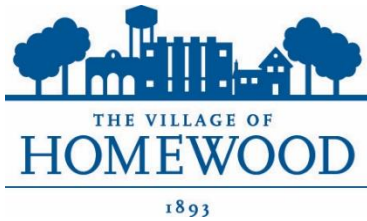


MEETING AGENDA



Appearance Commission

Village of Homewood

November 05, 2026

Meeting Start Time: 6:00 PM

Village Hall Board Room

2020 Chestnut Road, Homewood, IL

Commission Meetings will be held as in-person meetings. In addition to in-person public comment during the meeting, members of the public may submit written comments by email to pzc@homewoodil.gov or by placing written comments in the drop box outside Village Hall. Comments submitted before 4:00 p.m. on the meeting date will be distributed to all Commission members prior to the meeting.

Please see last page of agenda for virtual meeting information.

1. Call to Order
2. Roll Call
3. Minutes:
 - Approve the minutes from the June 4, 2026 meeting of the Appearance Commission
 - Approve the minutes from the August 6, 2026 meeting of the Appearance Commission
 - Approve the minutes from the September 3, 2026 meeting of the Appearance Commission
 - Approve the minutes from the October 1, 2026 meeting of the Appearance Commission
4. Public Comments
5. Regular Business:
 - A. **Public Meeting** for Case 26-72: Appearance Review for proposed renovation and expansion of an existing commercial structure in the B-2 Downtown Transition zoning district at 1722 Ridge Road
 - B. **Public Meeting** for Case 26-74: Appearance Review for proposed pylon sign in the B-3 General Business zoning district at 3325 183rd Street
 - C. **Public Meeting** for Case 26-70: Zoning Text Amendment to consider the revision of regulations governing temporary signs, including applicable allowances and requirements for non-residential properties, and to establish new types of temporary signage
6. Old Business:
7. New Business:
 - A. Annual Review of Policies and Procedures for Appearance Commission
8. Adjourn

VILLAGE OF HOMEWOOD



MEETING MINUTES

DATE OF MEETING:

June 4, 2026

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.

ROLL CALL:

Members Banks, Scheffke, Quirke, Gonser, Kluck, and Chair Hrymak were present.

In attendance from Village staff were Noah Schumerth Interim Director of Economic and Community Development; Darlene Leonard, Building Department Administrative Secretary, and Napoleon Haney, Village Manager. There were four members of the public in attendance, there was one member of the public attending virtually.

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

NAYS: 0

ABSTENTIONS: 0

ABSENT: 1 (Member Preston)

APPROVAL OF MEETING MINUTES:

Chair Hrymak asked if there were any changes to the meeting minutes from March 5, 2026.

Chair Hrymak stated he had some typos, but nothing contextual.

Member Kluck made a motion to approve the meeting minutes; seconded by Member Banks.

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

NAYES:

ABSTENTIONS: 1 (Member Quirke)

ABSENT: 1 (Member Preston)

Chair Hrymak asked if there were any changes to the meeting minutes from May 7, 2026.

There were no changes.

Member Scheffke made a motion to approve the meeting minutes; seconded by Member Scheffke.

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

NAYS: 0

ABSTENTIONS: 3 (Members Banks, Quirke, and Gonser)

ABSENT: 1 (Member Preston)

Interim Director Schumerth stated it did not pass and would be brought back at the next meeting.

PUBLIC COMMENTS:

There were no public comments.

REGULAR BUSINESS:

CASE 26-41: appearance Review for Monument Sign at 18225 Dixie Highway and Case 46-42: Sign Variance for Monument Sign at 18225 Dixie Highway:

Chair Hrymak introduced the case. Assistant Director Schumerth presented the case and stated the new monument sign would be at 18825 Dixie Highway. Under the new code the Appearance Commission reviews all monument signs. They will need to conform to the current requirements or get a variance. The sign is about 3 feet from the sidewalk and inside the front yard setback.

Maureen Walsh of Image360 Mokena stated the current sign is in the landscaped area in front of the building and is located closer to the front property line which mandates the placement closer to the sidewalk.

Member Kluck stated he had no questions and the sign is a replacement in the same location and is consistent with other businesses.

Member Gonser stated she had no questions.

Member Quirke stated it is an improvement over what is there now. It is a great looking sign.

Member Scheffke stated he has no problem with the sign and asked why pressure treated lumber is being used blow grade.

Ms. Walsh stated it is typical for signs when installed with 42" below grade and in concrete.

Member Banks stated she had no questions.

Chair Hrymak stated he has no problem with the sign and added it fits with the setback and sidewalk and looks good.

Interim Director Schumerth stated the two cases can be approved as one motion.

Chair Hrymak asked for a motion to approve Case 26-41, Appearance review for proposed monument sign at 18825 Dixie Highway, located in the B-3 zoning district and as proposed on drawings submitted by Image360 Mokena; and Approve Case 26-42, Sign Variance for proposed monument sign at 18825 Dixie Highway, allowing the reduction of monument sign setback requirements from 10' to 3'.

A motion to approve was made by Member Scheffke, seconded by Member Quirke.

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

NAYS: 0

ABSTENTIONS: 0

ABSENT: 1 (Member Preston)

Interim Director Schumerth stated he would be in contact with the next steps to getting the sign approved.

Case 26-43: Public Art Installation (Homewood Wishing Tree) at 18136 Dixie Highway:

Chair Hrymak introduced the case. Interim Director Schumerth presented the case and stated it is a public art installation. There has been a growing interest in public art in Homewood. The display has to stay away from contented messaging. In order to have public art there is an application, sketches have to be provided, a narrative with details, an Appearance Review, and the Village Board, if they want to see it.

Jessica Matushek, Karlie Sherman, and Erica Vanschak propose popup art at 18136 Dixie Highway using the existing structure.

- **Ms. Matushek stated traditionally it is done on a street, but likes the idea of using the structure before it's removed. Typically, they are found in parks, gardens, and community spaces. They were started in 1996 by Yoko Ono. They are an interactive project with strong visual impact. They are currently planning on hanging wire, rope, or string to secure the ribbons or tags and they hope to drill holes into the structure to secure them and connect to a power source to have lighting at night.**

Member Banks stated she is excited about the proposal as it's in her wheelhouse, and asked what the ribbons would be made out of.

- **Ms. Matushek stated they are still looking into what to use as it has to hold up weather wise.**

Member Banks it would have to hang within reach of the public.

- **Ms. Sherman stated they all live in Homewood and would have eyes on it frequently and would correct any issues. They would like to paint it first that way if there is any graffiti it can be painted over and they are aware of the potential for mischief or damage.**

Member Banks stated the ribbon should be able to break away or a person would be pulling on the entire structure and suggested the use of solar lights instead of electric.

Member Scheffke asked how the piece at the top would be set up.

- **Ms. Sherman stated the ribbons would be blank with the lower ones being accessible. The material would be on site for the public to write on and install.**

Member Scheffke asked if they would be around the entire structure.

- **Ms. Sherman stated yes.**

Member Quirke stated he is worried about the safety with the rope or wire being hung on the structure.

- **Ms. Matushek stated the lower portion would be very tight abouts the structure with nothing loose or hanging except the top which would be out of reach.**

Member Quirk asked Village Manager Haney who has the liability.

- **Manager Haney stated if it's on Village property then it falls under the general liability of the Village.**

Member Quirke stated there are heavy wires sticking up from the ground behind the structure.

- **Manager Haney stated they can be removed.**

Member Quirke stated he likes the idea and asked Interim Director Schumerth what this is setting precedent for.

- **Interim Director Schumerth stated it does not set president. It would have to be reviewed to see if it meets the public art requirements and if it's appropriate for the site. The Village wouldn't regulate the content or messaging unless it falls under hate speech.**

Member Quirke stated he thinks it should be on the Village to remove something that is hateful.

- **Interim Director Schumerth stated the Village can control the time and place. This is public and cannot be openly seen.**
- **Manager Haney stated this is going into new territory and this would create new standards and this is the opportunity to test it.**
- **Ms. Vanchak stated it is temporary and will remove it.**

Member Quirke stated Flossmoor has an outpouring of think like this.

Member Scheffke stated given the public nature of it people may see a tag that is offensive and remove; so he is not worried.

Member Gonser stated she likes the idea of using solar lights and likes that it would be flush and tight against the structure and suggested the materials be in a bucket of plastic bin.

- **Ms. Sherman stated something covered with instructions and they can check it and refill it as needed. The only concern about using solar lights is that under the structure they may not charge.**

Member Gonser suggested the box be attached to the ground somehow so it isn't taken.

Member Kluck suggested having sections lower for taller people to reach and stated the structure should be painted or power-washed first.

Chair Hrymak stated it is a fantastic idea that will draw a lot of people and it's unfortunate that school is out as it could also be a classroom project.

- **Interim Director Schumerth stated they are still securing financing to complete development that are working on an amendment of the redevelopment agreement.**

Chair Hrymak asked if the Village is responsible for the clean up of the property.

- **Manager Haney stated the Village can do it and he would speak with the Public Works Director.**
- **Interim Director Schumerth stated the Village doesn't own the property. It was given over to the restaurant owners in March 2025, but the owners of the property did give permission for the project.**

Chair Hrymak stated he likes the idea of using solar and stated the power source may be put on the top with some effort and with safety. It's a wait and see to see what the weather impact would be and added that vandalism is a concern.

Member Gonser stated that solar lights may be added in the rear to light it up at night.

Chair Hrymak suggested speaking with other communities have installed these to see what works and doesn't.

Member Quirke asked if the liability goes to the owner of the property.

- **Interim Director Schumerth stated yes and they are presumably aware of the liability.**

Member Banks stated there can be a promotional campaign or a hashtag for it and suggested to pre-attach the ribbons which negates the need for the box onsite.

Chair Hrymak asked for a motion to approve Case 26-43, Public Art Installation for the Homewood Wishing Tree, an art installation proposed to be installed on property located at 18136 Dixie Highway.

A motion to approve was made by Member Gonser; 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:

None.

NEW BUSINESS

Interim Director Schumerth stated on June 16 from 5:30-7 there will be a community meeting at the Science Center from Holladay Properties who is the developer for the proposed developments at Ridge and Chestnut.

The hot dog side is open at the Hibbing Building, but the donut shop is not open yet. The ribbon cutting was June 1.

There are changes coming to the former Delano's side. They are in the final stages of permit review for the project and the Village just obtained the building next to it.

Park West Plaza is in the second half of the façade work.

Member Quirke asked if there is a third tenant for the property on 183rd.

- **Interim Director Schumerth stated not yet. There have been talk of a couple of things.**

Chair Hrymak asked about the signage as Berkots.

- **Building Department Secretary Leonard stated they had applied, but the contractor had to renew their registration. The permit has expired out and now they need to reapply.**

ADJOURN:

A motion was made to adjourn the meeting 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)

The meeting adjourned at 6:57 pm.

Respectfully submitted,

Darlene Leonard

Darlene Leonard

Administrative Secretary

VILLAGE OF HOMEWOOD



MEETING MINUTES

DATE OF MEETING: **AUGUST 6, 2026**

Appearance Commission

6:00 pm

Village Hall Board Room
2020 Chestnut Street
Homewood, IL 60430

CALL TO ORDER:

Chair Pro Tem Quirke called the meeting to order at 6:01 pm.

ROLL CALL:

Members Banks, Scheffke, Quirke, Gonser, and Kluck were present.

In attendance from Village staff were Noah Schumerth Interim Director of Economic and Community Development; Darlene Leonard, Building Department Administrative Secretary, Joshua Carrillo Economic and Community Development Intern, and Terence Aquia Assistant Village Manager. There were two members of the public in attendance, there was two member of the public attending virtually.

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

NAYS: 0

ABSTENTIONS: 0

ABSENT: 2 (Member Preston and Chair Hrymak)

APPROVAL OF MEETING MINUTES:

Chair Pro Tem Quirke asked if there were any changes to the meeting minutes from July 16, 2026.

No changes were requested.

Member Gonser made a motion to approve the meeting minutes; seconded by Member Banks.

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

NAYES:

ABSTENTIONS: 0

ABSENT: 2 (Member Preston and Chair Hrymak)

PUBLIC COMMENTS:

There were no public comments.

REGULAR BUSINESS:

CONTINUED CASE 26-49: Appearance Review for Monument Sign at 18646 Dixie Highway:

Chair Pro Tem Quirke introduced the case.

Director Schumerth stated the business owner and the representative from the sign company would be attending on Zoom.

Chair Pro Tem Quirke asked for a quick review of the application.

Director Schumerth stated it would be included in the presentation.

Director Schumerth stated the sign was reviewed at the July 16 meeting, as all monument signs are required to undergo Appearance review. Samples of the materials and better drawings were received on July 22. The sign will be an aluminum box sign with a digital wood print and a fixed cabinet for the logo that is basically a second box sign that will stand about 5" out from the monument sign to allow for lighting and the logo shaped relief. The sign is relatively small compared to some signs at 60" tall.

Chair Pro Tem Quirke asked about the green color on the cabinet.

- **Director Schumerth stated it is similar to what is on the wall sign.**

Member Scheffke asked if that is the only part that is illuminated.

- **Director Schumerth stated yes, the wood part is opaque.**
- **Director Schumerth stated the applicant was approved by the Village Board for \$25,000 for façade and property improvements from the improvement grant back in July 2026. Masonry is a higher cost and the applicant wishes to keep the faux brick. Appearance reviews must be made the decision on the plan standards. The applicant was approved by the Village Board for the façade & property improvement grant back in July 2026. Masonry is a higher cost, anywhere from \$3,000-\$14,000 more and the applicant wishes to keep the faux brick. Appearance Commission decisions must be made based on the plan standards.**

Jorge Santos from Signarama Lansing is the sign contractor for the project.

Member Banks stated it is straight forward and has no issues with it.

Member Scheffke stated nothing presented would cause him to change his opinion.

- **Mr. Santos stated the material has been in use a long time, over 20 years, and there is a warranty. The product is durable. The product is being used by a lot of builders for houses and commercial buildings.**

Member Scheffke asked what would be on the corners.

- **Mr. Santos stated there will be a 1" corner painted to match the brick.**

Member Gonser asked the UV resistance of the product.

- **Mr. Santos stated it is UV print and will last a long time.**

Member Scheffke asked if brick face could be used.

- **Mr. Santos stated they have to use exterior sheet rock for the cabinet and plaster with brick. With the humidity, the weather, and the storms it is not for exterior use. It costs more.**

Member Scheffke stated it would still be brick and asked if it would be made the same.

- **Mr. Santos stated there is nothing on the market that can match the warranty to the customers.**

Chair Pro Tem Quirke asked about the warranty; what form is it.

- **Mr. Santos stated it is a 1 year. If the product fades in several years they can reach out to the manufacturer with photos and it could be replaced.**

Chair Pro Tem Quirke asked about documentation that supports it.

- **Mr. Santos stated they keep records. They do not make it; they purchase it from the manufacturer.**

Chair Pro Tem Quirke asked the length of the guarantee.

- **Mr. Santos stated it is a 25 year limited warranted for the faux brick product. The contract is for 1 year to fix it if necessary.**

Chair Pro Tem Quirke asked how long the product has been used for exterior items.

- **Mr. Santos stated more than 10 years.**

Director Schumerth asked, for clarification, if the interior panels would be sheet rock or aluminum.

- **Mr. Santos stated aluminum.**

Member Gonser asked what is covered with the limited warranty.

- **Mr. Santos stated fading, chipping, etc. It is not covered if it is damaged by a vehicle.**

Member Kluck asked the dimensions of the stone panels.

- **Mr. Santos stated they are 24"x48".**

Member Kluck stated there would be a seam in it.

- **Mr. Santos stated they interlock so there will be no visible seam.**

Member Scheffke asked about the top and what would be covering the edge.

- **Mr. Santos stated it would be covered with the cabinet.**

Member Banks asked about what would be around the base of the sign.

- **Mr. Santos stated there would be greenery; they do not do landscaping.**

Member Banks asked about repairs if it is damaged by landscaping equipment.

- **Mr. Santos stated if the product is damaged, a panel can be removed and replaced with a new one.**

Chair Pro Tem stated there is a recommendation by Staff to replace the product with stone and asked to discuss it.

Director Schumerth stated the discussion would be to retain the condition, remove it, or replace it.

Member Scheffke made a motion to approve as written and would like to have the condition removed.

Director Schumerth stated other motions can be made, and have a motion to replace what is being recommended.

Mr. Santos asked what the conditions would be.

Chair Pro Tem Quirke stated to use the faux stone cladding or stone material.

Director Schumerth stated that unless it is masonry, the material would be needed.

Chair Pro Tem Quirke asked if there was a second. The motion died.

Chair Pro Tem Quirke stated there was a question from the applicant.

Mr. Santos asked if the texture plus material is not approved, what materials can be used.

Director Schumerth stated the question is related to the previous motion. If there is a motion to approve without the condition there are a couple of options.

A motion to approve was made by Member Gonser without condition #1, seconded by Member Banks

AYES: 4 (Members Banks, Gonser, Kluck and Chair Pro Tem Quirke)

NAYS: 1 (Member Scheffke)

ABSTENTIONS: 0

ABSENT: 2 (Members Preston & Chair Hrymak)

Chair Pro Tem Quirke called for a 5 minute recess at 6:43 pm.

The meeting resumed at 6:47 pm

Case 26-50: Comprehensive Sign Plan for 17627-17631 Halsted Street (continued from July 16):

Chair Pro Tem Quirke introduced the case.

Director Schumerth stated the case was continued from the meeting on July 16. The location is 17627 Halsted Street and is located next to the Dave's Hot Chicken. The signage proposed is to be on 3 faces of the business frontage. A variance was given to the Dave's roughly 18 months ago. They were already approved for the sign on the front. They are proposing a sign on the northside and a small one on the rear (east side). The building has been painted black with a red roof which matches the branding for Hasta.

Mahmoud Essa of the sign company, Creative LED Signs, stated they wanted more signage, they are new in the area and want to be more visible and be seen from the street.

Member Banks stated it is straight forward and she has no questions.

Member Scheffke stated he had no questions.

Member Kluck stated he had no questions.

Chair Pro Tem Quirke stated it's a lot of signage in a small space.

- **Mr. Essa stated there are 2 permits. One is for the sign on the front and the other is for the remaining signage.**

Chair Pro Tem Quirk stated several vendors have talked about the need for signage on the rear of the building.

- **Mr. Essa stated on the rear it would just be the logo. It was decided to have the full signage on the northside as it's hard to see just the logo from the street.**

Member Banks asked if there is a monument sign for the plaza.

- **Director Schumerth stated yes, but it only shows Target and Menards, not the outlots. And the other monument sign is just for Dave's Hot Chicken and it is not part of the plan.**

Member Banks asked if a monument sign could be installed.

- **Director Schumerth stated no, it's not allowed by code. It would have to be on site already.**

Member Gonser asked for clarification on the location address. The packet states 17927-17631 Halsted.

- **Director Schumerth stated the business location is 17927 Halsted. It is together for both addresses at the building.**

Member Gonser asked for clarification on the size.

- **Director Schumerth stated at Hasta it's 141.5 square feet. It in corporate what was approved for Dave's Hot Chicken. It is meant to incorporate it into a single building, which is what the comprehensive sign plan is supposed to do.**

Chair Pro Tem Quirke stated the building owner should take into account the entire building.

- **Director Schumerth stated yes and rules need to be created for the entire building.**

Chair Pro Tem Quirke stated the Commission went out of their way to give the signage that was wanted for the other business owner. What was approved is not what was installed and he thinks that the entire building wasn't taken into consideration.

A motion to approve was made by **Member Gonser**; seconded by Member Gonser.

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

NAYS: 0

ABSTENTIONS: 0

ABSENT: 2 (Member Preston & Chair Hrymak)

OLD BUSINESS:

Member Gonser asked if the June meeting minutes would be continued again for approval.

Director Schumerth stated that not everyone has been in attendance to approve them.

PUBLIC COMMENTS:

Ms. Deborah Martin stated she wanted to come in and see the services in action and gain knowledge.

NEW BUSINESS

Economic & Community Development Intern Josh Carrillo presented the push to update the appearance plans and make it public.

It concentrated on the downtown area and looked at other communities for their best practices, their standards and structures, and how it can be applied to Homewood. It was looked at how to break down what makes it good and why it is or isn't liked for structures and what makes for good design.

Four appear most often: line, balance, color, and visual hierarchy.

Line is the lines on the structure and how it's perceived.

Balance is the design elements matching and not be disproportionate.

Color is what works and natural colors.

Visual hierarchy is emphasizing what needs to be important, roof trimmings, ornate doorways, etc.

Standards of public spaces, pedestrians, architectural design, and site design. They tried to be as encompassing as possible and still be clear.

Director Schumerth stated Josh brought a unique perspective to it and saw a way to organize it well with the eye to design principles and design thought.

Member Gonser stated that having a clear guide would be fantastic.

Chair Pro Tem Quirke asked if there were comments from the residents. It gives them a sense of ownership and stated it should be included in the introduction.

Director Schumerth stated there are a couple of bigger projects coming pending the redevelopment agreement being finalized. The renovation of the Spornette building to apartments. The plan is being revised. There will be more activity on Halsted. The newsletter will be coming after an Assistant Director is hired.

ADJOURN:

A motion was made to adjourn the meeting by Member Gonser; seconded by Member Banks.

AYES: 5 (Members Banks, Scheffke, Gonser, Kluck, and Chair Pro Tem Quirks)

NAYS: 0

ABSTENTIONS: 0

ABSENT: 2 (Member Preston & Chair Hrymak)

The meeting adjourned at 7:34 pm.

Respectfully submitted,

Darlene Leonard

Darlene Leonard
Administrative Secretary

VILLAGE OF HOMEWOOD



MEETING MINUTES

DATE OF MEETING: **September 3, 2026**

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 6:11 pm.

ROLL CALL:

Members Scheffke, Quirke, Kluck, and Chair Hrymak were present.

In attendance from Village staff were Noah Schumerth Interim Director of Economic and Community Development and Darlene Leonard, Building Department Administrative Secretary. There was 1 member of the public in attendance, there was no one of the public attending virtually.

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

NAYS: 0

ABSTENTIONS: 0

ABSENT: 3 (Members Banks, Preston, & Gonser)

APPROVAL OF MEETING MINUTES:

Chair Hrymak stated the minutes will be pushed to the next meeting as there is no quorum.

PUBLIC COMMENTS:

Chair Hrymak asked if there was anyone attending online that had any comments.

There was no one online and therefore no public comments.

REGULAR BUSINESS:

26-58: Appearance Review for proposed new development at 1313-1351 175th Street:

Chair Hrymak introduced the case.

Director Schumerth gave an introduction of the project. The business is looking to relocate from its current location in Crestwood. The case was originally seen in October 2024. Schumerth stated that the Appearance Review needs to be renewed. Schumerth stated that there are some site design modifications and the case is considered a new development application.

Schumerth stated that the previous approval is not binding, and the decision needs to be made as if its details have never been seen before. The Planning and Zoning Commission recommended approval on

August 27 and the conditions include approval by the Appearance Commission. Schumerth stated that they are asking for a change to allow more of the Tier 2 materials than allowed by the Zoning Ordinance, and to have corrugated metal siding which is otherwise prohibited by zoning requirements. Schumerth stated that the Planning and Zoning Commission recommends approval providing the Appearance Commission approves the requested materials. Schumerth noted that the applicant has provided a sample of the materials in question.

John LaRoy, the applicant and owner of Apparel Redefined, was introduced to the Commission.

Mr. LaRoy stated the main changes in the application were to the size of the building. Originally it was to be 210 feet x 220 feet. Now they are proposing it to be 210 feet x 170 feet, reducing it by approximately 8,000 square feet. Mr. LaRoy stated that the project would double in size and they could go up to 90,000 -93,000 square feet on the site once the expansion is completed.

Mr. LaRoy stated that the existing office building will be stained to match the color of the panels. The front of the building and the flat steel panels will be in a darker gray. The side panels and the rear will be the corrugated metal. The panel on the west side of the building is an expandable panel that can come down as the building expands. There will be a red strip at the window line of the building.

Chair Hrymak asked what the prohibited material is.

- **Director Schumerth stated it is the corrugated material.**

Chair Hrymak asked if the material is prohibited on all sides.

- **Director Schumerth stated it is on all sides, but the PUD can modify the requirements to allow it with approval of a modification.**

Mr. LaRoy stated that in the middle of the site, there will be a glass walkway constructed to connect the two buildings. The front of the main building will be 28 feet in height, and the rear will be 21 feet in height, sloping toward Izaak Walton Preserve. The west and south walls will have a berm and approximately half of the east wall after the walkway will be constructed from the requested corrugated material.

Member Scheffke asked what material the north (front) wall of the building would be constructed from.

- **Mr. LaRoy stated it will be the flat panel metal material.**

Member Scheffke asked Staff if the area is considered industrial and if the material is allowed in those areas.

- **Director Schumerth stated the area is zoned limited manufacturing, or light industrial, and there is no exception in the code for these areas.**

Member Scheffke asked which wall would be the dark gray color.

- **Mr. LaRoy stated the corrugated walls.**

Member Quirke asked if the west wall is corrugated and if that is the wall that would be removed for the expansion.

- **Mr. LaRoy stated that both are correct.**

Member Quirke asked the benefit of using the corrugated metal.

- **Mr. LaRoy stated the cost of precast or masonry materials is at least double that of the corrugated material.**

Member Quirke asked for additional explanation about the removal of the west wall for expansion.

- **Mr. LaRoy stated metal buildings are designed for expansion and the material will allow for flexibility.**

Member Scheffke stated if the west wall can be looked at as a temporary wall instead of a permanent wall.

- **Mr. LaRoy stated there are 9 buildings in Homewood with a permanent corrugated material.**

Member Quirke asked if there is a way to “hide” the west wall.

Member Kluck also asked if the material on the north wall can be used on the west wall.

- **Mr. LaRoy stated yes and no. Mr. LaRoy stated that the flat panel material can be used, but it would bend in the removal and couldn't be reused. When they have expanded to the maximum use of the lot they would put the flat panel material up on the western side of the building. Mr. LaRoy stated that because of the setback from the street, the corrugated walls would look solid from the street.**

Member Kluck asked what tier the flat panel material falls into.

- **Director Schumerth stated Tier 2 – which is allowed for a maximum of up to 50% on the front façade. The variance is to allow 100% on the front wall.**

Member Quirke asked if the area in the northwest corner is shipping.

- **Mr. LaRoy stated yes.**

Member Quirke asked if anything can be installed to hide the wall. Quirke said that a great job was done to hide the corrugated wall on the east side.

- **Director Schumerth stated, to clarify the question for the applicant, if there is any way to screen the western wall with something beyond just grass.**

Chair Hrymak stated he looked a building in Glenwood with the same material and it didn't look good especially what was visible to the public. And there is no firm guarantee of expansion of the facility.

- **Mr. LaRoy stated the intention is to expand. There are currently no plans to hide the corrugated material now. If there are excessive spoils from the construction they would create a berm on the west side close to the edge of the property.**

Chair Hrymak stated he is concerned because he doesn't want the corrugated material to be visible at all. Hrymak stated that he does not like the corrugated material on the west side and would have a hard time approving it as proposed.

Chair Hrymak asked if the variance is for 100% of the material in the front (the flat panel material)

- **Director Schumerth stated correct, the code allows up to 50%.**

Chair Hrymak stated he has no problem with that. Hrymak stated he could accept the corrugated material on the east side of the building. Hrymak stated he cannot see it going on the west side and is open to other ideas.

Member Quirke stated the material is on the MABAS building, and as it pertains to this case, it is an ugly building which is not a good example.

Member Scheffke asked Staff if plantings can be done on a berm to hide more of the building.

- **Director Schumerth stated it is an option. The cost of earth removal is very high right now. Schumerth shared that there is a low berm to the east of the property. The Village looked into getting it removed and it was over \$300,000. Schumerth said there is caution for the Village to not require undue costs to the applicant relative to the benefit of the screening.**
- **Mr. LaRoy stated the dirt would go to the western edge of the property after the expansion.**

Chair Hrymak asked for the ballpark cost of the flat vs. the corrugated metal materials.

- **Mr. LaRoy stated about \$100,000 for this building, but it's not reusable so costs would increase with an expansion.**
- **Director Schumerth stated that the Appearance Commission does not have to come up with a solution for the applicant. Schumerth stated that the Commission could continue it and have the applicant come back with solutions.**

Member Scheffke stated the intent was to describe the need to use the corrugated panels.

Chair Hrymak stated he would like to see some sort of alternative to the current design. He doesn't think it would be approved if it is voted on today. Hrymak said he accepts the east, north, and south walls and would like to see alternatives for the west wall.

Member Kluck asked the projected timeframe for the addition.

- **Mr. LaRoy stated 2029. They wouldn't be in the building until Quarter 1 of 2027.**

Chair Hrymak called for a 5 minute recess at 6:44 pm

Chair Hrymak called back in session at 6:50 pm.

Chair Hrymak asked if the landscape plan is still going to the arborist.

- **Director Schumerth stated yes, he is still looking at it. There were some changes with the 2024 plans and they were addressed – such changes remain in the current plans as well. Any changes would be looked at with the final site plan.**

Chair Hrymak asked about lighting.

- **Director Schumerth stated the lighting standards are included and also will be looked at with the final site plan review.**

Chair Hrymak stated he doesn't want to cause any undue hardship and will approve the corrugate materials because of the expansion in 2029.

Member Quirke asked if the expansion would need to be reviewed.

- **Director Schumerth stated yes, it would be considered a new building area.**

Member Kluck asked if the flat panel would be used on the side after the expansion.

- **Mr. LaRoy stated yes.**

Chair Hrymak asked the color of the west side.

- **Mr. LaRoy stated it would be the darker gray.**

Director Schumerth asked the level of confidence for moving forward with the addition. And if the side panel would be reused.

- **Mr. LaRoy stated 80%. Reusing it is the intent. The addition wouldn't be less than 10,000 square feet. They could add up to 50,000 square feet. The thought is for 2 25,000 square foot additions. And then the final one would have the flat panel installed.**

Member Quirke asked for a review of the tiers for materials.

- **Director Schumerth stated in the design standards, Tier 1 is high quality & durability - brick, stone, and concrete. Tier 2 has maintenance required – siding, fiber cement board. Tier 3 is medium quality, more maintenance, but has cost savings – stucco, EFIS, architectural metal panels. Prohibited materials include unfinished concrete block and corrugated panels.**

Chair Hrymak asked why the materials are prohibited.

- **Director Schumerth stated metal buildings are restricted by code. Schumerth stated the new code pushed buildings to be more permanent structures with the use of permanent materials that have high durability and fewer maintenance or longevity issues. The thought is the corrugated panels are for short term use in building applications, which is why vinyl siding was included in the prohibited materials list as well.**
- **Mr. LaRoy stated he has been doing this for 20 years and this is the fourth time they have outgrown their space.**

A motion to approve Case 26-58 was made by Member Kluck, seconded by Member Scheffke

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

NAYS: 0

ABSTENTIONS: 0

ABSENT: 3 (Members Banks, Preston, & Gonser)

Director Schumerth stated it will be at the meeting on the 10th and he will call him about it next week.

Case 26-55: Appearance review for pylon sign proposed at 17855 Halsted Street:

Chair Hrymak asked if the case should be moved to the October meeting.

- **Director Schumerth stated yes and it would need a motion to continue.**

A motion to continue Case 26-55 was made by Member Quirke; seconded by Member Kluck.

AYES: 3 (Members Kluck, Quirke, & Chair Hrymak)

NAYES: 1 (member Scheffke)

ABSTENTIONS: 0

ABSENT: 3 (Members Banks, Preston, & Gonser)

- **Director Schumerth stated they can continue the case of table it as the applicant needs to be present.**

Member Scheffke asked for an explanation.

- **Director Schumerth stated the applicant needs to be present for any questions.**

Member Scheffke asked is that is code or practice.

- **Director Schumerth stated he is not sure, but it is his understanding that it is part of the Village Code. He can keep searching, but there is nothing the Appearance Commission Code that mentions the applicant must be present. It has been long standing policy to have the applicant at the meeting. They are required to be present for public hearings with legal notice and testimony.**

Member Scheffke asked if it can be looked into.

- **Director Schumerth stated yes.**

Chair Hrymak stated it will be continued to the next meeting.

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

NAYES: 0

ABSTENTIONS: 0

ABSENT: 3 (Members Banks, Preston, & Gonser)

OLD BUSINESS:

None

PUBLIC COMMENTS:

None

NEW BUSINESS

Director Schumerth stated there are numerous projects coming in the next few weeks including submittals for the Village Hall parking lot project.

Member Scheffke asked if that is what the utility markings are for.

- **Director Schumerth stated no. The markings are for crosswalks that are being installed at numerous downtown intersections The Village received a grant for crosswalks. This is Phase 1 of 3 of the Village's crosswalk program. Phase 2 will be at Dixie & Ridge and Phase 3 will be in the southwest part of the downtown.**

Member Scheffke asked the status of the car wash.

- **Director Schumerth stated they are still working on the special use submittals for the Planning and Zoning Commission.**

Director Schumerth stated on October 22 at 6:30pm there is commission training with the Planning & Zoning Commission which may include others in the region and the Appearance Commission is invited to attend.

Member Scheffke asked if the Mexican restaurant is still happening.

- **Director Schumerth stated they are currently in default with an agreement with the Village.**

ADJOURN:

A motion was made to adjourn the meeting by Member Kluck; seconded by Member Quirke.

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

NAYS: 0

ABSTENTIONS: 0

ABSENT: 3 (Members Banks, Preston, & Gonser)

The meeting adjourned at 7:15pm.

Respectfully submitted,

Darlene Leonard

Darlene Leonard

Administrative Secretary

VILLAGE OF HOMEWOOD



MEETING MINUTES

DATE OF MEETING: **OCTOBER 1, 2026**

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.

ROLL CALL:

Members Scheffke, Banks, Kluck, and Chair Hrymak were present.

In attendance from Village staff were Noah Schumerth Director of Economic and Community Development and Darlene Leonard, Building Department Administrative Secretary. There was 1 member of the public in attendance, there was no one of the public attending virtually.

AYES: 4 (Members Banks, Scheffke, Kluck, & Chair Hrymak)

NAYS: 0

ABSTENTIONS: 0

ABSENT: 3 (Members Quirke, Preston, & Gonser)

Chair Hrymak stated he had heard there is a new Assistant Director.

Director Schumerth stated yes. Danielle Stewart started the day before and comes from Pinellas Park, Florida.

APPROVAL OF MEETING MINUTES:

Chair Hrymak stated the minutes from the August meeting do not have a quorum and will be postponed unless Member Quirke arrives. They can be continued to the next meeting.

The minutes for the September meeting do not have enough Members in attendance and will also be continued to the next meeting unless Member Quirke arrives.

PUBLIC COMMENTS:

Chair Hrymak asked if there were any public comments. There were no public comments.

REGULAR BUSINESS:

Case 26-55: Appearance review for pylon sign proposed at 17855 Halsted Street:

Chair Hrymak introduced the case.

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Last Revised: 10/29/2026 12:46 PM

Director Schumerth stated 7 Brews has several signs being installed. The wall signage didn't need an Appearance Review. This is for the proposed pylon sign. The location is to be determined. The existing pylon sign is for four businesses.

John Streer of Doyle Signs, stated the sign is not exactly the same dimension, but is the same area and will be using the same foundation. It will have an illuminated cabinet, blue neon, and banding around the sign. The graphics are what are illuminated. Pattison is creating the sign and his company is installing it.

Member Kluck asked if the pole will be repainted.

- **Mr. Streer stated he is not sure if it's in the scope, but will make sure it happens.**

Member Scheffke stated he had no questions and added that the neon is a nice touch.

Member Banks asked if the 20-feet is the same or similar to the existing sign.

- **Mr. Streer stated it may be taller, the cabinet is 17-feet.**

Chair Hrymak asked if it will be in the same location or a different one.

- **Mr. Streer stated in the same location.**

A motion to approve Case 26-55, Appearance Review for Case 26-55, by Member Scheffke; seconded by Member Kluck.

AYES: 4 (Members Banks, Scheffke, Kluck, & Chair Hrymak)

NAYES: 0

ABSTENTIONS: 0

ABSENT: 3 (Members Quirke, Preston, & Gonser)

PUBLIC COMMENTS:

None

OLD BUSINESS:

Chair Hrymak stated it was brought up before if the applicant must be present; and asked if it's still that way or if it can be reviewed and voted on.

Director Schumerth stated there is no ordinance specifically requiring it. Only with the Planning and Zoning Commission is it's a legal requirement. But he can discuss it with the Village Attorney. There is no legal requirement, but it is strongly recommended. It is up to the discretion of the Commission.

Member Banks asked if there has ever been a presentation when the applicant wasn't present for questions.

Chair Hrymak stated no.

Member Scheffke stated it works in the best interest of the applicant. If they do not show, then it's a "deal with what is in front of you".

Chair Hrymak stated it is an inconvenience to the Commission.

Director Schumerth stated they recommend blocking off the first Thursday of the month for the meeting.

Member Scheffke stated it's disliked when they don't show up because then the expectation is that it would be rescheduled.

Member Banks stated the vote could happen if they are there or not and they can dislike it.

Chair Hrymak stated it's practice not policy.

Director Schumerth stated this is why the applicant is wanted to be there. It is considered best practice to require the applicant be present.

Member Kluck stated asked if there could be complains if the vote is no.

Director Schumerth stated there could be some push back and would then be brought back for review at additional meetings as a new agenda item.

Member Banks asked if applicants are told attendance is required or preferred.

Director Schumerth stated they get an email from Staff that they are on the agenda with the date and time and it says they are required to attend or provide the name of the person that is attending on their behalf.

Chair Hrymak asked if the Metra substation will still be constructed because of the viaduct construction.

Director Schumerth stated it's not being done until next year. It's still in the bid process and it's still in process to get the small section of Village land.

Chair Hrymak asked about the Wishing Tree.

Director Schumerth stated they got Village Board approval last month and are moving forward. There is hope to do it with Fall Fest.

Chair Hrymak asked about 2124 183rd, across from Lassen's.

Director Schumerth stated he would have to go back and look at the time line. There are a couple last items needed to be provided.

Member Scheffke stated he did see work being done.

Director Schumerth stated that interior demo work was done.

NEW BUSINESS

Director Schumerth stated the new Assistant Director will be doing the reviews, etc.

There will commission training for the Planning & Zoning Commission on October 22. The Appearance Commission is welcome to attend. The training will be for anyone.

Chair Hrymak asked if it's at 6pm.

Director Schumerth stated it's at 6:30 pm.

ADJOURN:

A motion was made to adjourn the meeting by Member Banks; seconded by Member Scheffke.

AYES: 4 (Members Banks, Scheffke, Kluck, & Chair Hrymak)

NAYS: 0

ABSTENTIONS: 0

ABSENT: 3 (Members Quirke, Preston, & Gonser)

The meeting adjourned at 6:23 pm.

Respectfully submitted,

Darlene Leonard

Darlene Leonard

Administrative Secretary

VILLAGE OF HOMEWOOD



MEMORANDUM

DATE OF MEETING: November 5, 2026

To: Appearance Commission

From: Noah Schumerth, Director of Economic and Community Development

Topic: Case 26-72: Mixed-Use Building Renovation/Expansion at 1722 Ridge Road

APPLICATION INFORMATION

APPLICANT	Mona Navitsky Property Owner 1722-1734 Ridge Road Homewood, IL 60430
ACTION REQUESTED	Request for Appearance Review approval for commercial building rehabilitation and expansion
ADDRESS	1722 Ridge Road, Homewood, IL 60430
PIN	29-31-406-020

DOCUMENTS FOR REVIEW

Title	Pages	Prepared by	Date
Schematic Design Drawings	1	M.J. Root Architects	10/30/2026
Additional Site Drawing	1	Kevin Welsh, Applicant	09/27/2026
Design Inspiration Renderings	1	Kevin Welsh, Applicant	10/30/2026

REQUESTED ACTION

Mona Navitsky and Kevin Welsh (“Applicants”) have submitted initial schematic plans for the renovation and expansion of an existing vacant commercial structure at 1722 Ridge Road. The Applicants are requesting Appearance Review approval for the expanded commercial structure. Appearance Review approval is required for all new developments by the Village Zoning Ordinance.

BACKGROUND

Mona Navitsky and Kevin Welsh (“Applicants”) have submitted initial plans for the renovation and expansion of an existing vacant commercial structure at 1722 Ridge Road. This project is the first phase of a planned multi-phase mixed-use development at 1722-1734 Ridge Road. The Applicants plan to submit plans for additional townhouses on vacant parcels to the west of the subject development in 2027.

The proposed commercial mixed-use project will involve the removal of a portion of the front of the existing building and a major rehabilitation of the existing commercial building, including the construction of a second floor.

Kevin Welsh is the owner of the neighboring Dairy Queen. The applicant plans to locate a restaurant tenant into the ground floor of the renovated building to further draw commercial traffic to the far eastern portion of the Village's central business district.

HISTORY

The property on the 1700 block of Ridge Road has historically been used for a mix of residential and commercial uses. Several commercial buildings and a home site were located on the site in the 1920s. A portion of the site was originally accessed from a driveway from the north (now a driveway accessing private property at 1735 Linden Road). Two of the three commercial buildings on the property were torn down in 2017. The commercial building on the subject property at 1722 Ridge Road remained.



Figure 1: The appearance of the 1700 block of Ridge Road, prior to the demolition of most vacant structures on the site in 2017 (Source: Google Maps, 2013 imagery). The subject property is located in the foreground of the image.

The subject property was originally occupied by a small commercial structure (front portion of the existing building) constructed in the 1940s. The remainder of the existing building was constructed in 1965. The building was historically used as an office. The most recent use of the building was Brownstone Development, which closed in 2007. The building has been vacant since 2007.



Figure 2: The subject property photographed in July 2025 (Source: Google Maps, 2025 imagery)

DISCUSSION

Site Plan

Current Site Plan: The current site plan includes a single-story ~2,400 square-foot building near the front of the property and a large single-story ~1,200 square-foot garage in the rear of the property. The site has a single-lane driveway on the east side of the building accessing the garage building and a large parking area in the rear of the property.

Proposed Site Plan: The site plan is proposed to remain largely unchanged. Approximately 400 square feet of the existing building (front of the building) will be removed. The removal of this building area will increase the front setback of the building by approximately 20'. The remaining 2,045 square-foot building footprint will remain. A 2,030 square-foot second floor with two residential units is proposed to be built on top of the existing building footprint.

Patio: A large patio area is proposed to be constructed in the front of the building, connecting to the public sidewalk along the north side of Ridge Road. Staff has recommended a condition to construct this patio from pavers or other decorative material to ensure an attractive transition from Village right-of-way.

Driveway: The existing driveway will be rehabilitated. The Applicants have considered replacing the aging asphalt surface with permeable pavers.

Parking Area: The rear parking area will be repaired to serve the commercial tenant and visitor parking for residences on the second floor.

Garage: The rear garage is proposed to be rehabilitated to match the principal building. The garage may be used for residential parking.

Landscaping

General Landscaping Requirements: This development project requires Site Plan Review. All projects requiring Site Plan Review must conform to the Village's landscaping requirements (Section 44-05-06 of the Village Zoning Ordinance). Based on plans for the building, the developer is required to add the following types of landscaping:

- Foundation landscaping
- Transition zone (screening) landscaping (between neighboring properties)

Foundation Landscaping: The project is required to have foundation landscaping along front and exterior side facades where the building is to be substantially modified (which includes much of the existing front façade of the building). Plans for this development include a patio extending from the front façade of the building to the public sidewalk, which will be dedicated for pedestrian use. In cases where all area between the building and the street curb or property line is dedicated for pedestrian use, canopy trees may be provided at a ratio of 1 tree per 50 feet of linear frontage. One additional canopy tree planted on the property will satisfy this requirement.

Staff recommends that the Applicants provide an additional landscaping plan showing the location of an additional canopy tree. *See Recommended Appearance Commission Action.*

Transition Zone (Screening) Landscaping: The development is required to provide screening in the future between residential and commercial (eating/drinking) land uses ("Type B", including a variety of canopy and understory trees).

There is common property ownership between the subject property and neighboring properties to the east and west. Screening which complies with the landscaping requirement exists to the east of the subject property (on the Dairy Queen property). The residential uses proposed to the west of the subject property have not yet been constructed on neighboring vacant property. No screening is currently required between the subject property and the vacant land (open space) to the west.

The future residential development to the west of the subject property will require a Planned Development ordinance, which will incorporate this property. The residential component of the project will be required by ordinance to provide screening to satisfy the requirement for this type of landscaping.

Tree Preservation: The site will be subject to the Village's Tree Preservation Ordinance (Section 44-05-07 of the Village Zoning Ordinance). This ordinance requires that any mature tree removed from the site (> 12" diameter) must be replaced with at least three additional trees or compensated with a "fee in lieu" of plantings. The Applicants have not requested the removal of any mature trees on the property for this redevelopment.

Frontage

Existing Frontage: The existing frontage of the building has significantly deteriorated. The building was originally designed with an office entrance in the frontmost portion of the structure. This portion of the building has a large picture window facing Ridge Road. The remainder of the façade is clad in masonry or has large service doors which served previous uses.

Proposed Frontage: The Applicants have proposed a full overhaul of the existing frontage. With the removal of the frontmost portion of the structure, the building will be set back 20' further from the street. The Applicants will build a new storefront system on the first-floor façade with large windows facing the front restaurant patio and Ridge Road to increase visibility of the commercial space. Two new doors will be installed on the front façade – the left door will access the commercial space, while the right door will provide access to the two residential units on the second floor.

The second-floor façade will have large double-hung windows for the front residential unit. A round dormer window will be installed near the peak of the gable roof.

Zoning Compliance: All frontages are required to meet transparency standards set forth in Section 44-05-11 of the Village Zoning Ordinance. An analysis of compliance with transparency requirements is included below.

Building Elevation Transparency

<i>Elevation</i>	<i>Required % Transparency</i>	<i>Proposed % Transparency</i>
Front (South)	80% (B-2 Zoning District)	80%

Materials

Proposed Design: The existing building will remain with the redevelopment of the property. The masonry cladding of the existing building will remain. The existing cladding is proposed to be repaired (tuckpointed) and recolored.

The second-floor addition above the existing building is proposed to be clad in vinyl siding. The gable ends of the roof above the second floor are proposed to be clad in wood shake siding.

Zoning Compliance: All material usage for new development is required to meet the material quality standards set forth in Section 44-05-11 of the Village Zoning Ordinance. An analysis of compliance with material requirements is included below.

Tier I Material Use (stone, brick, etc.)

<i>Elevation</i>	<i>Required % of Building in Tier I Materials</i>	<i>Proposed % of Building in Tier I Materials</i>
Front (South)	Minimum 50%	50%
Interior Side (West – facing vacant property)	Minimum 25%	56%
Interior Side (East – facing Dairy Queen property)	Minimum 25%	56%
Rear (North)	Minimum 25%	50%

Tier II Material Use (composite board, wood siding, etc.)

<i>Elevation</i>	<i>Max. % of Building in Tier II Materials</i>	<i>Proposed % of Building in Tier II Materials</i>
Front (South)	Maximum 50%	25%
Interior Side (West – facing vacant property)	Maximum 75%	0%
Interior Side (East – facing Dairy Queen property)	Maximum 75%	0%
Rear (North)	Maximum 75%	25%

Tier III Material Use (composite board, wood siding, etc.)

<i>Elevation</i>	<i>Max. % of Building in Tier III Materials</i>	<i>Proposed % of Building in Tier III Materials</i>
Front (South)	Maximum 25%	0% (25% clad in prohibited material)
Interior Side (West – facing vacant property)	Maximum 25%	0% (44% clad in prohibited material)
Interior Side (East – facing Dairy Queen property)	Maximum 25%	0% (44% clad in prohibited material)
Rear (North)	Maximum 25%	0% (25% clad in prohibited material)

The proposed building design calls for use of building materials (vinyl siding) prohibited in the Village Zoning Ordinance. The Appearance Commission may allow prohibited materials upon approval with other required approvals by the Planning and Zoning Commission.

Staff has reviewed the design against the standards set forth in the Appearance Plan and finds that the use of the material will not adversely impact surrounding property or the overall architectural character of the area. Staff has provided a recommendation to permit the use of the proposed vinyl building material. *See Recommended Appearance Commission Action.*

Building Design

Existing Building Design: The existing building is a small commercial structure constructed primarily out of masonry and concrete block. The style of the building is early modern, reflecting the era of construction for much of the building (1965). The building has a flat roof with small parapet walls along the roofline. The building has masonry columns along the exterior of the building in a tan/red color, while the remainder of the building is clad in grey/black masonry and concrete block.

Proposed Building Design: Much of the existing building on the subject property will remain. The masonry work is proposed to be restored and colored white/tan. Accent features (such as window and door frames) will be colored black. All structural elements (including the masonry columns) on the existing building will remain and will be incorporated into the new structure.

The proposed building addition above the existing building takes queues from the Craftsman (Arts and Crafts) style of construction. Design features reflecting this style include a large gable end facing Ridge Road which will be clad in wood shake siding, large overhanging eaves along the roofline, and the use of numerous dormers along each side of the gable roof.



Figure 3: Schematic View of the proposed building design at 1722 Ridge Road. (Source: Drawings provided by Applicants)

Lighting

The Applicants have provided concepts for lighting on the site. The Applicants have considered wall lighting on the rear of the property to illuminate the rear parking area on the property. The Applicants have also considered the use of wall-mounted architectural lighting along the side (east) façade of the building along the building's driveway. Staff finds that these wall lighting additions will improve safety for motorists and pedestrians on the site and ensure that the proposed design meets the standards set forth in the Village Appearance Plan. Staff recommends revisions of all final drawings to include these lighting fixtures as presented in renderings. *See Recommended Appearance Commission Action.*

A photometric plan is required for additional submittals (Site Plan Review). Staff recommends completion of a photometric plan showing the location and impact of any light fixtures to be installed on the property. *See Recommended Appearance Commission Action.*

Signage

The Applicants have not yet secured a tenant for the commercial space on the first floor of the building. The Applicants will share signage plans in future submittals to the Village. No signage requiring additional Appearance Review is proposed with this submittal.

Appearance Plan

When reviewing these proposed improvements through the Appearance Review process, the Appearance Commission should consider the following provisions of the Appearance Plan:

B. Relationship of Buildings to Site

1. The site shall be planned to accomplish a desirable transition with the streetscape, and to provide for adequate planting, pedestrian movement, and parking areas.

C. Relationship of Building and Site to Adjoining Area

2. Attractive landscape transition to adjoining properties shall be provided.

4. Plant material shall be selected for interest in its structure, texture, and color and for its ultimate growth. Plants shall be indigenous to the area, or others that will be hardy and harmonious to the design and of good appearance, shall be used.

8. Screening of service yards, and other places which tend to be unsightly, shall be accomplished by use of walls, fencing, planting or combinations of these. Screening shall be effective in winter and summer.

E. Building Design

3. Materials shall be compatible with and complimentary to the design, as follows:

- a) materials shall be of a permanent nature and require a minimum amount of maintenance;*
- b) exposed structural frames that reflect the design principles of the building shall be integral to building design;*
- c) colors shall be harmonious, with bright colors mainly used for accent.*

H. Lighting

3. Exterior lighting shall not be designed to permit an adverse effect on neighboring properties.

I. Site Maintenance

2. *Materials and finishes shall be selected for their durability and wear as well as for their beauty.*

3. *Proper measures and devices shall be incorporated for protection against the elements, neglect, damage and abuse.*

J. Factors in Evaluation

"In addition to the Appearance Plan, the following factors relating to buildings, signs, structures or developments which affect appearance will be included in the Appearance Commission's evaluation of a project's design submission.

1. *Conformance to all ordinance of the Village of Homewood*
2. *Use of exterior space*
3. *Architectural concept and aesthetic value*
4. *Material selection and quality*
5. *Compatibility with adjoining buildings, misc. structures and space*
6. *Circulation for vehicles and pedestrians, and parking"*

RECOMMENDED APPEARANCE COMMISSION ACTION

The Appearance Commission may wish to consider the following motion:

Approve Case 26-72, Appearance Review for a Mixed-Use Building Renovation/Expansion at 1722 Ridge Road, as proposed on the drawings submitted by M.J. Root Architects submitted on October 30, 2026, subject to the following conditions:

1. The Applicants shall provide wall-mounted architectural lighting along the east side of the building to provide adequate illumination for the driveway on the property.
2. The Applicants shall provide pavers or other decorative paving material in the front of the building to provide an attractive transition from Village right-of-way and improve site environmental performance;
3. A revised landscape plan shall be submitted demonstrating the location of one (1) additional canopy tree to satisfy requirements for alternatives to required foundation landscaping. Landscape plans shall be reviewed and approved prior to the issuance of any building permit;
4. Vinyl siding shall be approved as a permitted material, subject to additional approvals as required by Village staff and the Planning and Zoning Commission.
5. The accessory garage structure in the rear of the property shall be clad in a material used on the primary structure to provide cohesiveness of design between principal and accessory structures.

6. A photometric plan shall be provided prior to approval of required reviews by the Planning and Zoning Commission; a copy of the photometric plan shall be provided to the Appearance Commission upon receipt.



6 NORTH ELEVATION - SCHEMATIC DESIGN
SC101/ 1/8" = 1'-0"



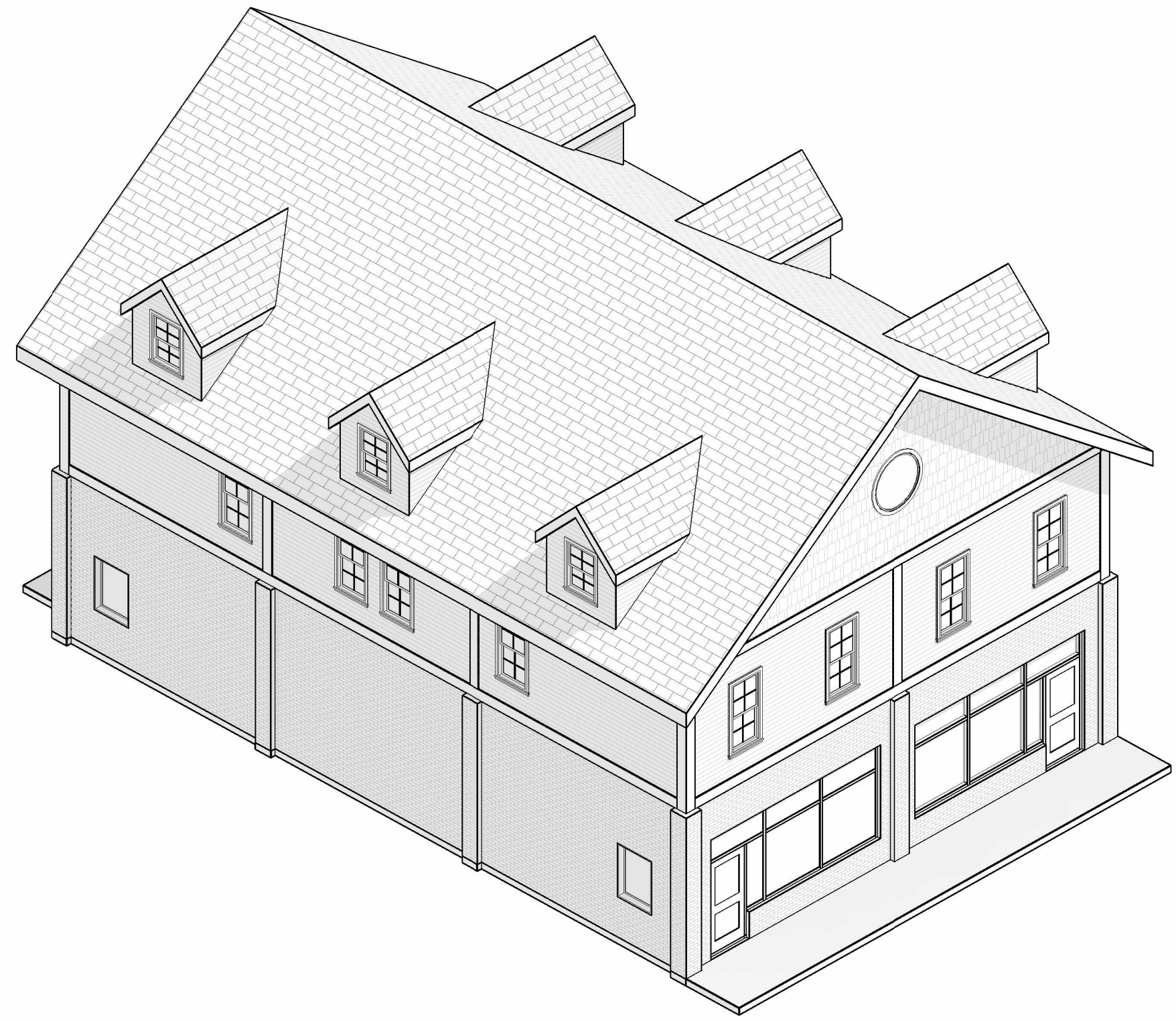
7 EAST ELEVATION - SCHEMATIC DESIGN
SC101/ 1/8" = 1'-0"



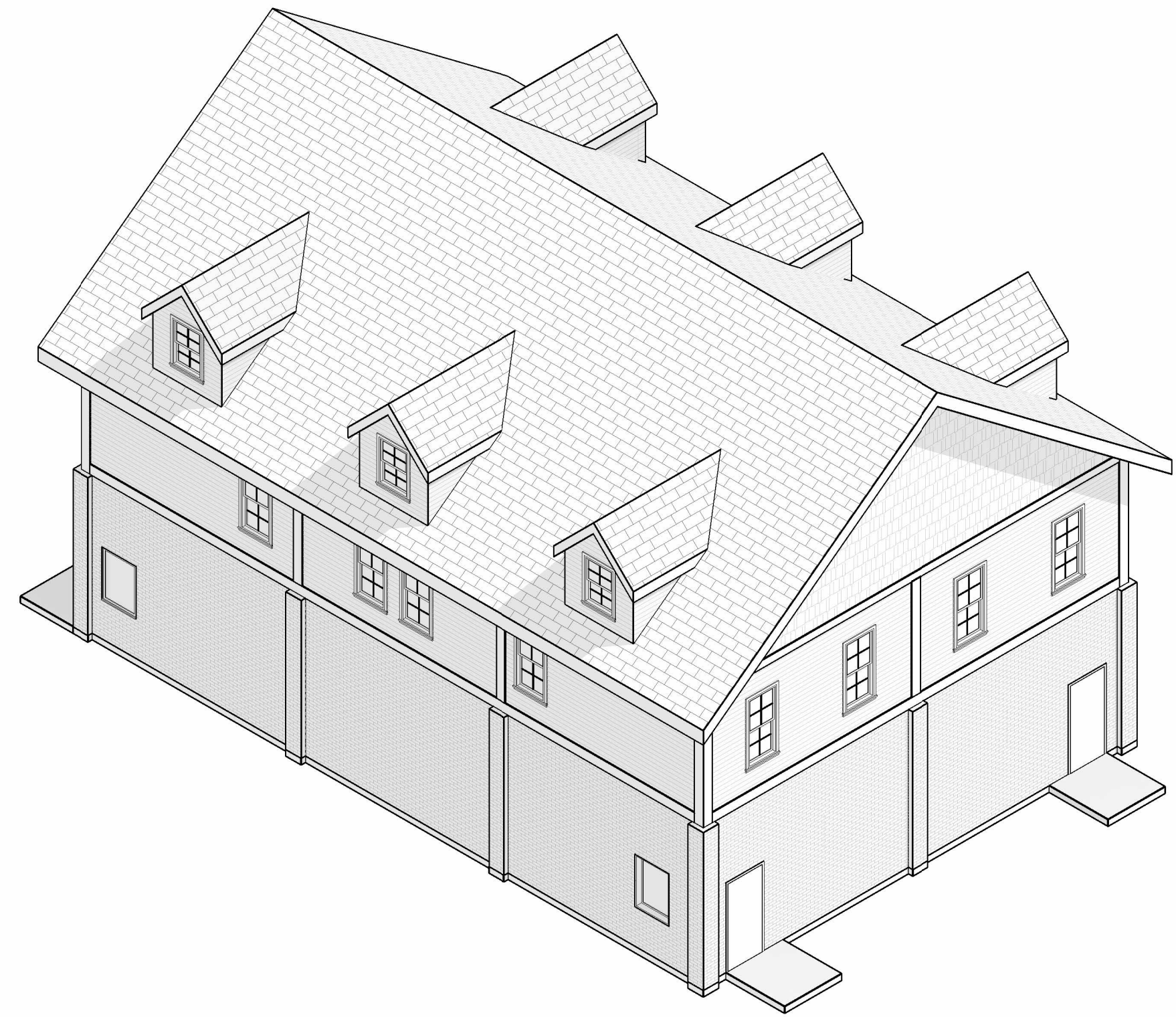
4 SOUTH ELEVATION - SCHEMATIC DESIGN
SC101/ 1/8" = 1'-0"



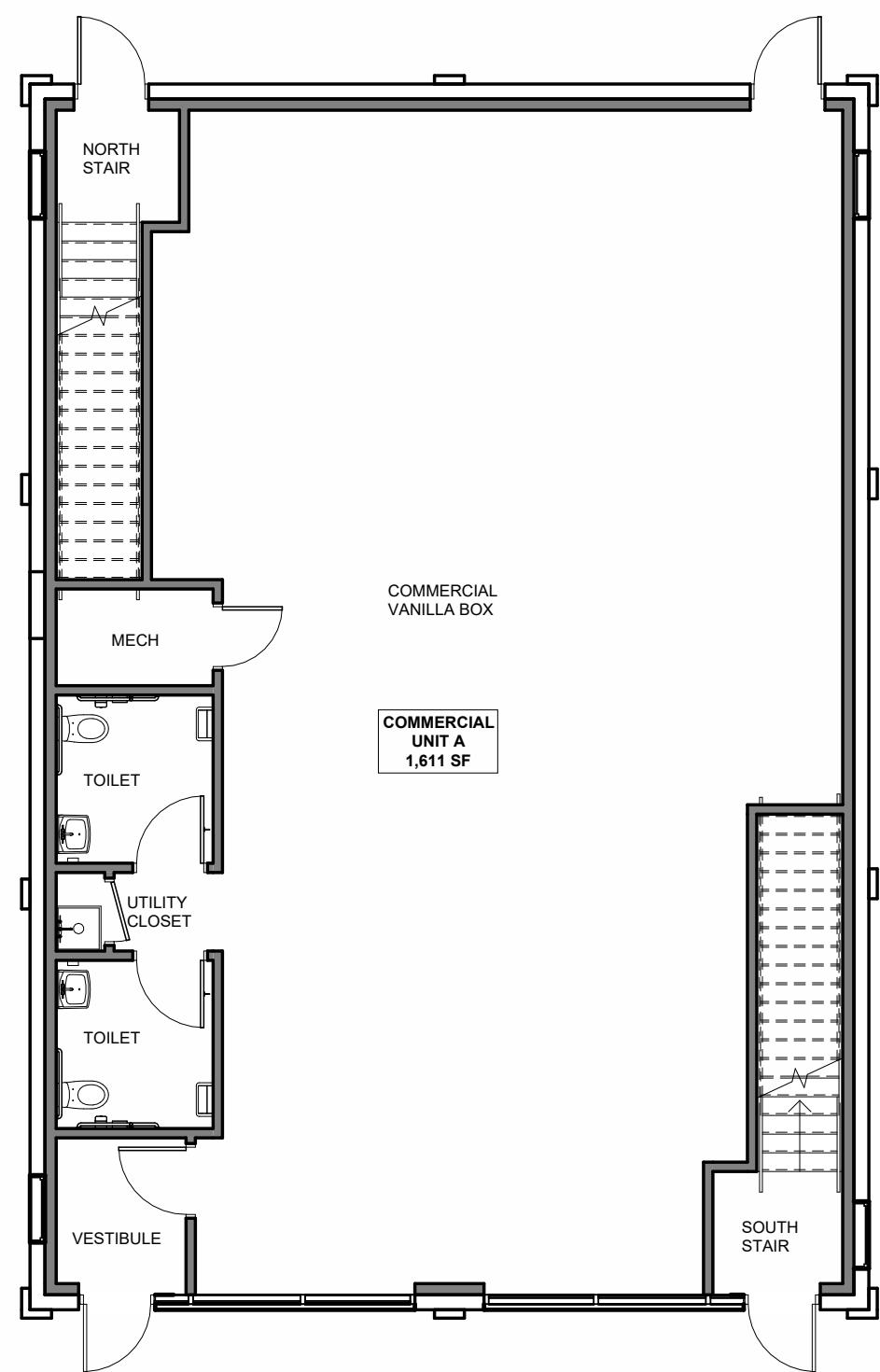
5 WEST ELEVATION - SCHEMATIC DESIGN
SC101/ 1/8" = 1'-0"



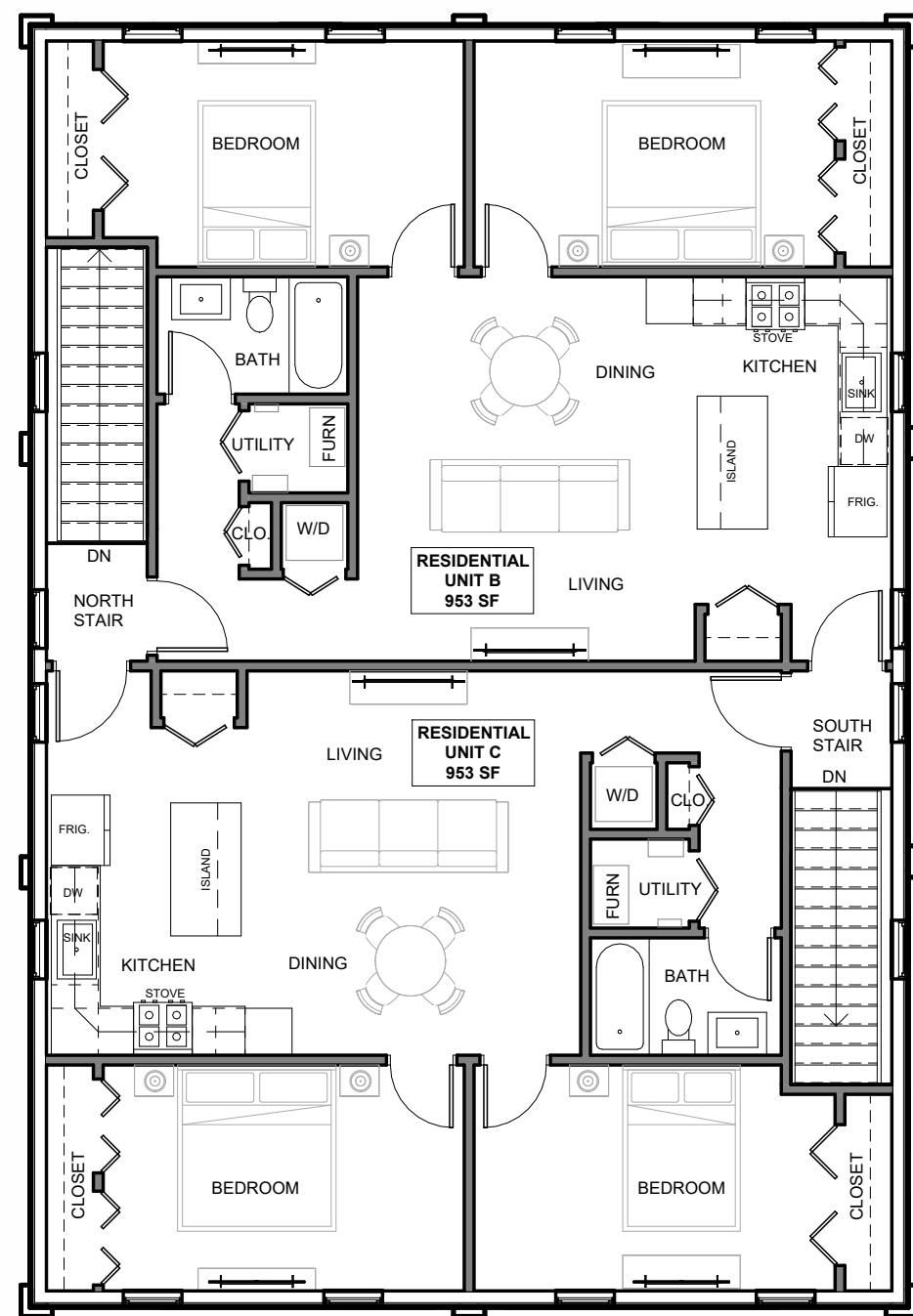
8 SOUTHWEST VIEW - SCHEMATIC DESIGN
SC101/



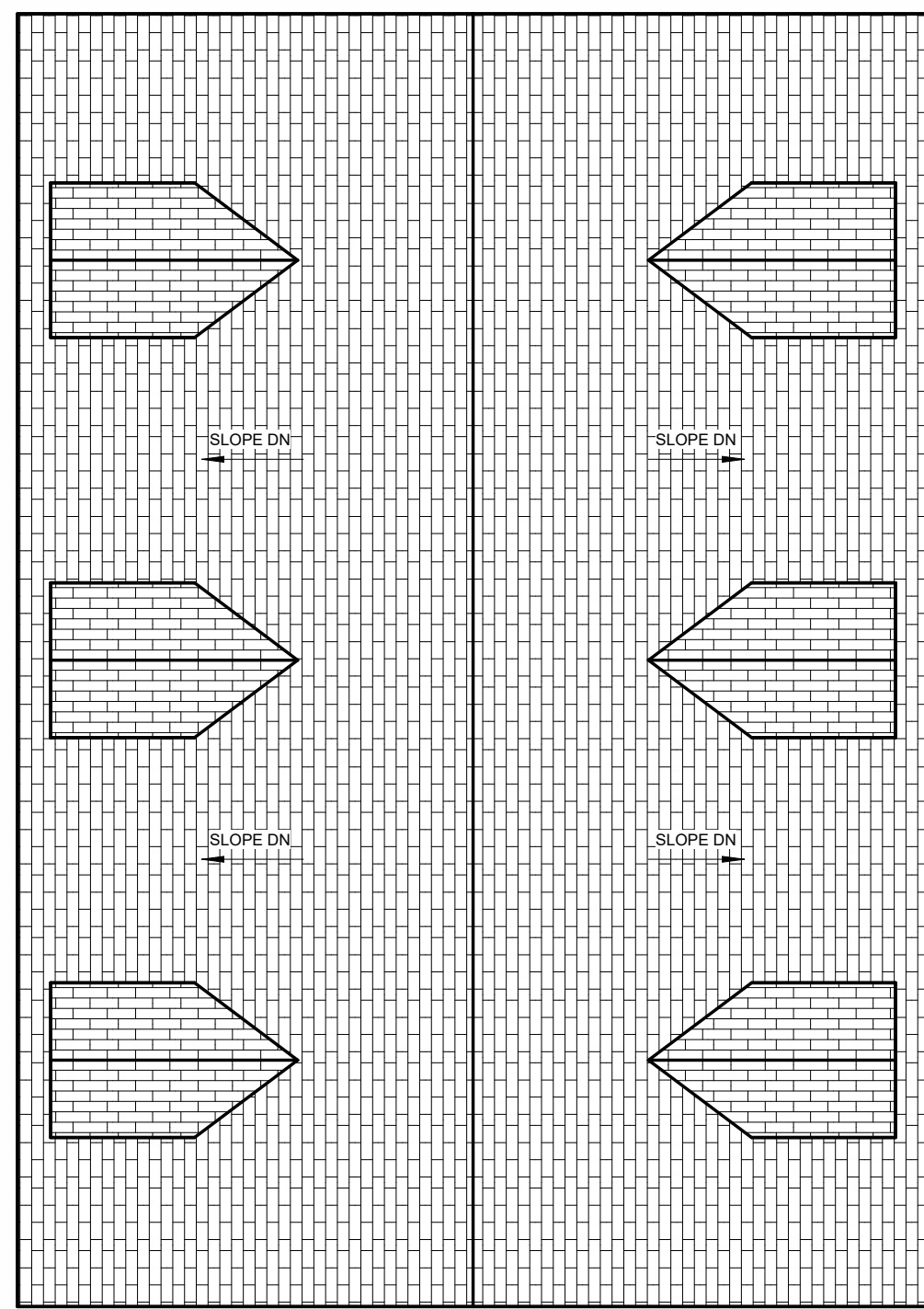
9 NORTHEAST VIEW - SCHEMATIC DESIGN
SC101/



1 FIRST FLOOR - SCHEMATIC DESIGN
SC101/ 1/8" = 1'-0"



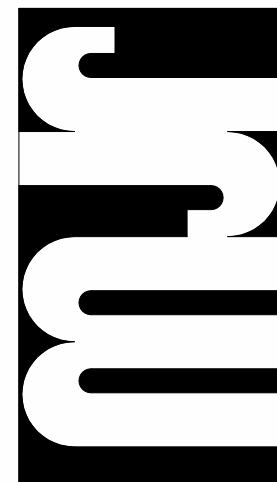
2 SECOND FLOOR - SCHEMATIC DESIGN
SC101/ 1/8" = 1'-0"



3 ROOF SCHEMATIC DESIGN
SC101/ 1/8" = 1'-0"

0 2'-0" 4'-0" 8'-0"
SCALE: 1/4" = 1'-0"

RENOVATION & ADDITION



PROJECT:
**RIDGE ROAD MIXED-USE
RENOVATION & ADDITION**
1700 Ridge Road, Homewood, IL 60430
m.j.root • architect
324 center rd, frankfort, illinois 60423

date
10/27/2026
revision
SCHEMATIC
DESIGN
drawing
SC101
708-903-3710



HOMWOOD
DEVELOPMENT
Townhome Community





VILLAGE OF HOMEWOOD



MEMORANDUM

DATE OF MEETING: November 5, 2026

To: Appearance Commission

From: Danielle Stewart, Assistant Director of Economic and Community Development

Topic: Case 26-74: Appearance Review for Pylon Sign, 3325 183rd Street



Figure 1: Image of the subject property at 3325 W 183rd Street

APPLICATION INFORMATION

APPLICANT	Tam Nguyen Property Owner 3325 W 183 rd Street Homewood, IL 60430
ACTION REQUESTED	Request for Appearance Review approval for a new pylon sign at 3325 183rd Street
ADDRESS	3325 183rd Street, Homewood, IL 60430
PIN	31-02-201-022-0000

DOCUMENTS FOR REVIEW

Title	Pages	Prepared by	Date
Sign Plan	5	Monsibic Signs & Graphics	06/12/2026

BACKGROUND

Tam Nguyen (“Applicant”) is requesting an Appearance Review for a pylon sign at 3325 183rd Street. All new pylon signs proposed on property within the Village of Homewood require Appearance Review approval by the Appearance Commission. Review and approval shall be completed in compliance with the Village Appearance Plan and Appearance Review requirements set forth in Section 44-07-15 of the Village Zoning Ordinance.

HISTORY

The property was originally developed as a Kinney Shoe Store in 1975. In 1987, the building was remodeled for use as a Blockbuster Video store. Since that time, the property has been occupied by numerous commercial uses and has frequently been vacant.

Mr. Nguyen purchased the property in 2025. Building permit and business licensure applications for a proposed restaurant (ThiThi's Restaurant) and wellness center (Thien Era) are currently under review by Village staff.

DISCUSSION

The Applicant has requested approval for a single pylon sign on the property. The pylon sign will include sign copy to serve both proposed businesses.

Pursuant to Section 44-10-06 of the Village Zoning Ordinance, one pylon sign is permitted per lot. The maximum allowable sign area for pylon signs in the B-3 General Business zoning district is one square foot of sign area for every 2.5 linear feet of lot frontage. With approximately 130 feet of frontage along 183rd Street, the property is eligible for a maximum sign area of 52 square feet. The applicant's plans do not verify the square footage of the sign.

Additionally, pylon signs in the B-3 General Business are subject to a maximum height of 20 feet and a minimum front yard setback of 10 feet. The proposed pylon sign complies with both of these requirements.

The proposed pylon sign shall comply with all applicable requirements for pylon signs outlined in Section 44-10-06 of the Village Zoning Ordinance. The Applicant has also submitted plans for additional wall signs. Wall signs do not require Appearance Review; however, all signage on a single site should be designed to be compatible in color, style and form in alignment with the Village Appearance Plan.

Appearance Plan

When reviewing these proposed improvements through the Appearance Review process, the Appearance Commission should consider the following provisions of the Appearance Plan:

F. Signs

1. *Wall, ground, and identification signs shall be part of the architectural concept. Size color, lettering, locations and arrangement shall be harmonious with the building design, and shall be compatible with signs on adjoining buildings.*
2. *Materials used in signs shall be of sound architectural character, be durable, and be harmonious with building design and surrounding landscape. Materials that tend to become illegible shall be avoided.*
3. *Every sign shall be scaled and designed so as to conform with relationship to buildings and surrounds.*
4. *Colors shall be used harmoniously and with restraint. Lighting shall be harmonious with the design. If external spot or floor lighting is used, it shall be arranged so that light source is shielded from view.*
5. *The provisions of the Homewood Municipal Code as it regulates signs, shall be part of the criteria of this sub-section.*

J. Factors in Evaluation

In addition to the Appearance Plan, the following factors relating to buildings, signs, structures or developments which affect appearance will be included in the Appearance Commission's evaluation of a project's design submission.

1. *Conformance to all ordinance of the Village of Homewood*
2. *Use of exterior space*
3. *Architectural concept and aesthetic value*
4. *Material selection and quality*
5. *Compatibility with adjoining buildings, misc. structures and space*
6. *Circulation for vehicles and pedestrians, and parking*

RECOMMENDED APPEARANCE COMMISSION ACTION

The Appearance Commission may wish to consider the following motion:

Approve Case 26-74, Appearance Review for a Pylon Sign at 3325 183rd Street, as proposed on the drawings submitted by Monsibic Signs & Graphics dated June 12, 2026, subject to the following conditions:

1. The Applicant shall verify the square footage of the sign copy of the proposed pylon sign, including sign area for each tenant sign copy area to be included on the sign. The Applicant shall provide a revised sign drawing showing all required dimensions prior to issuance of any building permit for the pylon sign.



3325 183rd St.,
Homewood, IL

PRESENTED BY: KEVIN WONG



E365547



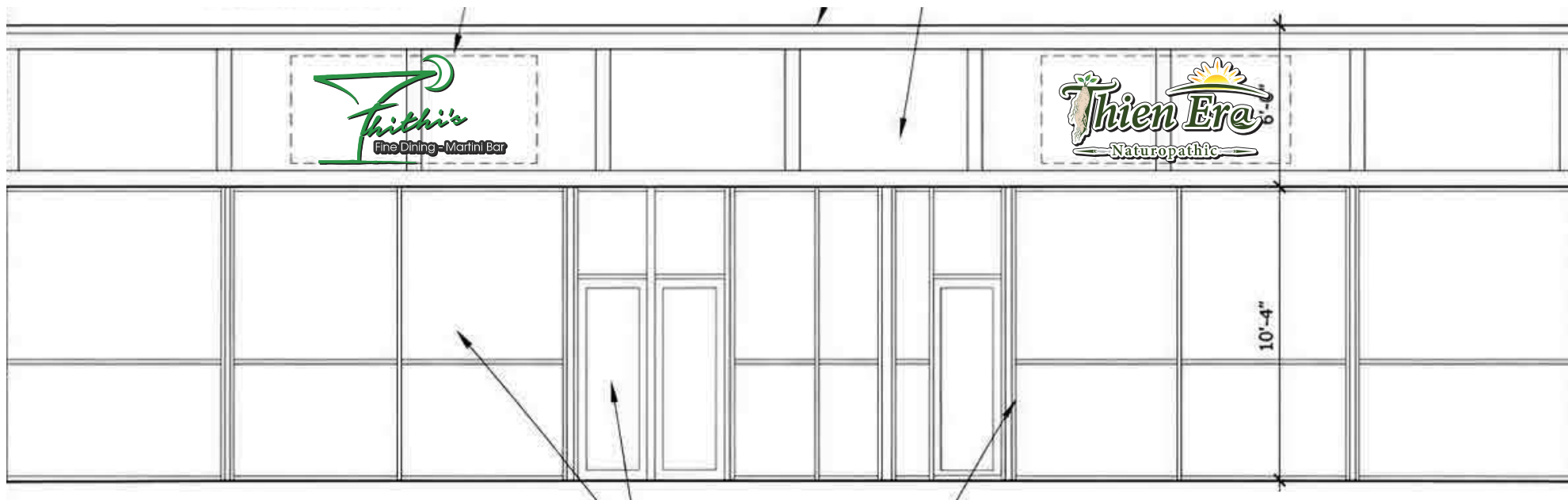
INTERNATIONAL SIGN ASSOCIATION

Tel: (773) 847-2828 Fax: (773) 847-0088
927 W. 35th St.
Chicago, IL 60609
U.S.A

SITE VIEW:

Item 5. B.

EXISTING FACADE



NOTE: Elevation drawings are for customer approval only. Drawings are not to be used as any installation guide. All dimensions must be verified before installation. Color output may not be exact when viewing or printing this drawing. All colors used are PMS or the closest CMYK.


monsibicTM
Signs & Graphic
773-847-2828
927 W. 35th St., Chicago, IL 60609

Client Name:
Thit Thit / Thien Era

Location:
3325 183rd St.,
Homewood, IL

Start Date: 06.12.2026
Last Revision:
Job #:
Drawing #:
Page: 3/6

-
Client Approval
-
Landlord Approval

Sales Rep:
KW
Designer:
Ariel



SIGN 1: INTERNALLY-ILLUMINATED CHANNEL LETTERS

Item 5. B.

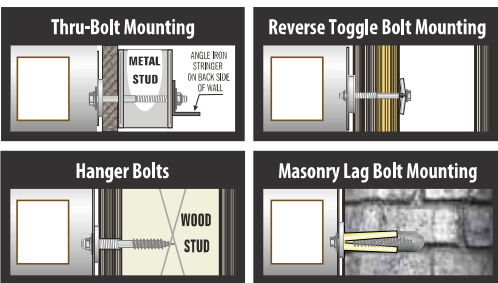
Front-Lit, Channel Letters w/ LEDs, Flush Mounted



SPECIFICATIONS

Area:	46"H x 82"W	TO BE CONFIRMED
Total Sq. Ft:	26 ft ²	
Trim Cap:	Black	
Return:	Black	
Illumination:	White LED	
Face:	Green, Black	
Raceway:	N/A	

MOUNTING DETAIL



L37 Grounding and Bonding Statement

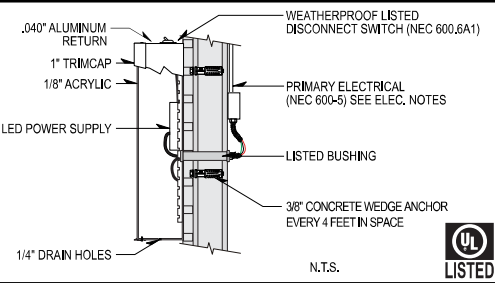
This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.

ELECTRICAL NOTES

Sign Company DOES NOT provide primary electrical to sign. Power to the sign must be done by a licensed electrical contractor or licensed electrician.

- Each sign must have:
1. A minimum of one dedicated 120V 20A circuit
 2. Junction box installed within 6 feet of the sign
 3. Three wires: Line, Ground, Neutral

CHANNEL LETTER - TYPICAL SECTION - FLUSH MOUNTED



NOTE: Elevation drawings are for customer approval only. Drawings are not to be used as any installation guide. All dimensions must be verified before installation. Color output may not be exact when viewing or printing this drawing. All colors used are PMS or the closest CMYK.


Signs & Graphic
773-847-2828
927 W. 35th St., Chicago, IL 60609

Client Name:
Thit Thit / Thien Era

Location:
3325 183rd St.,
Homewood, IL

Start Date: 06.12.2026

Last Revision:

Job #:

Drawing #:

Page: 4/6

-
Client Approval
-
Landlord Approval

Sales Rep:
KW
Designer:
Ariel



SIGN 2: INTERNALLY-ILLUMINATED CHANNEL LETTERS

Item 5. B.

Front-Lit, Channel Letters w/ LEDs, Flush Mounted



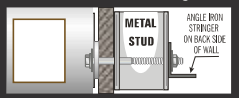
SPECIFICATIONS

Area: 46"H x 89"W
Total Sq. Ft: 28 ft²
Trim Cap: Black
Return: Black
Illumination: White LED
Face: Green, Black
Raceway: N/A

TO BE CONFIRMED

MOUNTING DETAIL

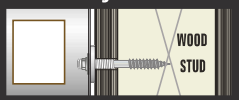
Thru-Bolt Mounting



Reverse Toggle Bolt Mounting



Hanger Bolts



Masonry Lag Bolt Mounting



L37 Grounding and Bonding Statement

This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.

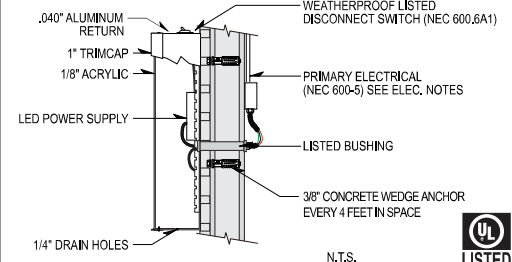
ELECTRICAL NOTES

Sign Company DOES NOT provide primary electrical to sign. Power to the sign must be done by a licensed electrical contractor or licensed electrician.

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2. Junction box installed within 6 feet of the sign
3. Three wires: Line, Ground, Neutral

CHANNEL LETTER - TYPICAL SECTION - FLUSH MOUNTED



NOTE: Elevation drawings are for customer approval only. Drawings are not to be used as any installation guide. All dimensions must be verified before installation. Color output may not be exact when viewing or printing this drawing. All colors used are PMS or the closest CMYK.


Signs & Graphic
773-847-2828
927 W. 35th St., Chicago, IL 60609

Client Name:
Thit Thit / Thien Era

Location:
3325 183rd St.,
Homewood, IL

Start Date: 06.12.2026

Last Revision:

Job #:

Drawing #:

Page: 5/6

-
Client Approval
-
Landlord Approval

Sales Rep:
KW
Designer:
Ariel



45

SITE VIEW:

Item 5. B.



EXISTING FACADE



NOTE: Elevation drawings are for customer approval only. Drawings are not to be used as any installation guide. All dimensions must be verified before installation. Color output may not be exact when viewing or printing this drawing. All colors used are PMS or the closest CMYK.

 <p>monsibicTM Signs & Graphic 773-847-2828 927 W. 35th St., Chicago, IL 60609</p>	<p>Client Name: Thit Thit / Thien Era</p> <p>Location: 3325 183rd St., Homewood, IL</p>	<p>Start Date: 06.12.2026</p> <p>Last Revision:</p> <p>Job #:</p> <p>Drawing #:</p> <p>Page: 6/6</p>	<p>• Client Approval</p> <p>• Landlord Approval</p>	<p>Sales Rep: KW</p> <p>Designer: Ariel</p> <p>MEMBER  International Sign Association</p>
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VILLAGE OF HOMEWOOD



MEMORANDUM

DATE OF MEETING: November 5, 2026

To: Appearance Commission

From: Danielle Stewart, Assistant Director of Economic and Community Development

Topic: Case 26-70: Text Amendment for Temporary Sign Regulations

APPLICATION INFORMATION

APPLICANT	Village of Homewood
ACTION REQUESTED	Text amendment to consider the revision of regulations governing temporary signs, including applicable allowances and requirements for non-residential properties, and to establish new types of temporary signage.
ADDRESS	N/A
PIN	N/A

DOCUMENTS FOR REVIEW

Title	Pages	Prepared by	Date
Strikethrough/Underline of Zoning Text	35	Danielle Stewart, Asst. Dir. ECD	10/30/2026

BACKGROUND

The Village is undertaking a review of its temporary signage regulations to evaluate current needs and identify opportunities to provide greater flexibility for temporary signage throughout the community. This review is intended to better accommodate a variety of temporary commercial uses and business activities, including seasonal retailers, while maintaining reasonable standards for signage placement, size, duration, and appearance. The proposed text amendment seeks to modernize the Village's existing regulations to better reflect the needs of local businesses and commercial properties.

DISCUSSION

The proposed text amendment shall be evaluated in accordance with the standards established in Section 44-07-10(d)(2) of the Village Zoning Ordinance. These standards provide the framework for reviewing proposed zoning text amendments and include the following considerations:

(d) *Standards.* In making their recommendations on the map or text amendment, the planning and zoning commission and village board shall review responses by the applicant to the standards set forth below. Not one of the standards is controlling.

...

(2) *Text amendments.*

- a. Is the proposed text amendment consistent with the stated goals in the comprehensive plan?
- b. Does the proposed text amendment address a particular issue or concern for the village?
- c. Will the proposed text amendment impose an unreasonable hardship on existing uses?
- d. Have major land uses, conditions or circumstances changed since the original zoning ordinance text was established?
- e. Is the requested change compatible with the existing uses and development patterns of the community?
- f. Will the proposed change be detrimental to the health, safety and welfare of the neighborhood or of the village as a whole?

RECOMMENDED APPEARANCE COMMISSION ACTION

The Appearance Commission may wish to consider the following motion:

Recommend approval of Case 26-70, Text Amendment for Temporary Sign Regulations, to the Village Board of Trustees.

ARTICLE X. SIGNS

Sec. 44-10-01. Intent and purpose.

The purpose of this section is to ensure the regulation of signage in a manner that is protective of public safety, health, and general welfare while promoting the overall aesthetic quality and maintenance of the Village of Homewood. This section is written to achieve the following purposes in the interest of the public:

- Protect the safety of motorists and pedestrians through the placement of signage in safe and appropriate locations along public and private streets.
- Ensure contextually appropriate signage that contributes to the scale, form, and overall character of existing or planned development.
- Balance the aesthetic enhancement of the public community with the economic needs and rights of private property owners.
- Regulate signage in a manner that preserves the right to free speech and expression as protected by state and federal law.
- Establish fair and comprehensive procedures for administrative decisions and public review for signage.
- Define and establish property responsibility and courses of action for abandoned and non-conforming signage structures.

(Ord. No. MC-1089, § 2.4.(Exh. A), 8-26-2025)

Sec. 44-10-02. Applicability.

- (a) *General applicability.* All signs constructed, maintained, displayed, or altered within the village shall receive an approved sign permit, except those explicitly identified in subsection 44-10-02(b) as exempt from permit requirements. All signs required to receive a sign permit within the Village of Homewood shall be required to conform to all requirements set forth in this section.
- (b) *Exempt signs.* The following sign types are exempt from sign permit requirements. Exempt sign types shall be subject to the provisions of Table 44-10-02(b)(1). Exempt sign types constructed in any manner not conforming to the regulations of Table 44-10-02(b)(1) are prohibited unless otherwise explicitly permitted in this section. Any exempt sign type constructed, maintained, displayed, or altered within the village shall remain subject to **other applicable codes and ordinances adopted by the Village of Homewood.**

Table 44-10-02(b)(1): Exempt Signs			
Sign Type	Number Permitted	Maximum Size	Other Requirements
Address signs— Residential	1 per zoning lot	2 square feet	N/A
Address signs— Nonresidential	1 per zoning lot	6 square feet	N/A
Contractor-architect signs	1 per construction permit	10 square feet	N/A
Flags of the United States, the State of	N/A	N/A	N/A

Illinois, or other local jurisdictions			
Holiday decorations	N/A	N/A	N/A
Official flags and emblems	N/A	30 square feet per flagpole	N/A
Personal signs on private property	N/A	32 square feet	N/A
Real estate signs—Residential	1 per street frontage	10 square feet	Must be removed within 30 days of property sale
Real estate signs—Nonresidential	1 per street frontage	32 square feet	Must be removed within 30 days of property sale
Government traffic control signs	N/A	N/A	Must be posted and enforced by a political jurisdiction. Private traffic signs shall be regulated by <i>instructional sign</i> requirements in subsection 44-10-06(h).

(c) *Regulatory protections and restrictions.* All sign requirements and sign review procedures shall be subject to the following regulatory protections:

- (1) In no event shall consideration for approval be based upon the messaging or specific content of any proposed or existing sign.
- (2) All approved signage shall be accessory to a permitted principal use on any property.
- (3) In no event shall consideration for approval be based upon the principal use to which a sign is an accessory, except where use restrictions are stated within the content of this chapter.
- (4) The provisions of this chapter regulating the location, placement, size, projection, height and number of signs or other related structures shall be subject to and may be further restricted by any applicable provision of the present or hereafter adopted zoning ordinance of the village, including provisions therein relating to nonconforming structures and uses.
- (5) No proposed construction, installation or alteration of a sign or sign structure shall be regulated in any manner not explicitly stated in the provisions, prohibitions and exemptions stated in this section.

(Ord. No. MC-1089, § 2.4.(Exh. A), 8-26-2025)

Sec. 44-10-03. Prohibited signs.

(a) *General prohibitions.* It is unlawful to erect or maintain any of the following sign types in any zoning district within the Village of Homewood, except in instances explicitly permitted in this section:

- (1) Signs located on fences and walls not part of a building or structure, including both temporary and permanent signs;
- (2) Signs located on stationary vehicles with the primary purpose of attracting attention or providing messages;
- (3) Signs including illuminated tubing, rope lights, neon lights, and other exposed lighting tracing architectural features or sign components (including any sign messaging);

- (4) Flashing signs;
- (5) Moving or animated signs;
- (6) Advertising signs;
- (7) Roof signs;
- (8) Signs mounted to trees, utility poles, or other areas not designed to support the installation of a sign or sign component;
- (9) Signs located in public right-of-way, unless explicitly permitted by regulations or exempted from regulation;
- (10) Off-premises signs.

(Ord. No. MC-1089, § 2.4.(Exh. A), 8-26-2025)

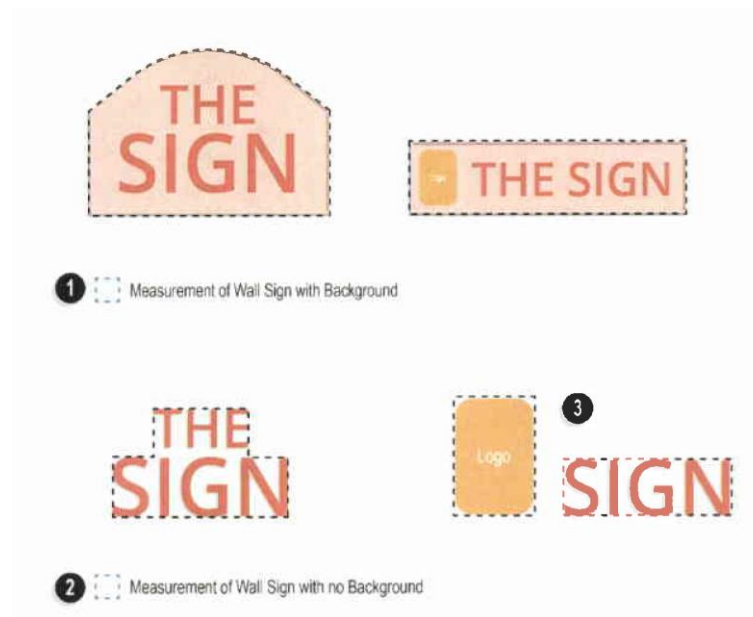
Sec. 44-10-04. Sign measurements.

(a) *Sign area measurements.*

(1) *Wall signs.*

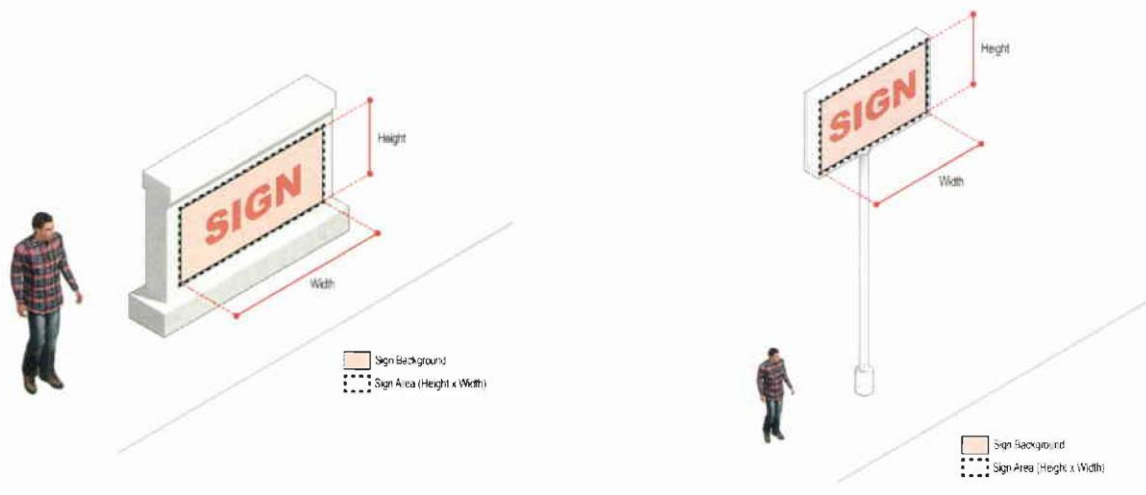
- a. *Wall sign with background.* For any wall sign that is framed, outlined, painted, or otherwise constructed in a manner that creates a background to differentiate the sign from the structure on which it is placed, the entire area of the sign, including all background colors and features, shall be included in the total sign area. Wall signs with backgrounds shall be measured using the guide in Figure 44-10-04(a)(1).
- b. *Wall sign with no background.* For any wall sign that consists of distinct letters, logos, or other elements placed directly on a structure, the area of the sign shall consist of the smallest simple geometry forming a perimeter around the extreme limits of the sign. Wall signs with no background and formed from distinct letters, logos, and other elements shall be measured using the guide in Figure 44-10-04(a)(1).

Figure 44-10-04(A)(1) Wall Sign Area Measurements

(2) *Freestanding signs.*

- a. *Monument signs.* For any monument sign, the area of the sign shall consist of the smallest geometry forming a perimeter around the sign, including any background. Architectural or structural elements utilized in the design of a monument sign shall not be counted in the sign area. Monument signs shall be measured using the guide in Figure 44-10-04(a)(2).
- b. *Pole/pylon signs.* For any pylon sign, the area of the sign shall consist of the smallest geometry forming a perimeter around the sign, including any background. Architectural or structural elements, including poles or other support structures, shall not be counted in the sign area. Pole/pylon signs shall be measured using the guide in Figure 44-10-04(a)(2).
- c. *A-frame signs.* The sign area of an A-frame sign shall not exceed 18 inches by 24 inches per sign face. The sign area shall be measured as the smallest geometric shape forming a perimeter around each sign face, including any background, border, or decorative elements. The area of each sign face shall be calculated separately and shall not include the supporting frame or structural elements. A-frame signs shall be measured in accordance with the guide provided in Figure 44-10-04(a)(2).

Figure 44-10-04(a)(2) Freestanding Sign Area Measurements

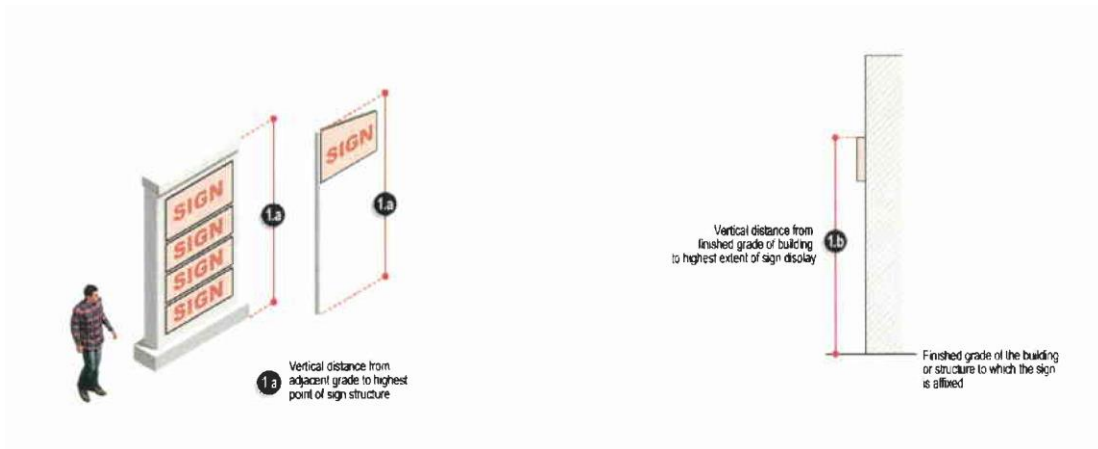
(3) *Other sign types.*

- a. *Painted signs.* The area of any painted sign shall be measured as the full extent of the area to which paint is applied, which is distinct from the overall color, material, or finish of the structure on which the sign is located.
- b. *Awning signs.* The area of any awning sign shall consist of the smallest geometry forming a perimeter around any letters or logos affixed to the awning structure.
- c. *Electronic changing message (ECM) signs.* The entire area of any electronic display installed as an electronic changing message (ECM) sign shall be measured as the sign area.

(b) *Sign height measurements.*(1) *Height.*

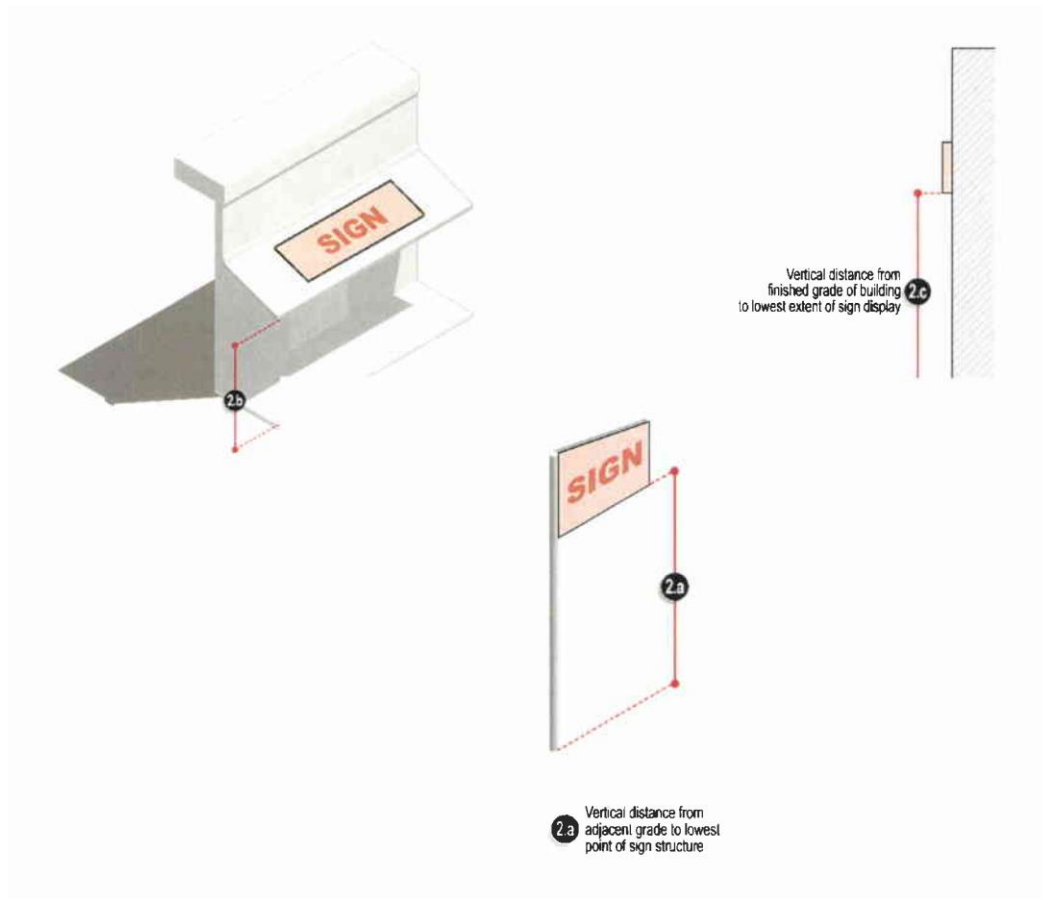
- a. *Freestanding signs (pole/pylon sign, ground/monument sign).* The height of a freestanding sign shall be measured as the vertical distance from the adjacent grade to the highest point of the structure. The measurement shall include all structural or architectural elements surrounding, enclosing, or affixed to the sign structure. Height shall be measured using the guide in Figure 44-10-04(b)(1).
- b. *All other signs.* The height of any sign not included in subsection 44-10-04(b)(1)a. shall be measured as the vertical distance from the adjacent grade of the building or structure to which the sign is affixed to the highest extent of any lettering, logos, or backgrounds comprising the sign display. Height shall be measured using the guide in Figure 44-10-04(b)(1).

Figure 44-10-04(b)(1) Sign Height Measurements

(2) *Clearance.*

- a. *Freestanding signs (pole/pylon sign).* Clearance of a freestanding sign shall be measured as the vertical distance from the adjacent grade to the lowest point of the structure, not including pole supports or architectural elements less than six feet above the adjacent grade.
- b. *Awning signs.* Awning clearance shall be measured as the vertical distance from the finished grade of the building to the lowest point of the structure, including valences or other hanging elements.
- c. *All other signs.* Clearance for all signs not included in subsection 44-10-04(b)(2)a. or subsection 44-10-04(b)(2)b. shall be measured as the vertical distance from the finished grade of the building to the lowest extent of any lettering, logos, or backgrounds comprising the sign display.

Figure 44-10-04(b)(2) Sign Clearance Measurements

(c) *Frontage measurements.*

- (1) *Lot frontage.* Lot frontage is to be measured as the length of a lot line adjacent to a street or other public right-of-way.
- (2) *Corner lot frontage/multiple lot frontages.* For lots with two or more frontages on a public street or other public right-of-way, lot frontage is to be measured as the sum of the lengths of each lot line adjacent to the street or public right-of-way.
- (3) *Tenant frontage.* Tenant frontage is to be measured as the maximum horizontal extent of the floor plan of a single tenant on the facade or building side on which the tenant entrance is located. In single-tenant buildings, the tenant frontage shall consist of the frontage of the entire building. In multi-tenant buildings, tenant frontage shall be measured as the maximum width of a tenant space based on approved floor plan drawings.

Figure 44-10-04(c)(1) Frontage Measurements for Single-Tenant Buildings

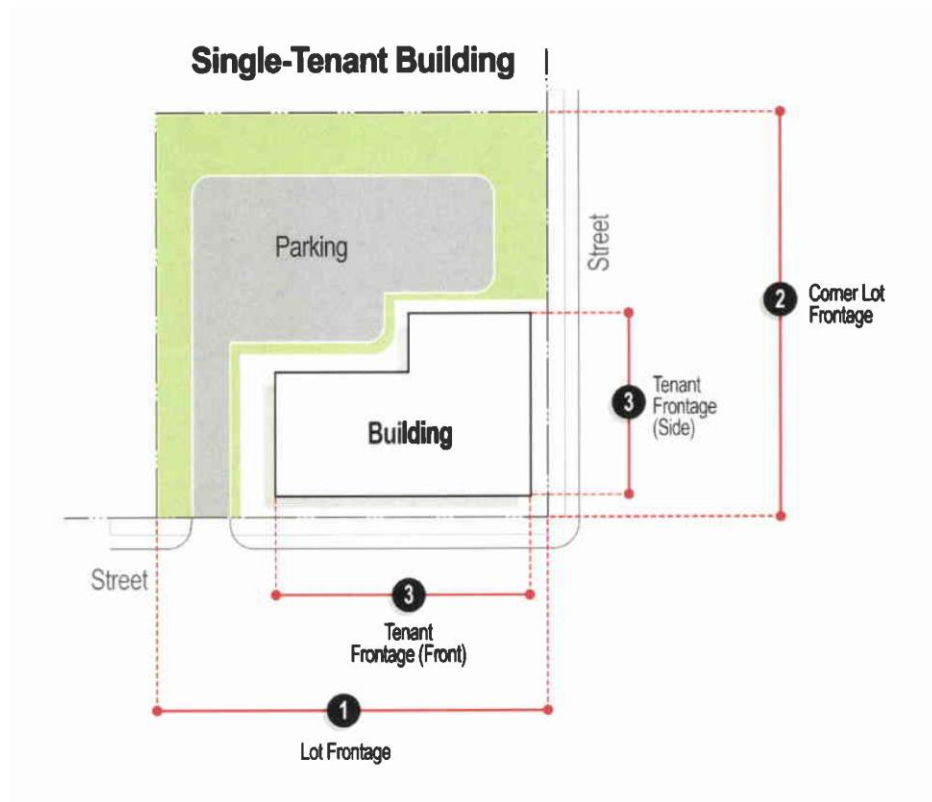
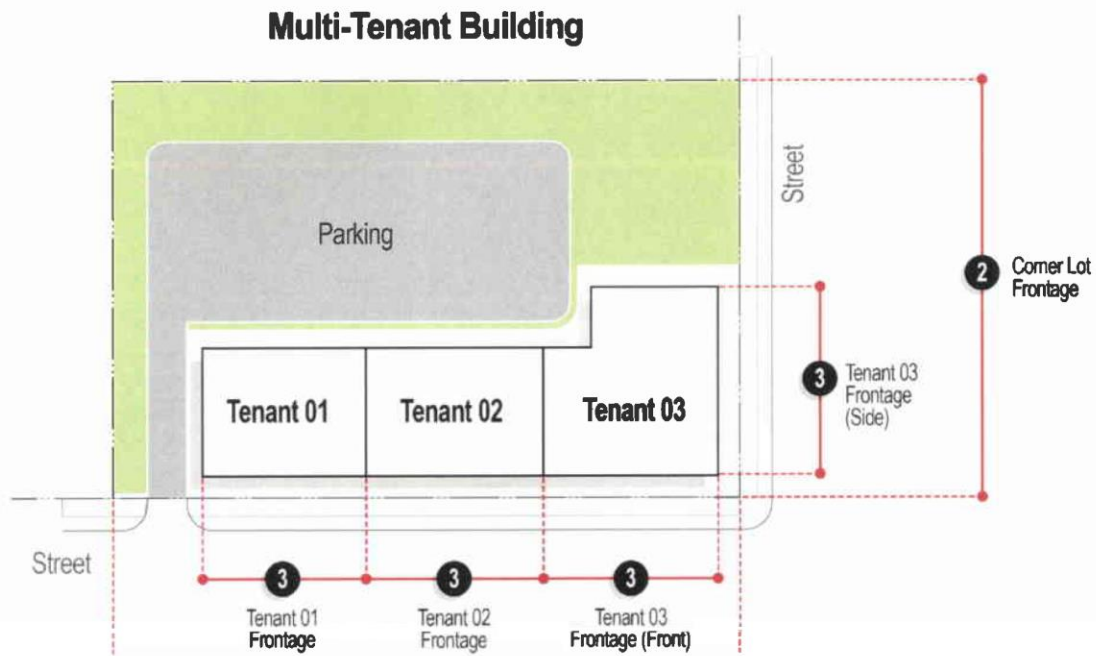


Figure 44-10-04(c)(2) Frontage Measurements for Multi-Tenant Buildings



[RESERVED—Additional sign measurements upon zoning interpretation]

(Ord. No. MC-1089, § 2.4.(Exh. A), 8-26-2025)

Sec. 44-10-05. Non-commercial and historical signs.

(a) *Residential signs.*

- (1) *Single-family residential/duplex.* No sign regulated by the provisions of this section shall be displayed on any building or premises, or that portion thereof used for single-family dwellings or duplex dwellings, regardless of the zoning district in which it is located, except for exempt sign types included in subsection 44-10-02(b)(1).
- (2) *Multi-family residential.* Signs displayed on buildings or premises, or that portion of properties thereof, used for multi-family residential uses with greater than two dwelling units, shall be restricted to the following types of signage:

- a. Multi-family monument signs subject to the provisions of Table 44-10-05(a)(1).

Table 44-10-05(a)(1): Multi-Family Monument Sign Regulations					
	R-1	R-2	R-3	R-4	Permitted Multi-Family in Nonres. Districts
Permitted	No	Yes			
# Permitted			1	1 per vehicle entrance from arterial or collector road	
Location			Within 20' of vehicle entrance from arterial or collector road		
Max. Height			5'	8'	Maximum height permitted for a

Created: 2026-08-03 09:37:55 [EST]

(Supp. No. 5)

				monument sign in a nonresidential zoning district
Max. Area		20 sq. ft.	32 sq. ft.	
Min. Setback from ROW		3'		
Appearance Commission Review		Required		

- b. One multi-family wall sign subject to the provisions of Table 44-10-05(a)(2).

Table 44-10-05(a)(2): Multi-Family Wall Sign Regulations					
	R-1	R-2	R-3	R-4	Permitted Multi-Family in Nonres. Districts
Permitted	No			Yes	
# Permitted				1	
Location				Any wall face, not oriented toward adjacent residentially-zoned property or existing residential uses	
Max. Height				6'	
Max. Area				32 sq. ft.	
Appearance Commission Review				Required	

- c. Non-commercial and non-illuminated signs behind or affixed to windows or doors of each dwelling unit.
- (3) *Temporary signs.* Temporary signs are permitted on any residential property, subject to the provisions of section 44-10-07.
- (b) *Civic, educational and charitable institutions.*
- (1) *Allowable types of signage.* Signs displayed on buildings or premises, or that portion of properties thereof, for uses defined in this chapter as civic and charitable institutions, in any zoning district as permitted or legally non-conforming, shall be restricted to the following types of signage:
- One freestanding monument sign subject to the provisions of Table 44-10-06(b)(3), with electronic changing message (ECM) signs permitted in any zoning district for civic, educational, or charitable institutions operating as places of assembly, non-commercial (indoor or outdoor) as defined by section 44-09-18 of the zoning ordinance.
 - One wall sign per building frontage subject to the provisions of Table 44-10-06(b)(12).
- (2) *Maximum sign area.* The total area of signage displayed on any given building or premises used for use defined in this chapter as civic and charitable institutions shall not exceed 100 square feet in the B-1 or B-2 zoning districts.
- (c) *Historical signs.*
- (1) *Landmark signs.* Landmark signs, defined as distinct signs designated as having unique historical value by the village board of trustees, are exempt from the standards for commercial or non-commercial

signage identified in this chapter. However, all landmark signs must conform to the following provisions:

- a. *Landmark sign designation.* Signs that have been reviewed and approved by the village board of trustees and/or special commission, board, or department granted authority to approve landmark applications, as described in the landmark sign review process found in section 22-21 of this Code, shall be considered exempt from the standards in this section.
 - b. *Landmark sign alterations.* Any proposed addition, alteration, demolition, or other change to a sign designated as a landmark shall be reviewed by the appearance commission and approved by the village board of trustees, pursuant section 22-56 of this Code.
- (2) *Historical markers.* All historical markers as defined in section 44-10-11 shall be subject to the following provisions:
- a. *Location.* Any freestanding historical markers shall be located in a manner that does not interfere with safe vehicular and pedestrian circulation or public safety signals and signs.
 - b. *Maximum size.* No historical marker shall exceed 20 square feet in total sign area.
 - c. *Pedestrian access.* Historical markers shall be located in a manner that permits pedestrian access from a public sidewalk or public right-of-way to a distance within five feet of the historical marker.
- (3) *Historical plaques.* All historical plaques, as defined in section 44-10-11, shall be subject to the following provisions:
- a. *Location.* Historical plaques shall be located on a wall face in a manner that does not interfere with any doors, windows, fire access points, or other building ingress/egress points.
 - b. *Maximum size.* No historical plaque shall exceed 20 square feet in area.
 - c. *Pedestrian access.* Historical plaques shall be located in a manner that permits pedestrian access from a public sidewalk or public right-of-way to a distance within five feet of the historical plaque.

(Ord. No. MC-1089, § 2.4.(Exh. A), 8-26-2025)

Sec. 44-10-06. Commercial signs.

- (a) *Permitted signs by zoning district.* The following permitted commercial sign types are allowed for permitted uses in zoning districts as identified in Table 44-10-06(a)(1). All permitted sign types are subject to the provisions and standards for each sign type stated in this section.

Table 44-10-06(a)(1): Permitted Sign Types by Zoning District								
Sign Type	B-1	B-2	B-3	B-4	M-1	M-2	PL-1/ PL-2	Code Reference
Awning Sign	P	P	P	P	P			44-10-06.B.1
Canopy Sign	AC	AC	P	P	P			44-10-06.B.2
ECM Sign	U/AC	U/AC	AC	AC		AC	AC	44-10-06.B.3
Gas Station Canopy Sign	AC	AC	P	P				44-10-06.B.4
Instructional Sign	P	P	P	P	P	P	P	44-10-06.B.5
Marquee Sign	AC	AC	AC	AC				44-10-06.B.6

Menu Board Signs			U	U				44-10-06.B.7/ 44-04-14.D.1
Monument Sign	AC	AC	AC	AC	AC	AC	AC	44-10-06.B.8
Painted Wall Sign	AC	AC	AC	AC				44-10-06.B.9
Projecting Sign	P	P	P	P				44-10-06.B.10
Pylon Sign			AC	AC				44-10-06.B.11
Wall Sign	P	P	P	P	P	P	P	44-10-06.B.12
Window Sign	P	P	P	P	P			44-10-06.B.13

P = Permitted; AC = Appearance Review Required; U = Use Restrictions or Additional Use Requirements

(b) *Commercial sign regulations.*

(1) *Awning signs.*

- a. All awning signs, as defined in section 44-10-11 of this zoning ordinance, shall conform to the following standards:

Table 44-10-06(b)(1): Awning Sign Requirements by Zoning District							
	B-1	B-2	B-3	B-4	M-1	M-2	PL-1/PL-2
Permitted	Yes						No
Appearance Review	No						
Number Allowed	1 per permitted awning on building						
Max. Sign Area (per sign)	25% of the total awning surface area						
Height	18' OR no higher than the base of second-floor window						
Illumination	External only						

- b. All awning signs shall conform to the additional form standards below:
- Placement.* Awning signs may only be placed on valence or primary awning surface. Awning signs shall be centered on the awning structure on which the sign is affixed.
 - Material.* Awning signs may not be painted directly onto surface material of awning.
 - Clearance.* All awning structures and signs shall be constructed no less than eight feet above grade.
 - Encroachments.* No awning sign may be placed on an awning projecting beyond legal encroachments as defined in section 44-03-03. No awning sign shall increase the encroachment distance of any existing awning structure.
- c. Signs placed on retractable awning structures with an approved building permit shall follow all provisions of this section regulating awning signs.
- d. Awning sign standards may be modified with approval of a comprehensive signage plan (CSP) by the appearance commission.

(2) *Canopy signs.*

- a. All canopy signs, as defined in section 44-10-11 of this chapter, shall conform to the following standards:

Table 44-10-06(b)(2): Canopy Sign Requirements by Zoning District

	B-1	B-2	B-3	B-4	M-1	M-2	PL-1/PL-2
Permitted	Yes					No	
Appearance Review	Yes		No				
Number Allowed	1 per side of the canopy structure (1)						
Max. Sign Area (per sign)	1 square foot per one linear foot length of the side of canopy						
Height	2' (2)						
Illumination	Internal/External		Internal				

b. All canopy signs shall conform to the additional form standards below:

1. *Number permitted.* Canopy signs shall be permitted on one approved canopy structure attached to a principal building.
2. *Placement.* The sign face of any canopy sign shall be located no more than three feet behind the edge of a canopy structure, nor project more than one foot from the edge of a canopy structure.
3. *Height.* The maximum height of any lettering, logos, or other individual sign elements shall be 24 inches, as measured from the maximum height of the canopy structure upon which the sign is affixed.
4. *Encroachments.* Any canopy sign encroaching into a public right-of-way or required setback shall meet the following requirements:
 - i. No canopy sign shall project more than 24 inches into a public right-of-way.
 - ii. When a canopy sign is proposed on a structure that legally encroaches into public right-of-way or required setback as defined in section 44-03-03 of the zoning ordinance, no canopy sign affixed to the structure shall exceed the maximum encroachment permitted for the existing canopy structure.

c. Canopy sign standards may be modified with the approval of a comprehensive signage plan (CSP) by the appearance commission.

(3) *Electronic changing message (ECM) signs.*

- a. All electronic changing message (ECM) signs, as defined in section 44-10-11 of this chapter, may be constructed with a monument or pylon sign and shall conform to the following standards:

Table 44-10-06(b)(3): Electronic Changing Message (ECM) Sign Requirements by Zoning District

	B-1	B-2	B-3	B-4	M-1	M-2	PL-1/PL-2
Permitted	With limitations (I)		Yes		No	Yes	
Appearance Review	Yes					Yes	
Number Allowed	1 per lot					1 per lot	
Max. Sign Area (per sign)	32 sq. ft.		50% of the maximum sign area for permitted monument or pylon signs			32 sq. ft.	

Height	Max. height of monument or pylon sign permitted in district		Max. height of monument or pylon sign permitted in district
Illumination	Internal		Internal

- b. All electronic changing message (ECM) signs shall conform to the additional form standards below:
1. *Limited uses.* Civic, educational, and charitable institutions operating as *indoor non-commercial places of assembly or outdoor non-commercial places of assembly* shall be permitted to construct one ECM sign in the B-1 and B-2 zoning districts, as permitted in subsection 44-10-05(b).
 2. *Image display.* All images displayed on an ECM signboard shall be static. Sign images shall not include any change in intensity or brightness, nor divisions between two screens, flashing, or blinking images.
 3. *Image duration.* The display duration for any single image shall be no less than eight seconds.
 4. *Off-premises advertising.* Under no circumstances shall any ECM sign be permitted to include off-premise commercial advertising in any image displayed on the sign.
 5. *Hours of operation.* Exterior signs located on any lot adjacent to residential uses may be illuminated only during business hours or between 6:00 a.m. and 11:00 p.m., whichever is later.
 6. *Impacts on residential properties.* The brightness of any ECM sign shall be limited to 0.3 foot-candles at any lot line abutting a nonresidential use, and 0.00 foot-candles at any lot line abutting a residential use.
 7. *Adjustments for brightness and color.* Any new ECM board constructed after the effective date of this section shall include functionality to adjust brightness and color with ambient light levels to ensure appropriate operation.
 8. *Sign malfunctions.* In the event of a malfunction, ECM signboards shall be turned to dark screens with no illuminated elements of the sign face until the malfunction is corrected.
 9. *Landscape buffer.* All freestanding ECM signage shall be installed with a landscape buffer of three feet on each side of the sign, with ground cover or shrubs at a height that does not obscure the visibility of the sign face.
 10. *Materials.* All foundations constructed to support ECM signs shall have architectural features, exterior materials, or colors compatible with the principal building on the property or parcel.
- c. Any sign, including a proposed electronic changing message (ECM) signs, require an appearance review as set forth in section 44-07-15.
- (4) *Gas station canopy signs.*
- a. All gas station canopy signs, as defined in section 44-10-11 of this zoning ordinance, shall conform to the following standards:

Table 44-10-06(b)(4): Gas Station Canopy Sign Requirements by Zoning District

	B-1	B-2	B-3	B-4	M-1	M-2	PL-1/PL-2
Permitted	With limitations (1)						No
Appearance Review	Yes		No				
Number Allowed	1 per side of the canopy structure (2)						
Sign Area	(3)						
Height	(4)						
Illumination	Internal						

b. All gas station canopy signs shall conform to the additional form standards below:

1. *Limited uses.* Gas station canopy signs may only be installed on canopy structures accessory to vehicle-related uses, as defined in Table 44-03-04 of this zoning ordinance.
2. *Placement.* No more than one sign may be constructed for each face of a canopy structure, not to exceed four total signs. Signs may be relocated to other sides of the canopy structure, provided no more than two signs are located on any given side and the form standards in (c) and (d) are met.
3. *Sign area allowed.* The total area of signage shall not exceed 30 percent of the total area of any given canopy face on which the sign(s) are located.
4. *Height.* The height of any sign shall not exceed 80 percent of the height of the canopy face on which the sign is located.
5. *Impacts on residential properties.* When a canopy structure is located on a property adjacent to residential uses, gas station canopy signs shall not be installed on any canopy face oriented toward the adjacent residential property.

c. Standards for gas station canopy signs may be modified with the approval of a comprehensive signage plan (CSP) by the appearance commission.

(5) *Instructional signs.*

a. Freestanding instructional signs, as defined in section 44-10-11, shall be permitted in any zoning district in any quantity, subject to the following requirements:

Table 44-10-06(b)(5)a.: Freestanding Instructional Sign Requirements by Zoning District							
	B-1	B-2	B-3	B-4	M-1	M-2	PL-1/PL-2
Permitted	Yes						
Appearance Review	No						
Number Allowed	No limit						
Sign Area	8 sq ft or 10% of allowed monument sign area in district, whichever is greater						
Height	n/a						
Illumination	Internal						

1. *Freestanding instructional signs.* Freestanding instructional signs shall also be designed in conformance with the following form standards:
 - i. *Sign dimensions.* No freestanding instructional sign shall exceed eight square feet or ten percent of the maximum sign area for monument signs permitted in the zoning district for which the sign is proposed, whichever is greater.

- ii. *Distance from vehicle routes.* All freestanding instructional signs shall be placed at least 12 inches from any curb line or pavement boundary of any driveway, access aisle, parking space, or other area reserved for the sole use of vehicular access and parking.
- iii. *Pedestrian and bicycle routes.* All freestanding instructional signs shall be placed in a manner that does not obstruct any sidewalk, bicycle path, bicycle parking area, or other area reserved for the sole use of non-vehicular access and parking.
- iv. *Sign materials.* Freestanding instructional signs shall be designed as permanent structures. Temporary or other movable freestanding instructional signs shall be reviewed as a temporary sign subject to the requirements of section 44-10-07.

- b. Wall-mounted instructional signs, as defined in section 44-10-11, shall be permitted in any zoning district in any quantity, subject to the following requirements:

Table 44-10-06(b)(5)b.: Wall-Mounted Instructional Sign Requirements by Zoning District							
	B-1	B-2	B-3	B-4	M-1	M-2	PL-1/PL-2
Permitted	Yes						
Appearance Review	No						
Number Allowed	No limit						
Max. Sign Area	50% of maximum size of an individual wall sign permitted in district						
Height	15'						
Illumination	Internal						

1. *Wall-mounted instructional signs.* Wall-mounted instructional signs shall also be designed in conformance with the following form standards:
 - i. *Sign dimensions.* No wall-mounted instructional sign may exceed 50 percent of the maximum size of any wall sign permitted in the zoning district in which the sign is proposed, as established in subsection 44-10-06(b)(12).
 - ii. *Sign materials.* Wall-mounted instructional signs shall be designed as permanent structures. Temporary or otherwise movable wall-mounted instructional signs shall be reviewed as a temporary sign subject to the requirements of section 44-10-07.

(6) *Marquee signs.*

- a. All marquee signs, as defined in section 44-10-11 of this chapter, shall conform to the following standards:

Table 44-10-06(b)(6): Marquee Sign Requirements by Zoning District							
	B-1	B-2	B-3	B-4	M-1	M-2	PL-1/PL-2
Permitted	Yes				No		
Appearance Review	Yes						
Number Allowed	One (1) per tenant						
Max. Sign Area (per sign)	150 sq. ft.			300 sq. ft. (1)			

Height	n/a (3)	
Illumination	Internal/External (6)	

- b. All marquee signs shall conform to the additional form standards below:
1. *Sign area.* The sign area for the sign shall include any sign surface included on the marquee, including any lower panels constructed into a canopy structure at the base of a marquee sign.
 2. *Placement.* Marquee signs shall only be located above a building entrance located on the front side of the principal structure on the site.
 3. *Height.* No marquee sign may extend beyond the maximum height allowance of the zoning district in which the sign is constructed.
 4. *Projection.* Marquee signs may not project greater than 15 feet from a principal building. No marquee may project greater than five feet into any public right-of-way.
 5. *Illumination.* Marquee signs may be permitted to utilize exposed bulbs to outline letters or messaging on any portion of the sign. No neon, string lights or other sign features prohibited in section 44-10-03 may be utilized on any marquee structure.
- c. All proposed marquee signs require appearance review approval as set forth in section 44-07-15.
- d. Form standards for marquee signs may be modified when included as part of the comprehensive signage plan (CSP) approved by the appearance commission.

(7) *Menu board signs.*

- a. Menu board signs shall only be permitted as a sign accessory to an approved drive-through facility, as defined in section 44-04-14 of this Code.
- b. All menu board signs are subject to the accessory use requirements of subsection 44-04-14(g)(3).

(8) *Monument signs.*

- a. All monument/ground signs, as defined in section 44-10-11 of this chapter, shall conform to the following standards:

Table 44-10-06(b)(8): Monument Requirements by Zoning District							
	B-1	B-2	B-3	B-4	M-1	M-2	PL-1/PL-2
Permitted	Yes						
Appearance Review	Yes						
Number Allowed	1 per lot (1)						
Max. Sign Area (per sign)	20 sq. ft. (2)		40 sq. ft. (2)	120 sq. ft. (2)	40 sq. ft. (2)		
Height	5'(3)		8' (3)	15' (3)	8'(3)		
Illumination	Internal/external						
Setback (minimum)	3'		10'				

- b. All monument/ground signs shall conform to the additional form standards below:
1. *Number permitted.* Additional monument signs may be permitted on a lot in the following circumstances:

- i. *Multiple buildings on lot.* Where multiple buildings exist on a single lot, and each building is occupied by one or more unique tenants, one additional monument sign may be permitted per building.
 - ii. *Extended frontage.* Where lot frontage exceeds 300 feet, up to one additional monument sign may be permitted.
 - iii. *Multiple frontages.* Where lots have greater than one frontage, one additional monument sign may be permitted per frontage.
 2. *Sign area allowed.* The sign face area is measured as the total sign area of a single side of a monument sign. Should a second identical sign face be provided and positioned at a minimum of 90 degrees from the first sign face (e.g. a double-sided sign), only one sign face shall be used to calculate the total sign area.
 3. *Height projection.* An additional two feet of sign height may be permitted if the area above eight feet in height is used solely for architectural features.
 4. *Building separation.* Monument signs shall be located at least ten feet from any other structure, including accessory structures.
 5. *Lot line separation.* Monument signs shall be located at least ten feet from any lot line, including interior lot lines and front lot lines. Monument/ground signs may be placed within front, interior side, and exterior side yard setbacks.
 6. *Landscaping.* A minimum landscape buffer of three feet is required surrounding any monument sign. Landscaping materials shall be selected to match the landscape palate used on the lot on which the sign is located, or as by recommended by the village arborist.
 7. *Foundation.* The foundation of the sign below the sign area shall meet the following requirements:
 - i. *Width.* The foundation of the sign shall be a minimum of two-thirds of the width of the maximum width of the sign area. No exposed support poles or other structural elements are permitted below the sign area.
 - ii. *Materials.* The foundation of the sign shall utilize materials that match or demonstrate architectural compatibility to other materials used on buildings on the lot on which the sign is located.
 8. *Encroachments.* No monument sign shall encroach into any public right-of-way, or any easement, unless specifically permitted as an allowed improvement within the easement area.
 9. *Electronic displays.* No greater than 50 percent of the total allowable monument sign area may be utilized for electronic changing message (ECM) board sign displays, as defined in section 44-10-11. Any ECM board sign installed on a monument sign shall follow all requirements for electronic sign displays found in subsection 44-10-06(b)(3).
- (9) *Painted wall signs.*
- a. All painted wall signs, as defined in section 44-10-11 of this chapter, shall conform to the following standards:

Table 44-10-06(b)(9): Painted Wall Sign Requirements by Zoning District							
	B-1	B-2	B-3	B-4	M-1	M-2	PL-1/PL-2
Permitted	Yes				No		

Appearance Review	Yes	
Number Allowed	1 per tenant	
Sign Area	100% of the maximum size of an individual wall sign permitted in the district	
Height	25' or max. height of building, whichever is less	
Illumination	Internal	

b. Painted wall signs shall be permitted when conforming to the additional form standards:

1. *Sign dimensions.* Sign dimensions for painted wall signs shall be determined by wall sign regulations for the zoning district as found in subsection 44-10-06(b)(12).
2. *Wall material.* No sign shall be painted on a porous surface, including masonry and stucco materials. All painted wall signs shall be applied to a metal or other approved non-porous surface.

c. All proposed painted wall signs require appearance review approval as set forth in section 44-07-15.

(10) *Projecting signs.*

a. All projecting signs, as defined in section 44-10-11 of this chapter, shall conform to the following standards:

Table 44-10-06(b)(10): Projecting Sign Requirements by Zoning District							
	B-1	B-2	B-3	B-4	M-1	M-2	PL-1/PL-2
Permitted	Yes				No		
Appearance Review	No						
Number Allowed	1 per tenant (5)						
Max. Sign Area (per sign)	10 sq. ft.						
Height	(1)		(1)				
Illumination	Internal/external						

b. All projecting signs shall conform to the additional form standards below:

1. *Sign maximum height.* The maximum height of any projecting sign shall be the height of the base of second-story windows or 15 feet, whichever is lower.
2. *Sign base clearance.* The base of any wall sign shall be no lower than eight feet above grade.
3. *Maximum projection.* All projecting signs shall meet the following projection standards:
 - i. No projecting sign may project more than five feet, as measured from the wall face from which the sign is projecting.
 - ii. Projecting signs with projections of greater than three feet shall have a minimum separation of six inches from the wall face from which the sign is projecting.

4. *Encroachments.* No projecting sign shall project more than five feet into the public right-of-way. No encroachment shall be permitted within two feet of any curb line on a public street.
5. *Signs on multiple frontages.* Tenants with more than one frontage may construct one additional projecting sign on one additional facade. No more than one projecting sign shall be permitted per frontage for any tenant.
- c. Projecting sign standards may be modified with the approval of a comprehensive signage plan (CSP) by the appearance commission.

(11) *Pylon signs.*

- a. All pylon signs, as defined in section 44-10-11 of this chapter, shall conform to the following standards:

Table 44-10-06(b)(11): Pylon Sign Requirements by Zoning District							
	B-1	B-2	B-3	B-4	M-1	M-2	PL-1/PL-2
Permitted	No		Yes		No		
Appearance Review			Yes				
Number Allowed			1 per lot (1)				
Sign Area Allowed			1 sq. ft. per 2.5' frontage	1 sq. ft. per 1.5' frontage			
Max. Sign Area (per sign)			150 sq. ft.	250 sq. ft.			
Height			20'	28'			
Illumination			Internal				
Front Setback (minimum)			10'				

- b. All pylon signs shall conform to the additional form standards below:
 1. *Number permitted.* A maximum of one pylon sign is permitted for any lot with a minimum of 100 feet of lot frontage.
 2. *Building separation.* Pylon signs shall be located a minimum of ten feet from any other structure, including accessory structures.
 3. *Lot line separation.* Pylon signs shall be located at least ten feet from any lot line, including interior lot lines and front lot lines. Pylon signs may be located within front and exterior side yard setbacks.
 4. *Sign separation.* No pylon sign shall be constructed within 100 linear feet of an existing pylon sign.
 5. *Clearance.* A minimum clearance of eight feet shall be required for any pylon sign, measured as the distance from the final grade to the base of the sign area.
 6. *Landscaping.* A minimum landscape buffer of three feet is required surrounding any monument/ground sign. Landscaping materials shall be selected to match the landscape palette used on the lot on which the sign is located, or as recommended by the village arborist.

7. *Materials.* All pylon signage shall utilize materials and design features that match or demonstrate architectural similarity to other materials used on buildings on the lot on which the sign is located.
8. *Encroachments.* No pylon shall encroach into any public right-of-way or any easement unless specifically permitted as an allowed improvement within the easement area.
9. *Electronic displays.* No greater than 50 percent of total allowable pylon sign area may be utilized for electronic changing message (ECM) board sign displays, as defined in section 44-10-11. Any ECM board sign installed on a monument sign shall following all requirements for electronic sign displays found in subsection 44-10-06(b)(3).
- c. All proposed pylon signs require appearance review approval, as set forth in section 44-07-15.
- d. Form standards for poly (pylon) signs may be modified when included as part of the comprehensive signage plan (CSP) approved by the appearance commission.

(12) *Wall signs.*

- a. All wall signs, as defined in section 44-10-11, shall conform to the following standards:

Table 44-10-06(b)(12): Wall Sign Requirements by Zoning District							
	B-1	B-2	B-3	B-4	M-1	M-2	PL-1/PL-2
Permitted	Yes						
Appearance Review	No						
Number Allowed	1 per tenant (4)						
Sign Area	1 sq. ft. per 1 lineal foot of frontage		1.5 sq. ft. per 1 lineal foot of frontage				1 sq. ft. per 1 lineal foot of frontage
Max. Sign Area (per sign)	60 sq. ft.		300 sq. ft.				60 sq. ft.
Height	(1)						
Illumination	Internal/external		Internal only				Internal/external

- b. All wall signs shall conform to the additional form standards below:
 1. *Maximum height.* All wall signage shall be limited in height by the height of the building on which the sign is affixed or 25 feet above grade, whichever is lower. No wall sign shall be permitted to extend beyond the roofline of the building.
 2. *Base clearance.* The base of any wall sign shall be no lower than eight feet above grade.
 3. *Encroachments.* No wall sign shall project more than 24 inches into any public right-of-way.
 4. *Multiple frontages.* Tenants or buildings with additional frontages as defined by this article shall be permitted to install one additional sign per frontage. No more than one sign per tenant shall be placed per frontage.
- c. Wall sign standards may be modified with the approval of a comprehensive signage plan (CSP) by the appearance commission.

(13) *Window signs.*

- a. All permanent window signs, as defined in section 44-10-11, shall conform to the following standards:

Table 44-10-06(b)(13): Window Sign Requirements by Zoning District

	B-1	B-2	B-3	B-4	M-1	M-2	PL-1/PL-2
Permitted	Yes					No	
Appearance Review	No						
Number Allowed	No limit						
Max. Sign Area (per sign)	25% of any individual transparent area						
Max. Sign Area (all signs)	25% of total transparent area on facade						
Height	No limit						
Illumination	Internal (1)						

b. All window signs shall conform to the additional form standards below:

1. *Illumination.* Window signs may be illuminated with neon lights or other illuminated tubing or bulbs otherwise prohibited in subsection 44-10-03(a)(3). Signage comprised of neon or other exposed illuminated tubing or bulbs shall not comprise greater than 25 percent of the allowable window sign area on any facade.
2. *Material.* Window signs shall be constructed from durable materials that do not require regular removal or replacement.
3. *Large tenant exemption.* Commercial uses occupying greater than 10,000 square feet of gross floor area, and set back a minimum of 150 feet from the front lot line of the property on which the use is located, shall be permitted to increase maximum sign area for each sign to 100 percent of any individual transparent area, and increase maximum sign area for all window signs to 50 percent of total transparent area on any facade.

(Ord. No. MC-1089, § 2.4.(Exh. A), 8-26-2025)

Sec. 44-10-07. Temporary signs.

(a) *General provisions.*

- (1) No temporary sign, except those exempted from sign regulations in section 44-10-02, shall be constructed unless permitted in this section and in conformance with all applicable requirements.
- (2) Any temporary sign permitted by this section may be installed accessory to any commercial or nonresidential use, including civic, educational, or charitable institutions and other non-commercial uses.
- (3) No approval for any temporary sign permit may be conditioned to limit or deny use of temporary signs based upon the details of a specific event or activity.

(b) *Temporary sign allowances.* The following temporary sign types are permitted within the village with temporary sign approval:

- (1) *Banners and wall-mounted fabric signs.* No banner or other moving fabric sign of any type may be installed unless the following regulations are met:
 - a. All banners shall be constructed in a manner in which all corners of the banner are secured with a device connected directly to the building or ground within the property on which the sign is displayed.

- b. All banners shall be constructed with heavy fabric with hemmed edges and weighting devices necessary to minimize movement of the sign, including metal grommets, braces, or frames as appropriate for the sign.
 - c. Banner is installed for no more than 14 consecutive days, **unless an extension is granted by the director of economic and community development. No permitted extension shall exceed 120 consecutive days.**
 - d. A permit for a banner **has not been issued in the previous 90 days.** ~~shall not be issued more than once per 90 days.~~
- (2) *Pennants and freestanding fabric signs.* No pennant or other freestanding fabric sign of any type, including inflatable signs and temporary flags, shall be installed unless the following regulations are met:
- a. All pennants and other freestanding fabric signs shall be placed in a manner which does not obstruct vehicle or pedestrian circulation on public or private property, or any required parking areas on public or private property, including vehicle and bicycle parking.
 - b. All pennants and freestanding fabric signs shall be anchored to the ground.
 - c. Pennants and freestanding fabric signs may be installed for no more than 14 consecutive days, **unless an extension is granted by the director of economic and community development. No permitted extension shall exceed 120 consecutive days.**
 - d. A permit for a pennant or freestanding fabric sign **has not been issued in the previous 90 days.** ~~shall not be issued more than once per 90 days.~~
- (3) *Temporary window signs.* No temporary window sign as defined in section 44-10-11 shall be installed unless the following regulations are met:
- a. No more than 25 percent of the total window area on any individual facade may be covered by approved temporary window signs. Commercial uses with a minimum of 10,000 square feet of floor area and a minimum 150-foot setback from the front lot line shall be permitted to cover 50 percent of the total window area on any facade with approved temporary window signs.
 - b. Window signs may be installed for no more than 30 consecutive days, **unless an extension is granted by the director of economic and community development. No permitted extension shall exceed 120 consecutive days.**
 - c. A permit for a temporary window sign ~~is not issued more than once per 90 days.~~ **has not been issued in the previous 90 days.**
- (4) *Temporary direct window applications.* Temporary markings to windows presenting commercial speech, including, but not limited to, paint, marker, or other materials with which sign copy is directly applied to the glass surface, covering less than 25 percent of the area of any transparent area, may be permitted without any permit. No such temporary markings on windows covering greater than 25 percent of the area of any transparent area shall be installed unless the following regulations are met:
- a. No more than 50 percent of any individual transparent area, nor 50 percent of total transparent area on any individual facade, shall be covered with such temporary markings;
 - b. Temporary markings may be installed for no more than 30 consecutive days, **unless an extension is granted by the director of economic and community development. No permitted extension shall exceed 120 consecutive days.**
 - c. A permit for such temporary markings has not been issued in the previous 90 days.

- (5) **Commercial A-frame signs.** Any approved commercial establishment or business may display up to two temporary portable A-frame signs without additional permit requirements, subject to the following requirements:
- a. A-frame signs shall be located immediately adjacent to the business establishment they advertise, and shall not impede accessible pedestrian circulation on any public right-of-way, public sidewalk, parkway, or other public property.
 - b. A-frame signs shall be displayed only during the business's hours of operation and shall be removed when the business is closed.
 - c. A-frame signs shall not exceed four feet in height or 18 inches by 24 inches per sign face.
 - d. A-frame signs shall not obstruct building entrances or exits, driveways, fire lanes, accessible parking spaces, or sight lines necessary for vehicular and pedestrian safety.
 - e. A-frame signs shall be maintained in good condition, structurally stable, and free of damage or deterioration.
 - f. A-frame signs shall not be internally or externally illuminated.
 - g. A-frame signs shall be secured against displacement by weather conditions and shall be removed during severe weather conditions.
 - h. No more than one A-frame sign shall be permitted per business establishment, regardless of the number of tenants, storefronts, or street frontages.

(c) *Temporary sign approval.*

- (1) *Requirements.* The following materials shall be submitted to the director of economic and community development for a temporary sign permit:
 - a. Completed application form, including the requested number of days the signage will be permitted.
 - b. Plans indicating the location and dimensions of proposed signage.
- (2) *Action by director of economic and community development.* Upon receipt of a complete application, the director of economic and community development shall review the materials to ensure the application conforms to the provisions of the article. Should the application conform to the provisions of this article, the director of economic and community development shall provide written authorization permitting the signage for the duration requested. **An extension of the authorized display period may be granted by the director of economic and community development upon receipt of a written request from the applicant, provided that the total display period, including any extension, shall not exceed 120 days.**
- (3) *Fees.* The chief building inspector shall determine fees for any temporary sign permit in accordance with the village fee schedule.
- (4) *Removal.* All permitted temporary signs shall be removed at the expiration of the **original written authorization or any approved extension** for the temporary sign. Any sign that is not removed at the time of expiration of **the written authorization or any approved extension** for the temporary sign shall be removed by the village after receipt of written notice. Written notice shall be provided 48 hours in advance of sign removal.

(Ord. No. MC-1089, § 2.4.(Exh. A), 8-26-2025)

Sec. 44-10-08. Comprehensive signage plans (CSP).

(a) *Applicability.*

- (1) A comprehensive sign plan (CSP) shall be required for any new nonresidential development that meets one or more of the following criteria:
 - a. The development includes more than one nonresidential tenant or use within the same building.
 - b. The development includes more than one freestanding building, not including permitted accessory buildings as defined in section 44-04-14.
2. A comprehensive sign plan (CSP) shall not be required for any existing nonresidential development until amortization criteria in subsection 44-10-08(e)(1) are met.
3. Any property owner may apply to create a comprehensive signage plan (CSP) to be applied to any property within the owner's control.

(b) *Purpose.* The purpose of a comprehensive signage plan (CSP) is to establish a site's overall sign program, to achieve the following:

- (1) Provide coordination to ensure adequate signage for all current and future non-residential tenants or uses in a particular development.
- (2) Ensure visual consistency and compatibility between signs within a development with multiple tenants or buildings.
- (3) Provide design direction for future tenants to ensure continued consistency and compatibility between signs.
- (4) Encourage unique design and provide a suitable venue for modification to standards when such modification may provide a public benefit or a unique design that an applicant may be otherwise unable to achieve solely with compliance with village sign ordinances.
- (5) Streamline review and approval of signs proposed in a coordinated manner, meeting the standards of this section and the village appearance plan.

(c) *Required elements.* The following elements are required for submittal with any comprehensive signage plan (CSP) application:

- (1) Completed comprehensive signage plan (CSP) application form;
- (2) Property owner authorization;
- (3) Area map or other map indicating the parcel or property boundaries within which shall comply with the comprehensive signage plan (CSP), if approved;
- (4) Elevation drawings or annotated images for any elevation upon which signage is proposed or for sign band areas proposed for signage placement;
- (5) Individual sign details for any signage to be installed upon completion of the comprehensive signage plan (CSP);
- (6) Any design or form standards proposed for all current or future signage within the defined area of the comprehensive signage plan (CSP), as applicable to any application;
- (7) Responses to modification standards, as applicable to any application.

- (d) *Standards.* In addition to conforming to all sign requirements in this section, all applications for a comprehensive signage plan (CSP) shall meet the following standards, as reviewed by village staff and/or the appearance commission:
- (1) Signage for each tenant has a clear relationship with the design of surrounding properties, including signage affixed to adjacent buildings and the architectural character of the buildings to which they are affixed.
 - (2) All sign structures are placed in locations where they are clear, legible, and provide a clear relationship to the tenant(s) to which the signs are related.
 - (3) The dimensions of each sign shall be appropriate for visibility, legibility, and achieving the purpose of the proposed sign.
 - (4) All signage shall be consistent with the architectural design of the project.
 - (5) The colors and materials of the sign, sign base and other sign-related fixtures shall be consistent and compatible with the architecture of the structure.
 - (6) All signage meets the requirements of the village zoning ordinance and all other applicable local codes and ordinances.
 - (7) All signage is in conformance with the guidelines of the village appearance plan.
- (e) *Modifications.* Comprehensive sign plans (CSPs) may include proposed modifications that deviate from the standards for signage within the zoning district within which the signage is located. Modifications may be approved provided the applicant specifically identifies each requested modification within the comprehensive sign plan (CSP) application materials, and how each modification is compatible with one or more of the following additional standards:
- (1) *Economic performance and viability.* The modification enhances the visibility, economic viability or performance of a business or use beyond that which would otherwise be achieved with signage fully compliant with the sign requirements of this section;
 - (2) *Creative design and placemaking.* The modifications increase architectural creativity or allow for unique sign design in a manner that contributes to creating a unique sense of place or improving the overall character of an area;
 - (3) *Sustainability and environmental performance.* The modification permits a demonstrable reduction in energy consumption from signs, or promotes sign design which increases the overall sustainability of the proposed development;
 - (4) *Historical preservation.* The modification permits the creation of signage which increases the visibility of historical buildings, signs or other structures within the village, or provides reference to historical structures within the village or furthers the stated goals of historical preservation within the village;
 - (5) *Building material quality.* The modification uses high-quality building materials or promotes sign construction that will provide greater resistance to wear, weather impacts or damage than signage that would otherwise be achieved with signage fully compliant with the sign requirements of this section.
- (f) *Comprehensive signage plans (CSPs) for existing developments.*
- (1) Any development with nonresidential uses meeting the applicability criteria in subsection 44-10-08(a)(1) but constructed prior to August 26, 2025, shall not be required to submit a comprehensive sign plan (CSP) unless one or more of the following conditions have been met:
 - a. A proposal is submitted to the Village of Homewood to increase the total sign area on the development site by a minimum of ten percent of the current total sign area;

- b. A proposal is submitted to the Village of Homewood, altering a minimum of 25 percent of the total existing signage on the development site;
 - c. A proposal is submitted to the Village of Homewood increasing the number or intensity of uses on the development site.
- (2) Any site meeting the criteria in subsection 44-10-08(e)(1) shall receive written notice of the requirement of a comprehensive sign plan (CSP) requiring the submittal of a comprehensive sign program (CSP) application within three months of notice. The application shall be reviewed following the procedure set forth in subsection 44-07-14(b).

(Ord. No. MC-1089, § 2.4.(Exh. A), 8-26-2025)

Sec. 44-10-09. Legal nonconforming signs.

- (a) *Applicability.* All signs erected before August 26, 2025, which do not conform to the regulations of section 44-10 of this chapter shall be considered as nonconforming signs.
- (b) *Limitations on nonconforming signs.* The following limitations are to be applied to any legal nonconforming sign:
 - (1) *Alteration.* The sign may not be altered in any manner that changes the location, shape, size, illumination, material, or appearance unless the sign is brought into conformance with the regulations of this section.
 - (2) *Replacement.* The sign may not be replaced unless the replacement of the sign results in compliance with the regulations in this section.
 - (3) *Change of use, intensity, or expansion.* Should the use of the property on which the sign is located be changed, expanded or increase in overall intensity, the sign shall be brought into conformance with the regulations of this section.
 - (4) *Damage.* Should the sign be damaged, the following limitations shall apply:
 - a. *Major damage repair.* If major damage is sustained by a sign or sign structure by an event which is not within the means or control of the sign owner, the sign or sign structure shall not be rebuilt or repaired unless the sign is constructed to conform to the regulations of this section. A sign is considered to have major damage if at least one of (i) or (ii) is determined to have occurred:
 - i. Greater than 50 percent of the sign area is damaged in the event.
 - ii. The cost of damage sustained to the sign or sign structure in the event exceeds 50 percent of the construction cost of a comparable sign.
 - b. *Minor damage repair.* If minor damage is sustained to the sign or sign structure by any event which is not within the means or control of the sign owner, the sign or sign structure shall be repaired within 180 days of the date on which the damage occurred. A sign or sign structure is considered to have minor damage if at least one of (i) or (ii) is determined to have occurred and the sign is determined not to have sustained minor damage as defined in [subsection] (4)(a):
 - i. Less than 50 percent of sign area is damaged in the event;
 - ii. The cost to repair damage sustained to the sign or sign structure in the event does not exceed 50 percent of the construction cost of a comparable sign.
- (c) *Maintenance of nonconforming signs.* Normal maintenance and incidental repair or replacement, including electrical and lighting repairs, minor damage repair, repainting, cleaning, or related maintenance actions,

shall be permitted for the nonconforming sign. No maintenance shall occur that alters the location, shape, size, illumination, material, sign copy, or appearance of the sign.

- (d) *Exceptions.* The following exceptions are in place for nonconforming signs. Signs that meet the conditions of these exceptions shall be permitted to be exempt from the limitations of subsection 44-10-09(b).
- (1) *Landmark signs.* Signs designated as landmark signs by decision of the village board of trustees shall be exempt from limitations on nonconforming signs set forth in subsection 44-10-09(b). Landmark signs are also exempt to the sign requirements of section 44-10-05 and section 44-10-06.
 - (2) *Replacement of sign copy.* The replacement of sign panels, letters, or sign copy area is exempt from all limitations on alterations to nonconforming signs, provided no work is done in a manner that alters the location, shape, size, illumination, material, sign copy, or appearance of the sign.
 - (3) *Instructional sign repair and replacement.* Nonconforming instructional signs damaged by an event not within the means or control of the sign owner may be replaced, exempt from the limitations on nonconforming signs found in this section.
 - (4) *Public right-of-way improvements.* If improvements to public right-of-way are initiated that require movement or replacement of a nonconforming sign, the sign shall be permitted to be replaced in a new location exempt from the limitations on non-conforming signs found in this section.
- (e) *Sign abandonment.* Any sign advertising or describing a business that is no longer in operation or use no longer present on the premises on which the sign is located shall be removed by the property owner or tenant. Removal shall occur no more than 180 days from the last date of operation. After 180 days, abandoned signs will be removed by the village at the owner's expense.

(Ord. No. MC-1089, § 2.4.(Exh. A), 8-26-2025)

Sec. 44-10-10. Construction and maintenance standards.

- (a) *Construction standards.* The construction, erection, and maintenance of any sign within village limits shall comply with the 2018 International Building Code or the current building code adopted by the village board of trustees, in addition to the following standards:
- (1) No freestanding sign shall be erected with sign area within ten feet of any other freestanding structure.
 - (2) No signs shall be erected, constructed, or maintained to obstruct any fire escape, required exit, window, or door opening used as a means of egress.
 - (3) Freestanding signs shall be designed in compliance with applicable ANSI and ASCI standards.
 - (4) Signs shall be located and designed in a manner that does not interfere with safe vehicular and pedestrian circulation or public safety signals and signs.
 - a. No sign shall be constructed or maintained in such a manner as to likely interfere with, obstruct the view of, or be confused with any authorized traffic sign, signal, or device, including the use of words "stop," "go," "look," "slow," "danger" or any other similar phrase or word, nor employ any sign elements such as colored lamps and lights which are red, amber or green, in a manner which may interfere with, mislead or confuse vehicular or non-vehicular traffic.
 - b. All illuminated signs shall adhere to the following construction standards:
 - i. Light sources shall be shielded from all adjacent buildings, streets, and properties. Shielding shall be installed in a manner that minimizes light emission above the highest vertical extent of the fixture.

- ii. Lighting shall not create excessive glare to pedestrians or motorists, nor obstruct the visibility of authorized traffic signs, signals, or devices, or any authorized public information signs.

(b) *Maintenance standards.*

- (1) All signs shall receive maintenance in a manner that alleviates damage and deterioration, keeps signs free from constituting a public danger or hazard to public safety, and maintains an aesthetic quality in alignment with the original approval of the sign. Maintenance of signage shall also adhere to the following standards:
 - a. Maintenance of permitted signs is allowed in all circumstances where maintenance activities do not alter the design of the sign as previously permitted.
 - b. Maintenance shall be performed for all signs in a manner that keeps surface materials and components free of chipping, peeling, fading, cracks, holes, buckles, warps, splinters, rusting, or other wear visible from any abutting street or property. The chief building inspector of the Village of Homewood reserves the right to determine the presence of wear that constitutes a violation of this provision.
 - c. Any sign or component of a sign that is damaged or deteriorated and constitutes a danger or hazard to public safety shall be promptly repaired or replaced. The chief building inspector shall provide written notice to the property owner to repair, replace, or remove the damaged or deteriorated sign. If the action is not completed within 30 days of receipt of the written notice, damaged or deteriorated signs will be removed by the building division at the owner's expense.
 - d. Maintenance for illuminated signs shall be performed in a manner which keeps all lighting and illuminated components in good working condition. Illuminated signs with malfunctioning components shall not be operated until the malfunctioning component is repaired and adherent to the standards of this section. The chief building inspector of the Village of Homewood reserves the right to determine the presence of malfunction or wear that constitutes a violation of this requirement.
 - e. Maintenance for electronic changing message (ECM) signs shall be performed in a manner that keeps all lighting and illuminated components in good working condition. Electronic changing message (ECM) signs with malfunctioning components shall not be operated until the malfunctioning component is repaired and adheres to the standards of this section. The chief building inspector reserves the right to determine the presence of malfunction or wear which constitutes a violation of this requirement.

(Ord. No. MC-1089, § 2.4.(Exh. A), 8-26-2025)

Sec. 44-10-11. Definitions.

- (a) *Interpretation.* The terms and words whenever used in this chapter shall be constructed as herein defined.
 - (1) *Undefined terms.* Any words not defined in this section shall be construed as defined in standard dictionary usage.
 - (2) *Illustrations, tables, or images.* In case of any difference of meaning or implication between the text of this section and any caption, illustration, or table, the text shall control. No image shall be construed to limit the scope or intent of the text of the section.
- (b) *Definitions.* The following terms and words shall be used to interpret and administer the sign regulations found throughout chapter 44-10:

Abandoned sign means a sign that has not advertised a current business, activity, service, owner, or product for at least 180 days.

Abut (or abutting) means a lot, parcel, structure or other feature sharing a common lot line or zoning district boundary, without being separated by a street or alley.

Accessory means any structure, building or object which is subordinate to but located on the same lot as a principal building or use, whether attached or detached from the principal structure.

Address sign means a sign that identifies the street number or any portion of a property address as legally designated by the United States Postal Service or another government entity.

Adjoin (or adjoining). See *Abut*.

Advertising sign means a sign that directs attention to a business, commodity, service or entertainment conducted, sold, or offered on premises other than where such a sign is located or to which it is affixed.

A-frame sign means a freestanding sign constructed of two ridged sheets of material that are hinged on top that is used to display the name of the business, information concerning the services or products provided by the business, and the cost of the same.

Alteration means any change to a sign or sign structure that changes one or more of the following: the location, shape, size, illumination method, material, or appearance of a sign.

Area (sign). See section 44-10-04.

Awning means a permanent or semi-permanent structure composed of non-rigid materials projecting from an exterior wall face of a building. May be permanently fixed in place or retractable against the building to which the awning is affixed.

Awning face means the fixed exterior surface area of an awning, excluding valances.

Awning sign means any permanent commercial messaging affixed to an awning structure.

Background means any area of a sign located behind or around a sign designed to promote the visibility of lettering, logos, or other sign elements.

Balloon means any non-rigid, non-durable sign element filled with lighter-than-air gas and attached to a building, structure, or the ground and designed to direct attention to a commercial business, activity, or profession conducted, or to a commodity, service, or entertainment conducted, sold or offered upon the premises where such a sign is located or to which it is affixed.

Banner means a temporary sign constructed from non-rigid, non-durable materials and attached to a structure, poles, framing, or other rigid fixtures at two or more corners. Messaging is typically printed or attached to non-rigid material. May or may not be a portion of a freestanding structure.

Building means any structure with walls and roof securely affixed to the land and having a permanent foundation, designed or intended for shelter or enclosure of persons, animals, chattels, or movable property.

Canopy means a permanent roof structure supported by columns, posts, or poles and constructed of rigid materials. The structure may be freestanding or attached to a permitted adjacent structure. See *Awning*.

Canopy face means any surface of a canopy structure visible from ground level, excluding the roof (top face) of the canopy structure.

Canopy sign means a sign that is directly attached to a canopy structure. See *Canopy*.

Civic/charitable institution means a nonresidential institution that is non-taxable and is designed to provide a public benefit or service, including, but not limited to, non-profit institutions, religious institutions, and educational facilities.

Clearance means distance as measured from a final grade to the lowest point of a sign structure, excluding support pylons. See section 44-10-04.

Commercial messaging means any message, including text, logos, or other federally protected speech, which is expressly used to direct attention toward or refer to a commercial business, activity, or profession conducted, or to a commodity, service or entertainment conducted, sold, or offered.

Commercial sign means any sign that includes messaging with text, logos, symbols, or other messaging depicting or advertising a commercial product, service, or business.

Compatibility means the interpreted ability for how a proposed sign or structure is designed in a manner which is consistent with adjacent existing development, and minimizes negative impact on existing developments or property surrounding the proposed sign or structure.

Comprehensive signage plan (CSP) means a plan demonstrating the location, size, placement, and design of all signage on a single property. A comprehensive signage plan (CSP) shall contain one or more of the following:

- (1) Location and placement of current and future proposed signs;
- (2) Form standards, including, but not limited to, letter styles, materials, and permitted and prohibited sign types.

Comprehensive sign plans allow the modification of sign requirements, established in section 44-10, to improve design quality, site usability, and site planning innovation to a level higher than is possible should applicable sign regulations be strictly applied.

Contractor-architect sign (or construction sign) means a sign indicating the name and contact information of contractors, architects, or other licensed or approved firms associated with an active construction project.

Copy (sign) means an exterior display surface of a sign, including non-structural trim and backgrounds, which is occupied by messaging (letters, numbers, graphics, or other content) exclusive of the supporting structure to which the sign copy is affixed.

Damage means deterioration to a sign or structure supporting a sign, caused by circumstances outside of the control of a property owner or tenant that results in the loss of usefulness, normal functionality, structural integrity, or value of that sign or structure supporting a sign.

Durability means the interpreted ability of a sign to withstand wear and damage caused during normal operation of a permanent exterior sign. Materials that are unable to withstand such wear and damage for extended periods shall be considered as nondurable materials.

Easement means a legally stated right to use a designated part of property owned by another party for a specified purpose.

Electronic changeable message (ECM) sign means a sign, or a portion of a sign, with characters, letters, or illustrations changed automatically by electronic means without altering the structure or physical surface of the sign.

Encroachment means a permitted placement of a sign within an area that is otherwise prohibited by local ordinance.

Flag means any non-fixed sign imprinted or painted on cloth or similar non-rigid material attached to a pole or other structural element on only one edge or at two corners.

Flashing sign means a sign that includes illumination elements that are not kept in a constant intensity of illumination at all times when in use, or which demonstrates a change in color, direction, or brightness.

Footcandle means a unit of measurement, measuring the brightness of an illumination source. The unit is defined as the brightness necessary to illuminate areas exactly one foot from a source of light equal to one lumen per square foot (lu/ft.A2).

Foundation (sign) means the area of a freestanding sign is measured from the surface grade to the lowest measurable point of the sign area. This area may include structural elements necessary for the construction of the sign or structure supporting the sign, and decorative or architectural elements.

Freestanding sign means any sign permanently affixed to the ground but not to any individual structure or building.

Frontage means the following definitions shall be utilized to interpret frontage requirements in this Code. Refer to specific measurement standards in section 44-10-04.

Lot frontage means the linear distance of a single lot line adjacent to a public street or other public right-of-way.

Multiple frontage/corner lot frontage means the linear distance of all lot lines adjacent to a public street or other public right-of-way when more than one lot line (as defined by section 44-09) is adjacent to the public streets or other public rights-of-way.

Tenant frontage means the linear distance of the facade(s) on which the entrance of a tenant is located, as measured from the maximum extent of the floor area of the tenant space.

Gas station canopy means a canopy structure accessory to automotive use as defined in section 44-03-04 of this zoning ordinance. The structure may or may not protect equipment dispensing fuel or other accessory structures related to automotive use.

Gas station canopy sign means a sign affixed to a gas station canopy structure.

Government sign means any sign constructed or maintained to discharge, enforce, or disseminate information related to a governmental function or posted by a political jurisdiction or government agency as required by law, ordinance, or other public regulation. Signs include, but are not limited to, street signs, signs identifying government buildings, signs directing or managing traffic of any mode, warning signs indicating a potential public hazard, or signs indicating penalties for illegal actions.

Grade (surface) means the level of the finish grade on the ground at the point closest to the location of a sign or structure.

Gross surface area (sign) means the total surface area of a sign, exclusive of structures supporting the sign. Refer to specific measurement standards in section 44-10-04.

Height (sign) means the length from the ground (or grade) to the maximum vertical extent of a sign. Section 44-10-04.

Historical means any structure, messaging or other constructed feature which holds significance due to age, architectural style, cultural association, educational value, or other role in the community's development over time. Historical may or may not refer to structures or other features receiving a formal designation of historical status.

Historical marker means a freestanding sign constructed or maintained by a public or private entity, lacking commercial messaging and for the expressed purpose of identifying the location of a historical event, person, location, or phenomenon.

Historical plaque means a wall sign constructed or maintained by a public or private entity, lacking commercial messaging and for the expressed purpose of identifying the location of or interpreting the significance of a historical event, person, location, or phenomenon.

Historical sign means any sign, whether commercial or non-commercial, that is installed or maintained for the purpose of preserving historical resources, including through the display of historical information or the preservation of structures, messaging, or other features which are determined to provide historical value.

Holiday decoration means non-permanent displays or signs, including lighting, celebrating a national, state, or local government holiday, religious observance, or other event.

Illuminated lighting means illuminated tubing, rope lights, and string lights, including neon, LED, and incandescent, are used to outline, stripe, highlight, or decorate portions of commercial buildings or building elements such as doors, windows, or awnings.

Illuminated sign means any sign that has characters, letters, figures, designs, or outlines lit (internal or external) by electric lights, luminous tubes, or any other light source.

Illumination means light from an artificial source that is either direct (incorporated into a sign or sign structure) or indirect (reflected from another source) and designed to improve visibility or draw attention to a sign or sign structure.

Internal. Illumination from a light source concealed or contained within a sign or sign structure that becomes visible in darkness, shining through a translucent surface or illuminating a portion of a sign or sign structure, such as an electronic screen.

External. Illumination from a light source located away from a sign or sign structure, which casts illumination onto the sign or sign structure. The source of light may or may not be visible.

Image duration means the length of time in which a single static image is displayed, without movement or animation, as measured on a changeable copy or electronic changing message (ECM) board sign.

Instructional sign means a sign installed to support and facilitate traffic flow, wayfinding, and navigation, or support the operation of a particular use or site layout on private property for public benefit. Instructional signs may be freestanding or mounted to the wall of a permitted building or structure.

Integrated center (or multi-tenant center) means a development site with two or more tenants integrated into a building, a series of attached buildings, or separate buildings under single ownership or management, or have contractual agreements between separate buildings' owners, which may or may not share use of parking areas or other structures.

Landmark sign means a sign that has been designated with landmark status by the village board of trustees according to section 22-56 of this Code.

Landscaping means the creation of a finished grade, preserving existing vegetation, installing trees, shrubs, groundcover, grass or other plant material, and maintaining the area to present a well-kept appearance.

Legal nonconforming sign means a sign or sign structure lawfully constructed or maintained according to previous sign regulations and before the adoption of current sign regulations that no longer complies with current sign regulations.

Legibility means the interpreted ability for a sign to be easily read or understood by pedestrians, drivers, or other individuals reading the sign.

Logo means any emblem, letters, characters, pictograph, trademark, symbol or other artwork used to represent or advertise any firm, organization, entity, or provider of a service.

Maintenance means replacing or repairing a part of a sign made unusable or unsightly by ordinary wear and tear or damage beyond the control of the owners, or the reprinting of existing copy without changing the wording, composition, or color of the sign as it was approved.

Marquee sign means a projecting sign extending from a wall face, consisting of a fixed hood, designed primarily for advertising purposes, which is constructed of metal or other noncombustible material, supported solely by and extending from the building to which it is attached.

Maximum sign area means the maximum permitted area for all signs of a particular type on a building.

Menu board sign means a sign constructed adjacent to a drive-through facility or building entrance for the expressed purpose of communicating information about products or services available on-site at a particular location.

Monument (ground) sign means any sign supported by uprights, a solid base, columns, poles, posts, or braces placed in the ground and not attached to any building.

Moving sign means any sign with components with moving elements, regardless of whether the movement is initiated by external means (natural force, human input, etc.) or by internal means (motor, electrical power, etc.). Moving signs include, but are not limited to, flags, banners, pennants, and rotating signs. Signs with moving images without movement of any structural element, such as images on an electronic screen, are not considered moving signs.

Mural means a public-facing artwork applied to an exterior surface of a building or structure that is installed for the purpose of artistic expression, communication or decoration. Murals do not contain text, logos, symbols, or other messaging depicting a product or service, whether on-premises or off-premises, nor any advertising or identification of a particular business. See *Painted sign*.

Neon sign means an illuminated sign is constructed from translucent tubing internally illuminated by neon gas or another electrically charged gas.

Non-commercial sign means any sign that does not include messaging with text, logos, symbols, or other messaging depicting or advertising a commercial product, service, or business.

Nonconforming structure means a structure that was lawfully established prior to, and existing on, the effective date of the ordinance from which this chapter is derived and that does not conform to the requirements of the zoning district in which it is located.

Nonconforming use means a use which was lawfully established prior to, and is being conducted on, the effective date of the ordinance from which this chapter is derived and which does not conform to the requirements of the zoning district in which it is located.

Off-premises advertising means any depiction, including text, logos, symbols, or other messaging, that directs attention to a business, commodity, service, or entertainment conducted, sold, or offered on premises other than where such a sign is located or to which it is affixed.

Off-premises sign means a sign that depicts information about a product, service, business, use, or other activity (whether commercial or non-commercial) occurring on a property or site different from that upon which the sign is located. See *On-premises sign*.

Outline lighting means an arrangement of incandescent lamps or electric discharge tubing that outlines or calls attention to certain features of a building or sign, including, but not limited to, its shape.

Painted sign means a sign that is directly painted or otherwise applied to an exterior surface of a building or structure that contains text, logos, symbols, or other messaging depicting a product or service occurring, provides advertising, identification, or other commercial messaging related to a particular business or use.

Pennant means a freestanding temporary sign constructed from non-rigid, non-durable materials attached to a rigid frame fixed to or placed on the ground. Messaging is typically printed or attached to non-rigid material.

Permitted sign means a sign in compliance with all current applicable sign regulations.

Personal sign means any non-commercial sign which is placed for the purpose of expressing protected speech.

Portable sign means a temporary sign that is not permanently attached to the ground or a building or a structure and may be removed without any special equipment or machinery.

Prohibited sign means a sign, which may not be erected in any zoning district within the Village of Homewood.

Projecting sign means a sign that projects from the exterior surface of a building or structure with a sign area that is perpendicular to the surface to which the sign is mounted.

Projection means the distance between a wall or exterior surface of a building or structure and the maximum extent of a projecting sign mounted to the wall or exterior surface of a building or structure.

Public art means a freestanding structure constructed for artistic expression on property (except single-family residential properties), which does not contain text, logos, symbols, or other messaging depicting a product or service, nor advertising or identification of a particular business. Public art installations may include, but are not limited to, sculptures, monuments, statues, light displays, and other permanent artistic structures.

Pylon sign means a freestanding sign, mounted or otherwise attached to a steel column or other rigid structure, is fixed in the ground and designed to separate the sign area from the ground.

Real estate sign means signs related to the sale, rental, management, or lease of real property.

Replacement means the reconstruction of a sign in the same location as a former sign, with identical specifications to the sign that previously existed at the location.

Rigidity means the resistance of a sign structure or material to bend or move under normal environmental conditions, including typical weather conditions.

Roof sign means a sign or sign structure, any portion of which is erected, constructed, and maintained above any portion of the roof of a building.

Rotating sign means a moving sign that rotates or moves in a circular motion, regardless of whether the movement is initiated by external means (natural force, human input, etc.) or by internal means (motor, electrical power, etc.)

Separation:

Building separation means the distance from a building or structure to a sign or sign structure, as measured to the closest point of the sign or sign structure to the building or structure.

Lot line separation means the distance from a lot line to a sign or sign structure, as measured to the closest point of the sign or sign structure to a lot line.

Sign separation means the distance from a sign or sign structure to another sign or sign structure, as measured from the closest point on either sign or sign structure to one another.

Sign means any name, figure, character, outline, display, announcement, messaging, or device designed to attract attention outdoors toward any particular purpose, use, or activity requiring the issuance of a sign permit by the Village of Homewood. A sign shall not include landscaping elements, architectural elements, or support structures, which comprise a sign structure. See *Sign structure*.

Sign permit means a building permit is issued for any sign or sign structure that complies with all current applicable sign regulations of the Village of Homewood.

Sign structure means any structure supporting a sign. Sign structures are not included in any sign area measurement. See section 44-10-04. See *Sign*.

Site means a zoning lot or parcel with boundaries within which the construction or alteration of a sign or sign structure is proposed.

Streamer. See *Banner*.

Temporary sign means any sign, banner, bunting, pennant, valance, or advertising displayed for a limited time allowed by this Code or village ordinances or regulations.

Traffic control sign means a government sign designed to communicate public safety or law enforcement information related to the movement of vehicle or pedestrian traffic, parking requirements, or other traffic information. This definition does not include signs constructed on private property to support and facilitate traffic flow, wayfinding, and navigation, or supporting the operation of a particular use or site layout on private property. See *Instructional sign*.

Transparent area means any area, including windows, doors, or other openings in a building or structure, which permits visibility of the interior of a building or structure from the exterior of the same building or structure.

Valence (awning) means a non-fixed hanging portion of an awning structure.

Variance (sign) means a variation from sign requirements approved by the Village of Homewood due to a particular extenuating hardship not self-imposed by the property owner.

Visibility means the interpreted ability of a sign to be viewed easily from the location of its intended audience.

Wall sign means a sign that is attached to or affixed to the wall of a building or structure.

Window sign means a sign, whether temporary or permanent, located within a transparent area of a building with the expressed intent of being visible from the exterior of a building. Window signs include signs located interior of a building that are visible primarily from the exterior of a building.

(Ord. No. MC-1089, § 2.4.(Exh. A), 8-26-2025)