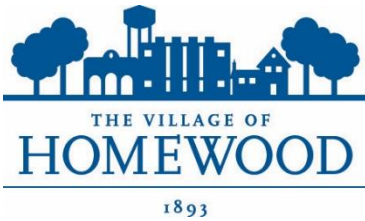


MEETING AGENDA



Appearance Commission

Village of Homewood

February 06, 2025

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.

Commission Meeting will be conducted remotely via Zoom as allowed by Governor Pritzker's Executive Order 2022-07. 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 minutes from the November 13, 2024 meeting of the Appearance Commission.

Approve minutes from the January 16, 2025 meeting of the Appearance Commission.

4. Public Comments

5. Regular Business:

A. **Public Workshop** for Village Sign Code Update

6. Old Business:

7. New Business:

8. Adjourn

Everyone entering the Village Hall must wear a face covering.

The public is invited to the meeting using the link below to join Webinar:
<https://us06web.zoom.us/j/84411188079?pwd=RzFRZzZmeC9RU25CN0ZhyZA0S0V6UT09>

To listen to the Meeting via phone: Dial: 1-312-626-6799
Webinar ID: 844 1118 8079 Passcode: 170845

VILLAGE OF HOMEWOOD



MEETING MINUTES

DATE OF MEETING: **November 13, 2024**

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 6:03 pm.

ROLL CALL:

Members Quirke, Kluck, Scheffke, and Chair Hrymak were present. Members Banks, Preston and Kidd were absent.

In attendance from Village staff was Director of Economic and Community Development Angela Mesaros, Assistant Director of Economic, and Community Development Noah Schumerth, and Building Department Secretary Darlene Leonard. There were two members of the public in the audience, and no members of the public were in attendance at the Zoom virtual meeting.

APPROVAL OF MEETING MINUTES:

Chair Hrymak asked for any corrections or changes to the minutes from the October 3, 2024 meeting.

Member Quirke stated on page 7 of the minutes, he is listed under the vote for both Aye and Nay. He voted Aye. The Nay should be changed to reflect Member Preston's vote.

Motion for approval of the amended minutes by Member Banks; seconded by Member Kluck.

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

NAYS: None

ABSTENTIONS: None

ABSENT: 3 (Members Banks, Preston, and Kidd)

Chair Hrymak congratulated Angela and Noah on receiving the Healthy and Active Community Award for the Downtown TOD Master Plan.

PUBLIC COMMENTS:

None.

REGULAR BUSINESS:

CASE 24-45: Appearance Review of 2124 183rd Street Redevelopment

Chair Hrymak introduced the case and Assistant Director Schumerth presented staff findings.

Member Quirke asked if the materials in the proposal are existing.

Assistant Director Schumerth stated yes, with the exception of the metal from and composite boards.

Chair Hrymak asked if the “video” room in plans referred to video gaming, and asked about the patio fencing.

Assistant Director Schumerth stated yes, and it would be similar to what is in other businesses. The fence would be the same materials or the brown composite material and metal framing. Assistant Director Schumerth recommended approval conditioned upon the submittal of a photometric plan for the light fixtures, and impactation to the surrounding properties.

Animesh Kumar stated this would second location in Homewood with the first being the Shell station next door. The restaurant menu would be Italian fusion and the first location outside of Florida.

Mr. Kumar stated after the pandemic, people like to dine outside and added that his only concern is the patio would be next to the dumpster enclosure, but they are still working on the location. Mr. Kumar stated they are hoping to go higher with the dumpster enclosure.

Mr. Kumar stated they will have the interior design completed soon, but because it is already November, they probably won't start active construction soon.

Member Quirke asked Staff if they missed the opportunity for TIF incentives.

Staff Liaison Mesaros stated that there was a TIF, but it expired last year.

Member Quirke asked if remediation or vents would be needed, how parking will be handled, if there will be a full bar and if there will be a grease trap.

Mr. Kumar stated the NFR said they cannot do certain things and they cannot do any excavation in the area or leave it dirt the area has to be paved and they don't need vents. There will be 12 designated parking space and is aware it will be a challenge because of the number of anticipated customers. And added, the employees will park next door at the Shell station because there is ample parking there. There will be a full bar and the grease trap will be on the exterior.

Chair Hrymak asked if it is a franchise.

Mr. Kumar stated “yes but no.” The parent company does not do franchises, but he knows the owner of the existing restaurant concept and was given “free rein” to operate, as long as he doesn't change the menu. They can even change the name, if desired.

Chair Hrymak asked about the sign location and if there will only be the one sign.

Mr. Kumar stated the sign in the renderings is not the sign that is to be constructed; it's just a placeholder for the sign location. The signs in the drawings show sign location on the building. There will be another sign by the patio. They will change the sign from the one at the Florida location because the colors are dark.

Chair Hrymak asked Staff if the Appearance Commission will review the sign.

Staff Liaison Mesaros stated only if the sign needs a variance.

Chair Hrymak stated the owner flow parking would be in the neighborhood, and suggested that signage be installed directing people to the public lot by Blueberry Hill.

Mr. Kumar stated they did a traffic study on a Friday and Saturday and they expect 8-9 customers at any given time. But for handling more people, parking will be available at the Shell. Kumar stated he has bought the property behind this one that will be used for managers housing and parking.

Member Scheffke suggested the dumpster be placed at the neighboring property.

Mr. Kumar stated if such placement is allowed, he will locate the dumpster there.

Member Quirke stated the applicant will have to watch for people parking on the site and going across the street to Lassen's Tap.

Motion for approval of Case 24-45 Appearance Review, 2124 W 183rd Street Redevelopment as proposed on the drawings submitted by J. Scott McKay, Architect, dated September 27, 2024, subject to the condition of a photometric plan submittal by Member Kluck; seconded by Member Scheffke

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

NAYS: None

ABSTENTIONS: None

ABSENT: 3 (Members Banks, Preston, and Kidd)

CASE 24-43: Signage at Dave's Hot Chicken, 17631 Halsted Street

Chair Hrymak introduced the case and Assistant Director Schumerth presented it staff findings.

Member Quirke asked if it was 3 signs or 3 signs and the monument sign.

Assistant Director Schumerth stated it is wall signs and a monument sign. There is a need for 39.7 square feet of additional signage. Staff recommends approval of the variance for the additional 39.7 square feet of signage.

Katie Pino stated Dave's Hot Chicken is one of top growing fast casual restaurants and there is one opening in Orland Park in the next 30 days.

Member Scheffke asked if the building would be painted white.

Assistant Director Schumerth stated after discussions with staff on the color of the building, the applicant came back with white walls and a red roof.

Ms. Pino stated that is the proposal.

Member Quirke asked what the rest of the colors are in the renderings and stated they feel like signage.

Ms. Pino stated they are drawings or murals on the sides of the building that look like a peeling back of the wall, similar to peeling brick. They are unique graphics created on site with the Dave's colors.

Ms. Pino stated she would agree to remove the sign on the side of the building, but would like to keep the one on the rear of the building.

Member Kluck stated the colors are more something of interest like bricks showing though similar to a Mexican restaurant, and that it is not signage. The colors just create interest. Member Kluck added there is a lot of landscaping in front and he is in favor of the signage.

Ms. Pino stated that when being so far back from the street is it important to be seen.

Chair Hrymak stated he is not thrilled about a variance for more signage or how bright it is with the new color; he is not sold on the white. Chair Hrymak added that he is aware that Mod Pizza wasn't there long in part because it couldn't be seen and that they have no say in the paint, just the signage.

Ms. Pino stated they can remove the sign on the south side, but would like to retain the sign on the back.

Chair Hrymak asked staff if it is considered signage if it's in the window.

Staff Liaison Mesaros stated it is.

Chair Hrymak stated he would be okay with the variance if the one on the side is removed. Chair Hrymak reiterated that he is "not a fan" of concept #1 on the provided table, and that he prefers #3, which matches the existing building.

Member Kluck stated a neon sign could potentially be installed in the window.

Ms. Pino stated such a sign would still be considered signage if it has the logo. They would tie the neon interior with the area and what it is known for. The rear signage is much more valuable for people to see as they go by to Target.

Member Scheffke stated the contrast between the colors and the white is very striking.

Member Quirke stated he has strong reservations about the entire proposal as the problem doesn't present a hardship and the code is very clear about what a hardship is. Quirke stated that the proposal bends all the rules too many times.

Ms. Pino stated the property is pulled back off Halsted, and the building is not noticeable because it is set back further from the street.

Staff Liaison Mesaros stated the KFC is currently white and red, similar to what is proposed.

Assistant Director Schumerth stated the signs are red, white, and yellow. The areas are not considered signs because they do not reference the company.

Chair Hrymak stated his preference is to keep the square footage at 119.85. He is not willing to do the variance as he thinks this will be noticeable with all the colors.

Motion for approval of Case 24-52 sign variance, Dave's Hot Chicken at 17631 Halsted Street, to permit an increase in the maximum sign area from 119.8 square feet to 159.5 square feet made by Member Scheffke; seconded by Member Kluck

Ayes: 2 (Members Scheffke and Kluck)

NAYES: 2 (Member Quirke and Chair Hrymak)

ABESTENTIONS: None

Absent: 3 (Members Banks, Preston, and Kidd)

Chair Hrymak stated it did not pass and the signs will have to meet the 119.8 square footage.

Ms. Pino asked if the rear sign is reduced to 20.5 square feet and if they remove the side sign could it be approved. It would reduce the request by approximately 29 square feet.

Staff Liaison Mesaros stated it would cut the variance proposed in half.

Assistant Director Schumerth stated it would be an increase in sign area of 14.2 square feet. Chair Hrymak stated it would go from the existing 119.8 to 134 square feet.

Assistant Director Schumerth stated it would be an increase of 11% instead of the 33%.

Motion to approve Case 24-52 sign variance, Dave's Hot Chicken at 17631 Halsted Street, with a change to 19.8 to 134 square feet and removal of the side sign and reduce the rear sign by 9.5 square feet for a variance of 14.2 square feet as proposed in the drawings by member Scheffke, seconded by Member Kluck.

Member Quirke asked about the colors.

Chair Hrymak stated they are not under their purview.

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

NAYES: None

ABESTENTIONS: None

Absent: 3 (Members Banks, Preston, and Kidd)

Member Kluck asked the timeframe to open and if the patio will remain.

Ms. Pino stated she wasn't sure, but was hoping by the end of the year. Pino stated that the patio will remain, as a majority of the chain's locations have them.

OLD BUSINESS:

Chair Hrymak stated he didn't see any change to the Essence Suites signage, the sign at Saint Joe's is done but the yellow doesn't go, the Gottschalk house is done, the Casino is open, and the mural by Stoney Point is interesting and not what was expected. And asked if it was complete.

Staff Liaison Mesaros stated the mural is complete.

Chair Hrymak stated it is very creative. Chair Hrymak said that the mural is very simplistic yet nice, and the word Homewood is hidden in the mural somewhere.

Member Kluck observed there are train tracks running through it.

Chair Hrymak asked if there is a landscape plan for the western entrance.

Staff Liaison Mesaros stated there is nothing yet.

NEW BUSINESS:

Chair Hrymak asked can something be added to the new ordinance when the painting on the building is not harmonious with the area.

Member Quirke stated the ordinance says harmonious and the Dave's proposal is not.

Member Scheffke said if the building is being painted, it is part of the corporate identity and then the whole building could be considered as a sign.

Assistant Director Schumerth stating it is a challenge to regulate color. A permit is not needed nor is the contractor needed to register. There is no clear trigger with the Village to lead to a review.

Building Department Secretary Leonard stated a change in the Municipal Code would be required in order to require permits and have contractors register for painting and that would need to be discussed to the Village Attorney and the Village Manager.

Assistant Director Schumerth stated they can look at when color could constitute a sign when addressing the new Sign Code. Schumerth said if there is something that has commercial messaging within it, it can be looked at it and reviewed as a sign. Schumerth said that the Village doesn't want to call things signs when they aren't and not call things signs that are, and that this discussion will have to continue with the Village Attorney.

Chair Hrymak asked if signage would be approved by Staff or if it would go in front of the Appearance Commission for approval.

Member Scheffke stated if the signage meets code then it would be judgmental and is too subjective.

Member Quirke stated he thinks they are getting too close to having too many allowances and stretching so much they won't be able to get back to the ordinance in sign reviews.

Member Scheffke stated the rules don't change because of the stretch.

Staff Liaison Mesaros stated they are looking at a new Appearance Plan and Sign Code. The Commission has the ability to look at every sign and they did so in the past. Mesaros stated that it was a lot of signs to review, and it became too much to effectively look at. Mesaros stated that staff can always send signs over to the Commission to review.

Member Quirke stated they don't want to look at every sign, but wants to look at every plan.

Member Scheffke stated he would like to see every sign.

Assistant Director Schumerth stated they can make a condition to require signage to be reviewed when it's a new development package and they can require signage plans for multi-tenant buildings.

Member Scheffke asked is a permit is required for every sign.

Building Department Secretary stated no. If a panel of an existing sign was broken and needs replacing a permit is not required. But one is required if it is a new business or the sign is changing.

Chair Hrymak asked if the next meeting will be about the new sign code.

Assistant Director Schumerth stated that is the plan.

Chair Hrymak asked if directional signage can be regulated, especially on the interior of a location and asked about the gateway signage.

Staff Liaison Mesaros stated regulating directional signage can be looked into and any gateway signage will come before the Commission.

Member Quirke stated landscaping should be looked at carefully including the initial review and enforcement.

Staff Liaison Mesaros stated landscaping is very aggressive in the new Zoning Code and the enforcement is through Code Enforcement.

ADJOURN:

A motion was made for adjourning the meeting by Member Kluck; second by Member Scheffke.

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

NAYS: 0

ABSTENTIONS: 0

ABSENT: 3 (Members, Banks, Preston, and Kidd)

The meeting was adjourned at 8:00 pm.

Respectfully submitted,

Darlene Leonard

Darlene Leonard, Building Department Secretary

Meeting Minutes | November 13, 2024

7 of 7

Last Revised: 01/31/2025

VILLAGE OF HOMEWOOD



MEETING MINUTES

DATE OF MEETING: **January 16, 2025**

APPEARANCE COMMISSION

6:00 pm

Village Hall Board Room
2020 Chestnut Street
Homewood, IL 60430

CALL TO ORDER:

Chair Hrymak called the meeting to order at 6:05 pm.

ROLL CALL:

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

In attendance from Village staff was Director of Economic and Community Development Angela Mesaros, and Building Department Clerk Charise Campbell. Assistant Director of Economic Community and Development, Noah Schumerth was absent. There were no members of the public in the audience, and no members of the public were in attendance at the Zoom virtual meeting.

Tikia Kidd resigned due to schedule and Chair Hrymak thanked Member Kidd for her services.

APPROVAL OF MEETING MINUTES:

Chair Hrymak asked for any corrections or changes to the minutes from the November 13, 2024 meeting.

Chair Hrymak stated to correct the following items from the minutes:

- Pg. 4 change Essence Suites to Dave's Hot Chicken.
- Pg. 5 he stated to the correct the spelling of the word "signs".
- Pg. 7 add the Appearance Commission should be more involved with the approved plans for signs.
- Pg. 8 add Member Kluck stated its more of a Fire Department issue.

The Commission declined to make a motion on the amended minutes.

PUBLIC COMMENTS:

None.

REGULAR BUSINESS:

25-01 SIGN CODE UPDATE

Staff Liaison Mesaros stated the Village Attorney states that it is important to provide definitions when making revisions to the code.

Staff Liaison Mesaros stated that the purpose of the meeting is to collect questions and concerns regarding Sign Code Update before the next workshop with the Appearance Commission.

Chair Hrymak requested a map of the zoning district with descriptions.

Staff Liaison Mesaros provided an introduction to the proposed updates to the Sign Code. Mesaros stated that the last major amendment to the code was in 1997.

Staff Liaison Mesaros stated that the proposal includes moving the Sign Code into the Zoning Ordinance.

Staff Liaison Mesaros noted that changes to the format will include organizing the code by sign type, replacing long text with tables which are consistent with the existing Zoning Ordinance, and adding graphics. Mesaros noted that the consultant who worked with the Zoning Ordinance will also complete graphics for this plan.

Staff Liaison Mesaros stated that a key issue is that the B-1 and B-2 districts have different sign regulations, but it is hard to understand the differences in the regulations for these unique areas. Mesaros noted proposed changes to regulations for electronic changing message board signs and awning signs, and the addition of new sign types and maintenance standards.

Staff Liaison Mesaros stated that new procedures for sign variances, permitting, and historical sign designation are provided in the proposed update. Mesaros noted that procedures are also provided for Comprehensive Sign Plans (CSPs), sign abandonment and amortization.

Staff Liaison Mesaros discussed the tentative timeline for approval.

Member Scheffke stated the new code will help keep discussions on track when hearing new cases from applicants.

Member Scheffke offered a correction of the date for the proposed Planning and Zoning Commission hearing for the proposed code.

Member Scheffke noted that it will be challenging for discussion to be contained in a single meeting.

Chair Hrymak noted that there are duplicate pages on pages 28-29 and 30-31.

Chair Hrymak asked that restating definitions in code language being reviewed could help with clarity for the Commission to understand what they are reading.

Chair Hrymak asked for clarification about how ECMs and monument signs are described in the new code, since the code for ECM signs includes provisions for ECMs placed within ground signs.

Chair Hrymak noted that on page 35, image display duration should be "no less than," not "exceeding." Staff Liaison has not

Chair Hrymak asked for clarification about what a pylon sign is. Staff Liaison Mesaros said they are the same as pole signs in the current code.

Chair Hrymak expressed concern about eliminating electronic changing messages on pole signs. Staff Liaison Mesaros noted that some existing pylon signs on Halsted Street include electronic changing message boards, and that this regulation should be discussed.

Chair Hrymak asked what was meant by the proposal to prohibit painted signs on awnings. Staff Liaison Mesaros noted that this requires that these signs are professionally applied and can't just be hand painted onto an awning.

Member Kluck stated that a definition is needed for gas station canopy signs to make it clear what is being regulated for these canopy signs in the code.

Chair Hrymak expressed concerns about frosted window installations in the Village. Chair Hrymak asked if frosted windows are counted as sign area, and what can be done to mitigate this type of window coverage.

Member Banks stated that in La Grange, since public safety officials needed to look into windows, frosted material is counted as signage and adds to percentage of window coverage. Chair Hrymak expressed agreement with La Grange's regulation.

Chair Hrymak asked for the definition of pennants. Chair Hrymak stated that the consecutive sign language may allow sign to be placed one day after the allowed time period ends.

Staff Liaison Mesaros noted that "window signs" language in the section on pennants should be replaced with "pennants."

Chair Hrymak asked for clarification on language about damage and how damage is defined. Staff Liaison Mesaros noted that it may be best to combine "major repair damage" and "major repair cost" sections.

Chair Hrymak expressed support of the amortization section.

Chair Hrymak asked if language should be stronger for Village removal of abandoned signs. Member Banks stated that the language could be replaced with "Village discretion" to allow for flexibility. Chair Hrymak stated he wished to remove flexibility for abandoned and amortized signs.

Staff Liaison Mesaros added that language "at the owner's expense" should be added for sign removal.

Chair Hrymak asked if aesthetics of the property are being considered in Appearance Review by the Commission. Staff Liaison Mesaros stated that staff would look into adding language.

Chair Hrymak asked if the consideration of aesthetics could be put into the definition and purpose of the Appearance Review itself.

Chair Hrymak asked what is meant by language consulting other governmental bodies. Staff Liaison stated that staff would consider changes to the language.

Chair Hrymak praised the changes to require design review of mural and public art installations.

Chair Hrymak asked if the option to defer cases to the Village Board was something the Commission could do already. Staff Liaison Mesaros said no, and that the language was new in the code update.

Chair Hrymak expressed support of Planning and Zoning Commission approvals being required prior to Appearance Review.

Chair Hrymak asked what it means that murals and public art installations are considered accessory uses. Staff Liaison Mesaros said that they will be defined in the definitions of the proposed code update. Mesaros stated that the accessory use language refers to other sections of the Zoning Ordinance.

Chair Hrymak asked about content-based restriction language. Staff Liaison Mesaros clarified that all regulations need to be content-neutral.

Member Preston commended staff for the work put into the proposed code update.

Staff Liaison Mesaros noted that changes will be made to the draft code and definitions will be provided prior to the next workshop with the Commission.

NEW BUSINESS:

None.

OLD BUSINESS:

Member Scheffke asked about the paint work done on Dave's Hot Chicken at 17631 Halsted Street and expressed concerns about the appearance of the building. Staff Liaison Mesaros noted the main public concern has been why a part of the building belonging to another tenant is unpainted.

ADJOURN:

A motion was made for adjourning the meeting by Member Kluck, second by Member Preston.

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

NAYS: 0

ABSTENTIONS: 0

ABSENT: 2 (Members Quirke and Kidd)

The meeting was adjourned at 6:49 pm.

Respectfully submitted,

Noah Schumerth

Noah Schumerth, Assistant Director of Economic and Community Development

VILLAGE OF HOMEWOOD



MEMORANDUM

DATE OF MEETING: February 6, 2025

To: Appearance Commission

From: Noah Schumerth, Assistant Director of Economic and Community Development

Through: Angela Mesaros, Director of Economic and Community Development

Topic: Case 25-01: Sign Code Update – Appearance Commission Workshop

DOCUMENTS FOR REVIEW

Title	Pages	Prepared by	Date
New Village Sign Code Draft		Economic and Community Development (ECD) Department	01/29/2025
Existing Village Sign Code (Section 30, Village Code of Ordinances) - Municode		Village of Homewood	07/13/2021
Code Comparative Table		Economic and Community Development (ECD) Department	01/03/2025
Zoning Map - Village of Homewood		Village of Homewood	01/10/2023
Zoning Districts - Purpose and Intent		Village of Homewood	01/10/2023

PROJECT INTRODUCTION

The Village Sign Code, located in Section 30 of the Village Code of Ordinances, is the Village's set of regulations for any property owner or applicant seeking to install signage within Village limits. The regulations dictate form and construction requirements for signs and define Village procedures related to the approval and regulation of signs.

The Village initiated a process to overhaul the Village Sign Code in late 2022. The last major amendment to the Village Sign Code was completed in 1997, with another set of minor amendments completed in 2004. The Sign Code predates the Appearance Commission (established in 1998). The Commission reviews and approves sign variances, and the Appearance Plan (also established in 1998). The Appearance Plan provides additional design guidelines for signage in the Village.

The Sign Code also predates the recently adopted new zoning ordinance by 26 years. Since the adoption of the original Sign Code in 1997, there have been broad changes to how signs are designed and reviewed, including changes in signage and lighting technology and shifts in legal precedent surrounding sign regulation and its role in protecting (or limiting) constitutional rights. Additionally, the built environment of Homewood has seen significant changes since the adoption of the current Village Sign Code. These include development in the Downtown area and changing development demands in the Village's other commercial corridors. A new Sign Code will modernize local regulations to meet the current legal, technological, and aesthetic challenges surrounding signage in Homewood.

DISCUSSION

At the Appearance Commission meeting on January 16, 2025, Commissioners received an initial introduction to the Sign Code Update project, including a draft document.

Please refer to the January 16, 2025 packet for information previously provided, including information on project goals and a summary of all sign code changes proposed.

Additional project information has been provided below. New attachments have been provided for review.

TIMELINE

Since 2022, Village staff has completed a lengthy process to prepare the attached draft of the updated Sign Code for review by the Appearance Commission. The process has included widespread public engagement for input on future sign regulation in the Village. Staff has engaged in careful analysis of best practices for sign regulation in peer and aspirational communities in the Chicago metropolitan area, as well as legal review with resources from various planning and legal agencies.

Table 1. Project Schedule to Date (2022 – 2025)

Review	Date
Public Engagement – Fall Fest 2022	September 24, 2022
Public Charrette/Workshop – Sign Code and Appearance Plan	March 8, 2023
Public Engagement – Holiday Lights	December 6, 2023
Resident Public Survey – Sign Code and Appearance Plan	December 2023 – January 2024
Business Public Survey – Sign Code and Appearance Plan	December 2023 – January 2024
Appearance Commission Workshop	March 3, 2024
Peer/Aspirational Community Research and Code Analysis	April 2024 – June 2024
Sign Code Draft Development	July 2024 – December 2024

This workshop serves as the second review of the draft of the updated Sign Code by the Appearance Commission. Following this workshop, recommendations will be required from the Appearance Commission, the Planning and Zoning Commission, with final approval by the Village Board.

Table 2. Proposed Remaining Project Schedule

Review	Date
Staff Review (Economic and Community Development, Building Dept./FD, Public Works)	December 20, 2024 – February 20, 2025 (ongoing)
Appearance Commission Workshop #2	February 6, 2025
Appearance Commission Public Meeting	March 6, 2025
Planning and Zoning Commission Public Hearing	March 13, 2025
Village Board of Trustees Public Meeting	March 25, 2025

All dates subject to change during review of draft Sign Code Update.

RECOMMENDED APPEARANCE COMMISSION ACTION

This item is presented at this meeting for an additional in-depth review and workshop with the Appearance Commission. The final version of all proposed Village Sign Code amendments will be reviewed for a formal recommendation at a future public meeting of the Appearance Commission.

No motion required.

VILLAGE OF HOMEWOOD



DRAFT Proposed Sign Code Update

Prepared By: Economic and Community Development Department

Village of Homewood, Illinois

Revised Version

January 30, 2025

Appearance Commission Review Copy

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44-10-08. Comprehensive Sign Programs

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44-10-09. Legal Non-Conforming Signs

- A. Applicability**
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- D. Exceptions**
- E. Sign Amortization and Abandonment**

44-10-10. Construction and Maintenance Standards

- A. Construction standards**
- B. Maintenance standards**

44-10-11. Definitions

The following sections in *italics* are not included in the new section dedicated to the Sign Code (Section 44-10), but are proposed to be included elsewhere in Chapter 44 of the Village Code of Ordinances.

44-07-13. Sign Procedures

- A. Sign Permit Review***
- B. Comprehensive Sign Program (CSP) Review***
- C. Sign Variance***

44-07-14: Appearance Review

- A. Procedures***

44-07-15: Mural and Art Installation Review

44-04-14.C Murals and Art Installations

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:

- 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 and form of existing or proposed development.
- Balance the aesthetic improvement 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.

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 Section 40-10-02(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(A). Any exempt sign type constructed, maintained, displayed, or altered within the Village shall be subject to applicable building codes adopted by the Village of Homewood.

Table 44-10-02.B.1. Exempt Signs			
Sign Type	Number Permitted	Maximum Size	Other Requirements
Address signs	1 per zoning lot	1.5 square feet	N/A
Construction signs	1 per construction permit	10 square feet	N/A
Flags of the United States, State of Illinois, or other local jurisdiction,	N/A	N/A	N/A
Holiday decorations	N/A	N/A	N/A
Official flags and emblems	N/A	20 square feet per flagpole	N/A

Political signs on private property	N/A	32 square feet	N/A
Service signs	N/A	2 square feet	N/A
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 Section 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 message content of a sign.
2. In no event shall consideration for approval be based upon the principal use to which a sign is an accessory, except where applicable use restrictions are provided within the content of this chapter.
3. All approved signage shall be accessory to a permitted use on any given property.
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 regulation of any 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.

44-10-03. Sign Measurements**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:

1. Signs on fences and walls not part of a building or structure
2. Signs located on stationary vehicles with the primary purpose of attracting attention or providing messages
3. Signs including illuminated tubing, rope lights, string lights, and other exposed lighting tracing sign features or messaging
4. Flashing signs
5. Moving signs
6. Advertising signs
7. Lighted window signs
8. Roof signs
9. Signs mounted to trees, utility poles, or other areas not designed to support the installation of a sign or sign component
10. Signs located in public right-of-way, unless explicitly permitted by regulations or exempted from regulation.
11. Off-premises signs

44-10-04. Sign Measurements

A. Sign Area Measurements

1. Wall Signs

a. **Wall Signs 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 Signs 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. graphic showing wall sign with and without background with dimension lines]

2. Freestanding Signs

a. **Monument Signs.** For any freestanding monument sign, the area of the sign shall consist of the smallest geometry forming a perimeter around all sign elements, 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 freestanding monument sign, the area of the sign shall consist of the smallest geometry forming a perimeter around all sign elements, 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.**

[Figure 44-10-04.A.2. graphic showing generic pole sign and monument sign examples from SketchUp library with dimensions included]

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 **Section 44-10-04.B.1.a** shall be measured as the vertical distance from the finished 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. graphic showing height of wall sign and freestanding sign of choice from SketchUp library]

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 6' 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 **44-10-04.B.2.a** or **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. graphic showing clearance of pole sign, awning sign with valence, wall sign – use simple examples]

C. Frontage Measurements

1. **Lot Frontage.** Lot frontage is to be measured as the length of a lot 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 length of each side of the lot 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 facing a street or other public right-of-way. 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. graphic showing lot frontage and tenant frontage on a single image – outlines of lot and building with tenants identified (corner tenant and single tenant)]

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 the following permitted signs:

- a. One (1) nameplate sign not exceeding one square foot in area, which may be combined with an address sign.
- b. Non-commercial and non-illuminated signs behind or affixed to windows or doors.

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 40-10-05.A.**

	R-1	R-2	R-3	R-4	Permitted Multi-Family in Non-Res. Districts
Permitted	No	No	Yes	Yes	Yes
# Permitted			1	1 per vehicle entrance from collector/arterial road	1 per vehicle entrance from collector/arterial road
Location			At the primary vehicle entrance	At vehicle entrances	At vehicle entrances
Max. Height			5'	6'	6'
Max. Area			20 s.f.	32 s.f.	32 s.f.
Min. Setback			3'	3'	3'
AC Required?			Yes	Yes	Yes

- b. One (1) Multi-Family Wall Sign to display the name of the building, subject to the provisions of **Table 40-10-05.B.**

	R-1	R-2	R-3	R-4	Permitted Multi-Family in Non-Res. Districts
Permitted	No	No	No	Yes	Yes
# Permitted				1	1
Location				Any wall face, not oriented toward adjacent residentially-zoned property or existing residential uses	Any wall face, not oriented toward adjacent residentially-zoned property or existing residential uses

Max. Height				6'	6'
Max. Area				32 s.f.	32 s.f.
AC Required?				Yes	Yes

c. Non-commercial and non-illuminated signs behind or affixed to windows or doors of each dwelling unit.

3. 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:

- a. One (1) freestanding monument sign subject to the provisions of **Table 44-10-06.B.5** OR one (1) freestanding electronic changing message (ECM) sign subject to the provisions of **Table 44-10-06.B.6.**
- b. Identification wall signs shall not exceed 32 square feet for any individual sign.

2. Maximum Sign Area. The total area of signage displayed on any given buildings or premises used for use defined in this chapter as civic and charitable institutions shall not exceed 100 square feet.

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.** Only 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 the Village Code of Ordinances, shall be considered exempt from the standards in this Chapter.
- 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 Village Board of Trustees as described in **Section 22-56** of the Village Code of Ordinances.

2. Historic 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. **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.** Any historical plaque 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 not be greater than 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.

44-10-06. Non-Commercial and Historical 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.B.1**. All permitted sign types are subject to the provisions and standards for each sign type stated in this section.

Table 44-10-06.B.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
Wall Sign	P	P	P	P	P	P	P	44-10-06.B.1
Projecting Sign	P	P	P	P				44-10-06.B.2
Monument Sign	AC	AC	AC	AC	AC	AC	AC	44-10-06.B.3
ECM Sign	AC	AC	AC	AC			AC	44-10-06.B.4
Pylon Sign			AC	AC				44-10-06.B.5
Canopy Sign	P	P	P	P	P			44-10-06.B.6
Gas Station Canopy Sign	AC	AC	P	P				44-10-06.B.7
Awning Sign	P	P	P	P	P			44-10-06.B.8
Retractable Awning	P	P	P	P	P			44-10-06.B.8
Marquee Sign	AC	AC	AC	AC				44-10-06.B.9
Painted Wall Sign	AC	AC	AC	AC				44-10-06.B.10.a
Window Sign	P	P	P	P	P			44-10-06.B.10.b
Instructional Sign	P	P	P	P	P	P	P	44-10-06.B.10.c
Menu Board Signs			AU	AU				44-04-14.D.1

P = Permitted; AC = Appearance Review Required; AU = Specific Uses/Additional Use Requirements

B. Commercial Sign Regulations

1. Wall Signs

a. All wall signs, as defined in **Section 44-10-11** of this Chapter, shall conform to the following standards:

Table 40-10-06.B.2. Wall Sign Requirements by Zoning District

Sign Type	B-1	B-2	B-3	B-4	M-1	M-2	PL-1/PL-2
Permitted	Yes						
Number Allowed	1 per tenant(4)						
Sign Area	1 s.f. per 1 lineal foot of frontage		1.5 s.f. per 1 lineal foot of frontage			1 s.f. per 1 lineal foot of frontage	
Max. Sign Area (per sign)	60 s.f.		300 s.f.			60 s.f.	
Height	(1)						
Illumination	Internal/External		Internal Only			Internal/External	

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

1. Sign Maximum Height. All wall signage shall be limited in height by the height of the building on which the sign is located or 25 feet above grade, whichever is lower.

2. Sign Base Clearance. The base of any wall sign shall be no lower than 9 feet above grade.

3. Encroachments. No wall sign shall project more than 24 inches into a public right-of-way.

4. Signs on Multiple Frontages. Tenants or buildings with additional frontages as defined by this ordinance shall be permitted to install one (1) additional sign per frontage. No more than one (1) 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.

2. Projecting Signs

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

Sign Type	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 s.f.						
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', whichever is lower.

2. Sign Base Clearance. The base of any wall sign shall be no lower than 8 feet above grade.

3. Maximum Projection. All projecting signs shall meet the following projection standards:

i. No projecting sign may project more than 5 feet, as measured from the wall face from which the sign is projecting.

ii. Projecting signs with projections of greater than 3 feet shall have a minimum separation of 6" from the wall face from which the sign is projecting.

4. Encroachments. No projecting sign shall project more than 5' into the public right-of-way. No encroachment shall be permitted within 2' of any curb line on a public street.

5. Signs on Multiple Frontages. Tenants with more than one frontage may construct one (1) additional projecting sign on one (1) additional façade. No more than one (1) 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.

3. 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.3. Monument Requirements by Zoning District							
Sign Type	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 s.f. (2)		40 s.f. (2)		80 s.f. (2)		40 s.f. (2)
Height	5' (3)		8'(3)				
Illumination	Internal/External						

b. All monument/ground signs shall conform to the additional form standards below:

1. Number of Signs 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 (1) additional monument/ground sign may be permitted per building.

ii. Extended Frontage. Where lot frontage exceeds 300 feet, up to one (1) additional monument/ground sign may be permitted.

iii. Multiple Frontages. Where lots have greater than one frontage, one (1) additional monument/ground 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/ground 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 2' of sign height may be permitted if the area above 8 feet in height is used solely for architectural features.

4. Building Separation. Monument/ground signs shall be located at least 10' from any other structure, including accessory structures.

5. Lot Line Separation. Monument/ground signs shall be located at least 10’ 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 3’ is required surrounding any monument/ground 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 2/3 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 which match or demonstrate architectural similarity to other materials used on buildings on the lot on which the sign is located.

8. Encroachments. No monument/ground sign shall encroach into any public right-of-way.

9. Electronic Displays. No monument/ground sign shall include electronic changeable messaging (ECM) boards. Ground signs with electronic displays shall follow the provisions of Section 44-10-06.G.

c. Monument/ground sign standards may be modified with approval of a Comprehensive Signage Plan (CSP) by the Appearance Commission.

4. Electronic Changing Message (ECM) Signs

a. All electronic changing message (ECM) signs, as defined in **Section 44-10-11** of this Chapter, shall conform to the following standards:

Sign Type	B-1	B-2	B-3	B-4	M-1	M-2	PL-1/PL-2
Permitted	With limitations(1)	With limitations(1)	Yes		No		Yes
Appearance Review	Yes						Yes
Number Allowed	One (1) per lot						One (1) per lot
Max. Sign Area (per sign)	32 s.f.			64 s.f.			32 s.f.
Height	8’						8’
Setback from ROW	10’						10’
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 (1) ECM sign in the B-1 and B-2 zoning districts.
- 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.** Image display duration shall not exceed eight (8) 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 shall be illuminated only during business hours, or between the hours of 6:00 am and 11:00 pm, whichever is later.
- 6. Impacts on Residential Properties.** The brightness of any ECM sign shall be limited to 0.00-foot candles at the residential lot lines.
- 7. 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.
- 8. Landscape Buffer.** All freestanding ECM signage shall be installed with a landscape buffer of 3’ on each side of the sign, with ground cover or shrubs at a height that does not obscure the visibility of the sign face.
- 9. 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. All proposed electronic changing message (ECM) signs require Appearance Review, as set forth in Section 44-07-13.

5. Pylon Signs

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

Sign Type	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 s.f. per 2.5 feet frontage	1 s.f. per 1.5 feet frontage	
Max. Sign Area (per sign)		250 s.f.		
Height		20' (2)		
Illumination		Internal		

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

- 1. Number Permitted.** A maximum of one (1) pylon sign is permitted for any lot in the permitted zoning districts with a minimum of 100 feet of lot frontage.
- 2. Height Permitted.** For lots with greater than 100' of lot frontage along Halsted Street, the height of a permitted pole sign may be increased to 28 feet.
- 3. Building Separation.** Pylon signs shall be located a minimum of 10' from any other structure, including accessory structures.
- 4. Lot Line Separation.** Pylon signs shall be located at least 10' from any lot line, including interior lot lines and front lot lines. Pylon signs may be located within front and exterior side yard setbacks.
- 5. Sign Separation.** No pylon sign shall be constructed within 100 linear feet of an existing pylon sign.
- 6. Clearance.** A minimum clearance of 8 feet shall be required for any pylon sign, measured as the distance from the final grade to the base of the sign area.
- 7. Landscaping.** A minimum landscape buffer of 3' is required surrounding any monument/ground sign. Landscaping materials shall be selected to match the landscape palate used on the lot on which the sign is located, or as recommended by the Village Arborist.
- 8. 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.
- 9. Encroachments.** No pylon shall encroach into any public right-of-way.
- 10. Electronic Displays.** No pylon sign shall include electronic changeable messaging (ECM) boards.

c. All proposed pylon signs require Appearance Review approval, as set forth in Section 44-07-13.

d. Form standards for poly (pylon) signs may be modified when included as part of the Comprehensive Sign Program (CSP) approved by the Appearance Commission.

6. Canopy Signs

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

Sign Type	B-1	B-2	B-3	B-4	M-1	M-2	PL-1/PL-2
Permitted	Yes					No	
Number Allowed	1 per side of the canopy structure (1)						
Max. Sign Area (per sign)	1 s.f. per 1 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. 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 3' behind the edge of a canopy structure, nor project more than 1' from the edge of a canopy structure.

3. Height. The maximum height of any lettering, logos, or other sign elements shall be 24", as measured from the maximum height of the canopy structure upon which the sign is affixed.

4. Encroachments.

i. No canopy sign shall project more than 24" into a public right-of-way.

ii. When a canopy sign is proposed on a structure that encroaches into public right-of-way under Section 44-03-03 of the Zoning Ordinance, no canopy sign affixed to the structure shall exceed the maximum allowed encroachment of the structure.

c. Canopy sign standards may be modified with the approval of a Comprehensive Signage Program (CSP) by the Appearance Commission.

7. 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:

Sign Type	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 (1) sign may be constructed for each face of a canopy structure, not to exceed four (4) total signs. Signs may be relocated to other sides of the canopy structure, provided no more than (2) 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% of the total area of any given canopy face on which the sign(s) is located.
- 4. Height.** The height of any sign shall not exceed 80% of the height of the canopy face on which the sign is located.
- 5. Impacts on Residential Properties.** When a canopy 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.

8. Awning Signs

a. All awning signs, as defined in **Section 44-10-11** of this Zoning Ordinance, shall conform to the following standards:

Sign Type	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 awning constructed on building						
Max. Sign Area (per sign)	25% of total awning surface area						
Height	18' OR no higher than base of second floor window						
Illumination	External only						

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

- 1. 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.
- 2. Material.** Awning signs may not be painted directly onto surface material of awning.
- 3. Clearance.** All awning signs shall be no lower than eight (8) feet above grade.

4. Encroachments. No awning sign may be placed on an awning projecting more than 24” into public right-of-way.

c. Signs placed on retractable awning structures with an approved building permit shall follow all provisions of this section regulating signage on awnings.

d. Awning sign standards may be modified with approval of a Comprehensive Sign Program (CSP) by the Appearance Commission.

9. Marquee Signs

a. All marquee signs, as defined in Section 44-10-13 of this Chapter, shall conform to the following standards:

Sign Type	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) permitted						
Max. Sign Area (per sign)	150 s.f. (1)			300 s.f. (1)			
Height	15' (3)			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 roof line of the building upon which the sign is affixed.

4. Attachment to Building. Marquee signs shall be constructed flush to the building upon which the sign is affixed.

5. Projection. Marquee signs may not project greater than ten (10) feet from a principal building. No marquee may project greater than five (5) feet into any public right-of-way.

6. 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 prohibited sign features 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 44-07-14.

d. Form standards for marquee signs may be modified when included as part of the Comprehensive Sign Program (CSP) approved by the Appearance Commission.

10. Other Sign Types

a. Painted Wall Signs

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

i. **Sign Dimensions.** Sign dimensions for painted wall signs shall be determined by wall sign regulations for the zoning district as found in **Section 44-10-06.B.2.**

ii. **Wall Faces.** No painted wall sign constructed shall be placed on more than one wall plane, as defined by an area without interruption from vertical relief.

iii. **Wall Material.** No sign shall be painted on a porous surface, including masonry. All painted wall signs shall be applied to a metal or other non-porous surface.

b. Window Signs

1. Window signs, as defined in Section 44-10-13, shall be permitted in any zoning district when the following requirements are met:

i. **Sign Dimensions.** The maximum size of any individual window sign shall not exceed 50% of the area of any individual window or door upon which a sign is placed.

ii. **Total Area.** The total area of all window signs shall not exceed 25% of the total transparent area on any individual façade of a building.

c. Instructional Signs

1. Instructional signs, as defined in Section 44-10-13, shall be permitted in any zoning district in the following instances.

i. **Freestanding Instructional Signs.** Freestanding instructional signs shall be designed in conformance with the following standards:

a. **Distance from Vehicle Routes.** All freestanding instructional signs shall be placed a minimum of 12" 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.

b. **Pedestrian and Bicycle Routes.** All freestanding instructional signs shall be placed in a manner which does not obstruct any

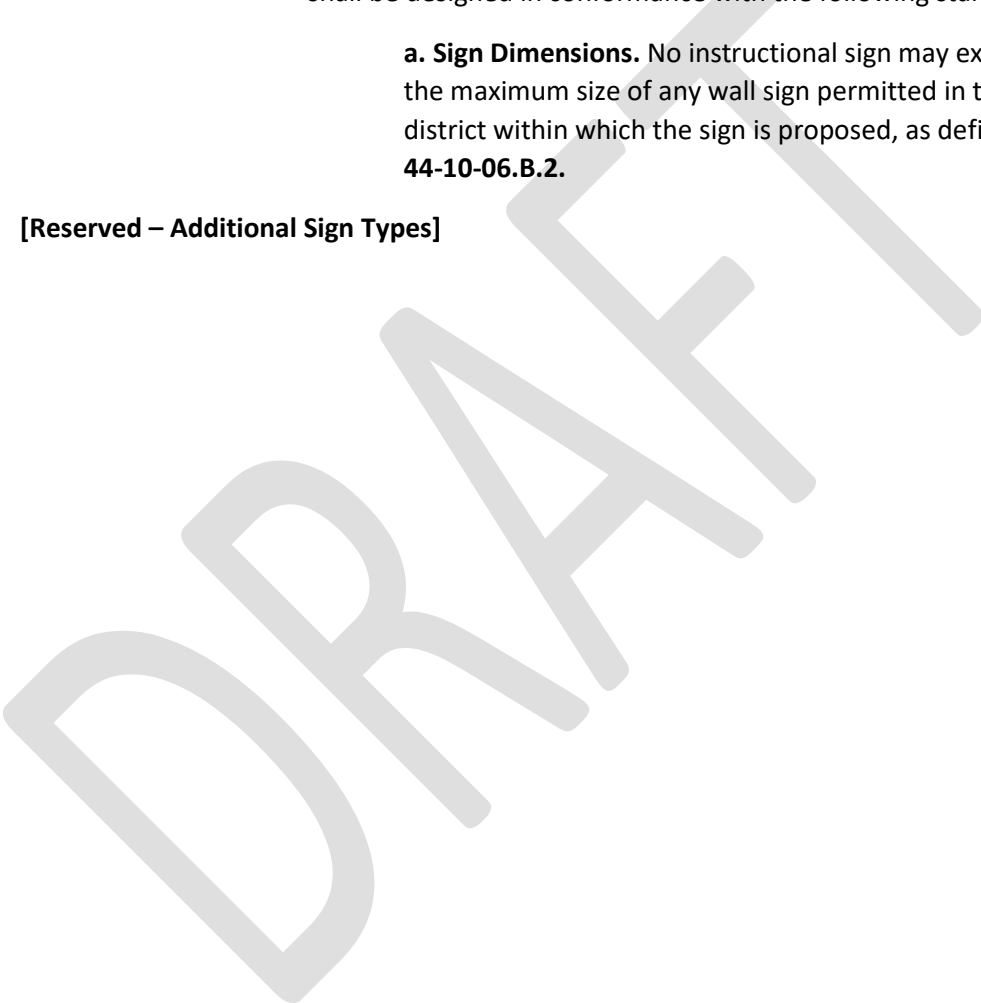
sidewalk, bicycle path, bicycle parking area, or other area reserved for the sole use of non-vehicular access and parking.

c. Sign Materials. Freestanding instructional signs shall be designed as permanent structures. Temporary and movable freestanding instructional signs shall be reviewed as a temporary sign subject to the requirements of **Section 44-10-07**.

ii. Wall-Mounted Instructional Signs. Wall-mounted instructional signs shall be designed in conformance with the following standards:

a. Sign Dimensions. No instructional sign may exceed 50% of the maximum size of any wall sign permitted in the zoning district within which the sign is proposed, as defined in **Section 44-10-06.B.2**.

[Reserved – Additional Sign Types]



44-10-07. Temporary Signs

A. General Provisions

1. No temporary sign, except those exempted from sign regulations in **Section 44-10-02.B**, shall be constructed unless identified in this section and in conformance with all additional regulations.
2. Any commercial business or civic and charitable institution shall be permitted to construct an allowed temporary sign if it is in conformance with all additional regulations.
3. No approval for any temporary sign permit shall be conditioned on a limitation of use during 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 fourteen (14) consecutive days.
 - d. Permit for a banner is not issued more than once per ninety (90) days.
2. **Pennants and Freestanding Fabric Signs.** No pennant or other freestanding fabric sign, including inflatable signs, of any type shall be installed unless the following regulations are met:
 - a. All pennants 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 shall be anchored to the ground.
 - c. Pennants may be installed for no more than fourteen (14) consecutive days.
 - d. Permit for a pennant is not issued more than once per ninety (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 50% of total window area on any individual façade of a building may be covered by temporary window signs.
 - b. Window Signs may be installed for no more than thirty (30) consecutive days.

c. Permit for a temporary window sign is not issued more than once per ninety (90) days.

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.

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 for the temporary sign. Any sign which is not removed at the time of expiration of the written authorization 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.

44-10-08. Comprehensive Sign Program (CSP)

A. Applicability

1. A Comprehensive Sign Program (CSP) shall be required for any new commercial or industrial development that meets one or more of the following criteria:
 - a. The development includes more than one commercial or industrial tenant within the same building.
 - b. The development includes more than one freestanding building, not including allowable accessory buildings as defined in **Section 44-04-14**.
2. A Comprehensive Sign Program (CSP) shall not be required for any existing commercial or industrial development until amortization criteria in **Section 44-10-08.E.1** are met.

B. Purpose

The purpose of a Comprehensive Sign Program (CSP) is to establish a site’s overall sign design, to achieve the following:

1. Provide coordination to ensure adequate signage for all current and future commercial and industrial tenants 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.

C. Required Elements

The following elements are required:

1. Completed Comprehensive Sign Plan (CSP) application.
2. Elevation drawings or annotated images for any elevation upon which signage is proposed or for sign band areas proposed for signage placement.
3. Individual sign details for any signage to be installed upon completion of the Comprehensive Sign Plan (CSP).

D. Standards

In addition to meeting all requirements found in Section 44-10 of the Homewood Zoning Ordinance, the following standards shall be met:

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 connected 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 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.

E. Amortization

1. Any site with commercial or industrial uses meeting the criteria in Section 44-10-08.A. but constructed before **[date of adoption]** shall not be required to submit a Comprehensive Sign Plan (CSP) unless one or more of the following conditions has been met:
 - a. A proposal is submitted to the Village of Homewood to increase the total sign area on the site by at least 10%.
 - b. A proposal is submitted to the Village of Homewood altering a minimum of 25% of the total existing signage on the site.
 - c. A proposal is submitted to the Village of Homewood increasing the number of uses or intensity of uses on the site.
2. Any site meeting the criteria in Section 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 (3) months of notice. The application shall be reviewed following the provisions of **Section 44-07-13.B.**

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44-10-09. Legal Non-Conforming Signs

A. Applicability

All signs erected before the [date of adoption] that do not conform to the regulations of Section 44-10 of this Chapter shall be considered as non-conforming signs.

B. Limitations on Non-Conforming Signs

The following limitations are to be applied to any legal non-conforming 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 land use of the property on which the sign is located change in intensity or expansion of the use, 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 more than 50% of the sign area is damaged by an event, not within the means or control of the sign owner, the sign shall not be rebuilt or repaired unless constructed to conform to the regulations of this Section.
 - b) **Major Damage Cost:** Should damage sustained to a sign, by an event that is not within the means or control of the sign owner, exceed 50% of the construction sign of a comparable sign, the sign shall not be rebuilt or repaired unless the sign is constructed to conform to the regulations of this Section.
 - c) **Minor Damage Repair:** If damage sustained to the sign does not exceed 50% of the construction cost of a comparable sign or damage occurs to less than 50% of the sign area, the sign shall be repaired within 180 days of the date on which the damage occurred, provided the repair does not constitute an alteration

C. Maintenance of Non-Conforming 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 non-conforming 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 non-conforming signs. Signs which meet the conditions of these exceptions shall be permitted to be exempt from the limitations of Section 44-10-09(B).

1. **Landmark Signs.** Signs designated as landmark signs by the decision of the Village Board of Trustees shall be exempt from limitations on non-conforming signs. Landmark signs shall be subject to the provisions of Section 44-10-06.

2. **Replacement of Sign Copy.** The replacement of sign panels, letters, or sign copy area is exempt from limitations on alterations to non-conforming 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.** Non-conforming instructional signs damaged by an event not within the means or control of the sign owner may be replaced exempt from the limitations of 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 of this Section.

E. Sign Abandonment and Amortization

1. 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 may be removed by the Village. Any reasonable cost shall be filed as a lien against the property upon which the sign was located.

2. Sign Amortization

If a specific regulation or amendment thereto classifies a sign as non-conforming and has been in effect for ten (10) years or more, the sign shall be removed. (**Definition Add: Date of Amortization**). The required Date of Abandonment or Date of Amortization as established in this Section may be extended at the request of the sign owner or lessee. The sign owner or lessee shall provide an application for an extension of the required Date of Abandonment or Date of Amortization. The Director of Economic and Community Development shall review the request and consider the following in providing a determination of whether an extension is appropriate:

- a) Initial and current value of the sign
- b) Life expectancy of the sign
- c) Extent of non-conformance of the sign
- d) Overall condition and impact on public safety of the sign
- e) Conformance to the guidelines of the Village Appearance Plan and other Village codes, plans, and policies

The Director of Economic and Community Development may elevate a request for an extension of amortization or abandonment to the Appearance Commission.

44-10-10. Construction and Maintenance Standards

A. Construction Standards

1. 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:

- a. No sign with any sign area within 10 feet
- b. 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.
- c. Freestanding signs shall be designed in compliance with applicable ANSI and ASCI standards.
- d. 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.
 - i. 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 the traffic.
- e. All illuminated signs shall adhere to the following construction standards:
 - i. Light sources shall be shielded from all adjacent buildings and streets, and shielding shall be installed in a manner that minimizes light emission above the highest horizontal plane 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, nor 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 without a permit as long as maintenance in no way alters the design of what was 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 may be removed by the Village Building Division. Any reasonable cost shall be filed as a lien against the property upon which the sign was located.

d. Maintenance for illuminated signs shall be performed in a manner that 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 wear that constitutes a violation of this provision.

e. Maintenance for changeable copy signs shall be performed in a manner that 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 reserves the right to determine the presence of wear which constitutes a violation of this provision.

44-10-11. Definitions

A. Rules of Construction

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 of this Ordinance:

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

Amortized sign: A sign that has been designated as a legal non-conforming sign for at least 10 years and is no longer considered a legal sign.

Accessory: 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: 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.

Advertising sign: 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: 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: 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.

Animated sign: Any sign which includes or depicts any

Area (sign): See Section 44-10-04.

Auxiliary signs: Auxiliary signs placed in store windows regarding hours of operation, accepted charge cards, warnings or similar information.

Awning: 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: The fixed exterior surface area of an awning, excluding valances.

Awning sign: Any permanent commercial messaging affixed to an awning structure.

Background: Any sign area designed to promote the visibility of lettering, logos, or other sign elements is designed explicitly to increase sign area or visibility.

Banner: 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.

Balloon: 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.

Blade sign: A projecting sign attached to the exterior front, rear, or side wall or fascia of any building or other structure to identify a business use where a wall sign is allowed.

Building: 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.

Commercial sign: A sign that directs 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.

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

Canopy sign: A sign that is attached to a canopy structure. **See Canopy.**

Civic/charitable institution: A non-residential 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: Distance is measured from a final grade to the lowest point of a sign structure excluding support pylons. **See Section 44-10-04.**

Commercial messaging: 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.

Comprehensive sign program (CSP): A plan demonstrating the location, size, placement, and design of all signage on a single property. A comprehensive sign program (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 programs 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.

Construction sign: A temporary sign on a building or site installed during construction.

Copy (sign): An exterior display surface of a sign, including non-structural trim and backgrounds, exclusive of the supporting structure to which the sign copy is affixed.

Damage: Deterioration or harm 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: 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 labeled as *non-durable* materials.

Electronic Changeable Message (ECM) sign: A sign, or a portion of a sign, with characters, letters, or illustrations is changed automatically by electrical or electronic means without altering the surface of the sign.

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

Flashing sign: A sign that includes illumination elements that are not kept in the constant intensity of illumination at all times when in use, or which demonstrates a change in color, direction, or brightness, excluding electronic changing message (ECM) signs as permitted by the regulations of local ordinances.

Footcandle: 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.²).

Foundation (sign): 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: Any sign permanently affixed in or upon the ground but not affixed to any individual structure or building.

Frontage: 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. The linear distance of a single lot line adjacent to a public street or other public right-of-way.

Tenant frontage. The linear distance of all facades of a given tenant facing a public street or other public right-of-way, as measured from the maximum extent of the floor area of the tenant space.

Multiple frontage/corner lot frontage. 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 right-of-ways.

Gas station canopy: 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: A sign affixed to a gas station canopy structure.

Government sign: 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.

Flag: 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.

Grade (surface): The level of the finish grade on the ground at the point closest to the location of a sign.

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

Historical sign: Any sign, whether commercial or non-commercial, that is installed for

Historical marker: 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: 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.

Image duration: 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.

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

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

Identification sign: A sign with text, logos, symbols, or other messaging with the sole purpose of ...

Illumination: 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.

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

Instructional sign: 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 a permitted building or structure.

Integrated center (or Multi-tenant center): A development site with two or more tenants integrated into a building, 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: A sign that has been designated with landmark status by the Village Board of Trustees according to **Section 22-56** of the Village Code of Ordinances.

Legal non-conforming sign: 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: The interpreted ability for a sign to be easily read or understood by pedestrians, drivers, or other individuals reading the sign.

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

Illuminated lighting: 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.

Maintenance: 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: 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: The maximum permitted area for all signs of a particular type on a building.

Menu Board sign: 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: Any sign supported by uprights, solid base, columns, poles, posts or braces placed in the ground and not attached to any building.

Moving sign: 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: A picture that is painted or otherwise applied to an exterior surface of a building or structure that does 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: An illuminated sign is constructed from translucent tubing internally illuminated by neon gas or another electrically charged gas.

Non-commercial sign: Any sign that does not contain text, logos, symbols, or other messaging depicting or advertising a commercial product, service, or business. Non-commercial signs may include, but are not limited to, personal signs on residential property for religious or political self-expression; signs indicating the location of residential properties such as multi-family residential complexes, signs depicting information about historical events, persons, locations, or phenomena; and government signs.

Off-Premises sign: 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 than that upon which the sign is located. **See On-Premises Sign.**

Off-premises advertising: 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.

Painted sign: 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: 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: A sign in compliance with all current applicable sign regulations.

Political sign: A sign erected on private property for political expression.

Portable sign: 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: A sign which may not be erected in any zoning district within the Village of Homewood.

Projecting sign: 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: 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: 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: 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: Signs related to the sale, rental, management, or lease of real property.

Replacement: 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: The resistance of a sign structure or material to bend or move under normal environmental conditions, including typical wind load and weather conditions.

Roof sign: 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: 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. 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. 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. 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.

Service Sign: A sign which is provided on property, including property zoned in single-family residential districts, which communicates information about a product or service not offered on a site in a commercial manner but is utilized on the property.

Sign permit: 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: 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 Structure: Any structure supporting a sign. Sign structures are not included in any sign area measurement. **See Section 44-10-04. See Sign.**

Site: 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: 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: 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: 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): A non-fixed hanging portion of an awning structure.

Variance (sign): 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: The interpreted ability of a sign to be viewed easily from the location of its intended audience.

Wall sign: A sign which is attached to or affixed to the wall of a building or structure.

Window sign: A sign, whether temporary or permanent, is 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 but are visible primarily from the exterior of a building.

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44-07-13. Sign Reviews

A. Sign Permit Review

1. Applicability. A sign permit must be obtained before any person may construct, move, alter or maintain any sign type permitted by Section 44-10-03 of this ordinance, except temporary non-structural signs permitted by Section 44-10-07 of this ordinance.

2. Requirements. The following materials shall be submitted to the director of economic and community development for a sign permit:

a. Completed application; and

b. Plans indicating, at a minimum, dimensions of proposed signage, total sign area, materials, location on property, structural elements including bracing and support, means of attachment, and illumination method.

3. Action by Director of Economic and Community Development. Upon receipt of a complete permit application, the director of economic and community development shall review the materials to ensure the application conforms to the provisions of this article and may approve, approve with conditions, advance the application to an Appearance Commission, or deny the application. The director shall provide a letter to the applicant indicating the decision and public meeting information.

4. Action by Appearance Commission. Any sign permit application advanced as an Appearance Review shall be reviewed by the Appearance Commission. The Appearance Commission shall review application materials and any oral or written comments received at the public meeting. The Appearance Commission shall then approve, approve with conditions, or deny the application in accordance with the procedure in Section 44-07-14. The decision shall be forwarded to the Chief Building Inspector and the Director of Economic and Community Development.

5. Fees. The Chief Building Inspector shall determine fees for any signage permit in accordance with the Village fee schedule.

6. Additional Permits. Any permit required elsewhere in this Code for electrical or structural work in connection with any sign must be obtained in addition to the sign permit provided for in this section.

7. Expiration. A sign permit shall automatically expire without any further action by the Village if the sign for which the permit was granted has not been established at the approved location within a period of one year from the date the permit was approved. An extension of the time may be granted by the director of economic and community development for good cause shown by the applicant, provided a written request is filed with the Village at least four weeks prior to the respective deadline.

B. Comprehensive Sign Program (CSP) Review

1. Applicability. A Comprehensive Sign Program (CSP) must be approved prior to the issuance of any sign permit within a development included within Section 44-10-09.A.

2. Requirements. *The following materials shall be submitted to the director of economic and community development upon receipt of a Comprehensive Sign Program application:*

- a. Completed application form;*
- b. Map of parcel(s) and boundaries within which signs shall comply with the Comprehensive Sign Program (CSP);*
- c. Elevation drawings or annotated images for any building elevation where signage is proposed or where sign band areas are proposed for permitted future signage placement;*
- d. Elevation drawings or annotated images for any freestanding sign, including monument/ground signs and pole (pylon) signs proposed;*
- e. Form standards, including signage size, color, material or placement, which are designed to provide coordination between signs within a single development; and*
- f. Property owner authorization for any property owners with property within the boundaries of the Comprehensive Sign Program.*

3. 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 for compliance with the provisions of this section. The director of economic and community development shall then schedule the application for consideration by the Appearance Commission.*

4. Action by Appearance Commission. *The Appearance Commission shall review the application, the staff report, any oral or written comments received at the public meeting, and responses by the applicant to the standards for Comprehensive Sign Programs (CSP), as defined in Section 44-10-09.D. The Appearance Commission shall then approve, approve with conditions, or deny the application.*

5. Records. *A record of all sign permit applications within an area subject to an approved Comprehensive Sign Program, amendments to the Comprehensive Sign Program approval, or interpretations related to the Comprehensive Sign Program, shall be kept on file in the office of the Director of Economic and Community Development and shall be available on request to any person pursuant to the Freedom of Information Act, 5 ILCS 140/1 et. seq.*

6. Additional Permits. *A Comprehensive Sign Program (CSP) shall not constitute a sign permit for any individual sign.*

7. Appearance Review Exemption. *Signs which are compliant with sign standards within an approved Comprehensive Sign Program (CSP) shall be approved or denied administratively by the director of economic and community development.*

8. Amendment and Repeal. *The Comprehensive Sign Program (CSP) shall remain in effect for all property within the area defined by the original application unless amended or repealed.*

a. Amendment. Amendment applications shall be completed and filed with the director of economic and community development. The director of economic and community development shall review the application and approve, approve with conditions, advance the application to the Appearance Commission, or deny the application.

b. Repeal. A repeal of the Comprehensive Sign Program shall require written agreement of all property owners within the defined boundaries of the Comprehensive Sign Program, filed with the director of economic and community development at least 30 days in advance of the proposed date of repeal.

i. Modifications and Non-Conformities. Any sign which was approved with modifications from this Section with approval of a Comprehensive Sign Program shall be considered a legal non-conforming sign structure and shall be subject to the requirements for such signs found in Section 44-10-10.

C. Sign Variance

1. Purpose. Given the unique commercial significance and design considerations applied to sign decisions, Sign Variances are a unique process from other Variances in this Ordinance. The Sign Variance process is designed to provide a narrowly circumscribed method of relief from unforeseen applications of Section 44-10 of this Ordinance which may create practical difficulties or particular hardships. A Sign Variance may be granted for practical difficulties barring a strict application of the regulations of this Ordinance which stem from a particular hardship on a property. Modifications that are not caused by a hardship prohibiting the strict application of this Ordinance shall be reviewed via the Comprehensive Sign Program (CSP) process.

2. Authority of the Appearance Commission. As authorized in Section 44-07-03, provided the request is due to a unique circumstance or hardship related to the location, orientation, frontage placement, or demonstrable feature of the property, the Appearance Commission has authority to make the final decision in Sign Variance requests only in the following instances:

1. To permit sign area that exceeds the maximum sign area ratio or total for a particular sign type.
2. To modify requirements for sign number.
3. To modify requirements for sign height in Section 44-10.

3. Sign Permit Application Concurrent. The Sign Variance application shall be reviewed with a sign permit application, including all materials required for a sign permit application per Section 44-07-13.A.

4. Action by the Director of Economic and Community Development. Upon receipt of a complete application, the director of economic and community development shall review the materials against the Standards of Sign Variance in this section. The director of economic and community development shall then schedule the application for consideration by the Appearance Commission.

5. Action by the Appearance Commission. *The Appearance Commission shall review the application, the staff report, any oral or written comments from the public meeting, and the applicant’s responses to the standards. The Appearance Commission shall then approve, approve with conditions, or deny the application. The decision shall be forwarded to the Chief Building Inspector and the Director of Economic and Community Development.*

6. Standards of Sign Variance. *In considering an application for a Variance, the decision-making authority shall review the responses by the applicant to the standards set forth below:*

- a. Can the property in question yield a reasonable return if permitted only under the signage regulations governing the district within which the property is located?*
- b. Is the plight of the owner due to unique circumstances that are not self-imposed, including property location, orientation, frontage placement, or demonstrable feature of the property which is communicated by the applicant?*
- c. If granted, will the Sign Variance adversely impact the health, safety, or public welfare in the vicinity of the sign?*
- d. If granted, will the Sign Variance negatively impact or harm the architectural character of the area in which the sign is proposed?*
- e. Is the Sign Variance in alignment with the Comprehensive Plan, Appearance Plan, and other adopted plans of the Village?*

7. Expiration. *The approved Sign Variance shall automatically expire without further action by the Village if the applicant fails to obtain the sign permit concurrent with the variance within one year of the approval. An extension of the time requirements may be requested in writing and granted by the director of economic and community development for good cause shown by the applicant, provided a written request is filed with the village at least four weeks prior to the respective deadline.*

Appearance Commission Sign Review Procedures

[space reserved for graphic flowchart showing three sign review procedures above]

44-07-14. Appearance Review

A. Appearance Review Procedure

1. Purpose. *The Appearance Review process serves as a design review procedure for new development occurring within Village limits. The design review procedure is guided by the Appearance Plan, Village Zoning Ordinance and the Village Comprehensive Plan, and is designed to encourage development which is harmonious with and improves the quality and effectiveness of urban design within Village limits. The Appearance Review procedure serves as the mechanism by which the Appearance Commission is to fulfill its stated power and duty to “consult with other municipal and governmental bodies on matters affecting the appearance of the Village.”*

2. Applicability. *An Appearance Review shall be required for any of the following applications or proposals:*

- a. Any erection, construction, alteration or repair of any building or structure other than a single-family residential building;*
- b. Any movement of any existing structure or building onto any lot in the Village;*
- c. Any Sign Permit Review elevated to the Appearance Commissioner by the Director of Economic and Community Development pursuant **Section 44-07-13.A.3**;*
- d. Murals and other public art installations;*
- e. Any proposed public work or public improvements excluding public infrastructure projects having no changes to landscaping or site improvements;*

The following improvements are exempt from Appearance Review:

- f. Any interior project requiring a building permit exempt from zoning review, including interior signs which are not directly visible from public right-of-way;*
- g. Building permit applications for the construction of fences and other structures accessory to a single-family residential principal use, excluding accessory dwelling units as defined in **Section 44-04-14**.*

3. Requirements. *The following materials shall be submitted to the director of economic and community development for Appearance Review:*

- a. Completed application; and*
- b. Narrative describing all proposed improvements;*
- c. Site plans depicting all proposed improvements;*
- d. Landscape plans*
- e. Elevation drawings or annotated images depicting all proposed improvements;*

f. Color and material board depicting all proposed materials and colors to be utilized on proposed improvements;

g. Photometric plan with cutsheets depicting all lighting fixtures to be used on any proposed improvements.

All required items except for (1) may be waived by the Director of Economic and Community Development as a requirement for any application.

4. Action by the Director of Economic and Community Development. *Upon receipt of a complete application and waiving any required materials, the director of economic and community development shall review the materials for compliance with the provisions of this Chapter and other Village ordinances. The director of economic and community development shall then schedule the application for consideration by the Appearance Commission.*

5. Action by the Appearance Commission. *The Appearance Commission shall review the application, the staff report, and any oral or written comments received at the public meeting. The Appearance Commission shall consider the application for compliance with the approved Appearance Plan pursuant Section 28-26 of the Village Code of Ordinances. The Commission shall then issue a recommendation to approve, approve with conditions, or deny the application as proposed. The Appearance Commission may also defer an Appearance Review decision to the Village Board of Trustees for a final decision.*

6. Action by the Chief Building Inspector. *Upon the approval by the Appearance Commission, a notice of decision and all materials upon which the recommendation was granted shall be provided to the Chief Building Inspector or designee for the purpose of completing approval of a building permits or other applications submitted to the Building Division.*

7. Planning and Zoning Commission. *Should any improvement subject to an Appearance Review require a public hearing before the Planning and Zoning Commission, the director of economic development shall schedule the Planning and Zoning Commission hearing to occur prior to the Appearance Commission meeting.*

44-04-14.C. Murals and Art Installations (Murals Defined as an Accessory Use)

A. General Provisions

Any mural, defined in Section 44-10-13, erected in the Village of Homewood after [date of adoption], may be erected upon approval of a Mural and Art Installation application and meeting the following conditions:

- 1. Commercial Messaging.** Under no circumstances may a mural contain any commercial messaging, including but not limited to business names, brand artwork, insignias or logos, or other references, whether direct or implicit, to the use occurring within the building upon which the mural is located. Commercial messaging painted on a building façade shall constitute a painted sign and be subject to the requirements for painted signs in Section 44-10-06 of this ordinance.
- 2. Encroachments.** No component of any mural shall encroach into the public right-of-way.
- 3. Obstructions.** No mural or art installation shall be placed where visibility from the public right-of-way is partially or fully obstructed by permanent structures or site elements, including but not limited to architectural features, landscaping, or ground and wall-mounted equipment.
- 4. All murals and art installations proposed within Village limits shall be reviewed pursuant to the process requirements in Section 44-07-15, including adherence to all standards found in Section 44-07-15.**

44-07-15. Murals and Art Installations

A. Purpose

Murals are defined in Section 44-10-11 as, “[insert final definition].” Murals represent unique opportunities for the display of private artwork on the facades of buildings within the Village in a manner visible to the public. Murals require a unique review to assess the location’s potential contribution of artwork to the welfare of the Village while providing opportunities for input from the public regarding visible art installations within the Village.

B. Procedure.

Upon receiving a completed Mural/Art Installation application, the Director of Economic and Community Development will review the mural against the zoning requirements for murals and public art installations in Section 44-05-14. The director shall then schedule the application for recommendation by the Appearance Commission and a decision by the Village Board.

- 1. Action by the Appearance Commission.** The Appearance Commission shall review the application, and any oral and written comments received at the public meeting, and determine the level of compliance with zoning requirements and standards for murals and art installations.

The Appearance Commission shall forward its recommendation to approve, approve with conditions, or deny the application.

2. Action by the Village Board. *Following the public meeting, the Appearance Commission will forward its recommendation to the Village Board. Upon receiving the report from the Appearance Commission, the Village Board shall approve or deny the application.*

C. Standards

In considering an application for a mural or art installation, the following standards shall be used to measure the suitability of the proposed improvement:

- 1. Will the proposed artwork cause injury or harm to specific individuals, groups of individuals, or organizations within the village which may threaten public peace or well-being?*
- 2. Is the location and design of the proposed artwork in alignment with the comprehensive plan and other adopted plans of the village?*
- 3. Is the proposed artwork located and designed in alignment with the design guidelines of the Village Appearance Plan?*
- 4. Is the proposed artwork so designed and located to protect public health, safety, and welfare?*
- 5. Is the mural or art installation located in a manner architecturally appropriate for the size, scale, and orientation of the proposed artwork?*
- 6. Will the proposed artwork be publicly visible and accessible in a manner that does not impede the safety, health, or welfare of the viewer?*
- 7. Does the proposed artwork provide positive cultural contributions to the community, including highlighting historical, archeological, cultural, natural, or scenic resources located within the village?*
- 8. Is the artwork proposed in such a manner that the building on which the mural or artwork is affixed will not be damaged or suffer long-term deterioration due to the placement of the mural?*
- 9. Are the materials proposed for use in the artwork appropriate for the location of the artwork, including the material of the façade on which the artwork is to be affixed?*

D. Conditions

The Appearance Commission may recommend and the Village Board may impose conditions or restrictions on the approval of the proposed artwork. Under no circumstances shall any condition impose a content-based restriction on any proposed artwork.

E. Expiration

The mural or art installation approval shall automatically expire without further action by the village if the applicant fails to commence work on the proposed mural or art installation within one year of the approval. An extension of time requirements may be requested in writing and granted by the director of

economic and community development for good cause shown by the applicant, provided a written request with the village at least one week prior to the respective deadline.

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Sec. 30-1. - Definitions.

The following words, terms, and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

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

Blade sign means a sign attached to a wall in a perpendicular manner.

Business sign means a sign which directs attention to a business or profession conducted, or to a commodity, service or entertainment conducted, sold or offered upon the premises where such sign is located or to which it is affixed.

Canopy and awning, fixed, means any hood, canopy or awning made of cloth, other flexible material or metal with metal frames attached to a building, and carried by a frame, either supported or not supported from the ground or sidewalk.

Canopy and awning, retractable, means any hood, canopy or awning made of cloth, other flexible material or metal with metal frames attached to a building, and so erected as to permit its being retracted when not in use.

Changeable copy/reader board means a sign, or portion thereof, with characters, letters or illustrations that can be changed or rearranged without altering the face or the surface of the sign. A sign on which the only copy that changes is an electronic or mechanical indication of time or temperature shall be considered a "time and temperature" portion of a sign and not a changeable copy sign for purposes of this chapter.

Flashing sign means any illuminated sign on which the artificial light is not maintained stationary or constant in intensity and color at all times when such sign is in use. For the purpose of this chapter, any moving illuminated sign, excluding scrolling light messages on a changeable copy/reader board sign, shall be considered a flashing sign.

Gross surface area of a sign means the entire area covered by the sign consisting of the area comprised within a single continuous perimeter enclosing the extreme limits of its display area, and in no case passing through or between any adjacent elements of it; but such perimeter shall not include any structural elements lying outside the display area of the sign.

Ground sign or monument means a sign supported by uprights, columns or braces placed in the ground and not attached to any building.

Historical plaque means a commemorative plaque placed by a recognized federal, state or local historical agency depicting and identifying a building's contribution to the field of architecture, or a building or site's contribution to the life of an individual, or as being representative of an historical event or an era of development in the village.

Integrated center means a building, series of attached buildings or separate buildings under single ownership or management or having contractual agreements between the separate buildings' owners.

Marquee means any fixed hood, constructed of metal or other noncombustible material, supported solely by and extending from the building to which it is attached.

Pole sign means a sign, mounted or otherwise attached, to a steel column or other suitable material placed in the ground, the bottom of which is no less than eight feet above grade.

Sign means a name, identification, description, display, or illustration which is affixed to, or painted on, or represented directly or indirectly, upon a building, structure, billboard or parcel of land; and which directs attention to an object, product, place, activity, person, institution, organization, or business. Each display surface of a sign shall be considered to be a separate sign. The term "sign" does not include the following:

- (1) Any sign of the United States, state or municipal corporation;

- (2) The flag, emblem of insignia of a nation, governmental unit, school or religious group;
- (3) Signs located completely within an enclosed building with no display surface visible from the building exterior; provided, however, that the provisions of this chapter regulating flashing and moving signs shall apply to all signs in any way visible from the building exterior;
- (4) Paper signs affixed to the interior of the window of a building for a period of less than 30 days that do not cover more than 25 percent of the total window area of the facade where they are exhibited;
- (5) Identification and addresses of establishments on awnings, marquees, or buildings;
- (6) Street or house number signs not exceeding 1½ square feet in area;
- (7) Directional signs or instructional signs conveying directions or instructions for the safety or convenience of the public (vehicular or pedestrian) or necessary for the operation of the premises and not exceeding three square feet in area.

Temporary sign means a sign, banner, bunting, pennant, valance or advertising display to be displayed for a limited period.

Wall sign means a sign attached, applied to, painted or placed against the exterior front, rear or side wall of any building, with an exception in section 30-4(b).

Window sign means signs, regardless of material, placed inside or upon a window with a display surface visible from the building exterior.

(Code 1997, § 86-1; Ord. No. MC-909, § 1, 6-24-2014; Ord. No. MC-913, § 3, 9-23-2014; Ord. No. MC-954, § 1, 4-12-2016)

Sec. 30-2. - Administration of chapter.

It shall be the responsibility of the village manager or his designee to administer this chapter.

(Code 1997, § 86-2)

Sec. 30-3. - Violations; enforcement.

It is unlawful to display any sign in violation of the provisions of this chapter. Each day of any such violation shall constitute a separate offense under this chapter. Any person who owns or manages a building or premises and any occupant thereof who displays a sign shall comply with the provisions of this chapter. The village manager or his designee is hereby designated and authorized to enforce this chapter.

(Code 1997, § 86-3)

Sec. 30-4. - Permitted and prohibited signs.

(a) The following types of signs only are permitted signs within the standards set out in this chapter:

- (1) Ground or monument signs;
- (2) Wall signs;
- (3) Pole signs;
- (4) Temporary signs;
- (5) Marquees;
- (6) Fixed canopies and awnings;
- (7) Retractable canopies and awnings;
- (8) Window signs not exceeding 25 percent of the total window area of the facade where they are exhibited;
- (9) Historical plaques;
- (10) Advertising signs on bus shelters;
- (11) Changeable copy/reader board signs; and

(12) Blade signs.

(b) Prohibited signs include:

- (1) Signs on fences or on walls which are not a part of a building or structure;
- (2) Flashing signs, which are illuminated signs (whether stationary, revolving, or rotating) which contain any flashing lights or lights creating an illusion of movement, except those signs which display time and temperature information only;
- (3) Moving signs, which are signs which flutter, undulate, swing, rotate, oscillate, or otherwise move by natural or artificial means. Pennants, banners and inflatable signs are specifically included within the definition of moving signs with an exception cited in section 30-11;
- (4) Advertising signs except for temporary subdivision advertising signs, as provided in section 30-10, and bus shelter advertising signs authorized by subsection (a)(10) of this section;
- (5) Signs painted on building walls which face or are visible from a public right-of-way;
- (6) Signs which project more than 24 inches into a public right-of-way;
- (7) Pole signs in the B-1 downtown core zoning district and B-2 downtown transition zoning district;
- (8) Changeable copy/reader board signs in the B-1 downtown core zoning district and B-2 downtown transition zoning district; and
- (9) Illuminated tubing, rope lights and string lights, including neon, LED, and incandescent, used to outline, stripe, highlight, or decorate portions of commercial buildings or building elements such as doors, windows or awnings, except:
 - a. Lights temporarily displayed in connection with a civic, patriotic, or religious holiday, provided they are removed within 14 days after the holiday; and
 - b. Lights permanently affixed to a commercial building as an element of an overall architectural concept.
- (10) Any sign not included as a permitted sign.

(Code 1997, § 86-4; Ord. No. MC-909, § 1, 6-24-2014; Ord. No. MC-913, § 3, 9-23-2014; Ord. No. MC-954, § 1, 4-12-2016; Ord. No. MC-1072, § 1, 1-10-2023)

Sec. 30-5. - Size, area and other restrictions regarding certain sign types.

- (a) *Changeable copy/reader board signs.* All messages for changeable copy/reader board signs shall be limited to the business to which the sign is attached or public service announcements.
- (b) *Ground sign or monument signs.* Ground or monument signs shall not exceed eight feet above grade in height.
- (c) *Historical plaques.* Historical plaques shall not exceed four square feet in area and shall be affixed flat against a building, or if a vacant site, shall be permanently mounted on a pole or other suitable support.
- (d) *Poles signs.* Pole signs shall conform to the following table:

Pole Signs

Size of building or integrated center (square feet)	Maximum height (feet)	Maximum gross surface area (square feet)
0 to 35,000	Not allowed	Not allowed
35,001 to 100,000	18	150
100,001 to 250,000	23	200
250,001 and over	28	250

(Code 1997, § 86-22)

Sec. 30-6. - Signs on residential properties.

No sign shall be displayed on buildings or premises, or that portion thereof used for residential purposes, regardless of the zoning district in which it is located, or on any vehicles parked on such property for more than 24 hours where such vehicle is readily visible to the general public, except for the following permitted signs:

- (1) One nameplate sign not exceeding 144 square inches in area, which may be combined with a street or house sign.
- (2) Noncommercial and nonilluminated signs behind or affixed to windows or doors.
- (3) In the case of apartment houses for more than two units, in addition to the foregoing and in addition to any other signs permitted by reason of any commercial use of the first floor, one identification wall sign not exceeding five square feet in area indicating the name of the building or the ownership or management of such building.
- (4) Multifamily complexes which have more than eight units shall be permitted one identification ground sign no larger than 50 square feet and six feet in height.
- (5) Temporary signs permitted under section 30-9.

(Code 1997, § 86-5)

Sec. 30-7. - Signs of certain charitable, educational and similar organizations.

- (a) No sign shall be displayed on the building or premises of a private educational, philanthropic, civic or charitable institution or organization or any private club, except for temporary signs permitted under section 30-9 and except for identification signs, identifying the name or nature of the institution or organization and bulletin board signs, being structures of a permanent nature but having changeable words or figures.
- (b) The total area of all signs on the premises of each such institution or organization shall not exceed 100 square feet in area, and no one sign shall exceed 30 square feet in area.

(Code 1997, § 86-6)

Sec. 30-8. - Business signs.

Business signs of any type not prohibited by section 30-4 may be displayed on any property used for business or manufacturing purposes, subject to the following limitations and regulations:

- (1) Where a sign is illuminated by light reflected upon it, direct rays of light shall not beam upon any part of an existing residential building, nor into a residential district, or into a street. A sign located in direct line of vision of a traffic signal shall not have red, green or amber illumination. In the B-1 downtown core zoning district and B-2 downtown transition zoning district, ground or monument signs shall only be externally illuminated by lighting hardware mounted on the sign that reflects light directly on the sign from above.
- (2) The total permitted gross surface area of all signs for a single building shall not exceed 2.5 times in square feet the total building frontage expressed in linear feet, up to a maximum of 500 square feet for a building with one frontage, 800 square feet for a building with two frontages, and 1,000 square feet for a building with three or more frontages. If a single building is designed for occupancy by more than one business use and is so used, the formula to be applied in ascertaining the permitted gross surface area for each individual establishment shall be based on the formula set out in this subsection. The owner of the building shall then be responsible for negotiating with all tenants in the building, the amount of signage allowable for each business. Exception: In the B-1 downtown core zoning district and B-2 downtown transition zoning district, the total permitted gross surface area of all signs for a single building shall not exceed two times in square feet the linear footage of a building up to a maximum of 400 square feet of signage for any one use.
- (3)

No wall or blade sign shall project more than 24 inches into a public right-of-way, and any such sign shall be limited in height to the height of the building or 30 feet above grade at the base of the building, whichever is lower. The sign shall be no lower than nine feet above grade. Exception: In the B-1 downtown core zoning district and B-2 downtown transition zoning district, the height of a blade sign shall be limited to two feet below the roof line of the building.

- (4) Any permanently installed sign entirely separate from any structure, located entirely upon private property and not projecting into a public right-of-way and otherwise in conformance with all requirements of this chapter shall not be higher than 28 feet above grade.
- (5) Signs which are not embodied as part of the soft or pliable material of an awning or canopy and which project from a building in excess of six inches or over a public right-of-way shall have the lowest portion no less than nine feet above grade, immediately below the sign.
- (6) A unified shopping center or integrated center in single ownership or control may erect only one pole sign to serve the shops therein in addition to the individual signs allowed by this chapter. Such sign shall conform to the standards in section 30-5.
- (7) Blade signs shall not exceed six square feet in area, shall be no more than either three feet in length or three feet in width and shall project no more than three feet from the face of the building.
- (8) Ground or monument signs shall not exceed eight feet in height. Exception: In the B-1 downtown core zoning district and B-2 downtown transition zoning district, ground or monument signs shall not exceed five feet in height and 20 square feet in area.

(Code 1997, § 86-7; Ord. No. MC-913, § 3, 9-23-2014; Ord. No. MC-1072, § 1, 1-10-2023)

Sec. 30-9. - Temporary signs.

In addition to signs otherwise permitted by this chapter, the following temporary signs shall be permitted, so long as such temporary signs are otherwise in conformity with this section and all other provisions of this chapter:

- (1) Real estate signs (nonilluminated), advertising the sale or lease of the premises on which they are maintained, not exceeding ten square feet in area for residential properties and 32 square feet in area for commercial properties. Only one sign per lot or premises is permitted, except that on corner lots, one such sign may face each street. Such signs shall be removed immediately upon sale or lease of the premises. The signs must be located on private property.
- (2) Architect-contractor signs. One sign of an architect or contractor not exceeding ten square feet in area may be displayed on a premises located in any residence district established by the village zoning ordinance, as amended, and one such sign not exceeding 20 square feet on a premises located in any business or manufacturing district established by the village zoning ordinance where new construction or remodeling work is in progress, to be removed immediately upon completion of such work. In an area zoned for commercial or industrial use where the property on which construction or remodeling is in progress, one contractor-architect's sign may be erected on each street frontage the property abuts. Such signs may not be located closer than eight feet from the property line or one-half the distance between the property and the building lines, whichever is less.
- (3) Decorations displayed in connection with civic, patriotic or religious holidays.
- (4) Flags, emblems and signs of political, civic, philanthropic or education organizations temporarily displayed for noncommercial purposes. The signs must be located on private property unless placed by federal, state or municipal government and shall not be located on property zoned as public land or within 100 feet of a polling place.
- (5) Political campaign signs not exceeding 32 square feet in area for each premises. These signs shall be confined within private property with the permission of the property owner.

(Code 1997, § 86-8; Ord. No. MC-848, § 1, 5-24-2011)

Sec. 30-10. - Temporary subdivision advertising signs.

The village manager or his designee, when requested in writing, may mitigate the provisions of this chapter regarding advertising signs on a temporary basis only in accordance with the following provisions for the purpose of encouraging rapid and competitive sale of new subdivision development within the village:

- (1) *Temporary defined.* As used in this section, the term "temporary" means an indefinite length of time which shall terminate upon sale of 90 percent of all available parcels included in the platted subdivision.
- (2) *Onsite allowance.* One sign shall be allowed for advertising the subdivision. The surface area cannot exceed 32 square feet in area and eight feet in height above grade.
- (3) *Authorization.* All temporary subdivision sign location requests shall be reviewed by the village manager and authorized by letter.
- (4) *Removal.* All permitted subdivision signs shall be removed when required by this section.

(Code 1997, § 86-9)

Sec. 30-11. - Pennants, or banners or inflatable signs.

The village manager or his designee, when requested in writing, may mitigate the provisions of this chapter prohibiting pennants, banners and inflatable signs, but on a temporary basis only in accordance with the following provisions:

- (1) *Defined.* As used in this section, the term "temporary" means no more than two one-week periods.
- (2) *Authorization.* Authorization for pennants, banners and inflatable signs shall be in writing signed by the village manager or his designee, and shall state the number of days such use is to be permitted. No such authorization shall be given more than once per quarter in a calendar year for a specific location.
- (3) *Conditions.* Authorization for inflatable signs shall be subject to, the following conditions:
 - a. The signs must be anchored to the ground;
 - b. The signs must be placed so as not to diminish the number of customer parking spaces in a parking lot;
 - c. The signs must not obstruct vehicle or pedestrian ways.
- (4) *Fees.* The fee for any pennant, banner or inflatable sign erected without prior approval shall be in an amount as provided on the village fee schedule.
- (5) *Removal.* All authorized pennants, banners and inflatable signs shall be removed at the expiration of such authorization. Pennants, banners and inflatable signs erected without prior approval shall be immediately removed upon notification by the village.

(Code 1997, § 86-10; Ord. No. MC-954, § 1, 4-12-2016)

Sec. 30-12. - Construction requirements.

All signs must meet the applicable requirements of the village's building and construction codes.

- (1) *Fireproof construction.* No sign of which the majority of the display area is within four feet of any building or which is greater than 18 square feet in area shall be constructed at any location within the village limits unless the face is constructed of noncombustible material.
- (2) *Obstruction to doors, windows or fire escapes.* No sign, retractable canopy or awning shall be erected, relocated or maintained so as to prevent free ingress to, or egress from, any door, window or fire escape. No sign, retractable canopy or awning of any kind shall be attached to a standpipe or fire escape.
- (3) *Signs not to constitute traffic hazards.* In order to obtain and secure reasonable traffic safety, it is unlawful for any person to erect or maintain any sign, retractable canopy or awning in such a manner as to obstruct free and clear vision, or as to distract the attention of the driver of any vehicle by reason of the position, shape, color or intensity thereof. Pursuant to the foregoing, no sign, retractable canopy or awning shall be erected or maintained in such manner as to be likely to

interfere with, obstruct the view of, or be confused with any authorized traffic sign, signal or device. Accordingly, no sign, retractable canopy or awning shall make use of the words "stop," "go," "look," "slow," "danger," or any other similar word, phrase, symbol, or character, or employ any red, yellow, orange, green or other colored lamp or light, in such a manner as to interfere with, mislead, or confuse traffic.

(Code 1997, § 86-11)

Sec. 30-13. - Inspections.

The village shall make inspections of signs as it deems necessary, and, for this purpose, has the right during business hours to enter upon the premises where a sign is maintained. If it is found that a sign is out of repair, unsafe, or nonconforming to this chapter, the owner shall be notified in writing of the condition, and if the owner does not remedy the sign within 30 days from the time of the service of the notice, the building inspector shall act in accordance with section 30-17.

(Code 1997, § 86-12)

Sec. 30-14. - Nuisances.

Any sign displayed in violation of this chapter is hereby deemed a public nuisance. Any sign, retractable canopy or awning which is immediately dangerous to persons or property in its existing condition, or which is declared to be a fire hazard by the village fire chief or his nominee is hereby declared to be a nuisance and may be abated as such.

(Code 1997, § 86-13)

Sec. 30-15. - Maintenance.

All signs, retractable canopies and awnings shall be kept and maintained in a safe, neat and orderly condition and appearance, and shall be repainted or otherwise maintained periodically by the permittee to prevent corrosion or deterioration caused by weather or age, and to keep the same in a safe, neat and orderly condition and appearance.

(Code 1997, § 86-14)

Sec. 30-16. - Removal of certain signs.

Any sign, retractable canopy or awning and nonconforming sign structure now or hereafter existing, which advertises a business no longer being conducted, or a product no longer being sold, shall be taken down and removed by the owner, agent or person having the beneficial use of the building, structure or premises upon which such sign may be found, within 30 days after receipt of written notice by the village to so act. Upon failure to comply with such notice within the time specified in such order, the building inspector is hereby authorized to cause removal of such sign. Any expense incident thereto shall be paid by the owner, agent or person having beneficial use of the building, structure or premises to which such sign is attached.

(Code 1997, § 86-15)

Sec. 30-17. - Unsafe and unlawful signs.

- (a) If the building inspector shall find that any sign, retractable canopy or awning is unsafe or insecure or is a menace to the public, has been constructed, erected, or is being maintained in violation of the provisions of this chapter, he shall give written notice of such finding to the permittee of the same. If the permittee fails to remove or alter the sign, retractable canopy or awning so as to bring it into compliance with the standards established by this chapter within 30 days after receipt of such notice, such sign, retractable canopy or awning may be removed by the village at the expense of the permittee.
- (b) If, upon reasonable and diligent search, the permittee cannot be found and the notice described in this section cannot be given, then the village may remove the sign, retractable canopy or awning or, in the alternative, may send written notice of the building inspector's finding to the owner of the building, structure or premises. If the owner then fails to remove or alter

the sign, retractable canopy or awning so as to bring it into compliance with the standards established by this chapter within 30 days after receipt of such notice, such sign, retractable canopy or awning may be removed by the village at the expense of the owner.

- (c) The village may cause any sign, retractable canopy or awning which the building inspector finds to be an immediate peril to persons or property to be removed summarily and without notice.

(Code 1997, § 86-16)

Sec. 30-18. - Exemptions and zoning restrictions.

The provisions of this chapter regulating the location, placement, gross surface area, projection, height limitation and number of signs or other advertising 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.

(Code 1997, § 86-17)

Sec. 30-19. - Building and electrical codes.

All signs erected or constructed shall conform to all technical and structural requirements of the village building and electrical codes.

(Code 1997, § 86-18)

Sec. 30-20. - Permits and fees.

- (a) A permit shall be obtained from the building inspector on written application therefor, by any person seeking to construct, erect or maintain any sign over three square feet in area, except for temporary nonstructural signs. Such application shall be accompanied by plans and specifications which show the size, character, material, location, bracing, anchorage, support, means of attachment and other structural characteristics thereof, and of its frame and mounting. Prior to the issuance of a permit, the application plans and specifications shall be approved by the building inspector.
- (b) No permit shall be issued if the building inspector determines that the sign will constitute a hazard to traffic or the public by reason of obstruction of view, distraction, or endangering the safety of persons using public property. Any permit required elsewhere in this Code for electrical work in connection with any sign must be obtained in addition to the sign permit provided for in this section.
- (c) A nonrefundable application fee in an amount as provided on the village fee schedule shall be charged at the time of filing a request for a sign permit. Upon approval, the fee for a permit issued pursuant to this chapter shall be per square foot of the gross surface area of each sign. The fee for any reinspection of the sign shall be in an amount as provided on the village fee schedule.
- (d) The building inspector shall examine or cause to be examined all applications for permits and amendments thereto within a reasonable time after filing. If the building inspector is satisfied that the proposed work conforms to the requirements of this chapter and all laws and ordinances applicable thereto, the building inspector shall issue a permit therefor as soon as practicable.

(Code 1997, § 86-19)

Sec. 30-21. - Variations.

Upon an application or permit to construct or alter or maintain any sign which does not conform to the regulations of this chapter, upon a finding by the appearance commission that a particular hardship does exist, the village board may grant a variation in the application of the regulations of this chapter but in harmony with the general purposes and intent of this chapter.

(Code 1997, § 86-20)

Sec. 30-22. - Legal nonconforming signs.

Signs which were erected on or before July 27, 2004, and no longer conform shall be subject to the following provisions:

- (1) The size, shape, context, wording and appearance of such sign shall not be changed or altered unless necessary to comply with this chapter, as amended.
- (2) A nonconforming sign which is destroyed or damaged by fire or other casualty to the extent that the cost of restoration will exceed 50 percent of the construction cost of a comparable new sign shall not be restored unless the sign conforms to all current requirements of this chapter. If such damage or construction is less than 50 percent of the construction cost of a comparable new sign, all repairs shall be completed within 180 days from the date of the partial destruction. If such damage or destruction is less than 50 percent of the construction cost of a comparable new sign and repair construction is not completed within 180 days from the date of partial destruction, then the damaged nonconforming sign shall not be restored unless the sign is made to conform to all current regulations of this chapter.
- (3) Such signs shall be properly maintained as required by this chapter, but authorized maintenance shall not include the right to change or alter the size, shape, context, wording or appearance of such sign.

(Code 1997, § 86-21)

Sec. 30-23. - Grievance procedure.

Should a petitioner be aggrieved by a decision of the village manager in his enforcement of this chapter, the appearance commission shall hear the petitioner's request for relief.

(Code 1997, § 86-22)

VILLAGE OF HOMEWOOD



CODE COMPARATIVE TABLE – SIGN CODE

DATE: January 2, 2025

INTRODUCTION

A code comparison table is an essential component of any ordinance update which requires the movement of existing ordinances into the structure of a new ordinance or policy. These tables identify which sections of existing ordinance language have been moved or modified as part of an ordinance or policy update. Such tables are required to maintain transparency in the changes being made to ordinances approved previously by public ordinance.

The tables provided in this attachment are **DRAFT** copies of the code comparison table and code removal table which will accompany the approval of this proposed Sign Code Update. The tables are subject to updates as Village staff respond to feedback from Commissioners, municipal staff and members of the public.

CODE COMPARISON TABLE

The table below indicates where new ordinance language has been proposed and where existing language has been moved or integrated into new sections or chapters.

New Ordinance Section	Original Ordinance Section
Chapter 44 (Zoning)	
Section 44-04-14.C – Murals and Art Installations	
Section 44-07-13 – Sign Reviews	Section 30-16; Section 30-20, Section 30-21
Section 44-07-14 – Appearance Review	Section 2-362; Section 28-30; Section 28-32; Section 44-07
Section 44-10-01 – Purpose	
Section 44-10-02 – Applicability	Section 30-01; Section 30-18
Section 44-10-03 – Prohibited Signs	Section 30-04

VILLAGE OF HOMEWOOD



New Ordinance Section	Original Ordinance Section
Section 44-10-04 – Sign Measurements	
Section 44-10-05 – Non-Commercial Signage	Section 22-56; Section 30-06; Section 30-07
Section 44-10-06 – Commercial Signs	Section 30-01; Section 30-08; Section 34-5
Section 44-10-07 – Temporary Signs	Section 30-01; Section 30-09; Section 30-11
Section 44-10-08 – Comprehensive Sign Programs	
Section 44-10-09 – Legal Non-Conforming Signs	Section 30-16; Section 30-17; Section 30-22;
Section 44-10-10 – Construction/Maintenance	Section 30-12; Section 30-14; Section 30-15; Section 30-16; Section 30-19; Section 34-5
Section 44-10-11 – Definitions	Section 30-01

Table subject to change upon review by local Commission members, Village municipal staff and members of the public.

CODE REMOVAL TABLE

The table below indicates where sections of ordinance are proposed to be removed upon approval of the proposed Sign Code.

Removed Ordinance Section	Ordinance Section Replacement
Chapter 28 (Planning)	
Section 28-30	Section 44-07-13; Section 44-07-14
Section 28-31	Removed
Section 28-32	Section 44-07-14

VILLAGE OF HOMEWOOD



Removed Ordinance Section	Ordinance Section Replacement
Section 28-33	Section 44-07-14
Chapter 30 (Signs)	
Section 30-01	Section 44-10-11
Section 30-02	None – duplicated from language in Section 2
Section 30-03	Section 44-10-10
Section 30-04	Section 44-10-02; Section 44-10-03
Section 30-05	Section 44-10-02.B; Section 44-10-06.A
Section 30-06	Section 44-10-05.B
Section 30-07	Section 44-10-05.B
Section 30-08	Section 44-10-06
Section 30-09	Section 44-10-07.A
Section 30-10	None – removed
Section 30-11	Section 44-10-07.B
Section 30-12	Section 44-10-10.A
Section 30-13	Section 44-07-13; Section 44-10-10
Section 30-14	Section 44-10-10

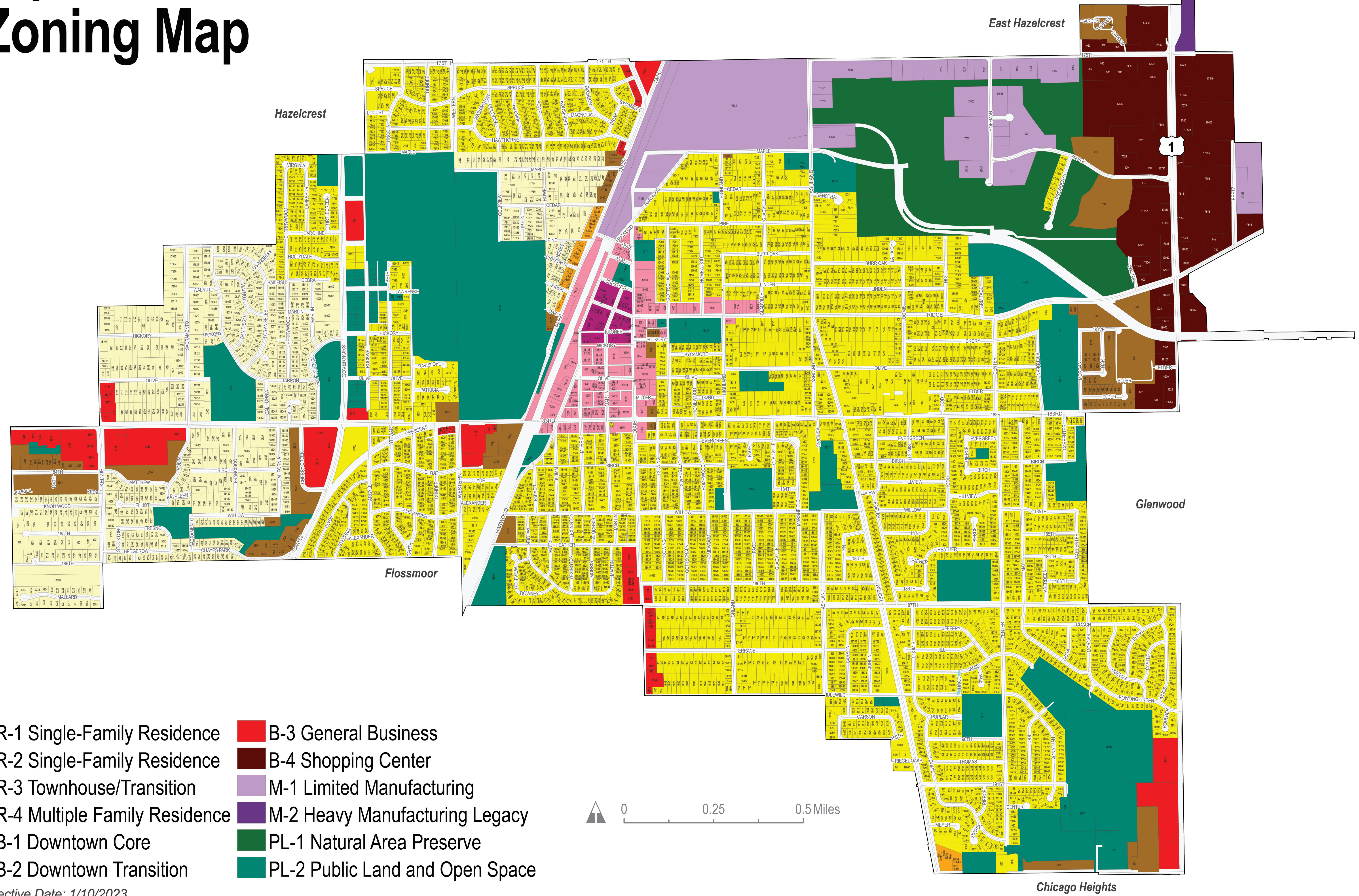
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Removed Ordinance Section	Ordinance Section Replacement
Section 30-15	Section 44-10-10.B
Section 30-16	Section 44-10-09.
Section 30-17	Section 44-10-10
Section 30-18	Section 44-10-02
Section 30-19	Section 44-10-10.A
Section 30-20	Section 44-07-13.A
Section 30-21	Section 44-07-13.C
Section 30-22	Section 44-07-09
Section 30-23	Section 44-07-15 (moved Administrative Appeals section)

Table subject to change upon review by local Commission members, Village municipal staff and members of the public.

Village of Homewood Zoning Map



- | | |
|---|---|
| R-1 Single-Family Residence | B-3 General Business |
| R-2 Single-Family Residence | B-4 Shopping Center |
| R-3 Townhouse/Transition | M-1 Limited Manufacturing |
| R-4 Multiple Family Residence | M-2 Heavy Manufacturing Legacy |
| B-1 Downtown Core | PL-1 Natural Area Preserve |
| B-2 Downtown Transition | PL-2 Public Land and Open Space |

Effective Date: 1/10/2023

Sec. 44-02-02. - District purpose and intent.

Item 5. A.

- (a) *R-1 single-family residence district.* The purpose of the R-1 single-family residence district is to protect and maintain single-family detached residential development and limited other public and institutional uses compatible with the surrounding residential neighborhoods. The standards are intended to preserve the low-density characteristic of the current development pattern.
- (b) *R-2 single-family residence district.* The purpose of the R-2 single-family residence district is to protect and maintain detached single-family residential development and limited other public and institutional uses compatible with the surrounding residential neighborhoods. The standards are intended to maintain the mid-density characteristic of the current development pattern.
- (c) *R-3 townhouse/transition district.* The purpose of the R-3 townhouse/transition district is to promote and maintain duplex and townhouse residential development, legally established single-family detached residences, and to allow limited commercial uses appropriate to the residential context of the area. The standards are intended to provide a mix of uses and to encourage alternative forms of housing at low-mid densities that buffer the surrounding single-family neighborhoods from more intense land uses.
- (d) *R-4 multiple-family residence district.* The purpose of the R-4 multiple-family residence district is to promote and maintain the development of multiple-family dwelling units, attached single-family dwelling units, legally established single-family detached residences, and limited other public and institutional uses that are compatible with the surrounding residential neighborhoods. The standards are intended to provide for convenient living at higher densities characteristic of mid-rise buildings.
- (e) *B-1 downtown core district.* The purpose of the B-1 downtown core district is to establish a destination for retail, dining, and entertainment in the village. The district is intended to have a pedestrian-oriented environment and accommodate development at all scales. It is the intent and purpose of this district to protect areas for commercial development and the generation of property tax revenue from the encroachment of nontaxable bodies including non-commercial places of assembly as defined in this chapter.
- (f) *B-2 downtown transition district.* The purpose of the B-2 downtown transition district is to accommodate the variety of residential and nonresidential uses on the periphery of the downtown core. The district is intended to support the adaptive reuse of existing buildings for a mix of residential and nonresidential uses as well as contextually sensitive infill development in a pedestrian-oriented environment that supports the vibrancy of the downtown core. It is the intent and purpose of this district to protect areas for commercial development and the generation of property tax revenue from the encroachment of nontaxable bodies including non-commercial places of assembly as defined in this chapter.
- (g) *B-3 general business district.* The purpose of the B-3 general business district is to accommodate commercial areas that primarily provide goods and services for the residents of Homewood. Since these uses may be adjacent to residential areas and affect the overall character of the village, the district is intended to provide appropriate transitions and maintain and enhance the appearance of major thoroughfares. It is the intent and purpose of this district to protect areas for commercial development and the generation of property tax revenue from the encroachment of nontaxable bodies including non-commercial places of assembly as defined in this chapter.
- (h) *B-4 shopping center district.* The purpose of the B-4 shopping center district is to provide retail uses that serve the residents of the village and the surrounding areas. The district allows for medium-scale development that generates a significant amount of traffic. It is the intent and purpose of this district to protect areas for commercial development and the generation of property tax revenue from the encroachment of nontaxable bodies including non-commercial places of assembly as defined in this chapter.
- (i) *M-1 limited manufacturing district.* The purpose of the M-1 limited manufacturing district is to provide suitable locations for limited manufacturing, assembly, warehousing, distribution and related activities conducted primarily indoors and having minimal external impacts. Due to the intensity of land use associated with the M-1 district, the district should not be located

adjacent to residentially zoned property. Where M-1 zoned property is currently located adjacent to residentially zoned property, adequate screening and buffering should be provided to mitigate negative impacts.

- (j) *M-2 heavy manufacturing legacy district.* The purpose of the M-2 heavy manufacturing legacy district is to account for those quarry and mining related properties that have been previously zoned M-2 heavy manufacturing. Properties zoned in the M-2 heavy manufacturing legacy district will continue to operate under the applicable standards established in this chapter. No property may be rezoned to the M-2 heavy manufacturing legacy district after the date of adoption of the ordinance from which this chapter is derived.
- (k) *PL-1 natural area preserve district.* The purpose of the PL-1 natural area preserve district is to support the continued existence, maintenance, conservation, and protection of the major open space, natural areas, and passive recreational areas that are publicly and privately owned.
- (l) *PL-2 public land and open space district.* The purpose of the PL-2 public land and open space district is to protect and maintain public properties owned by the village, the park district, school districts, non-profit organizations, and non-commercial places of assembly.

(Ord. No. MC-1068, § 2(Exh. B), 1-10-2023)