

VILLAGE OF HOMEWOOD



MEETING MINUTES

DATE OF MEETING:

May 1, 2025

APPEARANCE COMMISSION

6:00 pm

Village Hall Board Room
2020 Chestnut Street
Homewood, IL 60430

CALL TO ORDER:

Chair Hrymak called the meeting to order at 6:00 pm. Chair Hrymak introduced new Member Melissa Gonser.

ROLL CALL:

Members Banks, Scheffke, Quirke, Kluck, Gonser, and Chair Hrymak were present. Member Preston was absent.

In attendance from the Village staff were Angela Mesaros, Director of Economic and Community Development, Noah Schumerth, Assistant Director of Economic and Community Development, and Darlene Leonard, Building Department Administrative Secretary. There were no members of the public in the audience or on Zoom. Also in attendance was Trustee Liaison Phil Mason.

APPROVAL OF MEETING MINUTES:

Chair Hrymak asked for corrections from the November 13, 2024, meeting minutes. No changes were requested. Motion to approve made by Member Scheffke; seconded by Member Kluck.

AYES: 4 (Members Scheffke, Quirke, Kluck, and Chair Hrymak)

NAYS: 0

ABSTENTIONS: 2 (Members Banks and Gonser)

ABSENT: 1 (Member Preston)

Chair Hrymak asked for corrections from the March 6, 2025, meeting minutes. No changes were requested. Motion to approve made by Member Banks; seconded by Member Quirke.

AYES: 4 (Members Banks, Scheffke, Quirke, and Chair Hrymak)

NAYS: 0

ABSTENTIONS: 2 (Members Kluck and Gonser)

ABSENT: 1 (Member Preston)

Member Quirke stated on page 12 noting in the proposal to incorporate the thought from Assistant Director Schumerth for maintenance.

- **Assistant Director Schumerth asked if it was in the minutes or the sign code.**

Member Quirke stated the sign code.

Chair Hrymak stated it could wait until the sign code is discussed.

PUBLIC COMMENTS:

None.

REGULAR BUSINESS:

25-01 SIGN CODE UPDATE - CONTINUED

Assistant Director Schumerth stated this is the fourth presentation of the sign code, and the point was reached where a vote can occur, and it is appreciated that the time and effort that has been put into it.

The bulk of the changes are to commercial signage for all freestanding and canopies downtown, and marquee signs would get an appearance review. Additional requirements were added to ECM signs with brightness, color, and illumination requirements. Instructional signs had clarifications added for wall-mounted or directional.

Marquee signs have the most changes, with height regulated in the zoning district. The monument signs have size and height changes in the B-4 District as well as setbacks and right-of-way encroachments. Painted wall signs have the requirements clarified. Pylon signs had setbacks clarified and size allowances between B-3 & B-4. Graphics were added to the code.

Assistant Director Schumerth asked if there were any questions at this point.

Member Quirke asked if anyone else would participate in the process: the Village Board, the Planning and Zoning Commission, and the public.

- **Staff Liaison Mesaros stated it would go to the Planning and Zoning Commission because it is a text amendment to the Zoning Code.**

Member Quirke asked if the Village Board has to approve it.

- **Assistant Director Schumerth stated yes, as a text amendment, and there is a lot of in-house with the staff. In addition, added that Village Manager Haney has included it in the updates to the Village Board.**
- **Staff Liaison Mesaros stated the Village Board is aware, but no comments have been received from them.**

Assistant Director Schumerth stated that the Comprehensive sign plans clarify the application and the purpose of the requirements, and changed the required documents for the applications. In addition, it clarifies when the Comprehensive Sign plan is needed for existing developments or sites.

Member Quirke asked if the modifications created a third category for approvals and what that would do to the variance process.

- **Assistant Director Schumerth stated it would help determine if it is a hardship and probably result in less variances. It would allow for more modifications in response to the hardship and more discretionary changes.**
- **Staff Liaison Mesaros stated the variance is for one building. This is a larger scale for a center or a plaza.**

Member Quirke stated here was a time when sign standards for the center would not allow them to get any sign they wanted and that it is a wide area.

- **Chair Hrymak stated they could always be told no.**
- **Staff Liaison Mesaros stated if it is compatible with one of more standards, but they might have to revisit it. It is hard to make it specific because is it more like a planned development.**

Member Quirke stated they seem to be working with the property owner.

- **Staff Liaison Mesaros stated it is for the entire center and the code update would change that.**
- **Assistant Director Schumerth stated the goal is to shift away from one tenant back to the property owner, the current code does that, but it is not really followed. The property owner is required to be the one to file the Comprehensive Sign Plan.**

Member Quirke stated we should have a report to the Village Board two times a year.

Chair Hrymak asked who “we” is.

Member Quirke stated that a group comprised of people from the Appearance, Beautification and Planning and Zoning Commissions, the Police Department, and the Building Department. For compliance with the updated code and other codes.

Member Banks asked how the members would be selected.

Member Quirke stated a joint decision.

Staff Liaison Mesaros stated that they would almost have to be a new committee selected by the Village President.

Member Banks stated there needs to be a compliance committee or a better process to enforce what was approved.

Chair Hrymak stated there seems to be a need for input from the Village President and the Building Inspector on this. In addition, this is something that can be done outside of the sign code.

Member Kluck stated it possibly could be a workforce resource issue.

Chair Hrymak stated it all looks good, but on page 60 E-sign abandonment and asked if it should be “is”.

- **Staff Liaison stated yes.**

Assistant Director Schumerth stated there is a new statement about abandonment of sign.

Staff Liaison Mesaros stated that it might need clarification.

Assistant Director Schumerth stated it should say “legal nonconforming” signs.

Assistant Director Schumerth stated the language changed for repair/replacing signs and construction standards.

Member Quirke asked if there is a period for image codification.

- **Assistant Director Schumerth stated Yes, it is in the code.**

Assistant Director Schumerth stated there were new definitions added and asked if there were any additional comments.

Member Scheffke asked if the sign code is different from comparable communities.

- **Assistant Director Schumerth stated they looked at 13 communities, including Tinley Park, Downers Grove, Elmhurst, and Oak Park. Their codes were carefully looked at for sign types, etc., and the updates bring Homewood in close alignment with what they have.**

Member Scheffke asked if the cities had gotten any pushback on their code.

- **Assistant Director Schumerth stated they would have to go back and ask.**

Member Quirke asked for clarification on the chart on page 38.

- **Assistant Director Schumerth stated that lot frontage is the entire property, and tenant frontage is the individual space.**

Chair Hrymak asked if the code would have an effect on historical plaques on buildings.

- **Staff Liaison Mesaros stated no.**

Chair Hrymak asked about window signage on page 53, to clarify it, and if there will be no limit.

- **Assistant Director Schumerth stated it is 25% of each window or 25% total of all the windows.**
- **Staff Liaison Mesaros stated the language could be looked at to make it clearer.**

Chair Hrymak asked if the vote has to be postponed because there is too much to clarify.

- **Staff Liaison Mesaros stated that a vote could occur.**
- **Assistant Director Schumerth stated the vote can occur, but under certain conditions. Only three sections need more clarifying language.**

Chair Hrymak requested a motion for the approval of Case 25-01 Sign Code Update proposing amendments and clarifications as discussed by the Appearance Commission to the text of the zoning ordinance including:

1. Amendment of the zoning text of Section 44-04-14 to establish murals and public art installations as an accessory structure subject to accessory use and structure requirements;
2. Amendment of the zoning text of Section 44-07, to establish development review procedures for sign permits, sign variances, comprehensive sign plans, appearance reviews and public art and mural reviews; and
3. Establishment of Section 44-10 of the Zoning Ordinance, to: (a) set standards for permitted, prohibited and exempted sign types; (b) allow for the regulation of permitted signs and sign

structures in the Zoning Ordinance; (c) allow for the regulation of temporary signs in the Zoning Ordinance; (d) set requirements, standards and modification authority for comprehensive sign plans, (e) establish definitions, limitations and procedures for legal non-conforming signs, (f) create new construction and maintenance requirements for permitted signs, and (g) establish definitions for terms related to the regulation of signs and sign structures.

Motion to approve made by Member Scheffke; seconded by Member Banks.

AYES: 6 (Members Banks, Scheffke, Quirke, Gonser, Kluck, and Chair Hrymak)

NAYS: 0

ABSTENTIONS: 0

ABSENT: 1 (Member Preston)

OLD BUSINESS:

Chair Hrymak asked about the Starbucks by Ollie's.

- **Staff Liaison Mesaros stated there is no movement.**

Member Quirks asked about the bagel plaza.

- **Staff Liaison Mesaros stated there are three proposals in for the Village Board to vote on and select one to become the owner.**

Member Kluck asked about Raising Cane's.

- **Staff Liaison Mesaros stated it is a no; they had an issue with the proposed development concerning a Village water main on the site.**

Chair Hrymak asked about 1313 175th, the t-shirt place.

- **Staff Liaison Mesaros stated that nothing is going on.**

Member Quirke asked about the pizza place by the Shell and across from Lassen's.

- **Staff Liaison Mesaros stated they have not closed yet. It is dependent on the environmental letter.**

Member Quirke asked about the donut place.

- **Staff Liaison Mesaros stated there is no update.**

NEW BUSINESS:

None.

ADJOURN:

A motion was made for adjourning the meeting by Member Scheffke, second by Member Gonser.

AYES: 5 (Members Banks, Scheffke, Kluck, Gonser, Quirke and Chair Hrymak)

NAYS: 0

ABSTENTIONS: 0

ABSENT: 1 (Member Preston)

The meeting was adjourned at 7:21pm.

Respectfully submitted,

Darlene Leonard

Darlene Leonard

Building Department Administrative Secretary