



# VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

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## PLANNING & ZONING COMMISSION

**Tuesday, June 09, 2026 - 6:00 PM**

200 N. Hill Street, Poplar Grove, IL 61065

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### AGENDA

#### CALL TO ORDER

#### ROLL CALL

#### APPROVAL OF AGENDA

#### APPROVAL OF MINUTES

1. Motion to approve Planning and Zoning Commission Minutes from October 14, 2025

#### PUBLIC COMMENTS: *(General Comments)*

#### NEW BUSINESS

2. **Case 2026-01** Village of Poplar Grove, 200 North Hill Street (TA): The applicant, The Village of Poplar Grove, 200 North Hill Street, Poplar Grove, IL 61065 is proposing an amendment to the Poplar Grove Zoning Ordinance pertaining to Section 8-13-1 Hens on any property within a residential area.
3. **Case 2026-02** Village of Poplar Grove, 200 North Hill Street (TA): The applicant, The Village of Poplar Grove, 200 North Hill Street, Poplar Grove, IL 61065 is proposing an amendment to the Poplar Grove Zoning Ordinance pertaining to Section 8-11-2 to 8-11-18 sign code.

#### ADJOURNMENT



# VILLAGE OF POPLAR GROVE

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## PLANNING & ZONING COMMISSION

**Tuesday, October 14, 2025 - 6:00 PM**

200 N. Hill Street, Poplar Grove, IL 61065

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### MINUTES

#### CALL TO ORDER

The meeting called to order at 6:02 pm by Chairwoman Jessica Roberts

#### ROLL CALL

##### PRESENT

Chairwomen Jessica Roberts  
Commissioner Amy Ekberg  
Commissioner Kim Krawczk  
Commissioner Nate Sroka  
Commissioner Caitlin Winarski  
Commissioner Mathew Mack  
Attorney Roxanne Sosnowski  
Clerk Karri Miller  
Building Official Ken Garrett

##### ABSENT

Commissioner Melissa Robinson

#### APPROVAL OF AGENDA

Motion made by Commissioner Krawczk, Seconded by Commissioner Sroka.

Voting Yea: Chairwomen Roberts, Commissioner Ekberg, Commissioner Krawczk, Commissioner Sroka, Commissioner Winarski, Commissioner Mack

#### APPROVAL OF MINUTES

1. Motion to approve minutes from the Planning and Zoning Commission Meeting from August 12, 2025

Motion made by Commissioner Sroka, Seconded by Commissioner Ekberg.

Voting Yea: Chairwomen Roberts, Commissioner Ekberg, Commissioner Krawczk, Commissioner Sroka, Commissioner Winarski, Commissioner Mack

**PUBLIC COMMENTS:** *(General Comments)*

**NEW BUSINESS**

2. **Case 2025-03**, The applicant, Cathy Stephens of Permit Solutions, 100 North Avenue, Tallmadge, Ohio 44278 on behalf of the property owner Bel Air Estates, LTD, 11619 IL Route 76, Poplar Grove, IL 61065 has applied for the following:

**Case 2025-03A-** Request to rezone an approximately 0.30 acre portion of the property which is owned by Bel Air Estates, LTD, 11619 IL Route 76, Poplar Grove, IL 61065, with PIN 03-26-200-008 from the currently designated zoning district of R-2 (Single Family Residential 2 District) to GB (General Business District) per section 8-5-5 Map Amendment (Rezoning) of the Poplar Grove Zoning Code.

**Case 2025-03B-** Request for a Special Use Permit to install a McDonalds Restaurant with a Drive Through on the real property with an address of 13675 IL Route 76, Poplar Grove, IL 61065 (PIN 03-26-200-010) and an approximately 0.3 acre portion of 11619 IL Route 76, Poplar Grove, IL 61065 (part of PIN 03-26-200-008). The property is zoned GB (General Business) and requires a Special Use Permit per section 8-5-7 of the Poplar Grove Zoning Code. The Special Use Permit would also be applicable to the approximately 0.30 acre portion of the property which is being rezoned from R-2 to GB as referenced-above.

**Case 2025-03C-** Request for a preliminary and final plat of subdivision approval on the real property with an address of 13675 IL Route 76, Poplar Grove, IL 61065 (PIN 03-26-200-010) and an approximately 0.3 acre portion of 11619 IL Route 76, Poplar Grove, IL 61065 (part of PIN 03-26-200-008). The property is zoned GB (General Business) . The preliminary and final plat of subdivision would also be applicable to the approximately 0.30 acre portion of the property which is being rezoned from R-2 to GB as referenced-above.

Case opened at 6:05 pm

Building official Ken Garrett presented the case

Kerri Williams, Civil Engineer for McDonald's was sworn in at 6:15pm and answered questions

Motion made by Commissioner Ekberg, Seconded by Commissioner Winarski to close the public hearing

Voting Yea: Chairwomen Roberts, Commissioner Ekberg, Commissioner Krawczk, Commissioner Sroka, Commissioner Winarski, Commissioner Mack

Closed public hearing at 6:28 pm

Motion made by Commissioner Krawczk, Seconded by Commissioner Winarski to approve case 2025-03A

Voting Yea: Chairwomen Roberts, Commissioner Ekberg, Commissioner Krawczk, Commissioner Sroka, Commissioner Winarski, Commissioner Mack

Motion made by Commissioner Sroka, Seconded by Commissioner Winarski to approve finding of facts.

Voting Yea: Chairwomen Roberts, Commissioner Ekberg, Commissioner Krawczk, Commissioner Sroka, Commissioner Winarski, Commissioner Mack

Motion made by Commissioner Sroka, Seconded by Commissioner Ekberg to approve case 2025-03B.

Voting Yea: Chairwomen Roberts, Commissioner Ekberg, Commissioner Krawczk, Commissioner Sroka, Commissioner Winarski, Commissioner Mack

Motion made by Commissioner Ekberg, Seconded by Commissioner Sroka to approve case 2025-03C.

Voting Yea: Chairwomen Roberts, Commissioner Ekberg, Commissioner Krawczk, Commissioner Sroka, Commissioner Winarski, Commissioner Mack

#### **ADJOURNMENT**

Motion made by Commissioner Krawczk, Seconded by Commissioner Ekberg.

Voting Yea: Chairwomen Roberts, Commissioner Ekberg, Commissioner Krawczk, Commissioner Sroka, Commissioner Winarski, Commissioner Mack

The meeting adjourned at 6:40 pm

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To: Planning and Zoning Commission Members  
From: Kenneth Garrett, Zoning Administrator  
Date: May 21, 2026  
RE: Text Amendment – Updating the existing hen ordinance that will allow a maximum of 10 hens.  
Hearing Date: June 9, 2026 at 6:00 p.m.

The current Hen ordinance was adopted on 12-13-2023 (attached). That ordinance limited the maximum number of hens to six. A request was made at a recent village board meeting to increase the number of Hens to ten. At the direction of the Village Board the Planning and Zoning Meeting is to consider a text amendment to increase the number of Hens.

In order to determine a base line of allowing more Hens on a property, I reached out Professor Luciano Alves De Oliveira of the University of Illinois's Agricultural Department for guidelines on this increase. This was very helpful in establishing a framework for the increase in Hens from a Coop size and a Run size.

The current ordinance requires 5 square feet per Hen for the Coop area. The Coop/Run cannot exceed 100 square feet.

Per the University of Illinois guidelines, the following criteria was recommended.

5 square feet per Hen for the Coop area.  
10 square feet per Hen for the Run area.

Regardless of the number of Hens, the above criteria should be followed. This will require the size of the coops and runs to increase based on the guidelines. This will require a maximum Coop/Run size to be a maximum 150 square feet.

There are guidelines that had recommending between 3-4 square feet per Hen, provided there is a run offering at least 10 square feet per hen. The average of other sources recommended between 4 or 5 square feet per Hen. Those sources were from the University of Oregon and a referenced article on Poultry care. The guidelines in

Text Amendment - Hens

establishing a minimum of square feet was to avoid illnesses, stress and boredom, pecking of Hens and fighting. Essentially the more space the better.

Hen Coops/Runs can remain as is. In the event, an applicant wants to increase the number of Hens greater than 6, or greater than what is currently established the Coop/Run shall be increased in size per the recommended sizes. The existing and proposed code changes are attached for your review.

**Recommendation:**

I recommend establishing a minimum of 5 square feet per Hen per Coop Area and 10 Square Feet of Run per Hen for the Run Area.

Should you have any questions regarding this report feel free to contact me at your convenience.

Respectfully Submitted,

Kenneth Garrett  
Zoning Administrator – Village of Poplar Grove

**ORDINANCE NUMBER: 2026-**

**AN ORDINANCE AMENDING SECTION 8-13-1 OF THE CODE OF ORDINANCES FOR THE VILLAGE OF POPLAR GROVE TO INCREASE THE PERMITTED MAXIMUM NUMBER OF HENS ON ANY PROPERTY WITHIN A RESIDENTIAL AREA**

**WHEREAS**, the Village of Poplar Grove (“Village”) had adopted a Code of Ordinances (“Code”); and

**WHEREAS**, Title VIII “Zoning”, Chapter 13 “Hens in Residential Areas” governs the procedures and requirements of hens on residential properties within the Village including, but not limited to, requirements of permits, inspections, coops, and runs; and

**WHEREAS**, the Village wishes to amend Section 8-13-1 “Hens in Residential Areas” of the Code, as set forth herein; and

**WHEREAS**, the Village has determined that it is in the best interest of the Village and its citizens to approve such amendment.

**NOW THEREFORE, BE IT ORDAINED** by the President and Board of Trustees of the Village of Poplar Grove, Illinois as follows:

1. The above recitals are incorporated herein and made a part hereof.
2. Section 8-13-1 “Hens in Residential Areas” of the Code of Ordinances for the Village of Poplar Grove, shall be and hereby is amended, to read as follows (deletions shown as ~~strikethroughs~~ and new language as **bold** and **underlined**):

**8-13-1. HENS IN RESIDENTIAL AREAS.**

A. Definitions. The following words and phrases shall have the following definition and meanings:

1. *Hen* means a female of the species Gallus Gallus Domesticas.
2. *Hen coop* means a house or cage of sufficient size that provides shelter and security for hens.
3. *Hen run* means an enclosed area in which hens are allowed to walk and run about.
4. *Residential area* means property within the Village that is zoned Single-Family Residential (R-1), Single-Family Residential (R-2), Single Family Residential (R-3) and Residential Estate District (RE). Property lot size must be at least 7,000 square feet to be considered for a residential hen or hen coop permit.
5. No multi-family properties will be issued a residential hen or hen coop permit.
6. *Rooster* means a male of the species Gallus Gallus Domesticas.

- B. Applicability. Hens in residential areas are allowed upon satisfaction of all of the following standards and conditions:
1. Residential Hen Permit. A residential hen permit shall be obtained prior to any hens being permitted to be located on residential area within the Village. An application for a residential hen permit shall be made to the Village **Building Department Administrator** on a form prescribed by the Village **Building Department Administrator**. The application fee for such residential hen permit shall be as set forth in the Village's Fee Schedule. A maximum of 15 residential hen permits will be issued in the Village, at any given time. If, upon passage of this ordinance, the number of initial applicants is more than 15, such permits shall be issued via a random drawing. A field inspection, as provided for in Section B.4. below, shall be conducted and paid for by the homeowner prior to issuance of the residential hen permit.
  2. Hen Coop/Run Permit. A hen coop/run permit shall be obtained prior to a hen coop/run being constructed or located residential area within the Village. All hen coops shall have an accompanying run and vice versa. All hen coops/run shall conform to the requirements prescribed in this section. The application fee for such hen coop/run permit shall be as set forth in the Village's Fee Schedule.
  3. Inspections. Prior to approval and issuance of a residential hen permit, the Code Enforcement Officer, or designated representative, shall review the hen permit application ~~and inspect the premises and Hen Coop/Run~~ for compliance with the regulations of this section. To the extent the hen permit application and the construction of the hen coop/run are in compliance with the provisions of the Code, the hen permit shall be issued by the Village. Additional inspections may be performed by the Code Enforcement Officer to confirm continued compliance with the provisions of this section.
  4. Annual Renewal of Permits. Residential hen permits and hen coop/run permits shall expire one year after issuance. The annual renewal for each permit shall be as set forth in the Village's Fee Schedule.
  5. Residential hen permits and hen coop/run permits are issued to property owners. Any changes in property ownership require a new application.
  6. To the extent the rules and regulations of any homeowners' association prohibits the keeping of hens, then hens shall not be allowed on properties which are subject to such homeowners' association rules and regulations.
- C. Hen Coops/Runs Requirements, Standards and Conditions. All hen coops/runs in residential areas shall comply with the below regulations. Such hen coops/runs regulations shall not apply to hens kept on parcels zoned in the A-1 (Agricultural) zoning district.
1. Hen coops/runs may be attached to the resident's primary structure or as a free-standing structure. Freestanding hen coops/runs shall be considered as an "accessory structure." A building permit for construction of a hen coop/run must be obtained prior to commencement of construction.
  2. All hen coops/runs must be located in the rear yard and in accordance with all applicable setback requirements. All hen coops/runs shall be a minimum of 25 feet from any neighboring primary dwelling unless a greater distance is required by any

other provision of the Village Code. Hen coops/runs shall not be located within any easement.

3. Hen coops/runs shall be maintained, kept clean, and built in a manner to allow hens safety from predators and protection from weather elements. Hen coops/runs shall have roof or top enclosure to help keep predators out of the hen coops/runs. If electricity is to be provided to a hen coop (for purposes of heat or otherwise) an electrical permit must first be obtained prior to installation. Electricity cannot be provided via an electrical extension cord. Notwithstanding any provision of this Village Code prohibiting the use of chicken wire for fencing, chicken wire and hardware cloth shall be permitted to be used in constructing hen coops/runs.
4. Hen coops/run shall each be large enough to provide at least five square feet of area per hen.

**5. Hen runs shall be large enough to provide at least ten square feet of area per hen.**

~~5.6.~~ Hen coops/runs shall not exceed ~~100~~ **150** square feet (combined) unless a special permit has been granted.

~~6.7.~~ Hen coops/runs shall be constructed and maintained to reasonably prevent the collection of standing water; and shall be clean of hen droppings, uneaten or discarded feed, feathers, and other waste with such frequency as is necessary to ensure the hen coop/run does not become a nuisance.

~~7.8.~~ All feed must be stored indoors in rodent proof containers.

D. Other Regulations.

1. If the property is not owner-occupied, a letter of approval from the owner shall be required prior to a residential hen permit or hen coop/run permit being issued.
  2. A maximum of ~~six~~ **ten** hens and a minimum of two hens shall be allowed on any property within a residential area as defined in this section.
  3. Adult hens (i.e., hens over eight weeks in age) must be contained in a hen coop/run at all times and shall not be allowed to be kept in homes, garages or sheds.
  4. Roosters are prohibited.
  5. The slaughtering, butchering, or processing of hens is prohibited within residential areas.
  6. Proper disposal of hens is required.
  7. The display of any sales stand or signage for the sale of eggs or hens is prohibited in the residential zoning district.
  8. Violators of any of the regulations in this section shall be subject to a fine of not less than \$100.00 nor more than \$500.00, at the discretion of the Village. Three fines shall result in revocation of the hen coop permit. After revocation, the applicant must wait at least one year before applying for another hen coop permit. Each day that a violation exists shall constitute a separate offense.
3. Except as amended by this Ordinance, all other provisions and terms of the Village Code of Ordinances shall remain in full force and effect as previously enacted except that those

ordinances, or parts thereof, in conflict herewith are hereby repealed to the extent of such conflict.

4. This Ordinance shall be in full force and effect after its approval, passage and publication in pamphlet form as required by law.

PASSED UPON MOTION BY \_\_\_\_\_

SECONDED BY \_\_\_\_\_

BY ROLL CALL VOTE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2026

AS FOLLOWS:

VOTING "AYE": \_\_\_\_\_

\_\_\_\_\_

VOTING "NAY": \_\_\_\_\_

\_\_\_\_\_

ABSENT, ABSTAIN, OTHER \_\_\_\_\_

\_\_\_\_\_

APPROVED \_\_\_\_\_, 2026

\_\_\_\_\_  
PRESIDENT

ATTEST:

\_\_\_\_\_  
VILLAGE CLERK

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To: Planning and Zoning Members  
From: Kenneth Garrett, Building and Zoning Official  
Date: May 4, 2026  
RE: Sign Code Changes

Over the past year, we have been working with staff and a subcommittee was created (Comprised of Village President Kristi Richardson, Village Trustee David Allgood, Director of Public Works David Howe, Community Development Coordinator/Deputy Clerk Katie Jaster and myself) to update the Village's Sign Code. The intent of the update is to modernize the code, allow it to be more business and user friendly, simplify and clarify language within the code, and address the existing signs within the village.

Below are the significant changes based on the Subcommittee's recommendations. Only the major changes are included. In most cases, edits that did not alter the intent of the section are not identified below.

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1. 8-11-2 General Regulations – Added 2<sup>nd</sup> paragraph.
2. 8-11-3 Definitions – Relocated definitions to the beginning of the Sign Code. The definitions were originally were in 8-11-5 D and located in the Zoning Code under definitions. There was also a separate section in Chapter 7. We have relocated all of those signs in one location.
  - a. Deleted definition – Animated
  - b. Deleted Definition and inserted new definition Electronic Message Unit, Signs, Roof, Temporary Signs and Wall.
  - c. New Sign Definitions – Community Event
  - d. Updated signage definition throughout
3. 8-11-4 Exempted Signs – Updated language, deleted sections I, J, L M and P. Updated K Flags.
4. 8-11-5 Prohibited Signs – Deleted Animated Signs and added new section B where Animated Signs were. G was removed (String Lights). H was rewritten. Added K (Above Peak roof signs are not permitted).

### Significant Sign Code Changes

5. 8-11-6 Signs Allowed by District – Sign Code did not allow freestanding signs only monument signs. Freestanding Signs are now allowed.
  - a. Table A was updated with numerical clarity and footnotes were updated.
  - b. Table B was numerically updated and an example of sign calculation was added.
  - c. Table C was updated.
  - d. Section D – Relocated Definitions to 8-11-3
  - e. Figure 8-11-5 D 1 – Added requirements to the associated sign type.
  - f. Figure 8-11-5 D 2 – Added the figure section and requirements.
6. 8-11-6 Sign Computations - Minor Edits.
7. 8-11-7 – Deleted D as it was repetitive within the sign code.
8. 8-11-8 – Off Site Sign – This section was deleted as it is covered by another section.
9. 8-11-9 Temporary Signs – Revised language and added exception. Revised Temporary Signs I Sections A-E
10. 8-11-10 Changeable Copy Signs – Edited section and new definition in section 8-11-3.
11. 8-11-11 Community Information Signs – New Definition in section 8-11-3. No change to section.
12. 8-11-12 Subdivision or Development Identification Signs – Deleted the existing language and rewrote this section.
13. 8-11-13 Billboard – This is a new section and is in response to the large farmlands who want to use their property for marketing signage.
14. 8-11-14 Non-Conforming Signs – The wording of this section was deleted and revised.
15. 8-11-15 Illumination of Signs – Minor Edits.
16. 8-11-16 Removal of Signs – The language to this section was deleted and new language was inserted.
17. 8-11-17 Permit Requirements – Minor Edits.
18. 8-11-18 Penalties – The language of this section was deleted and penalties are now referred to in section Chapter 4 under General Penalties.

Significant Sign Code Changes

Should you have any questions regarding this report feel free to contact me at your convenience.

Respectfully Submitted,

Kenneth Garrett  
Building and Zoning Official

## **CHAPTER 11. SIGNAGE**

### **8-11-1. PURPOSE.**

The purpose of this chapter is to promote and protect the public health, welfare and safety by regulating existing and proposed advertising signs and outdoor signs of all types. It is intended to protect property values, to create a more attractive economic and business climate, to enhance and protect the physical appearance of the community and to preserve the scenic and natural beauty of designated areas. It is further intended to reduce sign or advertising distraction and obstructions that may contribute to traffic accidents, to reduce hazards that may be caused by signs overhanging or projecting over public rights-of-way, to provide more open space, to curb the deterioration of the natural environment, and to enhance community development.

(Ord. 2012-012, 3-13-2012)

### **8-11-2. GENERAL REGULATIONS.**

Any sign placed on land or on a building for the purposes of identification or protection of the same or for advertising a use conducted thereon or therein shall be deemed to be accessory and incidental to such land, building or use.

No sign requiring a permit shall be erected, re-erected, constructed, altered or maintained until after a permit has been issued by the Building Official and the payment of a fee pursuant to the fee schedule adopted by the Village has been made.

Signs located near federal aid primary roads and any highway that is part of the national system of interstate and defense highways shall be subject to the rules and regulations of the state Department of Transportation.

(Ord. 2012-012, 3-13-2012)

### **8-11-3. EXEMPTED SIGNS.**

- A. Official Signs. Any traffic, fire, and police signs, signals, and devices of the state, county, or village.
- B. Public Signs. Including notice, warning, traffic control, historic, civic, or memorial signs authorized by a valid and applicable federal, state, or local law, regulation or ordinance.
- C. Building Marker. Any sign indicating the name of a building, date and incidental information about its construction which sign is cut into a masonry surface or made of bronze or other permanent material. The sign shall not exceed six square feet and shall be attached to the building.
- D. Interior Building Signs. Any sign inside a building that is not attached to a window or door, and is not intended to be viewed from the exterior.
- E. Manufacturer's Labels. Labels on farm structures and buildings standard to the assembly of the product.
- F. Directional Sign (On Site). Signs of three square feet or less intended to facilitate the movement of vehicles and pedestrians on private property. A directional sign marking a vehicular entrance or exit may include a commercial message or logo of one square foot or less pertaining to an establishment located on the site, but is limited in number to one per entrance and one per exit. A "Drive-Through" sign of three square feet or

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less and placed adjacent to or directly over the drive-through lane shall be treated as a directional sign; otherwise they will count as a freestanding or building sign, whichever is applicable.

- G. Traffic Control Signs on Private Property. The face of which meet Department of Transportation standards and which contain no commercial message. Signs shall be in accordance with the American Association of State Highway and Transportation Officials.
- H. Religious Symbols. Religious symbols attached to religious buildings or located on private church property.
- I. Holiday Lights and Decorations. Holiday lights and decorations with no commercial message, but only 30 days prior to and 30 days after a traditionally accepted civic, patriotic, or religious holiday in the commercial and industrial districts.
- J. Descriptive Signs. Descriptive signs on merchandise/inventory for sale in the commercial and industrial districts.
- K. Flags. Flags, emblems, or insignia of governmental, or other noncommercial organizations having a size of less than 60 square feet in area, and mounted on poles not to exceed 40 feet in height. Residential zones are limited to one pole and three flags per zoned lot. All other zones are limited to three poles and three flags per zoned lot.
- L. Identification Signs. A sign containing only a name and/or an address and limited to two square feet in area. Name may be personal, or identify an organization.
- M. Incidental Sign. A sign, generally informational, that has a purpose secondary to the use of the zone lot on which it is located, such as "no parking," "loading only," "telephone," menu boards, and other similar directives. No sign with a commercial message or logo legible to a normal person of average height on any property line of the zone lot on which the sign is located shall be considered incidental.
- N. Window Sign. Any sign, pictures, symbol, or combination thereof, designed to communicate information about an activity, business, commodity, event, sale, or service that is placed directly on the surface of the window panes or glass or is hung from the window frame and is visible from the exterior of the window.
- O. Signs on private property not subject to view from other properties or from public property.
- P. Works of art approved by the Village Board.

(Ord. 2012-012, 3-13-2012)

#### **8-11-4. PROHIBITED SIGNS.**

- A. Any sign placed in or protruding into the public right-of-way.
- B. Animated Signs. Any sign or advertising device such as pinwheels, streamers, wind operated devices, or fluttering signs, beacons, etc.
- C. Signs painted or posted directly upon the surface of any rocks, trees, or other natural features.
- D. Any sign erected in any location where by reason of its location, will obstruct the view of any authorized traffic sign, signal, or other traffic control device. No sign shall be erected in the sight triangle or any other location where it will obstruct the vision of the public right-of-way to a vehicle operator during ingress or egress from public roadways.
- E. Flashing signs, not including electronic message centers that have a special use permit or digital time and temperature signs involving only that information and no further or additional information of any advertising nature.

- F. Signs containing characters, cartoons, statements, works of art or pictures of an obscene, indecent, pornographic, or immoral character.
  - G. Strings of lights not permanently mounted to a rigid background, except holiday lights.
  - H. Signs attached to or painted on vehicles visible from the public right-of-way unless vehicle is used for normal day-to-day transportation operations of the business.
  - I. Inflatable signs and tethered balloons, except when used as temporary sign.
  - J. Portable signs, except when used as a temporary sign.
- (Ord. 2012-012, 3-13-2012)

**8-11-5. SIGNS ALLOWED BY DISTRICT.**

Signs shall be allowed on private property in the Village in accordance with the tables and text contained in this section and all other applicable provisions of this chapter.

- A. Freestanding Signs. Freestanding signs shall only be permitted in the monument sign style. The following restrictions apply to the number, area, height and setback requirements for freestanding signs on private property in each district including banners and animated signs but excluding building markers, flags, directional signs, incidental signs, identification signs, community signs, subdivision or development identification signs, temporary signs and other exempted signs.

TABLE 8-11-5 (A) (1)

Districts	A- 1	RE	R- 1	R- 2	R- 3	R- 5	M H	N B	G B	C B	LI	HI
Area per foot of street frontage (square feet)	NA	NA	NA	NA	NA	NA	NA	1/ 2	1/ 2	1/ 2	1/ 2	1/ 2
Maximum area	32	32	6	6	6	16	16	60	15 0	10 0	15 0	15 0
Height (feet)	10	10	5	5	5	5	5	10	10	10	10	10
Setback (feet)	10	10	2	2	2	2	2	10	10	10	10	10
Number per street frontage	1	1	1	1	1	1	1	1	1	1	1	1
* In no case shall the height of the sign exceed the actual sign setback from any adjacent lot that is zoned residential.												
** Signs in the residential districts may either be freestanding or building signs-not both, and are limited to one residential sign per lot. Residential signs shall only contain a noncommercial message (except advertising for goods or services legally offered on the premises where the sign is located) only if offering such services at such location conforms to all requirements of the zoning ordinance. The use of changeable copy on residential signs is prohibited.												
*** Setback for freestanding signs is from the sign support. In no case shall any portion of the sign project into the right-of-way.												
**** In all non-residential districts, lots fronting on two or more streets are allowed the permitted signage for each street frontage; but, signage cannot be accumulated and used on one street in excess of that allowed for lots with only one street frontage.												

- B. Building Signs. The following restrictions apply to the number, area, height and setback requirements for building signs in each district except for building markers, window signs, flags, directional signs, incidental signs, identification signs, community signs, temporary signs and other exempted signs.

TABLE 8-11-5 (B) (1)

Districts	A-1	RE	R-1	R-2	R-3	R-5	MH	NB	GB	CB	LI	HI
Sign area per linear foot of wall on which sign is located* (square feet)	NA	NA	A	NA	NA	NA	NA	2	2	2	2	2
Max total area per wall (square feet)	32	32	6	6	6	16	16	100	150	100	500	1,000
Number per establishment for each side of principal building not abutting a residential district	NA	NA	NA	NA	NA	NA	NA	1	2	1	2	2

\* Length of wall will be calculated using only portions of the wall of the Principal Building parallel or most nearly parallel to the adjacent property line or street frontage. In multi-establishment buildings with separate entrances, the sign area allocated to each establishment will be apportioned by length of wall that each establishment occupies, unless otherwise allocated by the legal owner or manager of the principal building. In multi-establishment buildings with separate entrances, THE MAXIMUM TOTAL AREA PER WALL applies to each establishment.

C. Permitted Building Signs by Type. All signs contained in this section count against the number and area limits found in Table 8-11-5 (B) (1).

TABLE 8-11-5 (C) (1)

Districts	A-1	RE	R-1	R-2	R-3	R-5	MH	NB	GB	CB	LI	HI
Electronic Message Centers									SU		SU	
Banner	P	P						P	P	P	P	P
Canopy						P	P	P	P	P	P	P
Marquee									P	P		
Projecting								P	P	P	P	P
Residential	P	P	P	P	P	P	P					
Roof, below peak								P	P	P	P	P
Roof, above peak												
Suspended								P	P	P	P	P
Wall	P					P	P	P	P	P	P	P

P = Permitted SU = Special Use Shaded = Not Allowed

D. Building Sign Types and Characteristics.

*Banner.* Any sign of lightweight fabric or similar material that is permanently mounted to a pole or a building by a permanent frame at one or more edges. National flags, state or municipal flags, or the official flag of any public institution conforming to Section 8-11-3 shall not be considered banners.

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*Canopy Sign.* Signs that are part of or attached to an awning, canopy, or other fabric, plastic, or structural protective cover over a door, entrance, window, or outdoor service area. Includes both fixed and movable awning signs. Content shall be limited to name and/or logo of the establishment utilizing the canopy. Letters and logos shall be permanently mounted and flush with the surface of the canopy and shall not protrude above, below, or beyond the sides of the canopy. Canopy signs five inches or less in height shall not be counted against total permitted area (or number).

*Marquee Sign.* A sign attached to or part of a building that projects beyond the structure sheltering the entrance of a theater or other use advertising scheduled events. Marquee signs must have a vertical clearance of seven and one-half (7.5) feet above the adjacent sidewalk and extend no higher than 36 inches above the marquee.

*Projecting Sign.* Any sign affixed to a building or wall in such manner that its leading edge extends more than six inches (to a maximum of 48 inches) beyond the surface of such building or wall. Projecting signs are only permitted if a freestanding sign is not or cannot be located on the subject property; only one projecting sign per building is permitted. Projecting signs must be mounted perpendicular to the wall whose total sign allotment the sign shall count against. Projecting signs must provide a minimum overhead clearance of seven and one-half (7.5) feet measured from the sidewalk and nine feet above traffic areas.

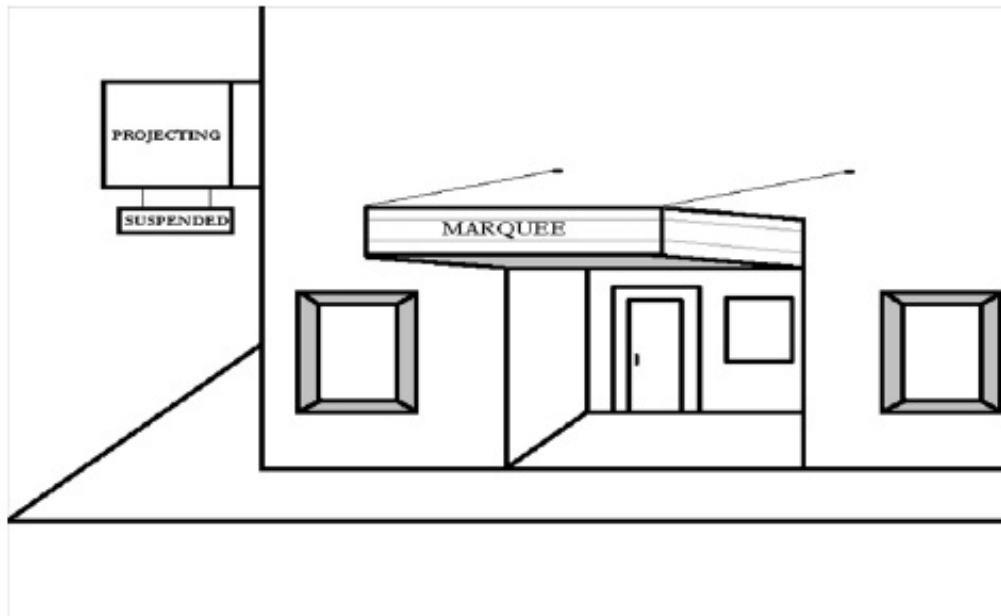
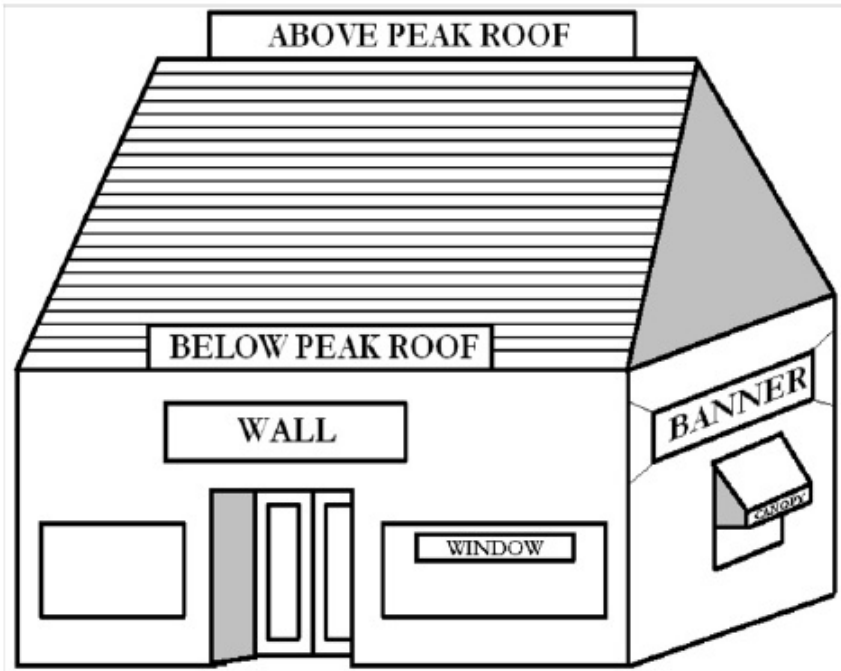
*Residential Sign.* A sign located in a residential district and used for single family residential uses that contains a noncommercial message except advertising for goods or services legally offered on the premises where the sign is located, if offering such services at such location conforms to all requirements of this Title. Residential signs shall be a maximum of six square feet in area and may either be freestanding or wall mounted, not both, and only one residential sign is permitted per residence. The use of changeable copy on a residential sign is prohibited.

*Roof Sign.* Any sign erected and constructed wholly on and over the roof of a building and supported by the roof structure. Signable area for below-peak roof signs is limited to 20 feet above base of building unless mounted flush with vertical roof surfaces below roof peak that is integral to the roof itself. Above-peak roof signs are not permitted.

*Suspended Sign.* A sign that is suspended from the underside of a horizontal surface such as a canopy and is supported by such surface. The number of suspended signs shall be limited to one per entrance and must provide a minimum overhead clearance of seven and one-half (7.5) feet (measured from the sidewalk). A single suspended sign of two square feet or less and containing only the name and/or address of an establishment shall not count against the total number or area of permitted building signs, unless an identification sign is located elsewhere on that building face.

*Wall Sign.* Any sign attached parallel to, but within six inches of, a wall, painted on the wall surface or erected and confined within the limits of an outside wall of any building or structure, supported by such wall or building, and displaying only one sign surface. Wall signs shall not cover any part of windows, doorways, or architectural detail.

FIGURE 8-11-5 (D) (1)



(Ord. 2012-012, 3-13-2012)

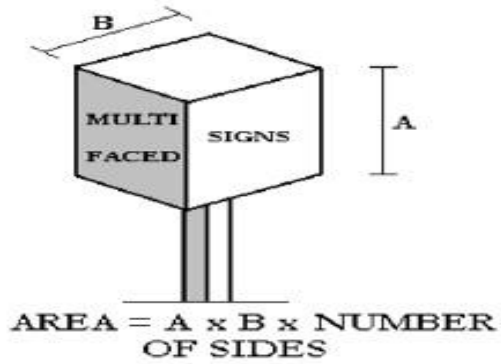
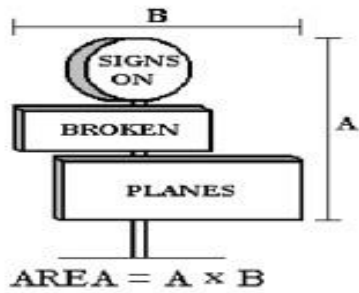
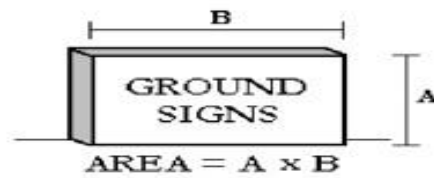
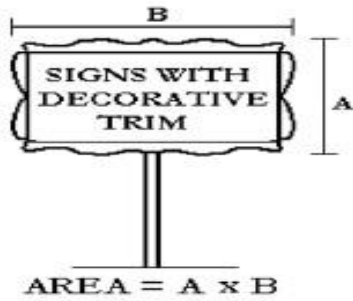
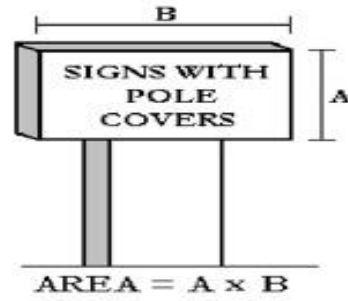
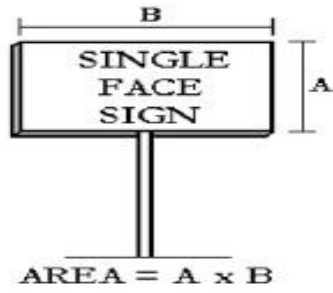
### 8-11-6. SIGN COMPUTATIONS.

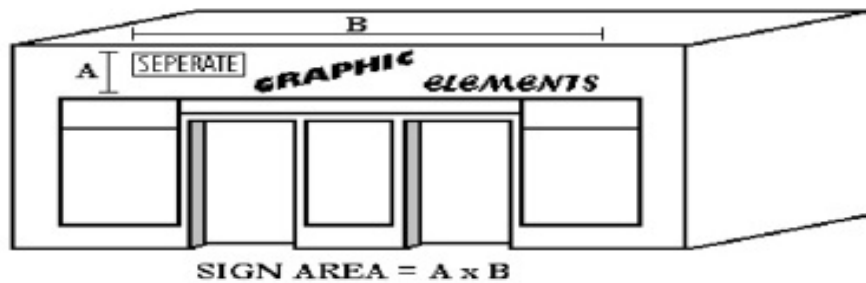
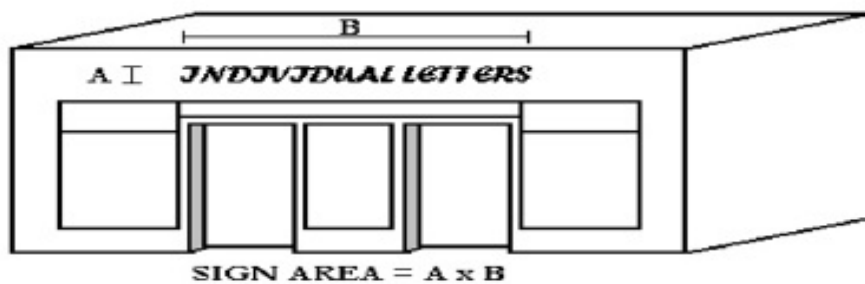
The following principles shall control the computations of sign number, sign area and sign height.

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- A. Computation of Area of Individual Building Sign. The area of a sign face shall be computed by means of the smallest rectangle, triangle, circle, or combination thereof that will encompass the extreme limits of the writing, emblem, or other representation, together with any material or color forming an integral background to the display or used to differentiate the sign from the backdrop. Area does not include any supporting framework, bracing, or decorative wall or fence when such wall or fence is clearly incidental to the display itself.
  - B. Computation of Number and Area for Freestanding Signs. All writing, emblems, decorative framework, or other representations mounted on a single sign support structure shall be regarded as one sign. All writing, emblems, decorative framework, or other representations facing the same direction shall be counted as one sign face. Area of a sign face and total freestanding sign area shall be computed by means of the smallest single rectangle that will encompass all elements, including intervening support elements.
  - C. Computation of Area of Multi-faced Signs. The sign area for signs with surfaces facing more than one direction shall be computed by adding the area of all sign faces visible from any one point. When two identical sign faces are placed back to back so that both faces cannot be viewed from any one point at the same time, and when such sign faces are part of the same structure, and are not than 42 inches apart, the sign area shall be computed by the measurement of one of the faces.
  - D. Computation of Height. The height of a sign shall be computed as the distance from the base of the sign at normal grade to the top of the highest component of the sign. Normal grade shall be construed as the grade after construction, exclusive of any earth altering activity solely for the purpose of locating or elevating the sign.
  - E. Computation of Maximum Total Sign Area for a Zone Lot. The permitted number and area of all individual signs on a zone lot shall be determined by applying the formulas contained in the Table 8-5-11B.1. Lots fronting on two or more streets are allowed the permitted sign area for each frontage; however, the total sign area that is oriented toward a particular street may not exceed the portion of the lot's total sign allocation derived from the street or wall area frontage on that street.

(Ord. 2012-012, 3-13-2012)

## ILLUSTRATED AREA COMPUTATIONS





(Ord. 2012-012, 3-13-2012)

### 8-11-7. SIGN MOUNTING REQUIREMENTS.

All signs shall be mounted in one of the following ways.

- A. Flat against a building or wall.
- B. Back to back so that the back of the sign shall be screened from public view.
- C. Mounted so that the backs of all signs or sign structures showing to public view shall be painted and maintained in a color that blends with the surrounding environment.
- D. With the exception of signs identifying a business, no sign shall be painted or posted directly upon the surface of any building or structure. No sign shall be painted or posted directly upon the surface of any rocks, trees, or other natural features.

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(Supp. No. 8)

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(Ord. 2012-012, 3-13-2012)

### **8-11-8. OFF-SITE SIGNS.**

Off-site signs shall be permitted by special use permit only.

(Ord. 2012-012, 3-13-2012)

### **8-11-9. TEMPORARY SIGNS.**

Seasonal banners, pennants and display boards are limited to one temporary sign up to 200 feet of linear road frontage. One additional temporary sign is allowed for each additional 200 feet. One additional temporary sign is allowed for a lot that supports more than one business. The maximum size is 32 square feet.

No more than one inflatable sign, portable signs and other temporary signs that are larger than 32 square feet are allowed per incident, with a combined total of no more than 60 days per calendar year. When inflatable signs or other portable signs are displayed concurrently, each sign shall be counted toward this maximum. An interval of 30 days is required between the use of portable or mobile signs for all businesses or organizations.

Portable signs must be anchored and supported in a manner that reasonably prevents the possibility of the signs becoming hazards to the public health and safety as determined by the Zoning Administrator. Portable signs are not permitted on lots used for residential purposes.

The land owner must contact the Building Official or designee and provide the name and address of the applicant, the description and location of the sign(s) prior to actual installation. A sign permit shall be required upon approval of the temporary sign.

Lots fronting on two or more streets are allowed the permitted signage for each street frontage; but, signage cannot be accumulated and used on one street in excess of that allowed for lots with only one street frontage.

Temporary signs described in items A. through D. below are allowed without permit, subject to the restrictions contained herein.

- A. For Each Lot. One sign pertaining to the sale, lease, or rent of real estate on that lot or any political signs or election signs, subject to the following area restrictions.
  1. Six square feet for residential districts.
  2. Thirty-two square feet for nonresidential districts.
- B. For each subdivision. If approved in accordance with the Village subdivision regulations, one development sign not to exceed 32 square feet in area, and only during actual construction. Such sign shall not be located closer than 30 feet from the public right-of-way.
- C. For Construction on or Development of a Lot. One sign not more than 32 square feet in area, indicating the name of the contractors, engineers, or architects or products being used in construction, but only during the time that actual construction is under way.
- D. Temporary Events. Events of public interest (e.g. neighborhood garage sales, church fairs), one sign of not more than 32 square feet in area and located on the site of the event. Sign shall not be erected more than 30 days prior to the event and shall be removed immediately after the event.

(Ord. 2012-012, 3-13-2012)

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(Supp. No. 8)

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### **8-11-10. CHANGEABLE COPY SIGNS.**

Changeable copy signs are permitted in all districts, except for lots in residential use.

The changeable copy portion of a freestanding sign, including background materials, shall be not greater than 50 percent of the total freestanding sign area.

Changeable copy signs with information that changes more than eight times a day shall be treated as animated signs. Animated signs except for holiday lights as specified are prohibited.

(Ord. 2012-012, 3-13-2012)

### **8-11-11. COMMUNITY INFORMATION SIGNS.**

Community information signs shall require a special use permit within all zoning districts, but are not permitted on lots used for residential purposes. Such signs shall not be counted against the permitted number and area of signs otherwise permitted in this chapter.

Community sign types are.

- A. Murals. Defined as a work of art or a painting applied to a wall or ceiling.
- B. Others. Any other sign or bulletin board which only displays copy regarding events and information of general interest to the community.

(Ord. 2012-012, 3-13-2012)

### **8-11-12. SUBDIVISION OR DEVELOPMENT IDENTIFICATION SIGNS.**

A subdivision or development identification sign is defined as a freestanding sign that is permanent and located at a major entrance of a residential, office, commercial, or industrial subdivision with more than eight lots, a planned community development, or a multi-family development with more than ten dwelling units. Such a sign is permitted within all zoning districts and may identify only the name of the subdivision, development, or planned community development, the subdivision's or development's logo, and the name of the subdivision. A subdivision or development identification sign shall not contain advertising material or messages. The sign is permitted only at a major entrance of a subdivision/development (not within the public right-of-way) and shall be setback a minimum of ten feet from any lot line. There shall be a maximum of two signs per subdivision/development and no more than one sign at a major entrance. A subdivision or development identification sign shall not exceed 60 square feet in surface area nor exceed six linear feet in structure height. Such a sign may be lighted provided that the sign is in compliance with Section 8-11-14. The number and surface area of a subdivision or development identification sign shall not limit the number or surface area of other allowable signage on a zoning lot.

(Ord. 2012-012, 3-13-2012)

### **8-11-13. NON-CONFORMING SIGNS.**

Signs legally existing as of the effective date of this chapter which do not conform to the provisions of this Title shall be non-conforming signs and shall be subject to the following provisions.

- A. Maintenance. Non-conforming signs may be maintained. No non-conforming signs shall be altered or moved to a new location without being brought into compliance with the requirements of this chapter.

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(Supp. No. 8)

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- B. Removal. Non-conforming signs shall be removed when the principal structure located on the premises undergoes a change of use. Closing business must remove their signs within 60 days of closing.
  - C. Alteration. Non-conforming signs shall be removed if altered for the following reasons: a change to the exterior of the sign frame, supporting structure, sign face, height or location.

(Ord. 2012-012, 3-13-2012)

#### **8-11-14. ILLUMINATION OF SIGNS.**

- A. External. Light sources for externally illuminated signs shall be located, shielded and directed in such a manner that the source is not directly visible from the surrounding property. The use of exposed lighting mounted directly on a sign face is prohibited.
- B. Neon. Signs may be illuminated through the use of tubular lighting (such as neon signs) internal to the sign and filtered by translucent material.
- C. Animated. Except for portions of a sign showing only time or temperature, the use of flashing lights or lights used in messages that change more than eight times per day shall be treated as animated signs and are prohibited.
- D. Prohibited. Off-site and temporary signs shall not be illuminated.

(Ord. 2012-012, 3-13-2012)

#### **8-11-15. REMOVAL OF SIGNS.**

- A. Notice. The Code Enforcement Officer may order the removal of any sign erected or maintained in violation of this chapter. The Officer shall prepare a notice which shall describe the sign and specify the violation involved, and which shall state that if the sign is not removed or the violation corrected within 30 days, the sign shall be removed by the Village. Such notice may be mailed by certified mail, or hand delivered, with a return receipt required. Any time period provided in this section shall commence on the date of receipt of the notice, as attested by the date of the return receipt. All costs incurred by the Village in removing such a sign shall be paid by the sign owner.
- B. Signs Not Requiring a Permit. Garage sale signs, real estate signs, political and public issue signs and any other signs not requiring a permit, erected in a public right-of-way, in violation of this chapter shall be considered public property and shall be summarily removed and disposed of. Signs erected or maintained on private property in violation of this chapter shall be subject to a three day notice to remove, under the procedure described in subsection A. of this section.
- C. Emergency. The Code Enforcement Officer may remove a sign immediately and without notice when, in the opinion of the Officer, the condition of the sign or structure is defective or dangerous or the placement of the sign is dangerous so as to present an immediate threat to the safety of the public. Any sign removed shall be at the expense of the owner of the sign or owner of the property and shall become the property of the Village. The sign may be disposed of in any manner deemed appropriate and authorized by state statute.
- D. Abandoned Signs. Abandoned signs shall be removed by the owner or lessee of the premises upon which the sign is located within ten days from the date on which it is determined to be an abandoned sign. If the owner or lessee fails to remove the sign, the designated Village Official shall proceed as set forth in subsection A. of this section. Failure to remove the sign after service of the written notice as described in subsection A. of this section shall be just cause for the Code Enforcement Officer to act as provided in subsection C. of this section.

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(Ord. 2012-012, 3-13-2012)

**8-11-16. PERMIT REQUIREMENTS.**

- A. Any sign located within the Village limits shall obtain a permit prior to erection unless it is specifically exempted under Section 8-11-3.
- B. Only those permanent or temporary signs which have been granted a permit by the Code Enforcement Officer in accordance with the provisions of this section may be erected, installed, constructed or maintained, unless specifically exempted or allowed without permit in the previous sections.
- C. Whenever there is a change in user (except off-site advertising signs), owner, or property owner, the new user or owner shall notify the Code Enforcement Officer of the change. No new sign permit is required unless there is modification of the sign face or sign structure.
- D. All applications for permanent sign permits and special use permits must include.
  - 1. Name and address of the applicant.
  - 2. Site plan and sign plan, drawn to scale, showing the location, dimensions, design of the signs(s) requested, as well as the site, building and landscaping and all other signs requiring a permit.
  - 3. Applicable sign permit fee.
- E. All applications for temporary sign permits must include.
  - 1. Name and address of applicant;
  - 2. A description and/or drawing of the proposed sign and its location;
  - 3. Applicable temporary sign deposit, to be refunded upon retirement of the sign.

(Ord. 2012-012, 3-13-2012)

**8-11-17. PENALTIES.**

Violation of the provisions of this chapter or failure to comply with any of its provisions shall constitute a petty offense with a fine up to \$500.00. Any person who violates this chapter or fails to comply with any of its requirements shall, upon conviction thereof, be fined not more than \$500.00 and costs. Each day the violation continues shall be a separate offense.

(Ord. 2012-012, 3-13-2012)

## **CHAPTER 11. SIGNAGE**

### **8-11-1. PURPOSE.**

The purpose of this chapter is to promote and protect the public health, welfare and safety by regulating existing and proposed advertising signs and outdoor signs of all types. It is intended to protect property values, to create a more attractive economic and business climate, to enhance and protect the physical appearance of the community and to preserve the scenic and natural beauty of designated areas. It is further intended to reduce sign or advertising distraction and obstructions that may contribute to traffic accidents, to reduce hazards that may be caused by signs overhanging or projecting over public rights-of-way, to provide more open space, to curb the deterioration of the natural environment, and to enhance community development.

(Ord. 2012-012, 3-13-2012)

### **8-11-2. GENERAL REGULATIONS.**

Any sign placed on land or on a building for the purposes of identification ~~or protection of the same~~ or for advertising a use conducted thereon or therein shall be deemed to be accessory and incidental to such land, building or use.

Except for otherwise provided for in this chapter, signage is only allowed on the property owner's property and must be for the purpose of that property. Notwithstanding the foregoing, billboards and signage for properties that do not have street access may request from an owner who does have street access and are adjacent to the property that does have street access must receive permission from the property owner permission to install a sign. The number of freestanding/monument signs will then be increased by one for the adjacent property.

No sign requiring a permit shall be erected, re-erected, constructed, altered or maintained until after a permit has been issued by the Building Official and the payment of a fee pursuant to the fee schedule adopted by the Village has been made.

Signs located near federal aid primary roads and any highway that is part of the national system of interstate and defense highways shall be subject to the rules and regulations of the state Department of Transportation.

(Ord. 2012-012, 3-13-2012)

### **8-11-3. SIGN DEFINITIONS.**

Sign. Any object, device, display or structure, or part thereof, situated outdoors or affixed to an exterior window, which is used to advertise, identify, direct or attract attention to a person, institution, business, product, service, cause, event or location by any visual means.

Sign, banner. Any sign of lightweight fabric or similar material that is ~~permanent~~ mounted to a pole or building by a ~~permanent~~ frame at one or more edges. National flags, state or municipal flags, or the official flag of any institution or business shall not be considered banners.

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Sign Canopy. Signs that are part of or attached to an awning, canopy, or other fabric, plastic, or structural protective cover over a door, entrance, window, or outdoor service area. Includes both fixed and movable awning signs. Content shall be limited to name and/or logo of the establishment utilizing the canopy. Letters and logos shall be permanently mounted and flush with the surface of the canopy and shall not protrude above, below, or beyond the sides of the canopy. Canopy signs five inches or less in height shall not be counted against total permitted area (or number).

Sign, changeable copy. A sign or portion thereof with characters, letters or illustrations that can be changed or rearranged without altering the face of the surface of the sign. No portion of a residential sign may be a changeable copy sign.

Sign, community event. A temporary sign displayed for the purpose of announcing or promoting a civic, cultural, educational, religious, or neighborhood event that is open to the public or intended for a defined local community. Such signs shall not advertise commercial goods or services and shall be displayed only for a limited period before and after the event, as specified in this code.

Sign, directional. Any sign whose message is primarily for the purpose of guiding the circulation of motorists or pedestrians on the site.

Sign, electronic message unit. A sign using illumination by means of electric bulbs, LCD or other similar methods and is controlled electronically with the ability to be programmed to change.

Sign, freestanding. A sign that is attached to, erected on, or supported by some structure (such as a pole, mast, frame or other structure) that is attached to the ground and is not itself an integral part of or attached to a building or other structure. This definition does not include sign, off-premise.

Sign Marquee. A sign attached to or part of a building that projects beyond the structure sheltering the entrance. ~~of a theater or other use advertising scheduled events.~~

Sign, monument. A sign where the base of the sign structure is on the ground or of a masonry material that is equal or greater to the width of the sign and is supported primarily by an internal structural framework or is integrated into landscaping or other solid structural features other than support poles.

Sign, off-premise. A sign structure, either freestanding or attached to a building, advertising an establishment, merchandise, service or entertainment, which is not sold, produced, manufactured, or furnished at the property on which said sign is located. This definition encompasses billboards and outdoor advertising signs.

Sign, on-premise. A sign that pertains to the use of the premises on which it is located.

Sign, portable. A sign constructed of rigid or semi-rigid materials designed to be moved easily and not permanently affixed to the ground or to a structure or building. Portable signs shall include, but are not limited to, signs mounted upon a trailer, bench, wheeled carrier or other non-motorized mobile structure with or without wheels.

Sign, projecting. A sign attached to the side of a building that projects into the yard adjacent to the wall on which the sign is attached. Projecting signs are generally designed so that (as

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distinguished from a wall sign) the advertising face of the sign is perpendicular to the wall on which the sign is attached.

Sign Residential. A sign located in a residential district and used for single family residential uses that contains a noncommercial message except advertising for goods or services legally offered on the premises where the sign is located, if offering such services at such location conforms to all requirements of this Chapter Title.

Sign Roof. Any sign erected and constructed wholly on and over the roof of a building and supported by the roof structure.

Sign Suspended. A sign that is suspended from the underside of a horizontal surface such as a canopy and is supported by such surface.

Sign, Temporary. A sign, banner, inflatable or other type of signage that is intended to be used on a limited time (temporary basis) as detailed in section 8-11-9 of this ordinance.

Sign Wall. Any sign attached parallel to, but within six inches of, a wall, painted on the wall surface or erected and confined within the limits of an outside wall of any building or structure, supported by such wall or building, and displaying only one sign surface. Wall signs shall not cover any part of windows, doorways, or architectural detail.

Sign, window. Any sign, pictures, symbol or a combination thereof, designed to communicate information about an activity, business, commodity, event, sale or service that is placed directly on the surface of the window panes or glass or is hung from the window frame and is visible from the exterior of the window.

#### **8-11-~~3~~-4. EXEMPTED SIGNS.**

- A. Official Signs. Any traffic, fire, and police signs, signals, and devices of the state, county, or village. [This does not apply to building signs.](#)
- B. Public Signs. Including notice, warning, traffic control, historic, civic, or memorial signs authorized by a valid and applicable federal, state, or local law, regulation or ordinance.
- C. Building Marker. Any sign or placard indicating the name of a building, date and incidental information about its construction which sign is cut into a masonry surface ~~or made of bronze~~ or other permanent material. The sign shall not exceed six square feet and shall be attached to the building.
- D. Interior Building Signs. Any sign inside a building that is not attached to a window or door, and is not intended to be viewed from the exterior.
- E. Manufacturer's Labels. Labels on farm structures and buildings standard to the assembly of the product.
- F. Directional Sign (On Site). Signs of three square feet or less intended to facilitate the movement of vehicles and pedestrians on private property or informational signage such as; no parking, fire lane, loading only and similar information. - A directional sign marking a vehicular entrance or exit may include a commercial

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message or logo of one square foot or less pertaining to an establishment located on the site, but is limited in number to one per entrance and one per exit. A "Drive-Through" sign of three square feet or less and placed adjacent to or directly over the drive-through lane shall be treated as a directional sign; otherwise they will count as a freestanding or building sign, whichever is applicable.

- G. Traffic Control Signs on Private Property. The face of which meet Department of Transportation standards and which contain no commercial message. Signs shall be in accordance with the American Association of State Highway and Transportation Officials.
- H. Religious Symbols. Religious symbols attached to religious buildings or located on private church property.
- I. ~~Holiday Lights and Decorations. Holiday lights and decorations with no commercial message, but only 30 days prior to and 30 days after a traditionally accepted civic, patriotic, or religious holiday in the commercial and industrial districts.~~
- J. ~~Descriptive Signs. Descriptive signs on merchandise/inventory for sale in the commercial and industrial districts.~~
- K. ~~Flags. Flags, emblems, or insignia of governmental, or other noncommercial organizations having a size of less than 60 square feet in area, and mounted on poles not to exceed 40 feet in height. Residential zones are limited to one pole and three flags per zoned lot. All other zones are limited to three poles and three flags per zoned lot. limited to three poles and three flags per zoned lot.~~
- L. ~~Identification Signs. A sign containing only a name and/or an address and limited to two square feet in area. Name may be personal, or identify an organization.~~
- M. ~~Incidental Sign. A sign, generally informational, that has a purpose secondary to the use of the zone lot on which it is located, such as "no parking," "loading only," "telephone," menu boards, and other similar directives. No sign with a commercial message or logo legible to a normal person of average height on any property line of the zone lot on which the sign is located shall be considered incidental.~~
- NJ. Window Sign. Any sign, pictures, symbol, or combination thereof, designed to communicate information about an activity, business, commodity, event, sale, or service that is placed directly on the surface of the window panes or glass or is hung from the window frame and is visible from the exterior of the window.
- OK. Signs on private property not subject to view from other properties or from public property.
- P. ~~Works of art approved by the Village Board.~~

(Ord. 2012-012, 3-13-2012)

### **8-11-4.5. PROHIBITED SIGNS.**

- A. Any sign placed in or protruding into the public right-of-way.
- B. ~~Animated Signs. Any sign or advertising device such as pinwheels, streamers, wind-operated devices, or fluttering signs, beacons, etc.~~
- B. Any sign containing statements, words, and or pictures which are deemed to be profane or obscene are strictly prohibited.
- C. Signs painted or posted directly upon the surface of any rocks, trees, or other natural features.
- D. Any sign erected in any location where by reason of its location, will obstruct the view of any authorized traffic sign, signal, or other traffic control device. No sign shall be erected in the sight triangle or any other

location where it will obstruct the vision of the public right-of-way to a vehicle operator during ingress or egress from public roadways.

- E. Flashing signs, not including electronic message centers that have a special use permit or digital time and temperature signs involving only that information and no further or additional information of any advertising nature.
- F. Signs containing characters, cartoons, statements, works of art or pictures of an obscene, indecent, pornographic, or immoral character.
- G. ~~Strings of lights not permanently mounted to a rigid background, except holiday lights.~~
- H. ~~Signs attached to or painted on vehicles visible from the public right-of-way unless vehicle is used for normal day-to-day transportation operations of the business. Signs attached to or painted on vehicles such as banners, streamers, pennants and other similar materials or type visible from the right-of-way unless vehicle is used for normal day-to-day transportation operations of the business.~~
- H. Inflatable signs and tethered balloons, except when used as temporary sign.
- J. Portable signs, except when used as a temporary sign.
- J. Above-peak roof signs are not permitted.

(Ord. 2012-012, 3-13-2012)

### 8-11-~~5.6~~. SIGNS ALLOWED BY DISTRICT.

Signs shall be allowed on private property in the Village in accordance with the tables and text contained in this section and all other applicable provisions of this chapter.

- A. Freestanding Signs and Monument Signs. Freestanding signs and or monument signs shall only be permitted in the monument sign style shall comply with the The following restrictions as indicated in the table below as it relates to apply to the number, area, height and setback requirements for freestanding or monument signs on private property in each district including banners and animated signs, but excluding building markers, flags, directional signs, incidental signs, identification signs, community signs, subdivision or development identification signs, temporary signs and other exempted signs.

TABLE 8-11-5 (A) (1)

Districts	A- 1	RE	R- 1	R- 2	R- 3	R- 5	M H	N B	G B	C B	LI	HI
Area per foot of street frontage (square feet)	NA	NA	NA	NA	NA	NA	NA	1/ 2	1/ 2	1/ 2	1/ 2	1/ 2
Maximum area	32	32	6	6	6	<del>16</del> <u>6</u>	<del>16</del> <u>6</u>	<del>60</del> <u>32</u>	<del>150</del> <u>150</u>	<del>100</del> <u>100</u>	<del>150</del> <u>150</u>	<del>150</del> <u>150</u>
Height (feet)	10	10	5	5	5	5	5	10	<del>10-15</del>	10	<del>10-15</del>	<del>10-15</del>
Setback (feet)	10	10	2	2	2	2	2	10	<del>10-15</del>	10	<del>10-15</del>	<del>10-15</del>
Number per street frontage	1	1	1	1	1	1	1	1	1	1	1	1
* In no case shall the height of the sign exceed the actual sign setback from any adjacent lot that is zoned residential.												
<u>**Signs in residential zoned districts may either be freestanding or building signs, but not both. Residential signs are limited one per zoned lot. Residential signs shall only contain a noncommercial message.</u>												

Other residential signage shall conform to all sign requirements and village ordinances.  
Changeable copy signs are prohibited for residential signs. \*\* Signs in the residential districts may either be freestanding or building signs not both, and are limited to one residential sign per lot. Residential signs shall only contain a noncommercial message (except advertising for goods or services legally offered on the premises where the sign is located) only if offering such services at such location conforms to all requirements of the zoning ordinance. The use of changeable copy on residential signs is prohibited.

\*\*\* Setback for freestanding signs is from the sign support. In no case shall any portion of the sign project into the right-of-way. Setbacks for freestanding, monument and other similar signs shall be measured from the edge of such sign that is closest to the lot line.

\*\*\*\* In all non-residential districts, lots fronting on two or more streets are allowed the permitted signage for each street frontage only and must comply with the table above. This applies to freestanding temporary signs as well. ~~but, signage cannot be accumulated and used on one street in excess of that allowed for lots with only one street frontage.~~

- B. Building Signs. The following restrictions apply to the number, area, height and setback requirements for building signs in each district except for building markers, window signs, flags, directional signs, ~~incidental signs, identification signs,~~ community signs, temporary signs and other exempted signs.

TABLE 8-11-5 (B) (1)

Districts	A-1	RE	R-1	R-2	R-3	R-5	MH	NB	GB	CB	LI	HI
Sign area per linear foot of wall on which sign is located* (square feet)	NA	NA	A	NA	NA	NA	NA	2	2	2	2	2
Max total area per wall (square feet)	32	32	6	6	6	<del>16</del> <u>6</u>	<del>16</del> <u>6</u>	100	150	100	500	1,000
Number per establishment for each side of principal building not abutting a residential district	NA	NA	NA	NA	NA	NA	NA	1	2	1	2	2

\* Length of wall will be calculated using only portions of the wall of the Principal Building parallel or most nearly parallel to the adjacent property line or street frontage. In multi-establishment buildings with separate entrances, the sign area allocated to each establishment will be apportioned by length of wall that each establishment occupies, unless otherwise allocated by the legal owner or manager of the principal building. In multi-establishment buildings with separate entrances, THE MAXIMUM TOTAL AREA PER WALL applies to each establishment.

**An example would be a business that is located in the GB zoning district and has 50 lineal feet of store frontage. The chart allows 2 square feet per lineal feet. 50 x 2 =100 square feet maximum. If they had 100 feet of lineal frontage the calculation is as follows. 100 x 2 = 200 square feet, but the maximum per the table is 150 square feet. In that case, 150 square feet would be the maximum allowed.**

- C. Permitted Building Signs by Type. All signs contained in this section count against the number and area limits found in Table 8-11-5 (B) (1).

TABLE 8-11-5 (C) (1)

Districts	A-1	RE	R-1	R-2	R-3	R-5	MH	NB	GB	CB	LI	HI
-----------	-----	----	-----	-----	-----	-----	----	----	----	----	----	----

Electronic Message Centers									SU		SU	<u>SU</u>
Banner	P	P						P	P	P	P	P
Canopy						P	P	P	P	P	P	P
Marquee									P	P		
Projecting								P	P	P	P	P
Residential	P	P	P	P	P	P	P	<u>P</u>				
Roof, below peak								P	P	P	P	P
Roof, above peak												
Suspended								P	P	P	P	P
Wall	P					P	P	P	P	P	P	P
P = Permitted SU = Special Use Shaded = Not Allowed												

**D. Building Sign Types and Characteristics.**

**Banner.** Any sign of lightweight fabric or similar material that is permanently mounted to a pole or a building by a permanent frame at one or more edges. National flags, state or municipal flags, or the official flag of any public institution conforming to Section 8-11-3 shall not be considered banners.

**Canopy Sign.** Signs that are part of or attached to an awning, canopy, or other fabric, plastic, or structural protective cover over a door, entrance, window, or outdoor service area. Includes both fixed and movable awning signs. Content shall be limited to name and/or logo of the establishment utilizing the canopy. Letters and logos shall be permanently mounted and flush with the surface of the canopy and shall not protrude above, below, or beyond the sides of the canopy. Canopy signs five inches or less in height shall not be counted against total permitted area (or number).

**Marquee Sign.** A sign attached to or part of a building that projects beyond the structure sheltering the entrance of a theater or other use advertising scheduled events. Marquee signs must have a vertical clearance of seven and one-half (7.5) feet above the adjacent sidewalk and extend no higher than 36 inches above the marquee.

**Projecting Sign.** Any sign affixed to a building or wall in such manner that its leading edge extends more than six inches (to a maximum of 48 inches) beyond the surface of such building or wall. Projecting signs are only permitted if a freestanding sign is not or cannot be located on the subject property; only one projecting sign per building is permitted. Projecting signs must be mounted perpendicular to the wall whose total sign allotment the sign shall count against. Projecting signs must provide a minimum overhead clearance of seven and one-half (7.5) feet measured from the sidewalk and nine feet above traffic areas.

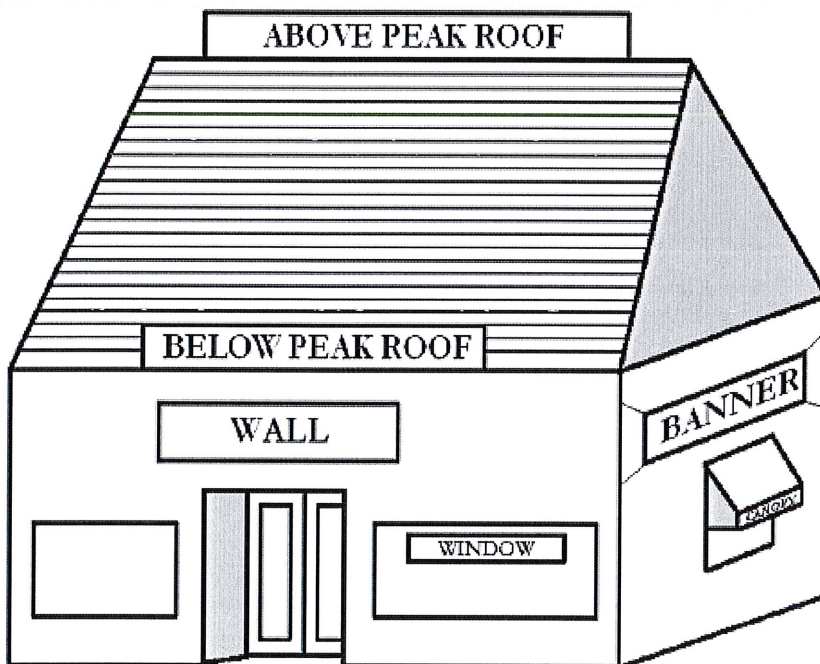
**Residential Sign.** A sign located in a residential district and used for single family residential uses that contains a noncommercial message except advertising for goods or services legally offered on the premises where the sign is located, if offering such services at such location conforms to all requirements of this Title. Residential signs shall be a maximum of six square feet in area and may either be freestanding or wall mounted, not both, and only one residential sign is permitted per residence. The use of changeable copy on a residential sign is prohibited.

*Roof Sign.* Any sign erected and constructed wholly on and over the roof of a building and supported by the roof structure. Signable area for below-peak roof signs is limited to 20 feet above base of building unless mounted flush with vertical roof surfaces below roof peak that is integral to the roof itself. Above-peak roof signs are not permitted.

*Suspended Sign.* A sign that is suspended from the underside of a horizontal surface such as a canopy and is supported by such surface. The number of suspended signs shall be limited to one per entrance and must provide a minimum overhead clearance of seven and one-half (7.5) feet (measured from the sidewalk). A single suspended sign of two square feet or less and containing only the name and/or address of an establishment shall not count against the total number or area of permitted building signs, unless an identification sign is located elsewhere on that building face.

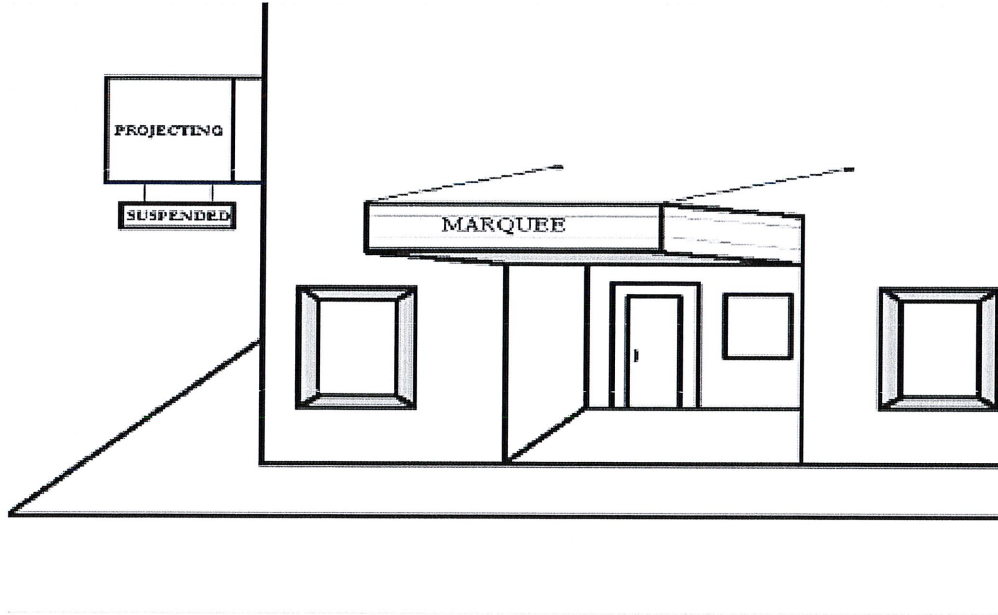
*Wall Sign.* Any sign attached parallel to, but within six inches of, a wall, painted on the wall surface or erected and confined within the limits of an outside wall of any building or structure, supported by such wall or building, and displaying only one sign surface. Wall signs shall not cover any part of windows, doorways, or architectural detail.

FIGURE 8-11-5 (D) (1)



A below below-peak roof sign is limited to one sign and shall be structurally mounted and located between the eave and the ridge and shall not extend to the peak or above the peak.

FIGURE 8-11-5 (D) (2)



(Ord. 2012-012, 3-13-2012)

Marquee signs must have a vertical clearance of seven and one-half (7.5) feet above the adjacent sidewalk and extend no higher than 36 inches above the marquee.

The number of suspended signs shall be limited to one per entrance and must provide a minimum overhead clearance of seven and one-half (7.5) feet (measured from the sidewalk). A single suspended sign of two square feet or less and containing only the name and/or address of an establishment shall not count against the total number or area of permitted building signs, unless an identification sign is located elsewhere on that building face.

Residential signs shall be a maximum of six square feet in area and may either be freestanding or wall mounted, not both, and only one residential sign is permitted per residence. The use of changeable copy on a residential sign is prohibited.

### 8-11-6. SIGN COMPUTATIONS.

The following principles shall control the computations of sign number, sign area and sign height.

- A. Computation of Area of Individual Building Sign. The area of a sign face shall be computed by means of the smallest rectangle, triangle, circle, or combination thereof that will encompass the extreme limits of the writing, emblem, or other representation, together with any material or color forming an integral background to the display or used to differentiate the sign from the backdrop (see illustrations for clarity). Area does not include any supporting framework, bracing, or decorative wall or fence when such wall or fence is clearly incidental to the display itself.
- B. Computation of Number and Area for Freestanding Signs. All writing, emblems, decorative framework, or other representations mounted on a single sign support structure shall be regarded as one sign (see illustrations for clarity). All writing, emblems, decorative framework, or other representations facing the same direction shall be counted as one sign face. Area of a sign face and total freestanding sign

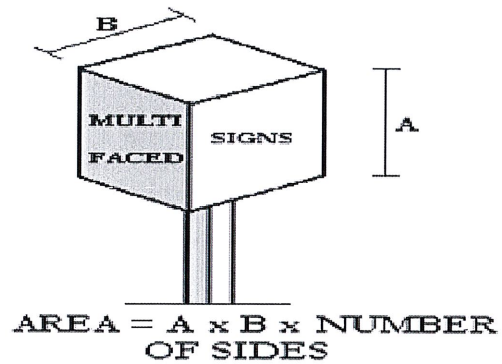
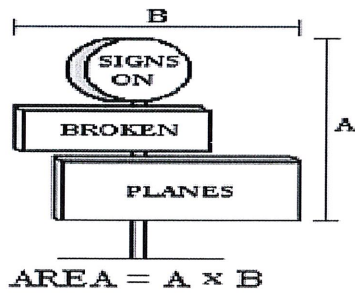
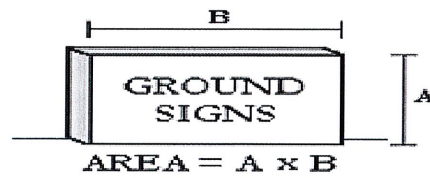
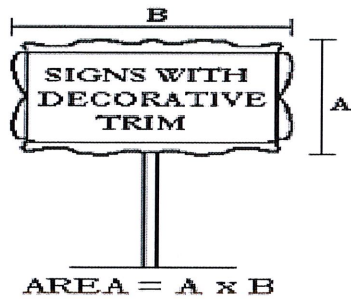
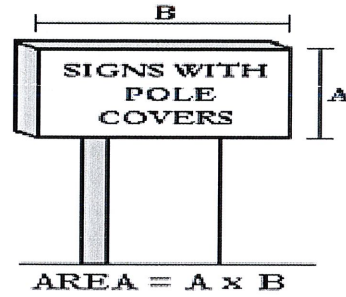
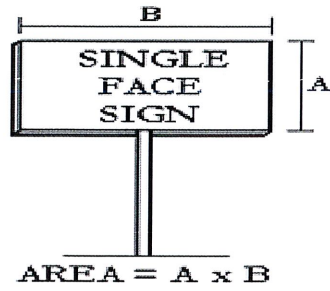
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area shall be computed by means of the smallest single rectangle that will encompass all elements, including intervening support elements.

- C. Computation of Area of Multi-faced Signs. The sign area for signs with surfaces facing more than one direction shall be computed by adding the area of all sign faces visible from any one point. When two identical sign faces are placed back to back so that both faces cannot be viewed from any one point at the same time, and when such sign faces are part of the same structure, and are not more than 42 inches apart, the sign area shall be computed by the measurement of one of the faces (see illustrations for clarity).
- D. Computation of Height. The height of a sign shall be computed as the distance from the base of the sign at normal grade to the top of the highest component of the sign. Normal grade shall be construed as the grade after construction, exclusive of any earth altering activity solely for the purpose of locating or elevating the sign.
- E. Computation of Maximum Total Sign Area for a Zone Lot. The permitted number and area of all individual signs on a zone lot shall be determined by applying the formulas contained in the Table 8-5-11B.1. Lots fronting on two or more streets are allowed the permitted sign area for each frontage; however, the total sign area that is oriented toward a particular street may not exceed the portion of the lot's total sign allocation derived from the street or wall area frontage on that street.

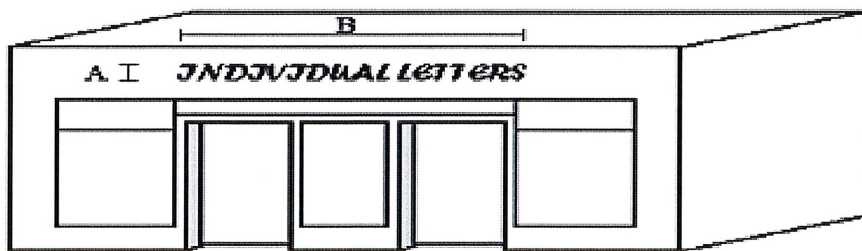
(Ord. 2012-012, 3-13-2012)

## ILLUSTRATED AREA COMPUTATIONS

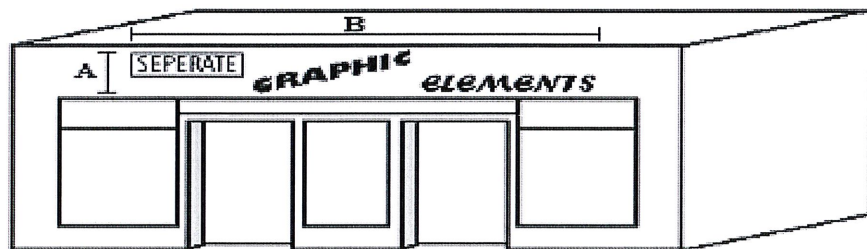




SIGN AREA = A x B



SIGN AREA = A x B



SIGN AREA = A x B

(Ord. 2012-012, 3-13-2012)

### 8-11-7. SIGN MOUNTING REQUIREMENTS.

All signs shall be mounted in one of the following ways.

- A. Flat against a building or wall.
- B. Back to back so that the back of the sign shall be screened from public view.
- C. Mounted so that the backs of all signs or sign structures showing to public view shall be painted and maintained in a color that blends with the surrounding environment.
- D. ~~With the exception of signs identifying a business, no sign shall be painted or posted directly upon the surface of any building or structure. No sign shall be painted or posted directly upon the surface of any rocks, trees, or other natural features.~~

(Ord. 2012-012, 3-13-2012)

**8-11-8. OFF-SITE SIGNS.**

~~Off-site signs shall be permitted by special use permit only.~~

~~(Ord. 2012-012, 3-13-2012)~~

**8-11-9. TEMPORARY SIGNS.**

~~Seasonal banners, pennants and display boards. Temporary signs~~ are limited to ~~one~~ three temporary signs up to 200 feet of linear road frontage. One additional temporary sign is allowed for each additional 200 feet. One additional temporary sign is allowed for a lot that supports more than one business. The maximum size is 32 square feet.

~~Exception: Inflatable Signs greater than 32 square feet are allowed based on the following criteria:~~

~~a. It is allowed to be used four times a year~~

~~a. Each occurrence shall not exceed thirty days in length~~

~~No more than one inflatable sign, portable signs and other temporary signs that are larger than 32 square feet are allowed per incident, with a combined total of no more than 60 days per calendar year. When inflatable signs or other portable signs are displayed concurrently, each sign shall be counted toward this maximum. An interval of 30 days is required between the use of portable or mobile signs for all businesses or organizations.~~

Portable signs must be anchored and supported in a manner that reasonably prevents the possibility of the signs becoming hazards to the public health and safety as determined by the Zoning Administrator. Portable signs are not permitted on lots used for residential purposes.

~~The land owner must contact the Village Building Department Building Official or designee, and provide the name and address of the applicant, the description and location of the sign(s) prior to actual installation. A sign permit shall be required upon approval of the temporary sign.~~

Lots fronting on two or more streets are allowed the maximum permitted signage for each street frontage; but, such signage shall not exceed three total signs between the two street frontages signage cannot be accumulated and used on one street in excess of that allowed for lots with only one street frontage.

Temporary signs described in items A. through ~~DE~~. below are allowed without permit, subject to the restrictions contained herein.

- A. For Each Lot. One sign pertaining to the sale, lease, or rent of real estate on that lot ~~or any political signs or election signs, shall be~~ subject to the following area restrictions.
  - 1. Six square feet for residential districts.
  - 2. Thirty-two square feet for nonresidential districts.
  - 3. Farmlands in excess of 2 acres, but signage shall not exceed 100 square feet.
- B. For Each Lot. Any political sign or election sign shall be subject to the following restrictions.
  - 1. Six square feet for residential districts.
  - 2. Thirty-two square feet for nonresidential districts.
  - 3. Farmlands in excess of 2 acres, but signage shall not exceed 100 square feet.

- ~~B.C.~~ For each subdivision. If approved in accordance with the Village subdivision regulations, one development sign not to exceed 32 square feet in area, and only during actual construction. Such sign shall not be located within the village right-of-way closer than 30 feet from the public right-of-way.
- ~~C.D.~~ For Construction on or Development of a Lot. One sign not more than 32 square feet in area, indicating the name of the contractors, engineers, or architects or products being used in construction, but only during the time that actual construction is under way.
- ~~D.E.~~ Temporary Events. Events of public interest (e.g. neighborhood garage sales, church fairs community event), ~~one-signs shall not be of not~~ more than 32 square feet in area ~~and located on the site of the event. Si. Signs~~ shall not be erected more than 30-45 days prior to the event and ~~shall be removed immediately shall be removed within 5 calendar days~~ after the event.

(Ord. 2012-012, 3-13-2012)

### 8-11-10. CHANGEABLE COPY SIGNS.

Changeable copy signs are permitted in all districts, except for lots in residential use.

~~The changeable copy portion of a freestanding sign, including background materials, shall be not greater than 50 percent of the total freestanding sign area.~~

~~Changeable copy signs with information that changes more than eight times a day shall be treated as animated signs. Animated signs except for holiday lights as specified are prohibited.~~

(Ord. 2012-012, 3-13-2012)

### 8-11-11. COMMUNITY INFORMATION SIGNS.

Community information signs shall require a special use permit within all zoning districts, but are not permitted on lots used for residential purposes. Such signs shall not be counted against the permitted number and area of signs otherwise permitted in this chapter.

Community sign types are.

- A. Murals. Defined as a work of art or a painting applied to a wall or ceiling.
- B. Others. Any other sign or bulletin board which only displays copy regarding events and information of general interest to the community.

(Ord. 2012-012, 3-13-2012)

### 8-11-12. SUBDIVISION OR DEVELOPMENT IDENTIFICATION SIGNS.

A subdivision or development identification sign is a permanent or semi-permanent sign erected for the sole purpose of identifying the name of a residential development, planned development, mixed use development or other development. Such sign may include the development name and address or logo, but shall not advertise individual lots, homes, businesses, prices or commercial services. The following criteria is required:

- A. Sign shall be setback a minimum of ten feet from any lot line.
- B. Such sign shall not exceed 60 square feet in size.

- C. Sign shall not exceed 6 feet in height.
- ~~1D. Sign shall comply with the line of site requirements.~~
- E. One sign shall be allowed for each entrance to a development.
- F. The sign under no circumstances shall be allowed with any right of way.

- Sign shall be setback a minimum of ten feet from any lot line.
- ~~2. Such sign shall not exceed 60 square feet in size.~~
- ~~3. Sign shall not exceed 6 feet in height.~~
- ~~4. Sign shall comply with the line of site requirements.~~
- ~~5. One sign shall be allowed for each entrance to a development.~~
- ~~6. The sign under no circumstances shall be allowed with any right of way.~~

A subdivision or development identification sign is defined as a freestanding sign that is permanent and located at a major entrance of a residential, office, commercial, or industrial subdivision with more than eight lots, a planned community development, or a multi-family development with more than ten dwelling units. Such a sign is permitted within all zoning districts and may identify only the name of the subdivision, development, or planned community development, the subdivision's or development's logo, and the name of the subdivision. A subdivision or development identification sign shall not contain advertising material or messages. The sign is permitted only at a major entrance of a subdivision/development (not within the public right-of-way) and shall be setback a minimum of ten feet from any lot line. There shall be a maximum of two signs per subdivision/development and no more than one sign at a major entrance. A subdivision or development identification sign shall not exceed 60 square feet in surface area nor exceed six linear feet in structure height. Such a sign may be lighted provided that the sign is in compliance with Section 8-11-14. The number and surface area of a subdivision or development identification sign shall not limit the number or surface area of other allowable signage on a zoning lot.

{{Ord. 2012-012, 3-13-2012}}

~~A subdivision or development identification sign is a permanent or semi-permanent sign erected for the sole purpose of identifying the name of a residential development, planned development, mixed use development or other development. Such sign may include the development name and address or logo, but shall not advertise individual lots, homes, businesses, prices or commercial services. The following criteria is required:~~

- ~~1. Sign shall be setback a minimum of ten feet from any lot line.~~
- ~~2. Such sign shall not exceed 60 square feet in size.~~
- ~~3. Sign shall not exceed 6 feet in height.~~
- ~~4. Sign shall comply with the line of site requirements.~~
- ~~5. One sign shall be allowed for each entrance to a development.~~
- ~~6. The sign under no circumstances shall be allowed with any right of way.~~

**8-11-13. Billboard.**

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

A. Billboard. Any person engaged in the business of placing, posting, advertisement, notice or display on or in any place for the purpose of off-site outdoor advertising so that the results display is visible from any street, alley, sidewalk, or other public place. The sign shall exceed the maximum allowed for a freestanding or monument per the zoning district as outlined in Table 8-11-5 (A) (1) of this code. This definition and section shall apply to any sign installed after the effective date of this ordinance.

B. Permit Required. It shall be unlawful for any Billboard owner and or operator install such sign in the Village without having first secured a Building Permit as is required in this chapter.

C. Billboard Signs shall only be allowed in the following zoning districts: A-1, GB, LI and HI and shall not be located adjacent to any residentially zoned property or residentially used property.

D. The number of Billboard signs allowed within the Village is one on the following streets: Illinois Route 76 and Highway 173.

E. The size of any Billboard sign shall not exceed 600 Square feet and is only allowed when the square footage exceeds the square footage of such sign freestanding and or Monument sign allowed by this Chapter.

F. The setback for all Freestanding Billboard Signs shall not be less than 10 feet from all property lines.

G. The height of any Billboard sign shall not exceed 20 feet nor the height of the principle building if applicable whichever is less.

H. Applications. Applications for building permits required by this section shall be made in writing to the Village of Poplar Grove Building Department and shall be accompanied by a drawing depicting the dimensions, location, setbacks, construction details, information displayed on such sign, other pertinent information and the property owner where such sign be installed approval.

I. Annual Permit Fee. The annual permit fee for a Billboard required by this section shall be \$300.00.

J. When Fee Due; Late Payment Penalty:

1. A fee for annual Billboard Permit to be issued under this section shall be due and payable in advance on May 1 of each year, and the annual permit shall be for one fiscal year of 12 months commencing on that date.

2. A Billboard Permit issued after June 1 of each year shall be subject to a penalty to be paid by the applicant as follows:

a. A penalty for each annual permit issued after June 1 is hereby imposed at a rate of ten percent of the annual license fee for each month until such fee is paid.

b. Should an applicant commence the business or the activity which requires the annual permit subsequent to June 1, then the penalty herein shall apply commencing the first day of the month following the month in which the business or activity began.

K. Use of Poster Panels. No person shall post or maintain any advertisement or sign that does not fully comply with the ordinances of the Village.

L. Consent of Owner Required. It shall be unlawful to post any advertisements on any premises in the Village without the consent of the owner of such premises. Such consents shall be in writing and must be filed with the Village Clerk.

M. Refuse from Work to be Cleared.

1. It shall be unlawful for any person engaged in Billboard Sign to permit any refuse resulting from this work to accumulate anywhere in the Village except by placing it in properly established refuse receptacles. All refuse resulting from the operation of this business must be carefully gathered up and properly disposed of.

2. It shall be unlawful to permit any loose or flapping or combustible materials to hang from or be attached to any billboard or signboard or other place used for display for advertising purposes.

N. Weeds and Materials at Base of Billboards. It shall be the duty of every Billboard owner and or operator to keep all grass, weeds and other growths, except trees and ornamental shrubbery, cut down so that the same shall not grow to a height greater than requirements per the village code, provided that this obligation shall extend only to the property controlled by the user.

O. Unlawful Advertisements. It shall be unlawful for any person to post or display any advertisement tending to promote or cause a riot, or breach of the peace, or any advertisement of any unlawful gathering, or advertisement of unlawful sales.

P. Advertiser's Name. It shall be unlawful for any Billboard owner and or operator to carry on business unless the name of such advertiser is attached, displayed or printed on all billboards or signboards in such lettering as to be visible from a distance of at least five feet from the notice or advertisement.

Q. Exemptions. The provisions in this section concerning Billboard Signs shall not be construed to apply to the posting of signs or notices by order of any court or by any public officials in the performance of their duties.

(Ord. 2021-45, § 2(Exh. A), 2-9-2022)

### **8-11-~~13~~14. NON-CONFORMING SIGNS.**

Signs legally existing as of the effective date of this chapter which do not conform to the provisions of this Title shall be non-conforming signs and shall be subject to the following provisions.

A. Continuation – A non-conforming sign may be continued and maintained, provided it is not enlarged, relocated, or structurally altered, except as required for ordinary maintenance or safety.

B. Alteration or Expansion – Any enlargement, height increase, or modification that increases the non-conformity shall be prohibited.

C. Damage – If a sign becomes a safety hazard or it is beyond reconstruction as determined by the owners or tenant's insurance value such sign shall be removed in its entirety.

E. Change in Use – Upon a change in use or occupancy, any non-conforming sign shall be removed or brought into compliance.

A. Maintenance. Non-conforming signs may be maintained. No non-conforming signs shall be structurally altered, expanded or moved to a new location without being brought into compliance with the requirements of this chapter.

~~B. Removal. Non-conforming signs shall be removed when the principal structure located on the premises undergoes a change of use. Closing business must remove their signs within 60 days of closing.~~

~~C. Alteration. Non-conforming signs shall be removed if altered for the following reasons: a change to the exterior of the sign frame, supporting structure, sign face, height or location.~~

(Ord. 2012-012, 3-13-2012)

~~A. Continuation – A non-conforming sign may be continued and maintained, provided it is not enlarged, relocated, or structurally altered, except as required for ordinary maintenance or safety.~~

~~B. Alteration or Expansion – Any enlargement, height increase, or modification that increases the non-conformity shall be prohibited.~~

~~C.~~

~~Damage or Destruction – If a non-conforming sign is damaged or destroyed beyond 50% of its replacement value, it shall not be reconstructed except in conformity with this code.~~

~~D. Abandonment – A non-conforming sign that is discontinued or abandoned for a period of 180 consecutive days shall lose its non-conformity status.~~

~~E. Change in Use – Upon a change in use or occupancy, any non-conforming sign shall be removed or brought into compliance.~~

### 8-11-~~14~~15. ILLUMINATION OF SIGNS.

A. External. Light sources for externally illuminated signs shall be located, shielded and directed in such a manner that the source is not directly visible from the surrounding property. The use of exposed lighting mounted directly on a sign face is prohibited.

B. Neon. Signs may be illuminated through the use of tubular lighting (such as neon signs) internal to the sign and filtered by translucent material.

C. ~~Time and Temperature Animated. Except for portions of a Signs sign showing only time or temperature are permitted.~~ ~~¶~~The use of flashing lights ~~or lights used in messages that change more than eight times per day shall be treated as animated signs and~~ are prohibited.

D. Prohibited. ~~Off-site and~~ ~~¶~~Temporary signs shall not be illuminated.

(Ord. 2012-012, 3-13-2012)

### 8-11-~~15~~16. REMOVAL OF SIGNS.

~~A. Notice. The Code Enforcement Officer may order the removal of any sign erected or maintained in violation of this chapter. The Officer shall prepare a notice which shall describe the sign and specify the violation involved, and which shall state that if the sign is not removed or the violation corrected within 30 days, the sign shall be removed by the Village. Such notice may be mailed by certified mail, or hand delivered, with a return receipt required. Any time period provided in this section shall commence on the date of receipt of the notice, as attested by the date of the return receipt. All costs incurred by the Village in removing such a sign shall be paid by the sign owner.~~

~~B. Signs Not Requiring a Permit. Garage sale signs, real estate signs, political and public issue signs and any other signs not requiring a permit, erected in a public right of way, in violation of this chapter shall be~~

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~~considered public property and shall be summarily removed and disposed of. Signs erected or maintained on private property in violation of this chapter shall be subject to a three day notice to remove, under the procedure described in subsection A. of this section.~~

- ~~C. Emergency. The Code Enforcement Officer may remove a sign immediately and without notice when, in the opinion of the Officer, the condition of the sign or structure is defective or dangerous or the placement of the sign is dangerous so as to present an immediate threat to the safety of the public. Any sign removed shall be at the expense of the owner of the sign or owner of the property and shall become the property of the Village. The sign may be disposed of in any manner deemed appropriate and authorized by state statute.~~
- ~~D. Abandoned Signs. Abandoned signs shall be removed by the owner or lessee of the premises upon which the sign is located within ten days from the date on which it is determined to be an abandoned sign. If the owner or lessee fails to remove the sign, the designated Village Official shall proceed as set forth in subsection A. of this section. Failure to remove the sign after service of the written notice as described in subsection A. of this section shall be just cause for the Code Enforcement Officer to act as provided in subsection C. of this section.~~

(Ord. 2012-012, 3-13-2012)

~~—Sign Violations - Any of the following shall be a violation of this ordinance and shall be subject to the enforcement:~~

~~A. remedies and penalties provided by this section, by the zoning chapter, and by state law:~~

- ~~(1) To install, create, erect, or maintain any sign in a way that is inconsistent with any plan or permit governing such sign or the zoning lot on which the sign is located;~~
- ~~(2) To install, create, erect, or maintain any sign requiring a permit without first securing such a permit;~~
- ~~(3) To fail to remove any sign that is installed, created, erected, or maintained in violation of this chapter, or for which the sign permit has lapsed; or~~
- ~~(4) To continue any such violation. Each such day of a continued violation shall be considered a separate violation when applying the penalty portions of this ordinance.~~

~~B.~~

- ~~(1) Each sign installed, created, erected, or maintained in violation of this chapter shall be considered a separate violation when applying the penalty portions of this chapter.~~

### **8-11-~~1617~~. PERMIT REQUIREMENTS.**

A. Any sign located within the Village limits shall obtain a permit prior to erection unless it is specifically exempted under this code. Section 8-11-3.

B. Only those permanent or temporary signs which have been granted a permit by the ~~Code Enforcement Officer~~ the building department in accordance with the provisions of this section may be erected, installed, constructed or maintained, unless specifically exempted or allowed without permit in the previous sections.

~~C. Inflatable Signs greater than 32 square feet are allowed based on the following criteria:~~

- ~~1. It is allowed to be used four times a year~~

2. Each occurrence shall not exceed thirty days in length

~~CD.~~ Whenever there is a change in user (except off-site advertising signs), owner, or property owner, the new user or owner shall notify the Code Enforcement Officer of the change. No new sign permit is required unless there is modification of the sign face or sign structure.

~~DE.~~ All applications for permanent sign permits must include the following: ~~and special use permits must include.~~

1. ~~Name and address of the applicant.~~ A completed building permit application.
2. Site plan and sign plan, drawn to scale, showing the location, dimensions, design of the signs(s) requested, as well as the site, building and landscaping and all other signs requiring a permit.
3. ~~Applicable sign permit fee.~~ Fees submitted per the Village Fee Schedule.

~~EF.~~ All applications for temporary sign permits must include.

1. ~~Name and address of applicant.~~ A completed building permit application.
2. A description and or/or drawing of the proposed sign and its location;

Exception: Inflatable Signs greater than 32 square feet are allowed based on the following criteria:

- a. It is allowed to be used four times a year
- b. Each occurrence shall not exceed thirty days in length

~~3. Applicable temporary sign deposit, to be refunded upon retirement of the sign.~~

~~((Ord. 2012-012, 3-13-2012)~~

**8-11-~~1718~~. PENALTIES.**

~~Violation of the provisions of this chapter or failure to comply with any of its provisions shall constitute a petty offense with a fine up to \$500.00. Any person who violates this chapter or fails to comply with any of its requirements shall, upon conviction thereof, be fined not more than \$500.00 and costs. Each day the violation continues shall be a separate offense.~~

Violations of any section of this sign code shall be enforced pursuant to Title I Chapter ~~Chapter 4~~ titled "General Penalties" see link [https://library.municode.com/il/poplar\\_grove/codes/code\\_of\\_ordinances?nodeld=CD\\_TITIAD\\_CH4GEPE](https://library.municode.com/il/poplar_grove/codes/code_of_ordinances?nodeld=CD_TITIAD_CH4GEPE)

(Ord. 2012-012, 3-13-2012)