached to or placed upon a window or door of a building intended for view from the exterior of such a building and not intended or designed for permanent display.

Sign any sign attached to and mounted under a awning.

Sign any sign attached to and mounted under a canopy.

Sign any relation of the terms of this chapter where such relation is not to the public interest and where due to conditions peculiar to the property and not the direct result of the actions of the owner a literal enforcement of the code could result in unnecessary hardship.

Sign any sign that is displayed in or on an automobile, truck, trailer or other vehicle that is being operated or stored in the normal course of business such as signs indicating the name of the owner or business which is located on motor vehicles, trailers and trailers and the like provided that the vehicle is parked and stored in areas appropriate to their use and in compliance with other applicable state ordinances.

Sign any sign or Municipal Code of Cook County, Illinois.

Sign any sign attached to or erected against a facade of the wall of a building or retail area on the face in a parapet space of the wall to which it is attached.

Sign any presentation of merchandise and its associated art or placed behind a window. Window displays are not considered signs.

Sign any sign that identifies the legal corporate name or registered trade name of the entity therein.

Sign any sign located within a building interior that is intended for view from the exterior of such a building.

Sign any advertisement design element comprised of a film or acetate bonded to the interior of a window that depicts either images that incorporate the exterior design elements of the building or which the window is located or provides a graphic representation of elements of the business which, lettering and company logos are provided.

CHAPTER 8

SIGN CONSTRUCTION AND DESIGN: GENERAL STANDARDS

SECTION:

12-8-1 SIGN CONSTRUCTION AND DESIGN: GENERAL STANDARDS

The following standards apply to all signs, unless specifically noted otherwise.

A. Location

1. Only signs placed by federal, state and/or local government may be erected upon public property, including but not limited to rights-of-way.
2. No sign mounted on the exterior of a building shall cover any windows, doors or any architectural building features.
3. All portions of letters/logo shall be a minimum of three (3) feet from the building edge of any face, roof line, ground line or floor/ceiling/roof/wall lines which separate individual tenant spaces.
4. On a corner lot, no freestanding sign over two (2) feet tall may be placed within the visibility triangle. The visibility triangle is an area with one (1) point at the intersection of the intersecting streets' centerlines, and the other two (2) points located on each street's centerline one-hundred (100) feet away from the intersection of said centerlines. The clear sight area is illustrated below.

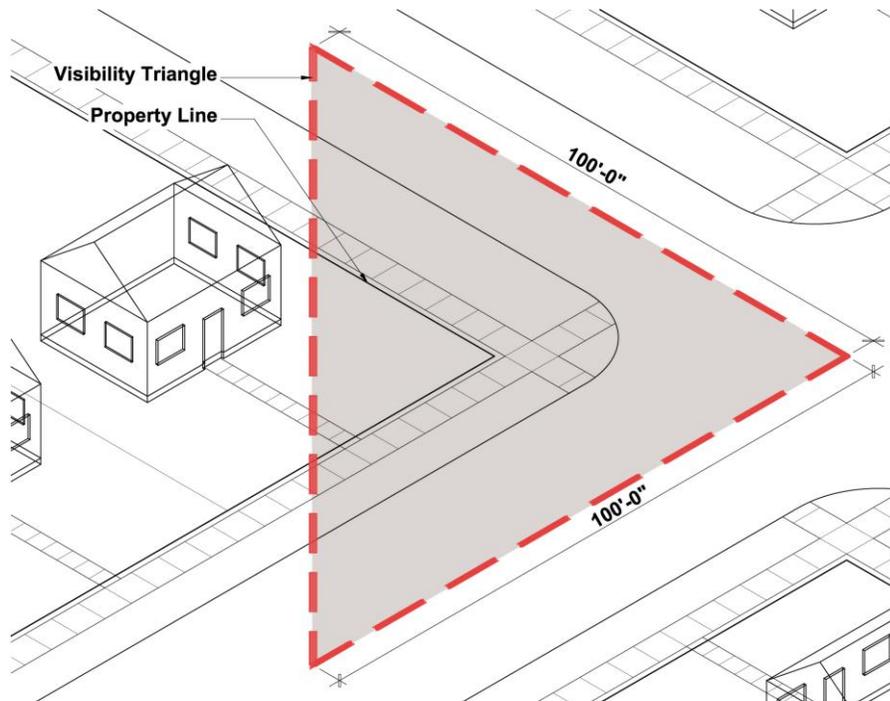


Illustration of vision triangle for 12-8-1-A-4

B. Sign Structure and Installation

Supports and braces shall be an integral part of the sign design. Angle irons, chains or wires used for supports or braces shall be hidden from public view to the extent technically feasible.

C. Wind Pressure and Direct Load

All signs must be designed and constructed to receive dead loads and withstand a wind speed of no less than ninety (90) miles per hour.

D. Illumination

Any sign illumination, including gooseneck reflectors must be designed, located, shielded and directed to prevent the casting of glare or direct light upon roadways and surrounding properties, or to distract the operators of motor vehicle or pedestrians in the public right-of-way. In the case of internally illuminated signs, the sign face must function as a filter for any illumination.

1. Illuminated signs located on a lot adjacent to or across the street from any residential district shall be turned off and not operated between the hours of eleven o'clock (11:00) P.M. and seven o'clock (7:00) A.M., unless the premises on which or for which the sign is specifically operating is engaged in the operation of its business later than eleven o'clock (11:00) P.M., in which event, the sign shall not be operated past the hour of one o'clock (1:00) A.M.
2. Lighting for signs shall be in harmony with the signs' and the project's design. If outside lighting is used, it should be arranged so the light source is shielded from view.
3. The maximum lighting shall be one-half ($\frac{1}{2}$) footcandle, as measured at the property line reflecting from a white background at the surface of the sign.
4. All illuminated signs shall be equipped with a safety shut-off switch.

E. Landscaping

All Ground Signs must be landscaped at the base of the sign in accordance with the following:

1. For every one (1) square foot of gross sign area, there shall be provided a minimum of two (2) square feet of landscape area.
2. The sign landscape plan must be drawn to scale, and shall show the dimensions of the proposed landscape area. The sign landscape plan shall provide a species list which includes the common and scientific name, size, quantity, and period of flowering (annuals and perennials), for all proposed plant material.
3. The sign landscape plan will utilize a variety of plant types including, but not limited to; deciduous and evergreen shrubs, annual and perennial plants and grasses, and ground covers, to achieve both height variation and color interest throughout the four seasons. Ground signs must be landscaped with small shrubs a minimum of eighteen (18) inches in height at planting. The remainder of the landscaped area must be planted with perennials or other groundcover.

4. To provide diversity, at least two (2) different types of plant material must be installed, excluding turf and annual flowers, provided that at least one plant type shall consist of evergreen shrubs or groundcovers. If evergreen shrubs or groundcovers are not used at all, at least three (3) different types of plant material must be installed, one of which may be annual flowers.

If any portion of the required planting area is located less than fifteen (15) feet from the edge of the street, that portion shall be exempt from the evergreen requirement and shall include a minimum of two (2) different types of plant material, one of which may be annual flowers.

5. In addition to the plantings described above, the sign landscape plan shall also include soil protection such as, but not limited to, ground cover plants or organic hardwood mulch. However, no more than twenty-five percent (25%) of the total landscape bed may be void of plants at any one time.
6. All landscaping must be maintained in good condition, and free and clear of rubbish and weeds.
7. Sign landscaping must conform to the requirements of this section within one (1) year after the effective date of this Code.

F. Glass

Any glass forming a part of any sign shall be safety glass with a minimum thickness of one-fourth (1/4) inch.

G. Lettering

All letters, figures, characters or representations, in cut-out or irregular form, maintained in conjunction with, attached to, or superimposed upon any sign must be safely and securely built or attached to the sign structure.

H. Items of Information

1. All signs must limit the number of items of information on any single sign face to no more than two (2) items to prevent traffic hazards for passing motorists and to minimize the cluttered appearance of signs.
2. Each descriptive or identifying word, set of words, icon, logo, symbol or image on a sign shall be defined as an "item of information". For example, but not in limitation thereof, each of the following would be one (1) item of information: (a) the name of the business, even if multiple words, or (b) the business logo. The street number address of the business is not counted as an item of information. A company catchphrase or motto may be included on a sign only if it is a part of the legal name of a business. Products, services, telephone number, or a website address shall not be permitted as part of the Copy on a sign unless it is part of the legal name of a business. The display of either a website address or telephone number shall be permitted on Temporary Advertisement/Promotional and Institutional Signs, and such copy shall not count as an item of information for such signs. The prohibition against displaying the names of products or services shall not apply to Awning/Canopy Signs and Temporary Advertisement/Promotional Signs.



123 Main St. ← Not Included

Illustration of number of items of information for 12-8-1-H-2

3. Changeable message signs where the items of information are changed manually or electronically, only as expressly permitted by other sections of this Title, are counted as one (1) item of information.
4. All signs on a zoning lot must be related to the resident or business located on such zoning lot, with the exception of non-commercial or political signs.
5. Ground signs for commercial developments with multiple tenants that advertise the names of the tenants located within the development are limited to one (1) item of information per tenant. Ground signs for multi-tenant developments shall have a total limit of four (4) items of information. The name of the multi-tenant development shall not be included as an additional item of information.
6. Directory signs are exempt from the items of information limitation.

I. Maintenance

1. All signs shall be kept and maintained in a safe, neat and orderly condition and appearance.
2. The owner and/or lessee of each sign shall maintain such sign to prevent corrosion or deterioration caused by the weather, age or any other condition, and otherwise to keep the same in a safe, neat and orderly condition and appearance.

J. Design Criteria

The purpose of these design criteria is to establish a checklist of those items relative to signs that affect the aesthetics of Lincolnshire's environment. Pertinent to signs is the design of the sign and its relation to buildings, structures, planting, street furniture and the distance to the nearest public street.

The following criteria are not intended to restrict imagination, innovation or variety, but rather to assist in focusing on design principles that can result in creative solutions that will develop a satisfactory visual appearance within the Village, preserve property values and promote the public health, safety and welfare.

1. Every sign shall have good scale and proportion in its design and in its visual relationship to buildings and surroundings.
2. Sign materials, size, color, lettering, location and arrangement shall be an integral part of site and building design.
3. The colors and materials of every sign shall be restrained and harmonious.

4. The number of graphic elements on a sign shall be held to the minimum needed to convey the sign's principle message, and shall be composed in proportion to the area of the sign face. Text should be kept to permitted items of information.
5. Supports and braces shall be an integral part of the sign design. Angle irons, chains or wires used for supports or braces shall be hidden from public view to the extent technically feasible.

K. Sign Face to be Smooth

Any sign, other advertising structure, marquee, canopy or awning, as defined in this Title, which is within ten (10) feet of a street, shall have no nails, tacks, wires or other hazardous projections protruding therefrom.

L. Copy Area Appearance

The Copy on any sign must be legibly and professionally rendered on a suitable contrasting background, which enhances the visibility of the Copy and is consistent with the design criteria described herein.

11

11

11

11

It is unlawful to erect or maintain any of the following signs

any signs which emit sounds including but not limited to voice music and similar methods of advertising

any sign which is wholly or partially illuminated or flashed or intermittent lights or other means not providing constant illumination including strobe lights spotlights and floodlights. A sign where the time and/or temperature is indicated or intermittent lighting shall be deemed to be a flashing sign.

any motion signs. No sign or part of a sign shall move or give the illusion of movement in any manner.

any banners cuttings posters and items of a similar nature not including those permitted in accordance with this title.

any roof signs.

any signs of an obscene nature.

any signs which are not erected placed or located on a corner or main street and that constitute a traffic hazard including those signs that

1. obstruct free and clear vision at a street intersection particularly not entrance or exit or driveway.

interfere with or obstruct the view of or make confused with any authorized traffic sign sign or device because of its position shape or color including signs illuminated in red or amber color to resemble a traffic sign.

Make use of the words "stop" "yield" or any other word or phrase similar in character in a manner that misleads interferes with or confuses traffic.

any signs which obstruct the use of driveway doors windows fire escapes or any such opening intended to provide access or egress for any building or structure.

any sign on or off premise or sign board signs except as permitted in section 11.01 as part of a Master sign plan.

any signs on awnings or merchandise suspended from the exterior of any building or structure.

any round signs signs and directional signs erected in any residential district except as defined in this title.

CHAPTER 12

EXEMPT SIGNS

SECTION:

12-12-1 EXEMPT SIGNS

The provisions and regulations of this Title shall not apply to the following signs; however, said signs shall be subject to the provisions of Section 12-10-1.

- A. Decorations and traditional lighting schemes displayed in connection with civic, patriotic or religious holidays.
- A. Directory signs no more than six (6) square feet in surface area.
- B. Institutional Bulletin Board. One (1) bulletin board sign with a Sign Area not more than twelve (12) square feet not to exceed a maximum height of six (6) feet for a place of worship, library, school or other public building, provided such sign shall be located on the same zoning lot as the principal building.
- C. Miscellaneous information signs. The following types of miscellaneous information signs shall be exempt from sign permit requirements:
 - 1. Matter appearing on newspaper vending boxes.
 - 2. Matter appearing on or adjacent to entry doors such as PUSH, PULL, OPEN and/or CLOSED.
 - 3. Matter appearing on display windows or doors denoting hours of operation, credit cards accepted, and similar information.
 - 4. Information pertaining to the operating instructions, name or logo of vending machines and automatic teller machines. Such signs shall not exceed thirty (30) percent of that portion of the machine upon which the sign is placed and shall appear on only one (1) of its faces.
- D. Official federal, state or local government traffic, directional and informational signs and notices issued by any court, person or officer in performance of a public duty or any other sign that is required to be posted by any government agency, including but not limited to signs described in the Manual on Uniform Traffic Control Devices, the Illinois Vehicle Code and the Illinois Highway Code.
- E. Plaques or tablets, denoting names of buildings and date of erection cut into any masonry surface.
- F. Political signs are permitted only on private property and require consent of the property owner. Signs may be double-sided and shall be limited to six (6) square feet in area per side and a maximum height of four (4) feet.
- G. Residential street and/or house signs not exceeding one and one-half (1½) square feet in area, which are limited to address information.

- H. Signs placed or painted on parked vehicles for the sale of the vehicle. Signs for sale vehicles must be located on the owner's premises and only one (1) such sign may be displayed regardless of the number of vehicles for sale.
- I. Signs warning of construction, excavation or similar hazards so long as the hazard exists.
- J. Signs placed by utilities to show the location of underground facilities.
- K. The following alteration and maintenance operations are exempt from sign permit requirements:
 - 1. Changing of the advertising copy or message on an existing changeable copy sign or similar approved sign, whether illuminated or non-illuminated.
 - 2. Painting, repainting, cleaning, changing permitted items of information, or other normal maintenance and repair of a sign, not involving structural changes or changes in the electrical components of the sign.
 - 3. Subject to the sign owner's consent, a noncommercial message of any type may be substituted, in whole or in part, for any commercial message or any other noncommercial message provided that the sign structure or mounting device is permitted without consideration of message content. Such substitution of message may be made without any additional approval or permitting. This provision prevails over any more specific provision to the contrary within the Title. The purpose of this provision is to prevent any inadvertent favoring of commercial speech over noncommercial speech, or favoring of any particular noncommercial message over any other noncommercial message. This provision does not create a right to increase the total amount of signage on a parcel, nor does it affect the requirement that a sign structure or mounting device be properly permitted.
- L. Warning sign. Warning signs, such as "no trespassing," "beware of dog," "no solicitation", etc., each not more than one (1) square foot in size and not to exceed two (2) per zoning lot.
- M. Umbrella signs may display only the name and logo of the business operating on the premises where the umbrella signs are located. Umbrella signs shall be of a color and appearance that is harmonious with the color and appearance of the business to which they belong.
- N. Window signs for permanent display are permitted in the Downtown and Corridor Commercial Sign Districts, subject to the following standards.
 - 1. Window signs affixed to, on the inside of, or within the interior of a window shall occupy no more than twenty-five percent (25%) of the surface of each window area and be located at least six (6) inches from the edges of any individual window area. "Window area" is counted as a continuous surface comprised of one (1) or more window panes until divided by an architectural or structural element. Mullions are not considered an element that divides a window area. A "window pane" is each discrete piece of glass which is mounted in its own frame.

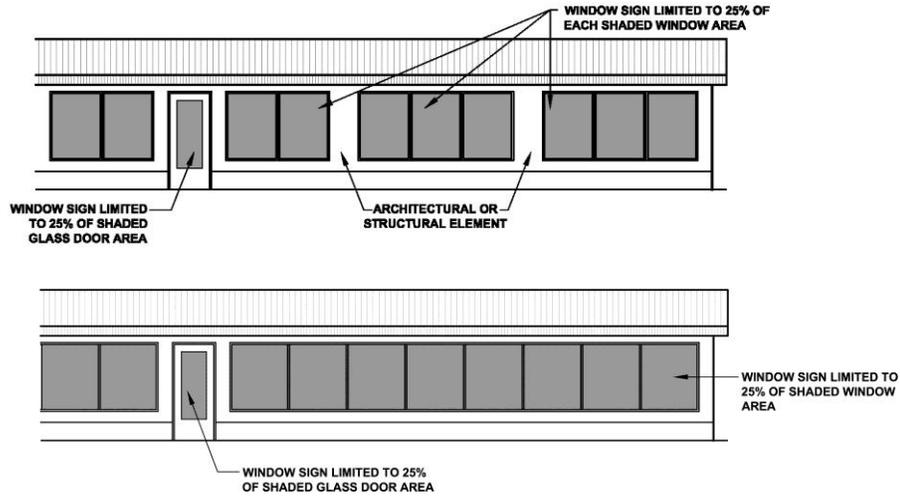


Illustration of window sign area 12-12-1-O-1

2. One (1) window sign shall be permitted for each facade of a building or tenant space that faces a street which includes a display or decorative window, or parking lot where there is a customer entrance or shared customer entrance for multi-tenant commercial development.
3. Permanent window signs shall be designed to read as individual letters, with the exception of logos, which may read as a single item. A company catchphrase or motto may be included on a window sign only if it is a part of the legal name of a business. Products, services, telephone number, or a website address shall not be permitted as part of the Copy on a window sign unless it is part of the legal name of a business. Individual letters and logos may be carved, etched or raised, and must be of a material that is compatible with the architectural style of the building. Logos may also be constructed of a hard synthetic material.
4. Permanent window signs are not limited by color, except for second floor window signs which shall be limited to white, black, silver, or gold and only one color shall be consistently used on the second floor windows per development.
5. No window sign shall be located above the second floor of a building or tenant space.
6. Window signs that are directly attached to the interior of a window surface shall have professionally designed lettering or decals. All other window signs shall have a flexible or hardened backing, of a minimum one-eighth (1/8) inch thickness. No sign shall be affixed directly to the exterior of a window surface, unless otherwise permitted by Section 12-12-1.

7. Any sign located within a building interior that is intended for viewing from the exterior of such a building is considered a window sign.
 8. No sign may be attached to, placed upon or printed on the exterior of a window or door of a building.
- P. Window Wrap.** Window Wrap is permitted for a full window dimension for windows looking into areas where the public is not invited or at blank walls.
- Q. A-Frame Sign.** A-Frame signs shall have a maximum height of three (3) feet and a maximum sign area of six (6) square feet per sign face and may be double-sided. Signs shall be located on the nearest sidewalk no further than ten (10) feet from a public entrance to the said business with in the Downtown and Corridor Commercial Sign Districts. The sign must maintain a 3' clearance on either side to maintain accessible pedestrian access. The signs shall be professionally fabricated, be constructed with wood or metal frames, and contain either a blackboard or poster inserts for the advertising message, The sign shall only be displayed during normal business hours and must be removed at the close of each business day. The sign shall not be displayed in conjunction with other temporary signs for the same business.
- R. Carry-Out Sign.** Parking lot signs designating specific parking spaces for patrons receiving carry-out or to-go orders from food establishments shall be displayed on a single rectangular panel not to exceed 18" in length and 12" in width and shall be no taller than 6 feet (6') in height. No more than 2 carry-out signs shall be allowed per food establishment occupying less than 5,000 square feet of building area and not more than 3 such signs shall be permitted per food establishment occupying 5,000 square feet of building area or more. Food service establishments which operate primarily on carry-out service shall be permitted up to 3 carry-out signs, subject to approval by the Zoning Administrator, based on the availability of long-term parking for patrons of other occupants of the retail center, if any.

CHAPTER 13

TEMPORARY SIGNS

SECTION:

12-13-1 TEMPORARY SIGNS

A. General Regulations for all Temporary Signs

1. Except as set forth in Paragraph B, a temporary sign shall require a permit from the Department of Community and Economic Development, as identified in Sec. 12-4-1 (Sign Permits). The fee shall be paid upon the issuance of a permit for a temporary sign as prescribed in the Comprehensive Fee Schedule as set forth in Chapter 15 of Title 1 of this Code. Any charitable organization may file an application with the Village for a waiver of fees imposed by the Village as per section 5-3-2(A) of the Village Building Code.
2. Temporary signs shall be displayed for a maximum of ninety (90) calendar days and not more than five (5) times per calendar year, with a minimum fourteen (14) calendar day period between the issuance of a subsequent temporary sign permit.
3. Except as set forth in Paragraph B, temporary signs shall not exceed twenty (20) square feet in area and six (6) feet in height above the ground surface. Signs shall be located entirely on private property and shall be placed a minimum of fifteen (15) feet from the back of the adjacent curb/edge of pavement.
4. Temporary signs on multi-tenant properties shall be limited to a maximum of two (2) at any one time and shall be placed a minimum of fifty (50) feet from any other temporary sign.
5. Any sign listed in Section 12-11-1 (Prohibited Signs) is prohibited.
6. Temporary off-premises signs are prohibited, except as set forth in Paragraph B.
7. No temporary sign may be illuminated, except as set forth in Paragraph B.
8. No exposed framing shall be visible on temporary signs. All temporary signs must remain in good condition during the display period. Throughout the display period, corrective action must be taken immediately should there be any problems with the appearance, condition or maintenance of the sign and/or support hardware.
9. No temporary sign shall extend over or into any Street, nor any sidewalk, or other public thoroughfare or right of way or a distance greater than four (4) inches from the wall to which it is attached, and shall not be placed or project over any wall opening. No temporary sign shall be erected so as to prevent free ingress to or egress from any door, window or fire escape, nor shall any such sign be attached to any standpipe.
10. Certain types of temporary signs are controlled by the provisions of Section 12-12-1 (Exempt Signs). Those temporary signs not listed in Section 12-12-1 are controlled by these provisions.

11. Except as expressly permitted in Subsection B, temporary signs shall not be attached to fences, trees, utility poles, permanent ground signs or the like and shall not be placed in a position that will obstruct or impair vision or traffic or in any way or manner create a hazard or disturbance to the health and welfare of the general public.
12. Any violation of the conditions and restrictions of this section, including failure to procure a valid permit for erected signage, shall result in the loss of forty-five (45) days from the annual maximum duration for a temporary promotional sign permit. Should the violation occur after forty-five (45) days have been utilized in a calendar year, then the loss of forty-five (45) days shall apply to the next calendar year.
13. Temporary signs not immediately removed after the conclusion of the advertised event shall be subject to the provisions of Section 12-10-1.

B. Regulations by Temporary Sign Type

Temporary signs must comply with the regulations contained in Paragraph A (General Regulations for all Temporary Signs) above and the following:

1. Project Announcement Signs

One (1) Project Announcement sign made of wood with an overall height of seven (7) feet located twenty (20) feet from the edge of pavement and twenty (20) feet from an adjacent property line shall be permitted for residential subdivisions and non-residential developments. Project Announcement signs shall be professionally designed and painted in natural colors compatible with the primary structure on the property or adjacent property. One (1) two-sided sign per development frontage may be displayed. Project Announcement sign(s) must be immediately removed upon the issuance of the first certificate of occupancy or if construction is suspended for a period exceeding one hundred and eighty (180) calendar days.

- a. In the Residential Sign District one (1) project sign no more than sixteen (16) square feet in surface area for a development of less than five (5) acres.
- b. In the Residential Sign District one (1) project sign no more than thirty-two (32) square feet in surface area for a development of more than five (5) acres.
- c. In the Downtown, Corridor Commercial, and Office/Industrial Sign Districts, one (1) project sign no more than sixteen (16) square feet in surface area for lots less than or equal to two (2) acres.
- d. In the Downtown, Corridor Commercial, and Office/Industrial Sign Districts, one (1) project sign no more than fifty (50) square feet in surface area for lots greater than two (2) acres.

2. Construction Signs

One (1) Construction sign made of wood no more than twenty (20) square feet, with an overall height of six (6) feet, located fifteen (15) feet from the edge of pavement and fifteen (15) feet from an adjacent property line shall be permitted for residential subdivisions and non-residential developments. Construction signs may be located on the nearest reasonable adjacent off-premises property, provided construction work prohibits locating the sign on the property for which the sign is identifying. Construction

sign(s) must be immediately removed upon the restoration of the primary vehicular entrance or the completion of construction, whichever occurs first.

- a. Construction signs shall be professionally designed and painted to display only the name of the development in no more than two (2) natural colors compatible with the primary structure on the property or adjacent property. No logos shall be used to identify the development.
- b. One (1) two-sided sign per development frontage may be displayed.
- c. Construction signs may be externally illuminated only, subject to the authorization of the Department of Community and Economic Development.
- d. Signs designating a construction entrance, no trespassing and other reasonable messages related to the development of the site shall be limited to two (2) square feet in area and a maximum height of four (4) feet

3. Institutional Signs

- a. Temporary institutional signs shall not exceed four (4) square feet in area and shall not exceed a height of three (3) feet when located off the premises of the institution which advertises the event and may be located within the right of way.
- b. Institutions may display temporary signs a maximum of five (5) times per year. During each display period no more than twenty-four (24) signs may be displayed per institution.
- c. Temporary off-premises signs shall be displayed no more than seven (7) days prior to the start of the advertised event.

4. Informational Banners

- a. Banners shall not be more than eight (8) square feet in surface area and shall not exceed a height greater than four (4) feet. Banners shall be hung not less than fifteen (15) feet above grade, or the minimum height necessary to allow the flow of vehicular or pedestrian traffic, whichever is less. Banners shall include one (1) of the following:
 - i. Banners affixed to, or erected on, Village property on the public way, which identify a geographic business area within the Village, and represent said geographic business area.
 - ii. Parking lot orientation banners in commercial center parking lots with a minimum of 250 parking spaces.
 - iii. Banners of a community-oriented nature that promote Village-wide events or themes and preserve the public health, safety and welfare of the Village.
- b. If the purchase of individual banners is funded by individual sponsors, the name of the sponsor may appear in no more than the lower twenty-five percent (25%) of the surface area of the banner, while no less than the top seventy-five percent (75%) of the surface area of the banner shall identify the subject general business area. Alternatively, a banner may be permitted if the design meets the image standards of

the district in which it is located, according to review and approval by the Architectural Review Board.

- c. Such banners are not subject to any other regulations in this Title, except as set forth in this Paragraph. The installation of such banners on the public way shall be subject to the requirements of the Village for the placement of objects in the public way.
- d. The Village reserves the right to require removal of such banners from the public way at any time including, but not limited to, those times when the Village deems it reasonably necessary to remove the banner for maintenance of the public way.

5. Real Estate Signs

Real estate signs are permitted without a Sign Permit and shall specifically advertise the sale, rental or lease of the premises upon which said signs are located shall be placed on said premises only and must be removed immediately upon the sale, rental or lease of the subject premises. Attention getting devices of any kind, as defined in this Title, shall not be permitted on real estate signs.

- a. One (1) sign is allowed for each zoning lot, except any lot with more than one (1) frontage may have two (2) signs, one (1) displayed on each frontage.
- b. Residential real estate signs, including Real Estate Sign Riders, shall not exceed six (6) square feet in area, and shall not exceed six (6) feet in height.
- c. Commercial real estate signs may be double sided and shall not exceed sixteen (16) square feet in area and shall not exceed seven (7) feet in height.
- d. A sign indicating the location of the sales office for a real estate development shall be limited to four (4) square feet in area and a maximum height of four (4) feet.

6. Open House Signs

Open house signs are permitted without a Sign Permit and shall only be displayed during daylight hours and at those times when the open house is in progress.

- a. Open house signs shall not exceed four (4) square feet in area per side and four (4) feet in height, to the highest part of the sign, for any dwelling offered for sale by any person.
- b. Open house signs may be displayed only on Wednesdays, Saturdays and Sundays and for a period of time not to exceed six (6) hours per day.
- c. One (1) sign is allowed for each zoning lot, except any lot with more than one (1) frontage may have two (2) signs, one (1) displayed on each frontage.
- d. Off-premises directional signs may be displayed in the right of way; provided, that no portion of the sign is within five (5) feet of any roadway. Off-premises directional signs are limited to the minimum number required to direct motorists from the closest major arterial street. Attention getting devices of any kind, as defined in this Title, shall not be permitted on open house signs.

7. Rummage Sale or Garage Sale Signs

Rummage sale or Garage Sale signs are permitted without a Sign Permit and shall be displayed only on the premises where the garage sale is occurring.

- a. Only one (1) sign is allowed for any rummage or garage sale, except for any lot or parcel with more than one (1) frontage may have two (2) signs one (1) displayed on each frontage.
- b. Rummage sale or garage sale signs shall not exceed four (4) square feet in area and four (4) feet in height.
- c. Off-premises directional signs shall only be displayed between the hours of 7:00 a.m. and 6:00 p.m. on the days when the garage sale is being conducted and may be located in the right of way; provided that no portion of the sign is within five (5) feet of any roadway. Off-premises directional signs are limited to the minimum number required to direct motorists from the closest major arterial street.

8. Temporary Advertisement Signs

- a. Temporary promotional and advertisement signs shall be professionally fabricated of a rigid or semi-rigid material, such as wood or corrugated plastic, with a message printed or permanently applied directly onto the hard surface of the sign. Temporary signs shall contain a panel and two supporting posts. Signs shall have a maximum of 1:2 width to length or length to width ratio.
- b. All promotional and advertisement signs of a temporary nature must be located on the premises of the event.
- c. Each permit holder shall be limited to one (1) temporary sign per street frontage per promotional or advertised event.

9. Temporary Identification Signs

Temporary identification signs are permitted for non-residential developments whenever a change in occupancy occurs that results in an immediate need to identify the new occupant.

- a. Temporary Identification sign covers shall be professionally designed and painted in no more than two (2) colors compatible with the primary structure or the existing ground sign on the property.
- b. Sign covers may be constructed of vinyl, aluminum or wood, and shall only cover the existing permanent ground sign for a period not to exceed one hundred and twenty (120) calendar days. No such cover shall be permitted to increase the existing ground sign area or sign structure area.
- c. The items of information shall be limited to the provisions of Section 12-8-1(H).
- d. Sign covers shall be securely attached to the existing permanent identification ground sign to maintain a safe, neat and orderly condition and appearance.

10. Temporary Window Signs

Temporary window signs are permitted without a Sign Permit and shall be exclusively located within the Downtown and Corridor Commercial Sign Districts.

- a. Window signs affixed to, on the inside of, or within the interior of a window shall occupy no more than twenty-five percent (25%) of the surface of each window area and be located at least six (6) inches from the edges of any individual window area. "Window area" is counted as a continuous surface comprised of one (1) or more window panes until divided by an architectural or structural element. Mullions are not considered an element that divides a window area. A "window pane" is each discrete piece of glass which is mounted in its own frame.
- b. No temporary window sign shall be located above the first floor of a building or tenant space.

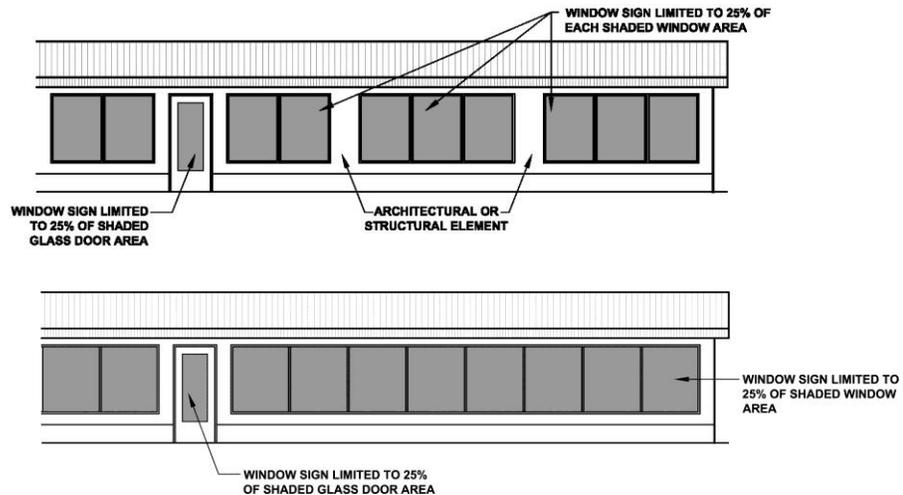


Illustration of window sign area 12-13-1-B-10(a)

- c. Temporary window signs are intended to be displayed on a limited basis and shall be removed immediately upon the completion of such temporary event in which the sign is advertising.
- d. Window signs that are directly attached to the interior of a window surface shall have professionally designed lettering or decals. All other window signs shall have a flexible or hardened backing, of a minimum one-eighth (1/8) inch thickness. No sign shall be affixed directly to the exterior of a window surface, unless otherwise permitted by Section 12-12-1.
- e. Any sign located within a building interior that is intended for viewing from the exterior of such a building is considered a window sign.
- f. No sign may be attached to, placed upon or printed on the exterior of a window or door of a building.

11. Balloon Signs

Balloon Signs are permitted without a Sign Permit. Balloon signs shall be displayed in conjunction with a special event, subject to the following conditions:

- a.** Signs comprised of up to 5 balloons comprising an area not exceeding 3 feet in height and 3 feet in width, mounted or floating no higher than 8 feet from grade.
- b.** The balloons shall be displayed during normal hours of operation for the entity displaying the balloons.

Trustee Edma stated she noticed some residential corner lots had more than one real estate sign and asked if the proposed changes would limit a residential lot to one sign. Economic Development Coordinator Quana stated the current code does permit one sign per frontage so a corner lot could be allowed two signs. Finance Director Limon noted the proposed sign code would allow one temporary sign per residential lot.

Trustee Weider asked for clarification regarding time frames allowed for different residential temporary signs. There would be a different time frame for real estate signs versus private celebration signs versus campaign signs. Noting concern regarding the length of time allowed for personal party signs. Finance Director Limon noted the revised code states all temporary signs are to be removed 14 days after the event is over. A conversation regarding other signs not other content based signs and time frames followed. Finance Director Limon noted some of the issues related to the temporary signs are complaint based enforcement issue. Trustee Weider noted this opinion is the temporary residential signs should be more limited and restrictive and suggested maintenance of the signs should be enforced.

Mayor Brandt expressed concern regarding the proposed size of real estate signs in residential areas and noted her opinion was not to allow an increase in sign sizes for temporary residential signs.

Trustee Edma recommended staff investigate what the Forest has in their sign code for residential areas. A conversation regarding residential areas followed.

Trustee Weider stated this disapproval regarding residential construction signs. Noting this opinion is to be much more restrictive. Finance Director Limon asked if Trustee Weider was referring to protect archaeological signs. Trustee Weider confirmed he was referring to protect archaeological signs in residential districts.

There was a consensus of the Board for staff to revise the proposal based on the direction of the Board and refer this to the Architectural Review Board for a public hearing.

~~Finance and Administration
1. Board and Finance and Administration
Board and Finance and Administration
Board and Finance and Administration~~

Item 1 moved up on the agenda.

~~Board and Finance and Administration
Board and Finance and Administration~~

Trustee Leider noted his opinion as it relates to sign illumination is the rule should be in place but make a function of being able to so make feet of a residential area to enforce this. Trustee MacCoc noted his agreement with Trustee Leider and suggested limiting the start time of illumination to 6 a.m.

Trustee McQuinn asked if staff spoke with the businesses in violation of the code as a result of the resident complaint. Economic Development Coordinator Quina noted staff received signs through the mail and the business at a free order is not the only business violating the rule. Staff did not feel appropriate to sign out a free order and instead decided to contact the board for direction to move forward. Trustee McQuinn suggested addressing complaints as they are received and if a member of the business community wants the code changed they should come in and request a code change.

Trustee Leider suggested staff send out reminders to businesses in violation of the code and see what type of feedback comes back as a result. Trustee Quina was in agreement with Trustee Leider and asked what the repercussions were if the businesses continued to violate the code. Economic Development Coordinator Quina stated staff would work with the businesses and if they still do not follow the code it would become a code enforcement matter.

The conversation regarding adjacent residential properties relative to sign illumination possible exceptions signs facing the roadway illumination time followed.

The discussion regarding the illuminated signs that faces the roadway followed. Economic Development Coordinator Quina stated this sign would be in violation of the code since outdoor space is adjacent to the road. It was the desire of the board to allow signs and possibly other sites unlimited time frames for illumination if the sign is not directly facing a residential property. Quina stated staff can clarify the rule so that signs facing the roadway are allowed and complaints pursued as they arise. Quina stated most communities enforce some of these rules based on complaint and are not proactive about it since it is not a life safety issue.

Quina Manager Quina asked the board for direction on early morning start time of sign illumination since staff would like to include this in the current sign code changes. There was a consensus of the board to leave the start time as is.

The board asked what the difference was between a temporary sign and a permanent sign. Economic Development Coordinator Quina noted temporary signs are made of rigid material or a rigid fabric and permanent signs do not. Quina Manager Quina noted permanent signs are

proposed current code. A conversation regarding
a later date followed.

Trustee MacCoc suggested more flexibility when it comes to a later
date due to potential retention. Trustee McQuinn agreed with Trustee
MacCoc and suggested changing the temporary code to a
term. Trustee Perry suggested a 100% a later date as temporary
date. Trustee Deider agreed with a 100% temporary date for a limited
time. Finance Director Jimo suggested determining the length of time
for a later date be based on how the site is constructed. A discussion
regarding time frames for a later date followed.

Economic Development Coordinator Paula asked if the Board could
approve a later date. There was a consensus of the Board to leave
the date free standing.

There was a consensus of the Board to have staff work with the
to revise the proposed code to incorporate recommendations as it relates
to permanent site illumination and temporary a later date and bring
the revised code back to the Board for review and discussion.

Finance and Administration

11-1 **November 18** **Board** **11-18** **Board**
11-18 **Board** **11-18**

Finance Manager Curie noted the budget schedule included November
1st as the date for public comment regarding the proposed fiscal year
11 budget. Staff has not received any emails or inquiries as it relates to
the fiscal year 11 budget. Staff is assembling the fiscal budget
document pursuant to the discussion of the two budget workshop
meetings and some of the action items related to the proposed budget
are included on this agenda. A list of major changes to the draft budget
are being assembled and brought forward at the November 1st meeting
for Finance Board review prior to adoption of the 11 budget.

Trustee Deider asked if the prior title of a separate could be brought
back for discussion. Finance Manager Curie stated staff will need time to
research this to see how other municipalities are handling various senior
services. Staff is recommending leaving the amount in the budget and
bringing a report back at a later date.

11-18 **Board** **11-18** **Board** **11-18** **Board**
11-18 **Board** **11-18**

Finance Manager Curie noted a proposed 11 calendar has been
provided for a Board and Commission's approval at the Finance Board
meetings. Finance Manager Curie noted some meetings are adjusted in
the future to holidays.

There was a consensus of the Board to place this item on the consent

REQUEST FOR BOARD ACTION
Architectural Review Board
January 16, 2018

Subject **Single-Family Residential Design and Bulk Regulations**

Action Requested **Discussion and Direction to Staff**

Responsible Contact **Adam M. Letendre, Assistant Village Manager/CED Director**

Referred to **Architectural Review Board and Zoning Board**

Background:

During its initial negotiations discussions with the Architectural Review Board were defined in the original character became a central theme. At the December 11, 2011 meeting staff has provided with local recommendations and developments and character that are strict character controls or codes. Staff has reviewed each of these areas and their respective requirements. Staff believes the Village of Lincolnshire presents a framework for establishing character and design guidelines for teardowns and new construction that preserves character and addresses many design elements currently before the Board.

Discussion:

The Village of Lincolnshire maintains residential design guidelines created in the 1970s by the Planning Commission in August 1976. These guidelines are applied on a lot-by-lot basis and the owner's consent and are not required. They include four parts: 1) Village Character Analysis, 2) Residential Design Guidelines and 3) Process and 4) Submittals and Adjustments.

These guidelines provide a history of growth and development to help applicants understand the historical context of a subject residential lot. The second section of the residential code states that an applicant must also understand the physical context. The residential code analysis is filled out as part of the formal submittal. The design guidelines of section 1 include:

1. Residential Design Code includes
 - a. Height Compatibility or similar guiding points.
 1. Form of spacing and structures of streets topography site location position of residences.
 2. Orientation and vertical elements perceived scale in relation to neighbors.
 3. Maintenance of distinctive original qualities and character of the residential property structure or site construction integrates with landscape and original distinctive character elements including topography trees decorative fences garde ma is etc.
 - b. Architectural design includes
 - a. Scale and Massing of structure to set order tradition or contemporary design scale and proportion of residential is expected with primary su direction orientation and line used as determining planning and design factors.
 2. Roof types roofs should be compatible with some structure and contain simple or articulated roof forms.

- c. Proportions of the front facade clear hierarchy of massing is important quotes Louis Sullivan form follows function.
 - d. Front and facade each residence's rhythm is established arrangement of windows and doors versus solid mass sections.
 - e. Trace porches, recesses and other projections front elements relate the residence to the street offer temporary shelter and contribute to the sense of arrival to the residence.
 - f. Proportions of windows and doors windows should be proportioned according to size of the residence and to the part of the facade where located. Height of front door should match size of the residence as should windows.
 - g. Relationship of Materials and Texture materials should represent the neighborhood or the street and be of the family of materials used in the municipality historically. Restrictive materials choice on exterior walls should be exercised. Documentation should be statistically accurate and reinforce other architectural features.
 - h. Porches attached or detached porches should relate to the main residence and surround the neighborhood.
- i. Site and Landscape Design
 - a. Location of residence and other structures be appropriate for the site meet required setbacks preserve existing site main pattern and rhythm in adjacent neighbors and be complimentary to existing trees on site or on adjacent properties
 - b. Materiality and Type a schematic landscape plan should list appropriate materials to scale and architectural character of residence. Materials selected based on hardness and seasonal interest.
 - c. Trees Location and Protection identify existing and proposed trees or more in diameter. Additional identify trees to be preserved and removed proposed radii drainage utilities drive area layout etc.
 - d. Site Elements appropriate in scale and character in residence neighborhood etc.
 - e. Privacy Design and Materials should harmonize in architectural character of the residence and aesthetically integrated in the site etc.

The fourth and final section of the guidelines reviews the process and required submissions for a tear-down and the construction comes. It also lists specific authorized adjustments that may be granted to applicants who incorporate design excellence into their proposed development plans and who successfully demonstrate that the proposed development plans will contribute to and maintain the character of the neighborhood without adversely affect adjacent properties.

Conclusion:

Staff reviews this framework or addresses questions posed to the board about how to determine neighborhood character as well as addresses future board concerns forwarded to the board for review. A similar framework that applies to the community could be created and defined to address residential development. Staff requests board discussion and feedback.

Reports and Documents Attached:

-) Copy of the Council Residential Design Guidelines

Meetings History	
Initiative Referral to Village Board	January 2018
Committee of the Whole Discussion	February 2018
Committee of the Whole Discussion	March 2018
Committee of the Whole Discussion	August 2018
Architecture Committee Board Discussion	October 1, November 1 and January 16, 2018



Division of Planning

Residential Design Guidelines

CONTEXTUAL DESIGN REVIEW COMMISSION

Village of Glencoe

Residential Design Guidelines

TABLE OF CONTENTS

<u>SECTION</u>	<u>Title</u>	<u>Page</u>
	Introduction	1
ONE	Village Character Analysis	2
TWO	Neighborhood Context	9
THREE	Design Guidelines	12
FOUR	Process, Submittals, and Adjustments	16

Contextual Design Review Commission
August 2006

INTRODUCTION

Background on Contextual Design Review

In response to community concerns related to the increased number of demolitions of existing residences and the appearance of the replacement structures, members of the Village Board in October of 2000 authorized the establishment of an Ad Hoc Committee to study a residential appearance review process. The creation of this Committee followed Policy Option #4 of the 1999 Teardown Report, a policy to initiate a voluntary design review process, with incentives. As stated in the Teardown Report, "This option will reflect a community policy that seeks to encourage good design."

The Ad Hoc Committee, known as the Appearance Review Task Force, held its first meeting on May 16, 2001. Over the course of their 4-year study, members of the Task Force met with new construction and rehab developers, the co-authors of the Teardown Report, the Village Planner, and members of the public. Additionally, the Task Force worked closely with the Village Attorney to create the structure for the Contextual Design Review Commission, including the process, procedures, and incentives under which it would operate. During their study, members of the Task Force presented four status reports to the Village Board. Following a public hearing on February 7, 2005, the Zoning Commission endorsed a recommendation to approve Zoning Code amendments related to contextual design review. On April 21, 2005, the Village Board adopted an ordinance to establish a new commission – the Contextual Design Review Commission. The first official meeting of the newly formed commission was held on September 19, 2005.

Purpose of the Commission

The Contextual Design Review Commission was formed to provide a voluntary means for single-family residential design review. In exchange for the review, and the applicant's agreement to incorporate recommended design changes, the Commission has the authority to grant a series of adjustments, or incentives, which provide zoning and floor area ratio (FAR) benefits to the applicant. Since the process is purely voluntary, applicants may withdraw at any time, however, withdrawal forfeits all adjustments allowable through contextual design review. By agreeing to participate in the design review process, applicants must follow all procedures and submit all necessary plans as outlined in Section Four of this document. Applicants may not receive FAR relief from the Zoning Board of Appeals after accepting FAR adjustments from the Contextual Design Review Commission.

Organization of Document

This document is composed of four sections. Section One, entitled Village Character Analysis, provides an overview of the history, development, and architecture that together defines Glencoe's many neighborhoods. Section Two, entitled Neighborhood Context, describes the elements to be considered as part of a neighborhood context analysis. Section Three, entitled Design Guidelines, includes an outline of the residential design guidelines to be followed when preparing architectural plans for new construction, additions, and alterations. Lastly, Section Four includes information on the contextual design review process, a listing of required submittals, and a listing of the authorized adjustments.

SECTION ONE

VILLAGE CHARACTER ANALYSIS

Early History

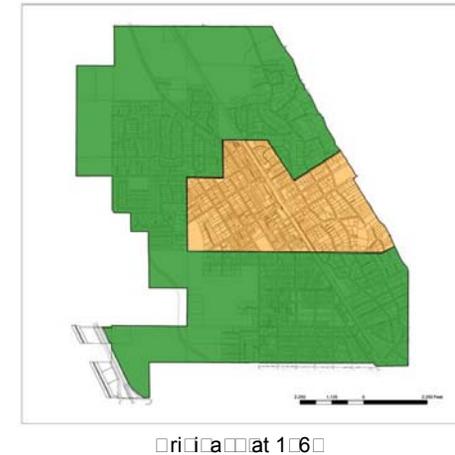
The earliest inhabitants of the area today known as Glencoe were Potawatomi Indians who settled what were then forested lands plentiful of wild game. The Potawatomis eventually fled west, in accordance with the Black Hawk Treaty of 1832, just as the first non-native settlers began to arrive in the area. Primarily of English and German decent, the early settlers were farmers who established homesteads on former Indian land. One of the most notable, Anson Taylor, purchased 160 acres in 1835 in what is today known as southeast Glencoe, then known as Taylorsport. Others soon followed the Taylors. In 1838 farming brothers William and Thomas Turnbull settled the area that is today northwest Glencoe. Robert Daggitt acquired 1,000 acres east of the Turnbells where the Turnbull Woods and Glencoe Golf Club are now located. Michael Gormley settled on the corner of today's South and Grove Streets, a portion of which is now the Skokie Country Club. In 1839 Veit Diettrich bought an 80-acre farm in the vicinity of today's Vernon and Green Bay Roads. August Beinlich arrived in 1855 and settled a 20-acre tract adjacent to Diettrich's and also purchased 60 additional acres of land along today's Dundee Road. In 1853 Walter Gurnee bought 520 acres from his father-in-law, Mathew Coe, in what is now the central business district and surrounding neighborhoods. The area became known as Coe's Glen, or Glencoe ("glen" means narrow secluded valley, or ravines in Scottish).

Town Planning and Incorporation

With the arrival of the railroad in 1855 came a new wave of residents, primarily wealthy Chicagoans who no longer needed to live close to their businesses. This phenomenon created a demand for real estate along the North Shore. Dr. Alexander Hammond, a wealthy retiree

from the medical profession, ultimately purchased the 520-acre Gurnee holdings in 1866. Dr. Hammond envisioned a utopian village and formed the Glencoe Company along with nine other investors in order to develop and improve the land. Each of the investors was to contribute an initial amount of \$5,000, provide additional funds for a church and school, and build two homes – one for his family and a second for sale.

With the assistance of Charles E. Browne, one of the 10 investors and a successful Evanston real estate man, Glencoe was platted in 1868, one year before its official date of incorporation. At the time, Glencoe included 50 blocks roughly bounded on the north by Central (Beach), Green Bay, and Dundee Roads and on the south by South Avenue. Streets east of the tracks were laid out to follow the curved terrain of the ravines while streets west of the tracks were laid out in a grid pattern. Residential lots were restricted in width to no less than 132 feet in the east and no less than 66 feet in the west. One square block at the end of Park Avenue was planned for a park to be protected in perpetuity (today's Lakefront Park). There were only 120 people and 26 residences in the Village when it was incorporated.

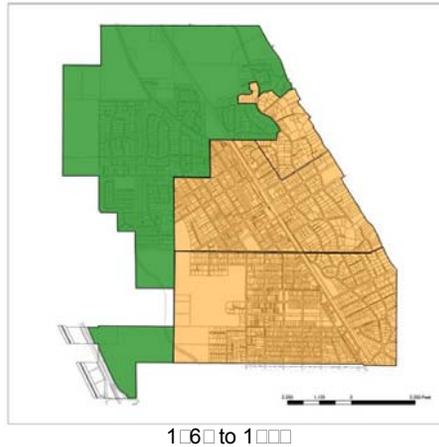


SECTION ONE

VILLAGE CHARACTER ANALYSIS

Annexation and Subdivision

Following its 1869 incorporation, the original boundaries of Glencoe expanded significantly during the years of 1871 to 1891, primarily to the south and southeast. Incorporated areas, referred to as “additions” included Culver & Johnson’s, Gormley’s, Uthe’s, Ira Brown’s, and Hartwell’s. Also incorporated were the settlements of Taylorsport, Lakeview, located south of Taylorsport, and the Chicago North Shore Land Company’s subdivision. The annexed areas noted above were documented on Gormley’s “Glencoe Queen of Suburbs Map” (circa 1874). Following the expansion from 1871-1891, substantial parcels of land continued to be subdivided and annexed into Glencoe (see below).



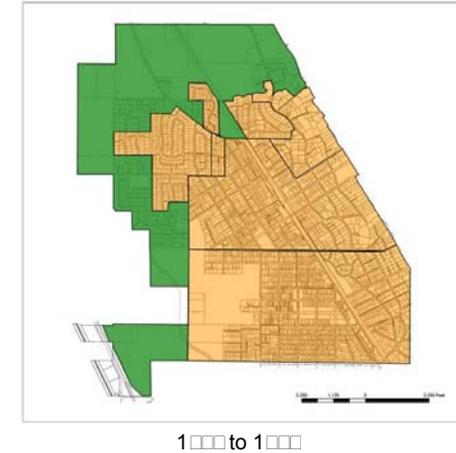
1909 – Sylvan Newhall’s Subdivision was platted and included Maple Hill Road, Forest Avenue, Franklin Road, and part of Sheridan Road. The subdivision name was derived from brothers Frank and Sylvan Newhall who voluntarily collaborated, as independent landowners, with the Glencoe Company enterprise.

1914 – Ravine Bluffs Subdivision (Sylvan and Meadow Roads)

1922 – Skokie Heights Subdivision (Bluff and Eastwood Roads and Sunset Lane, south of Green Bay Road and north of Dundee Road)

1924 – Dunas Forest Crest Subdivision (roughly Park Place north to Terrace Court, later referred to as Keck and Keck neighborhood)

1925 – Glencoe Gardens Subdivision (roughly bounded by Hohlfelder Road west to Longmeadow Lane and Sunset Lane north to Orchard Lane, previously Jake Hohlfelder’s farm)



1927 – Skokie Ridge Subdivision (Oak Ridge, Skokie Ridge, and Elm Ridge Drives and Sunset Lane, south of Green Bay Road and north of Dundee Road)

1927 – Glencoe Woods Subdivision (roughly Dundee Road south to Chestnut Lane and Forestway Drive east to and including Elm Place)

1947 – Green Meadows Subdivision on Old Elm Lane

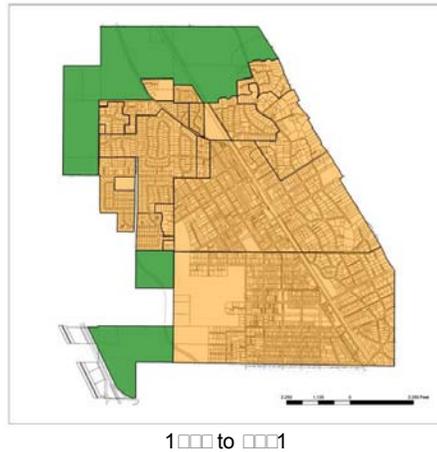
1952 – Westwood Acres Subdivision (north of Glencoe Gardens Subdivision between Mayfair and Longmeadow Lanes)

1953-1956 – Significant westward development to accommodate Glencoe’s growing population included the Strawberry Hill Subdivision (south of Dundee Road and west of Forestway Drive) and neighboring subdivisions to the south and southwest, including Glencoe Park, Glencoe Estates, and Forest View

SECTION ONE

VILLAGE CHARACTER ANALYSIS

1954-1990 – During this time, multi-acre estate properties were divided up into smaller subdivisions that often followed the lot pattern of surrounding previously developed areas. The majority of subdivisions of this type were located between Sheridan Road and the lakefront. Examples include the Dolores Ron Estate Subdivision (Aspen Lane), Lake Shore Estates (Estate Drive, Hillcrest Drive, and Brentwood Lane), M.A. Pancoe Subdivision (Surfside Place and Sunrise Circle), and Rockgate Colony (Rockgate Lane). Others, not fronting on the lake, include Timber Lane Subdivision, Northgate Subdivision (Northwood Drive), Lagoon Manor Subdivision (Pebblewood Lane), and Julia Ct. Subdivision.



General Neighborhood Layout

The Village neighborhoods are located in the following five general areas: (see Page 5 for map)

East Glencoe comprises that portion of the Village east of the railroad tracks. Mature landscape features are abundant and a defining element of the area. Streets are primarily curvilinear in form and follow the natural terrain of the ravines. Typically the largest lots, and therefore largest residences found in the Village, are located in this

area. Sheridan Road winds through east Glencoe serving as the primary north-south artery.

The boundaries of Central Glencoe are Dundee Road south to South Avenue and west of the railroad tracks to the east boundary line beginning at Prairie Street and continuing straight north back to Dundee Road. The heart of the area is the central business district surrounding the intersection at Park and Vernon Avenues. The existing residential pattern of the area ranges from the smaller lots with a higher density surrounding the central business district to the largest lots with the least density adjacent to the Skokie Country Club. The combination of densities in this area follows a rational order with the most compact development adjacent to the central business district and the least dense development at the periphery.

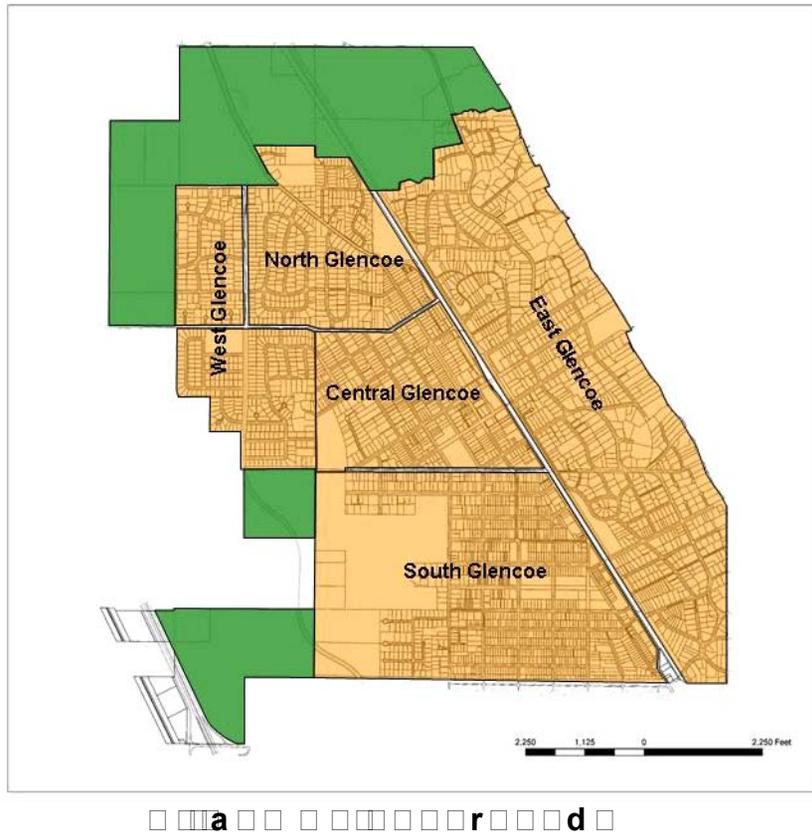
The boundaries of North Glencoe are Dundee Road north to the Forest Preserve and the railroad tracks west to Hohlfelder Road. This area of the Village includes predominantly medium sized lots fronting on gentle curving streets. Two regional arterials, Dundee Road and Green Bay Road, are located in this area of the Village.

South Glencoe includes those portions of the Village south of South Avenue and west of the railroad tracks. The area is defined by its formal street grid pattern, with Grove Street, Greenwood Avenue, and Vernon Avenue serving as the primary north-south arterials. The area was originally platted with 20-foot alleys that were vacated in the 1920's for the purpose of "making Glencoe clean". While there is some diversity in lot size, primarily the smallest, narrowest lots of the Village are located in this area. Because of the lot size, residences are located closer together with minimal side yards. Another defining element of the area is the open space flanking both sides of Vernon Avenue that serves as a physical divider. In the late 1920's the Park

SECTION ONE

VILLAGE CHARACTER ANALYSIS

District established this open space through its power of eminent domain, which required the clearing of tar shacks that housed a significant portion of the African American and Italian communities. Portions of South Glencoe abut some of the most dense land uses in the Village, such as the multiple-family properties along Green Bay Road.



West Glencoe includes those areas north of Dundee Road, west of Hohlfelder Road, and south of Dundee Road, west of the western boundary of the Skokie Country Club. The primary arterials are Hohlfelder Road and Forestway Drive (north-south) and Dundee Road (east-west). This area represents Glencoe's westward expansion, which occurred at varying rates between 1925-1956. A network of open space, including the Glencoe Golf Club, Chicago Botanic Gardens, and Skokie Lagoons, surrounds the medium to large-sized lots that dominate this area, which also serves as the western gateway into Glencoe.

Notable Subdivisions

1. **Greenleaf Avenue** – Greenleaf Avenue takes its name from Luther L. Greenleaf, one of the initial 10 investors of the Glencoe Company. Greenleaf Avenue, which extends one block north of Beach Road meandering south to Mortimer and Fairview Roads, includes the original segment platted in 1868 and portions of eight re-subdivisions of adjacent land that occurred between the years 1875 and 1930. According to the Village's 2002 Architectural Survey of the Greenleaf Historic Area, Greenleaf Avenue is an architecturally distinctive street, containing fine examples of a broad variety of architectural styles, built from 1860 to 1948. The earliest residences on the street were built in the Italianate, Second Empire, and Queen Anne styles. Twentieth century historic revival styles are also prominent, including Colonial,



SECTION ONE

VILLAGE CHARACTER ANALYSIS

Georgian, Tudor, Italian Renaissance, French Eclectic, and Dutch Colonial Revival. Other notable architectural styles present include, Prairie School, Craftsman, International, Contemporary, and Post-Modern. In addition to the architecture, the meandering street route, generous front yards, and mature landscaping all contribute to the distinctive character of the area.

2. **Ravine Bluffs** – Located in northeast Glencoe, and distinguished by its natural setting between two ravines, the Ravine Bluffs subdivision was platted in 1914 by Sherman Booth, Sr. The subdivision is notable because it contains a collection of six residences designed by

Frank Lloyd Wright, giving Glencoe the third largest collection of Wright homes in the world. Five of the six residences are all variations of the same plan, Wright's famous "Fireproof House for



\$5,000", published in the 1907 Ladies Home Journal. Each of the residences represents the key design principles of Wright's Prairie Style. The subdivision is also notable because it includes geometric entrance markers and the only bridge designed by Wright.

3. **Skokie Heights & Skokie Ridge** – In 1922 the McGuire and Orr Real Estate Company platted Skokie Heights and in 1927 Baird/Warner platted Skokie Ridge. The Skokie Heights subdivision is notable because the firm of George W. Maher & Son, Architects and City Planners, designed the layout. Maher, a well-known architect in his own right, became a vocal proponent of community planning after

WWI and prepared development plans for communities such as Glencoe. Both subdivisions together represent the earliest examples of modern subdivisions developed in Glencoe, offering electricity link-ups and water and sewer lines. The layout of both Skokie Heights and Skokie Ridge is unique in that a curvilinear street pattern was used that follows the natural terrain. Only one-fourth of the lots were initially sold and developed because of the 1930s depression. Renewed interest did



not occur until the 1950s triggered by Glencoe's expanding population. Because of this gap in development, both subdivisions are characterized by two very distinct and different architectural styles. The earliest residences were designed in the Tudor Revival style, a style popular after WWI, while the latter development of the 50s included primarily ranch and split-level homes.

4. **Keck and Keck** – Originally platted in 1924, though not developed until the 1950s, the subdivision is located in North Glencoe between Green Bay Road and Lake Shore Country Club. Brothers George and William Keck were pioneers in passive solar architecture and their firm designed 26 moderately priced residences grouped together in this tightly knit subdivision.



Typical design features of the residences include single-story

SECTION ONE

VILLAGE CHARACTER ANALYSIS

construction, flat roofs, skylights, and floor to ceiling windows. The innovative residences were geared toward free flow of air, maximum light, and uninterrupted views.

5. **Strawberry Hill** – As Glencoe's population soared following WWII, so too did the demand for housing in the Village. In 1956, 50 acres of land southwest of Dundee Road and Forestway Drive were annexed to the Village,

representing the last large-scale subdivision to develop in Glencoe. Architect-Developer Greta Lederer's Strawberry Hill subdivision featured a collection of bi- and tri-level residences. Split-level residences, as they are generally referred to, were designed to maximize the use of space on several floors with utility and recreational uses below ground level and primary living spaces above. The general theme of this common architectural style throughout the subdivision makes it distinctive.



Notable Architecture and Village Character

There is a direct correlation between the years a particular area of the Village developed and the defining or dominant residential architectural styles found in that area. As noted above, the Village developed at varying paces beginning in 1868 when it was officially platted continuing through to the present point in time. The result is an exceptionally rich and varied collection of architecture. According to the



Village's 1996 Comprehensive Plan, "the variety of architectural styles forms the character of Glencoe's neighborhoods." Also contributing to Glencoe's character is the extensive list of well-known American architects that designed residences throughout the community, including David Adler, Howard Van Doren Shaw, Solon Beman, Jr., George Maher, Ralph Stoetzel, Robert Seyfarth, Loebel & Schlossman, Frank Lloyd Wright, Talmadge & Watson, Barry Bryne, and Keck & Keck. Below is a summary of architectural styles along with a timeframe noting their prominence in the United States¹.



1820 to 1880	Romantic – (types: Italianate, Gothic)
1860 to 1900	Victorian – (types: Queen Anne, Second Empire, and Stick)
1880 to 1910	Chateausque
1880 to 1955	Colonial Revival
1885 to 1930	Beaux Arts
1890 to 1935	Italian Renaissance
1890 to 1940	Tudor
1895 to 1950	Neoclassical
1900 to 1940	Prairie, Craftsman, Four Square, Bungalow
1915 to 1945	French Eclectic, Spanish Eclectic
1920 to 1940	Modernistic, International
1940 to 1965	Modern – (types: Ranch, Split-level, and Minimal Traditional)
1965 to 2006	Neoecclectic – (types: Mansard, Neo- Colonial, French, Tudor, Classical Revival, and Victorian)

¹ (Source: A Field Guide to American Homes, by Virginia & Lee McAlester, © 1984)

SECTION ONE

VILLAGE CHARACTER ANALYSIS

The longstanding tradition of accepting a diverse mix of architectural styles throughout the Village will continue to be welcomed into the future.

Current Development Trends

The fixed boundaries of the Edens Expressway (I-94) to the west, Lake Michigan to the east, the Chicago Botanic Gardens and Forest Preserves to the north, and the Skokie Lagoons and Village of Winnetka to the south, limited Glencoe's expansion. Following the substantial growth to the west in the 1950s and 60s, Glencoe virtually ran out of available, undeveloped land. Beginning in the 1980s and continuing to the present, the few remaining large parcels in the west and east were subdivided. The following "in-fill" subdivisions resulted.

1996 Sheesley Estate Subdivision – Located east of Sheridan Road and North of Harbor Street, this 12-lot subdivision encompasses two cul-de-sacs – Shoreline and Keystone Courts. The aesthetics of both cul-de-sacs are quite different. Shoreline Court fronts Lake Michigan and its residences are modern in design featuring clean lines, flat roofs, and abundant windows capitalizing on the lake views. Keystone Court, on the other hand, features much more traditional architectural forms and styles. Unique features of the subdivision include a stone garden wall adjacent to Sheridan Road, an abundance of mature trees and landscaping, generous lot sizes, and the lakefront location.

1999 Rasmussen's Subdivision – Located west of Hohlfelder Road, this subdivision includes 12 lots fronting on Sunset Lane, Astor Place, and Hohlfelder Road. The residences feature

mostly traditional architectural forms and styles and are comprised primarily of brick, stone, and stucco.

2001 Beinlich Estates Subdivision – Located north of Dundee Road, this 5-lot subdivision includes four lots on Beinlich Court and one fronting on Dundee Road. The residences feature traditional architectural forms and styles and are comprised primarily of brick, stone, and stucco. The residences appear large in relationship to their respective lot sizes, which limit the appearance of open space. There are minimal mature trees that define the landscape.

Development continues in the Village today, although in much different forms. Beginning around 1990, the Village began to experience significant redevelopment, through teardowns, in all of its neighborhoods.

The Village has also encountered the tendency of landowners to re-subdivide larger properties into two to three lot subdivisions or to consolidate several smaller properties into one large lot.

The challenge is to balance these forms of redevelopment while also ensuring the maintenance of the Village's unique character.



SECTION TWO
NEIGHBORHOOD CONTEXT

The previous section, entitled Village Character Analysis, provides a history of the growth and development of the Village. The information garnered from the previous section will help the applicant in understanding the historical context of a subject neighborhood (e.g. date of subdivision, date residence built, and prominent architectural styles of the time).

It is required that the applicant not only knows and understands the historical context, but also the physical (built) context as well. As part of the application package, the applicant is required to submit a *Neighborhood Context Analysis* for the block face consisting of:

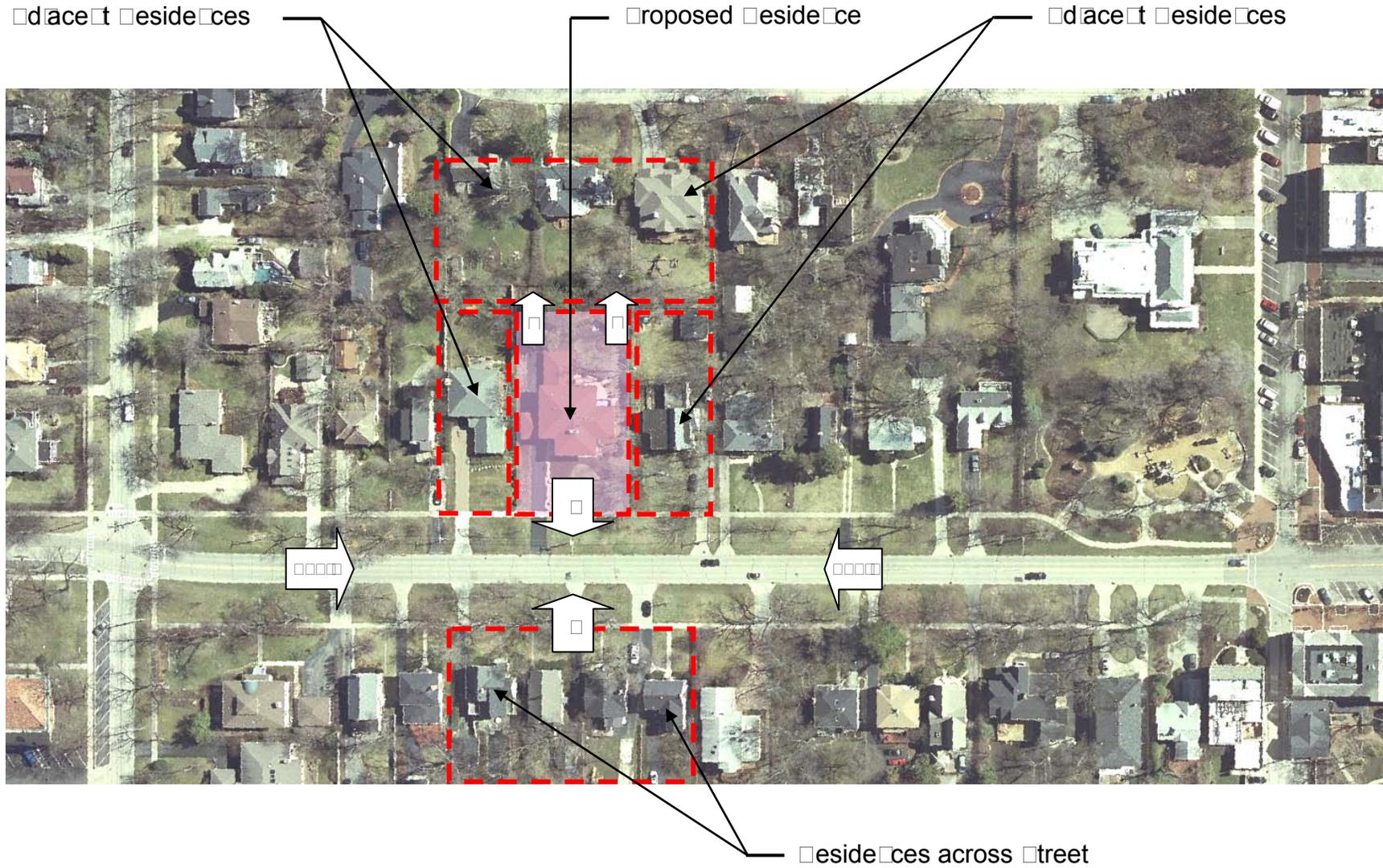
1. A Table of Existing Neighborhood Conditions (sample table is provided to right)
2. Neighborhood Context Plan utilizing a GIS plat provided by the Village, indicating applicant's property and adjacent residences.
3. Neighborhood Context Photographs showing applicant's property and adjacent properties, demonstrating the proposed residence in-scale with its environs. (See Section Four for more specifics.)

The intent of this exercise is to help the applicant understand those characteristics that contribute to the subject neighborhood's identity, which should be taken into account, as architectural plans are prepared.

TABLE OF EXISTING NEIGHBORHOOD CONDITIONS

1. **History of Subdivision Development:**
 - Date of Subdivision _____
 - Date(s) of Residential Construction _____
2. **General Topography:**
 Flat Sloped
 Ravine Lakefront
3. **Overall Lot Characteristics:**
 Shallow Irregular
 Narrow Wide
4. **Characteristics of Public Open Space:**
 - Street Layout
 Grid Cul-de-sac
 Curve Other
 - Street Pavement Width (back of curb to back of curb) _____
 - Street R-O-W Width (property line to property line) _____
 - Ave. Distance Between Facing Houses along Block _____
 - Ave. Distance between Adjacent Houses _____
 - Mature Trees & Landscaping Few Many
5. **Streetscape Characteristics:**
 (note any special features _____)
 Sidewalks Driveways
 Lighting Trees
6. **Zoning District:**
 R-A R-B
 R-C R-D
7. **Zoning Requirements:**
 - Front Yard Setback _____
 - Side Yard Setback _____
 - Maximum Building Height _____
8. **Predominant Number of Stories per Residence:**
 1 1 1/2
 2 3
9. **Architectural Characteristics:**
 - Predominant Style (if applicable) _____
 - Predominant Façade Materials _____
 - Predominant Roof Pitch, Type, & Material _____

SECTION TWO
NEIGHBORHOOD CONTEXT



Typical Exhibit - Neighborhood Context Plan

SECTION TWO
NEIGHBORHOOD CONTEXT



Typical Exhibit - Neighborhood Context Photographs

SECTION THREE

DESIGN GUIDELINES

I. NEIGHBORHOOD DESIGN CONTEXT

A. **Height Compatibility** – The intent of the guidelines is to have residences similar in height to provide cohesiveness to the neighborhood. Residences that are too tall will create a barrier to the rhythm of the massing while residences that are too short will create a void or space. Abrupt changes in height between adjacent residences should be avoided.

- The proportions between the height and width of the new residence can impact the perception of the height of the residence.
- The roof profile is an important component of the perception of height.

B. **Rhythm of Spacing and Structures on Streets** – The topography, location of the project site, and the position of the residences on the site guide the most basic decisions about design.

- The residence location, front yard setbacks, and side yard setbacks are particularly important to setting the context of the adjacent neighbors.
- New construction should follow the rhythm of the existing residences established by the overall open or solid feeling of the neighborhood.

C. **Horizontal and Vertical Elements** – The horizontal and vertical elements determine the perceived scale of a residence and how it relates to the horizontal and vertical expression of the neighboring residence facades. The overall scale, shape and massing of the

residences is significant in defining the character of a street, a block, or a neighborhood. In order to retain the character of the neighborhood, maintaining a balance between the residential scale in relation to the lot space available and the landscaping is essential.

D. **Maintenance of Distinguishing Original Qualities and Character of the Neighborhood, Property, Structure, or Site** - New residential construction should be integrated with the landscape and original distinguishing character elements of the neighborhood. Examples of distinguishing character elements include topography, trees, ravines, decorative fences, and garden walls.

SECTION THREE

DESIGN GUIDELINES

II. ARCHITECTURAL DESIGN

A. **Scale and Massing of a Structure** – Traditional architecture is rooted in simplicity of form, massing, and in a hierarchy of spaces which are cohesive, rational and sensible. While the styles may range from Colonial to Tudor, the common basis for the origins of traditional architecture are based in necessity and economy.

Contemporary, or "modern", design is based on these same principles, but takes advantage of technological advances such as larger window openings, materials which allow a flat roof, and greater structural spans which often lead to more open, flowing spaces and which also can shape the exterior form.

Whether traditional or contemporary, privacy, sunlight orientation and view orientation should be the determining planning and design factors. A successful dialog between traditional and contemporary design certainly is possible and can in fact transcend stylistic differences.

- The scale and proportions of new construction should be compatible with adjacent residences and the surrounding area.
- The appearance of large mass can be minimized through the use of design elements, such as porches, porticos, bay windows, and dormer windows.
- Scale and its perception is a function of the size of the windows, bays, entry doors, and dormers as they relate to the overall composition. For example, small windows can make the mass of the residence seem larger because of the abundance of surface area.

- Chimneys are essential features of a residence's overall design as a counterpoint to the roof shape. Chimneys often represent the strongest vertical element of a design.

B. **Roof Shapes** – Roof shapes are important to defining residential architectural styles. Roof form, or the lack thereof (i.e. flat roof design), is often the significant factor in determining the massing, scale, and proportions of all residences. The intent of the guidelines is to have roofs compatible with the structure below and with those neighboring residences to which they visually relate. This is particularly important in small lot neighborhoods where residences are spaced closer together.

New construction should contain simple, well-articulated roof forms. Inappropriate use of overlapping gables is discouraged. They should only be used when the smaller gable is part of a balcony, porch, or entrance, or in rare instances when they are appropriate for the style.

C. **Proportions of the Front Façade** – A clear hierarchy of massing is important when residences are composed of more than a single volume. For traditional and modern architecture, the most significant functions are typically located prominently near the front entrance. Less public functions occur in the wings, often located to the side or rear. Typically massing and fenestration illustrate that "form follows function" as the renowned Chicago architect Louis Sullivan believed.

D. **Rhythm and Balance** – Each individual residence contains a rhythm established by the arrangement of windows and doors versus solid wall sections.

SECTION THREE

DESIGN GUIDELINES

Successful architecture almost always places openings in a manner that while sometimes not regular, is nonetheless simple and rational. Openings should be placed according to a rational system. Use of openings centered between regularly spaced columns is one obvious strategy.

E. Entrance Porches, Recesses, and Other Projections – Front entryways are comprised of doorways, porches, overhangs, and other elements that help relate the residence to the street, offer temporary shelter and contribute to the sense of arrival into the residence. These elements express where one enters the residence and what purpose the various entryways serve.

F. Proportions of Windows and Doors – Typically, openings such as windows and doors make up the largest and most distinctive elements of a residence's façade.

- Window openings and windowpanes should be proportioned according to the style of the residence and to the part of the façade where they are located. Simple shapes and a limited number of shapes contribute to cohesive design.
- The style of the front door should match the style of the residence, as should the style of the windows.
- The front door in its width, height, and construction should be indicative of the quality and stature of the design.

G. Relationship of Materials and Texture – Materials provide the visual diversity and architectural character to the neighborhood. Continuity of architectural character should be provided by using materials that represent the neighborhood or the street and of the family of materials that have been used in Glencoe historically.

- New construction should use materials, colors, and textures compatible with those of neighboring residences and appropriate to the chosen architectural style to reinforce the neighborhood's image. Where context seems limited, more attention should be paid to the materials and their use.
- Restraint in materials visible on any exterior wall should be exercised. The palette of materials chosen should be appropriate for a particular style. Limiting the number of materials focuses attention on design composition and detailing quality.
- Ornamentation can often enrich architectural expression. When used, it should be stylistically accurate and as a reinforcement of other architectural features.
- The unit sizes of the siding height, brick size, cut stone, and windowpanes also contribute to successful scale and horizontal / vertical expression of the design.

H. Garages (Integration with Residence, Scale, and Overhead Doors) - Some residences in the Village have attached garages and some have detached garages behind the residence and at the rear of the property. Benefits from the Village's zoning regulations should be counterbalanced with appropriate planning and should relate to the main residence and surrounding neighborhood.

SECTION THREE

DESIGN GUIDELINES

III. SITE AND LANDSCAPE DESIGN

A. **Location of Residence and Other Structures** – The scale and placement of the structures on the site should meet the criteria listed below:

- Be appropriate to the site and in compliance with current Village ordinances regarding side and rear yard setbacks;
- Preserve the existing physical character of the site;
- Maintain the existing pattern and rhythm in relation to adjacent neighbors within the neighborhood; and
- Be non-injurious to the existing trees on-site or those on adjacent properties.

B. **Planting: Quality and Type** – The schematic landscape plan should list all plant materials appropriate to the scale and architectural character of the residence. Plantings should be selected for their hardiness and seasonal interest. It is recommended that a registered landscape architect prepare such plan.

C. **Trees: Location and Protection** – The schematic landscape plan should identify all existing and proposed trees 8" or more in diameter by location, species and condition. Additionally, the landscape plan should identify the following:

- Those trees to be preserved and those to be removed;
- Proposed grading, drainage, utilities, and driveway layout;
- Location of tree protection fencing; and
- Location of trees on adjacent properties over 8" in diameter whose roots encroach on the subject property.

D. **Site Amenities** – Amenities such as fences, patios, terraces, arbors, pergolas, swimming pools, garden walls, etc. should meet the following criteria:

- Be appropriate in scale and in architectural character with the residence;
- Harmonize with the existing site conditions and the surrounding neighborhood;
- Be compatible with existing on-site and adjacent property trees; and
- Comply with the Village's Zoning Code requirements.

E. **Driveway: Design and Materials** – Driveways should meet the following criteria:

- Be aesthetically integrated with the site;
- Be in harmony with the architectural character of the residence;
- Be the subordinate feature of the property;
- Accomplish a desirable transition from the streetscape;
- Accommodate the safety of pedestrian movement; and
- Avoid impacts to existing on-site and adjacent property trees.

SECTION FOUR

PROCESS, SUBMITTALS, AND ADJUSTMENTS

Review Process

Applications for contextual design review are required to follow the procedures listed in the steps below:

1. Pre-Application Meeting with Staff
↓
2. Determination of Historical/Landmark Status
(Designated Glencoe Landmarks first require favorable advisory review by Glencoe Historic Preservation Commission)
↓
3. Submit Application and Materials for Contextual Design Review
↓
4. Mail Meeting Notice to Neighbors within 250 Feet of Subject Property
↓
5. Hold Contextual Design Review Commission Public Meeting
↓
6. Approve, Approve with Conditions, or Deny Application within 35 Days of Conclusion of Public Meeting

It is expected that completed applications will be fully reviewed and acted upon within 60 days after filing.

Required Submittals

All applications for Contextual Design Review are required to include at least the following information and materials:

1. Existing and proposed site plan of the subject property;
2. Aerial neighborhood context plan with required information utilizing Geographic Information Systems (GIS) plat provided by the Village (see Page 10);
3. Rendered elevations (front, sides, & rear) of the proposed residence on the subject property indicating materials, colors, and three dimensional relief;
4. Photographic composite of the proposed residence in scale with its environs (the street frontage elevations of all adjacent residences on both sides of the street or corner as shown on Page 11);
5. Schematic landscaping plan showing existing and proposed trees and landscaping on the subject property, including species and size of existing and new material to be provided;
6. Schematic floor plans for the proposed residence provided in 1/4" scale including all levels and roof plan; and
7. When necessary, three-dimensional representations of the proposed residence and surroundings may be required (perspective studies or massing models).

SECTION FOUR

PROCESS, SUBMITTALS, AND ADJUSTMENTS

Authorized Adjustments

For those applicants who incorporate design excellence into their proposed development plans, and who successfully demonstrate that the proposed development plans will contribute to and maintain the character of the neighborhood without adversely affecting adjacent properties, the Contextual Design Review Commission may grant the following adjustments:

1. Chimney projections into side yard setback up to 6'-0" in width and 2'-0" in depth;
2. 5% increase in the maximum gross floor area limits, but such increase may only be applied to the principal single family dwelling on the subject property;
3. For lots having a lot width of at least 80 feet, reductions in the side yard setback for a detached garage to a minimum of five feet; provided that such approval shall be subject to the terms and conditions set forth in Subparagraph 3-111G20(b) and 3-111G20(c) of this Code;
4. In lieu of the exclusions authorized pursuant to Subparagraph 3-111G12(a) or 3-111G12(b), exclusions from the calculation of maximum gross floor area of either: (a) 400 square feet for an attached garage located in the rear half of the lot, but not for any garage along a corner building front; or (b) 600 square feet for a detached garage;
5. Bay projection into side yard setback up to 8'-0" in width and 2'-0" in depth;
6. An exclusion from the calculation of maximum gross floor area of 400 square feet for attic space in the principal single family dwelling on the subject property;
7. In lieu of the exclusions authorized pursuant to Subparagraph 3-111G12(e), exclusions from the calculation of maximum gross floor area of under-bay or under-eave areas when determined to be a defining element of the architectural style (i.e. Prairie style);
8. An exclusion from the calculation of maximum gross floor area of a basement when a raised first floor is determined appropriate for the architectural style of the dwelling; and
9. For pre-FAR single-family dwellings only, reduced interior stair width, reduced stair height clearance, and/or reduced handrail height for porches, notwithstanding any provision to the contrary in the Zoning Code or the Village Code.

Note: Total adjustments related to FAR may not exceed twenty percent (20%) of the maximum gross floor area permitted for the subject property.