

PLAN COMMISSION

INTER-DEPARTMENTAL REVIEW COMMITTEE REPORT TEXT AMENDMENTS TO THE SIGN ORDINANCE

August 20, 2018

Title

PC 18-25

Petitioner

Village of Lombard

Property Location

Village-wide

Approval Sought

The petitioner, the Village of Lombard, is requesting comprehensive text amendments to Chapter 153 of the Village Code (the Sign Ordinance), and any other relevant sections for clarity, to remove discrepancies between Sign Ordinance and Chapter 150 (the Building Code). Specifically, the Sign Ordinance amendments are primarily intended to remove language that conflicts with existing provisions established within the Building Code.

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DESCRIPTION

The petitioner, the Village of Lombard, is requesting comprehensive text amendments to Chapter 153 of the Village Code (the Sign Ordinance), and any other relevant sections for clarity, to remove discrepancies between Sign Ordinance and Chapter 150 (the Building Code). Specifically, the Sign Ordinance amendments are primarily intended to remove language that conflicts with existing provisions established within the Building Code.

INTER-DEPARTMENTAL REVIEW

Building Division:

The Building Division has no comments regarding the proposed text amendments to the Sign Ordinance.

Fire Department:

The Fire Department has no comments regarding the proposed text amendments to the Sign Ordinance.

Private Engineering Services:

Private Engineering Services has no comments regarding the proposed text amendments to the Sign Ordinance.

Public Works:

The Department of Public Works has no comments regarding the proposed amendments to the Sign Ordinance.

Planning Services: Planning Staff met with the Building Commissioner to review the Sign Ordinance and Building Code. In doing so, they found instances where the Sign Ordinance should be updated for clarity and also instances where the Building and Sign are in conflict. These proposed text amendments reconcile issues to the Sign Ordinance. Building Code updates are not needed, as many of these items are already covered in the Building Code. Should the Building Code need to be updated, the Board of Building Appeals (BOBA) will review and make a recommendation to the Village Board.

EXISTING & PROPOSED REGULATIONS

Currently, the Village Sign Ordinance lists regulations which are either unnecessary or inconsistent with the Village Building Code. Staff is proposing to update these sections of the Sign Ordinance for clarity and consistency. Proposed changes are as follows:

Section 153.101(B) - Organization

Administrative functions. The four offices outlined above shall each have certain duties with respect to the administrative functions of this Chapter, as described in § 153.102. **Signs need to meet requirements in Title 15, Chapter 150 – Building Code.** The administrative functions of this Chapter are as follows:

1. Sign code compliance reviews.
2. Issuance of sign permits.
3. Variations.
4. Appeals.
5. Amendments.
6. Fees.
7. Penalties.
8. Permit application review.
9. Public hearings.

§ 153.101(B)-Reasoning: staff proposes the above text amendment to make it known that the Sign Code needs to meet the provisions of the Village Building Code.

Section 153.103 - Administrative procedures

(A) *Application for permits.* Application for a permit for the erection, alteration or relocation of a sign shall be made ~~the Director upon~~ **on** a form provided by the **Community Development Department**. ~~Director and shall include the following information:~~

- ~~1. The names, addresses, and telephone numbers of the applicant, the owner of the property on which the sign is erected, affixed, or altered, the owner of the sign, and the person to be erecting, affixing or altering the sign.~~
- ~~2. The street address and/or exact location of the property on which the sign is to be located.~~
- ~~3. Written consent of the owners of the building or structure or land on which the sign is to be erected.~~
- ~~4. The type of sign structure as defined in this Chapter.~~
- ~~5. Two copies of the plat of survey or "to-scale" Site Plan showing all lot dimensions, property lines, easements, rights-of-way, exact building and structure location, as well as the locations and type of all existing and proposed signage.~~
- ~~6. Two copies of the "to-scale" elevation drawings of all existing and proposed signage to be located on the property. Such drawings shall include dimensioning details of the signage and the proposed message thereof, type of materials, proposed color scheme, and location of the external electrical disconnect switch as required by subsection 153.208(B) for all illuminated signs.~~
- ~~7. Such other information as may be required by the Director to show full compliance with this and other applicable ordinances of the village.~~

§ 153.103(A)-Reasoning: staff finds that information provided under this section is either incorrect or being covered in permit applications.

~~(B) Permit issuance.~~

- ~~1. Review of applications: It shall be the duty of the Director, upon the filing of application for a permit, to examine such plans and specifications and other data related to proposed erection of the sign and the sign~~

structure. If it appears that the proposed sign and sign structure is in compliance with all the requirements of this ordinance, and there are no violations of any other ordinances of the village, the permit shall then be issued.

~~2. Denial and revocation of permit:~~ When a permit is denied by the Director, a written notice shall be given to the applicant along with a brief statements of the reasons for denial. The Director may suspend or revoke a permit for any false statement or misrepresentation.

~~3. Void if work not commenced:~~ A permit issued by the village becomes null and void if work is not commenced within the time period prescribed within § 150.142 of the Code of Ordinances.

~~4. Temporary sign permits:~~ Permits for a temporary sign shall be limited to the time period set forth within the Sign Ordinance for the respective type of temporary sign. Such signs shall be removed within 24 hours after the expiration of the permit unless a new permit is obtained.

~~5. Attention-getting device permits:~~ Permits for certain attention-getting devices, as defined in this Ordinance, may be issued subject to the following provisions:

~~a. General requirements:~~

~~(1) Time limits:~~ Permits for attention-getting devices shall be limited for 14 days or less.

~~(2) Removal required:~~ such devices shall be removed within 24 hours after the expiration of the permit unless a new permit is obtained.

~~(3) Number of permits issued:~~ No more than four permits for any attention-getting devices shall be issued for any one business in any calendar year.

~~b. Inflatables/requirements:~~

~~(1) Time limits:~~ permits for inflatables shall be limited to seven consecutive days or less.

~~(2) Removal required:~~ Such devices shall be removed within 24 hours after the expiration of the permit unless a new permit is obtained.

~~(3) Number of permits issued:~~ No more than two permits for an inflatable shall be issued for any one business in any calendar year.

~~6. Temporary off-premise signs:~~ Permits for temporary off-premise advertising signs shall be issued subject to the following provisions:

~~a. Time limits:~~ Permits for off-premise signs shall be limited to 14 days or less as determined by the Director.

~~b. Removal required:~~ Such signs shall be removed within 24 hours after the expiration of the permit unless a new permit is obtained.

~~c. Number of permits issued:~~ No more than four off-premise sign permits shall be issued for any one organization in any calendar year.

~~d. Not for profit status required:~~ Permits shall be issued only for events sponsored by non-profit organizations as defined by of 805 ILCS 110, Charitable, Religious, Educational, or Civic Organizations.

~~7. Temporary lease/rental signs:~~ Permits for temporary lease/rental signs shall be issued subject to the following provisions:

~~a. Time limits:~~ Permits for temporary lease/rental signs shall be limited to renewable terms of six months.

~~b. Removal required:~~ Such signs shall be removed within 24 hours after the expiration of the permit unless a new permit is obtained.

~~c. Twenty-five percent vacancy required:~~ A permit may be issued upon determination by the Director that 25 percent or more of the leasable floor area is vacant. The applicant shall provide all documentation deemed necessary by the Director to determine the actual vacancy rate. The Director may conduct an inspection(s) to verify the vacancy rate prior to issuance of, and/or during the terms of the permit.

~~8. Temporary, pre-development sign:~~ Permits for temporary, pre-development signs shall be issued subject to the following provisions:

- a. ~~Time limits:~~ Permits for temporary, pre-development signs shall be limited to a maximum of 365 days.
- b. ~~Removal Required:~~ Such signs shall be removed within 24 hours after the expiration of the permit unless a new permit is obtained.
- c. ~~Termination of permit:~~ The sign permit will terminate, without further notice, upon issuance of a building permit for the property upon which the sign is located.

§ 153.103(B)-Reasoning: staff offers to move the sign permit issuance requirements to the Section 153.237 for clarity and readability purposes.

~~(C)~~(B) *Permit fees.* Every applicant before being granted a permit under this ordinance shall pay the requisite permit fee to the village for each sign. The amount of such permit fees shall be determined and set by the Board of Trustees from time to time.

~~(D)~~(C) *Abandoned, illegal, defective and dangerous signs.*

1. *Order to repair or remove:* If, upon inspection, the Director finds that a sign is abandoned or structurally, materially or electrically defective, or in any way endangers the public, the Director shall issue a written **order notice** to the owner of the **property sign and occupant of the premises on which the sign is located** stating the nature of the violation and requiring them to repair or remove the sign ~~within 14 days of the date of the order,~~ **in a manner consistent with the code enforcement policies of the Village.**

2. *Removal of signs by the Director:* In cases of emergency, the Director may cause the immediate removal and demolition of a dangerous or defective sign without notice. Signs removed in this manner must present a hazard to the public safety, as determined by the Fire Chief or the Chief of Police. The Director may cause the removal of an illegal sign for failure to comply with the written orders of removal or repair.

3. *Recovery of removal cost:* After removal or demolition of the sign owner stating the nature of the work and the date on which it was performed and demanding payment of the costs as certified by the Director together with an additional ten percent for inspection and incidental costs.

4. *Assessment of lien:* If the amount specified in the notice is not paid within 30 days of the notice, it shall become an assessment upon a lien against the property together with a reasonable penalty for collection in the same manner as the real estate taxes.

5. *Presumption of ownership:* The owner of the property upon which the sign is located shall be presumed to be the owner of all signs thereon unless facts to the contrary are brought to the attention of the Director, as in the case of a leased sign.

§ 153.103(D)-Reasoning: staff proposes to amend the text to be consistent with the Village Code Enforcement policies. The remaining edits are requested for clarity.

~~(E)~~(D) *Insurance or bond requirements for private signs within the public rights-of-way.*

1. *Insurance required prior to permit:* Every applicant for a permit ~~or for a sign which will extend over a public right-of-way or which is so located that it may fall upon the same,~~ shall file with the Director, before the permit is granted, a liability insurance policy covering all damage or injury that might be caused by each of the signs, or a certificate of insurance, issued by an insurance company authorized to do business in the state, and satisfactory to the Director.

2. *Coverage required:* The policy shall be a multi-peril policy with the limits of liability not less than \$300,000.00. The village, its officers, agents and employees shall be named as additional parties insured.

3. *Length of coverage:* Such liability insurance policy shall be maintained in force throughout the life of the permit; and if at any time it is not in full force, the permit shall be revoked by the Director.

4. Bond in lieu of insurance: In lieu of insurances as provided for in this section, the applicant may file an indemnity bond, with a corporate surety satisfactory to the Director, in the amount of \$300,000.00, which will provide that the principal and surety will indemnify and hold harmless the village, its officers, agents and employees from all claims, loss or suits resulting from such sign.

§ 153.103(E)-Reasoning: The Building Division staff notes that many signs in the Village could fall on the public right of way. The Village does not ask for insurance for signs on private property, unless they overhang onto public rights-of-way (such as in the downtown). The remaining edits are requested for clarity.

~~(F)(E)~~ *Identification of signs.* Every sign hereafter shall have a permanent identification number either painted or attached in a conspicuous place thereon. The identification number shall be the same as the sign permit number.

§ 153.103(F)-Reasoning: staff notes that the Community Development Department does not use/provide permanent identification number anymore and signs are filed by permit number.

~~(G)(F)~~ *Penalties.*

1. *Failure to secure permit:* If any sign is installed or placed on any property prior to receipt of a permit, the specified permit fee shall be doubled. However, payment of the doubled fee shall not relieve any person of any other requirements or penalties prescribed by this ordinance.
2. *Failure to comply:* Any persons who fails to comply with the provisions of this ordinance shall be subject to such penalties as may be provided for in § 10.99 of the Code of Ordinances.

~~(H)(G)~~ *Appeals.* The applicant is required to respond to any decision rendered by the Director in denying a permit or in alleging a violation of this ordinance within 30 days to the Zoning Board of Appeals. The Director is required to submit the application for an appeal to the Zoning Board of Appeals within 60 days. The action being appealed shall be held in abeyance pending the decision of the Zoning Board of Appeals.

~~(I)(H)~~ *Variations.* All requests for variations shall be directed to the Zoning Board of Appeals or to the Plan Commission, whichever is applicable, for a public hearing in accordance with the established rules and procedures for variations as set forth in subsection 155.103(C) of the Zoning Ordinance.

~~(J)(I)~~ *Amendments.* In order to preserve, protect and promote the public health, safety, and welfare, and advance the purposes of this Ordinance, the Village Board of Trustees may from time to time amend the provisions of this Chapter. The manner and procedures for adopting amendments to this Sign Ordinance, shall be the same as those established in subsection 155.103(E) of the Zoning Ordinance.

~~(K)(J)~~ *Historical signs.* Signs having special, historical, aesthetic or architectural significance, and whose preservation and continued utilization are beneficial and desirable, shall be exempt from the provisions of this Chapter; provided that a resolution declaring such significance is adopted by the corporate authorities. No such sign shall be declared historically, aesthetically, or architecturally significant unless after a public hearing regarding the alleged significance of the sign, the Lombard Historical Commission determines that such sign meets the criteria and standards used by the Commission for evaluating historically significant structures. The findings and determination of the Historical Commission on such an application shall be referred to the corporate authorities, which corporate authorities shall then take such action on the recommendation of the Commission as it may deem fit, necessary and property.

Section 153.208 - General specifications

~~(A) *General maintenance.* All signage erected, constructed or displayed shall be subject to the following conditions:~~

~~(1) The owner of a sign shall be required to maintain the sign so that the text of the sign shall be legible to the average person with 20/20 vision or vision corrected to 20/20, from the edge of the nearest right-of-way adjacent to the sign.~~

~~(2) Signs, including sign structures and sign supports, shall be maintained to prevent the development of any rust, corrosion, rotting, or where applicable, deterioration in the physical appearance of the sign. Signs constructed from wood shall be maintained to prevent wood rot or de-lamination of wood piles. Rotted or de-laminated wood signs shall be removed or replaced.~~

~~(3) If a sign is illuminated, the source of such illumination shall be kept in a state of safe working order at all times.~~

§ 153.208(A)-Reasoning: staff finds that the general maintenance provisions are under the purview of the Building Code and the content is more reflective of the Building concerns rather than Planning concerns.

~~(B) *Electrical requirements.*~~

~~(1) The electrical components, connections, and installations of all signs shall conform to the National Electrical Code, Underwriters' Laboratories, and any additional provisions and amendments as adopted in the Electrical Code of the Village of Lombard.~~

~~(2) The wiring of all signs shall be contained in rigid conduit or enclosed in poles or raceways with an external or exterior disconnect. In no case shall the wiring be exposed to the view of the public.~~

§ 153.208(B)-Reasoning: staff finds that the general maintenance provisions are under the purview of the Building Code and the content is more reflective of the Building concerns rather than Planning concerns.

~~(C) *Wind pressure and load requirements.* All signs shall be designed to withstand a wind pressure of not less than 30 pounds per square foot of area and shall be constructed to receive dead loads as required in the Building Code or other ordinances of the village.~~

§ 153.208(C)-Reasoning: staff finds that the general maintenance provisions are under the purview of the Building Code and the content is more reflective of the Building concerns rather than Planning concerns.

~~(D) *Sign structure and support requirements.*~~

~~(1) All signs shall be of such a design that all framework for the lateral support of the sign shall be contained within the body of the sign or within the structure of the building to which it is attached, in such manner as not to be visible to any person.~~

~~(2) Exposed guide wires, chains or other connections shall not be made as a permanent support of the sign. Where necessary the projecting cantilever system shall be used, and the "A" frame system shall not be used.~~

§ 153.208(D)-Reasoning: staff finds that the general maintenance provisions are under the purview of the Building Code and the content is more reflective of the Building concerns rather than Planning concerns.

~~(E) Face of sign shall be smooth. No signs or sign structure shall have any nails, tacks, wires or sharp metal edges protruding therefrom.~~

§ 153.208(E)-Reasoning: staff finds that the general maintenance provisions are under the purview of the Building Code and the content is more reflective of the Building concerns rather than Planning concerns.

~~(F) Glass requirements. Any glass forming a part of any sign shall be heavy safety glass and a minimum of one fourth inch in thickness. Where any single piece or pane of glass has an area exceeding three square feet, it shall be wired glass.~~

§ 153.208(F)-Reasoning: staff finds that the general maintenance provisions are under the purview of the Building Code and the content is more reflective of the Building concerns rather than Planning concerns.

~~(G)(A) Illumination.~~

~~(1) Illumination adjacent to residential districts:~~

- ~~(a) Externally illuminated signs shall not be permitted to directly cast light into or shine upon any residential district.~~
- ~~(b) In no case shall lighting from any illuminated sign impacting on a residential district exceed that permitted from the illumination of off-street parking, as established in Section 155.602.A.10.d of The Zoning Ordinance.~~

~~(2) Illumination intensity requirements: (a) In no case shall the lighting intensity of any sign exceed the limit of 75-foot candles measured with a standard light meter perpendicular to the face of the sign at a distance equal to the narrowest dimension of the sign, whether it is height or width.~~

~~(b) In no case shall any exposed reflective-type bulbs, incandescent lamp, or any other type of bare bulb illumination exceed 20 watts.~~

§ 153.208(G)(2)(b)-Reasoning: staff believes that light intensity is more relevant than number of watts, which is covered in the Zoning Code (photometrics). The Energy Code does not allow for incandescent bulbs in new signs. Staff also notes that the content provided in this section is under the purview of the Building Code.

~~(3) Gooseneck reflectors: Gooseneck reflectors and lights shall be permitted on freestanding signs and wall signs; provided, however, that any lights are installed only in such manner that the direct rays of such lights are concentrated on the sign and are prevented from causing any glare on or striking the street or nearby property.~~

~~(4) Sign face required: All signs providing interior illumination (back-lit) shall have a sign face, such that the lighting fixtures, incandescent bulbs, florescent bulbs, or other device providing illumination, shall not be directly exposed or visible.~~

~~(H)(B) Clear line of sight area. No signs shall be located in the clear line of sight area, as defined and regulated within the Lombard Zoning Ordinance.~~

§ 153.208(H)-Reasoning: staff proposes edits for clarity.

Section 153.209(B)(4) - Inflatables

Location: Inflatables may be placed on the ground or on the roof of a building no more than 25 feet in height. When placed on the ground, inflatables and their supports shall meet the minimum building setbacks required by the zoning district in which the inflatable is located. Inflatables located on the ground and their supports shall not be located within the clear line of ~~site-sight area, as defined in the Lombard Zoning Ordinance~~. Inflatables located on the ground and their supports shall not interfere with required parking spaces.

§ 153.209(B)(4)-Reasoning: staff proposes edits for clarity.

Section 153.209(C)(4) - Feather signs

Location: Feather signs are permitted only on private property and shall not be located within the clear line of sight area, ~~as defined in the Lombard Zoning Ordinance~~. Feather signs and their supports shall not interfere with required parking spaces.

§ 153.209(C)(4)-Reasoning: staff proposes edits for clarity.

Section 153.211(A) - Awnings and canopies

Construction materials: The construction materials and manner of construction of all awnings and canopies shall be subject to the approval of the Director, **based upon the provisions of the Lombard Building Code**.

§ 153.211(A)-Reasoning: staff proposes edits for clarity.

Section 153.211(D) - Awnings and canopies

Erection:

(1) *Awnings—Support:* Every awning shall be securely attached to and supported by the building. Posts or columns beyond the building line shall not be permitted for awnings. ~~It is unlawful to attach any awning to the wood jambs, frames, or other wood members of a building when such building is less than ten feet from public property.~~

(2) *Canopies—Support:* The framework of all canopies shall be designed by a structural engineer or registered architect and approved by the Director as to compliance with the Building Code. ~~All frames and supports shall be designed to withstand a wind pressure of not less than 30 pounds per square foot of area.~~ All canopy supports shall be designed so as not to obstruct the continuous flow of pedestrian traffic along any sidewalk and in conformance with any other reasonable requirements established by the Director.

§ 153.211(D)-Reasoning: staff notes that this section falls under the purview of the Building Code.

Section 153.215(A)(4) - Development sign

Location: Sign(s) shall be on private property with the property owner's consent. No sign(s) shall be located in or on the public right of way, sidewalk or other public thoroughfare. No signs shall be located in the clear line of sight area, ~~as defined in the Lombard Zoning Ordinance (Chapter 155 of this Code)~~.

§ 153.215(A)(4)-Reasoning: staff proposes edits for clarity.

Section 153.216 - Freestanding sign

It is unlawful to construct, erect, or maintain any freestanding sign for which a permit is required without complying with the following provisions:

(A) *Design*: Every freestanding sign, including the frames, braces, and supports thereof, shall be securely built and be designed by a structural engineer, registered architect or sign manufacturer, as may be required by the Director.

~~(B) *Construction materials required*: All freestanding signs for which a permit is required under this Chapter, shall have a surface or facing and support poles of approved non-combustible material, provided, however, that combustible structural trim may be used thereon.~~

§ 153.216(B)-Reasoning: staff notes that this section falls under the purview of the Building Code.

~~(C) *Letters to be secured*: All letters, figures, characters or representations in cutout or irregular form maintained in conjunction with, attached to, or superimposed upon any freestanding sign shall be safely and securely built or attached to the sign structure.~~

§ 153.216(C)-Reasoning: staff notes that this section falls under the purview of the Building Code.

~~(D) *Anchorage and supports*: All freestanding signs shall be securely built, constructed, erected and certified safe by a registered architect or engineer upon posts and standards sunk below the natural surface sufficient to prevent overturning, to the satisfaction of the Director.~~

§ 153.216(D)-Reasoning: staff notes that this section falls under the purview of the Building Code.

~~(E)~~(B) *Curbing*: Any freestanding sign located within, or within three feet of, a driveway, parking, maneuvering or pedestrian area shall be separated from said driveway, parking, maneuvering or pedestrian area by a six inch barrier curb. Where the clearance from grade to the body of the sign is 12 feet or less the curb shall provide not less than three feet of separation from the outermost perimeter of the sign. Where the clearance is more than 12 feet from grade to the body of the sign, the curb shall provide not less than three feet of separation from the outermost edge of the support columns.

~~(F)~~(C) *Landscaping*: The area within required curbing shall be landscaped in accordance with the provisions of the zoning ordinance.

Section 153.218(A) - Informational signs

Location: Informational signs may be allowed at major points of ingress and egress in all zoning districts, except residentially zoned properties less than one acre in area. Informational signs shall be located at a point so as not to conflict with driver vision and not to be a hazard to smooth traffic flow. Informational signs may be located within the ~~defined~~ clear line of sight area.

§ 153.218(A)-Reasoning: staff proposes edits for clarity.

Section 153.220 - Marquees

It is unlawful to construct, erect, locate or maintain any marquee without complying with the following provisions:

~~(A) *Construction*: Materials required: All marquees, including the anchors, bolts, support rods and braces thereof, shall be designed by a structural engineer or registered architect and subject to approval by the Director.~~

§ 153.220(A)-Reasoning: staff notes that this section falls under the purview of the Building Code.

~~(B)~~(A) *Drainage*: The roofs of all marquees shall be used for no other purpose than to form and constitute a roof.

~~(C)~~(B) *Roofs*: The roofs of all marquees shall be used for no other purpose than to form and constitute a roof.

~~(D)~~(C) *Location*:

(1) *Height above sidewalk*: No portion of a marquee shall be less than eight feet above the level of the sidewalk or other public thoroughfare.

(2) *Setback from curb line*: No marquee shall be permitted to extend beyond a point two feet inside the curb line.

~~(E)~~(D) *Erection*:

~~(1)~~ *Bracing, anchorage and supports*: Marquees shall be supported solely by the building to which they are attached, and no columns or posts shall be permitted as supports.

~~(2)~~ *Roof live load*: ~~The roof of any marquee, except glass area required, shall be designed and constructed to support a live load of not less than 50 pounds per square foot. Marquees shall be designed to withstand a wind pressure of not less than 30 pounds per square foot of area.~~

~~(3)~~ *Anchorage to wood structure*: ~~It is unlawful to construct, erect, locate, or maintain any marquee on any building of wood frame construction.~~

§ 153.220(D)-Reasoning: staff notes that this section falls under the purview of the Building Code.

Section 153.226 - Off-premise signs

It is unlawful to construct, erect, locate, or maintain any off premise advertising sign without complying with the following provisions:

(A) *Location*: Off-Premise signs may be allowed only adjacent to state or federal rights-of-way located within a B-3, B-4, or I-1 Zoning District.

(B) *Principal use*: Off-premise signs shall be allowed only as the principal use of a zoning lot. Off-premise signs shall not be erected on any zoning lot which contains an existing principal structure, building or use.

(C) *Number*: No more than one off-premise sign shall be located on a zoning lot.

(D) *Area*: No off-premise sign shall exceed 125 square feet in sign surface area per sign face.

(E) *Height*: No off-premise sign shall exceed 25 feet in height. In all cases, height shall be measured from grade at the edge of the right-of-way to the top of the sign.

(F) *Yard requirements*: Off-premise signs shall meet the minimum yard and lot requirements of the Zoning District in which they are located.

(G) *Residential property setback*: Off-premise signs shall not be located closer than 100 feet from residentially zoned property.

(H) *Distance between signs:* Off-premise signs shall be located a minimum of 100 feet from any other off-premise or freestanding sign.

(I) *View obstruction:* No off-premise sign shall be erected in such a manner as to obscure or otherwise physically interfere with an official traffic sign, signal, or device or to obstruct the view of approaching, merging or intersecting vehicular traffic within 1,000 feet of such sign, signal, or point of intersecting or merging traffic.

(J) *Protective curbing:* Any off-premise sign within three feet of a driveway, parking area, or maneuvering area shall be completely surrounded by a curbing that is not less than three feet from the outermost perimeter of the sign, unless the sign is mounted on a pole with a sign clearance of at least 12 feet above grade.

(K) *Design:* Every off-premise sign, including the frames, braces and supports thereof, shall be securely built and be designed by a structural engineer, registered architect, or sign manufacturer, as may be required by the Director.

~~(L) *Construction materials required:* All off-premise signs shall have a surface or facing and support poles of approved non-combustible material; provided, however, that combustible structural trim may be used thereon.~~

§ 153.226(L)-Reasoning: staff notes that this section falls under the purview of the Building Code.

~~(M)(L)~~ *Letters to be secured:* All letters, figures, characters, or representations in cutout or irregular form maintained in conjunction with, attached to, or superimposed upon any off-premise sign, shall be safely and securely built or attached to the sign structure.

~~(N) *Anchorage and supports:* All off-premise signs shall be securely built, constructed, erected, and certified safe by a registered architect or engineer upon posts and standards sunk below the natural surface sufficient to prevent overturning, to the satisfaction of the Director.~~

§ 153.226(N)-Reasoning: staff notes that this section falls under the purview of the Building Code.

~~(O)(M)~~ *Premises:* All off-premise signs, and the premises surrounding the same, shall be maintained by the owner thereof in a clean, sanitary and good appearing condition, and free and clear of all obnoxious substances, rubbish and weeds.

Section 153.227(A)(3) - Political campaign signs

Location: Sign(s) shall be on private property with the property owner's consent. No sign(s) shall be located in or on the public right of way, sidewalk or other public thoroughfare. No signs shall be located in the clear line of sight area, as defined in the Lombard Zoning Ordinance.

§ 153.227(A)(3)-Reasoning: staff proposes edits for clarity.

Section 153.229(A)(4) - Real estate signs

Location: Sign(s) shall be on private property with the property owner's consent. No sign(s) shall be located in or on the public right of way, sidewalk or other public thoroughfare. No signs shall be located in the clear line of sight area, as defined in the Lombard Zoning Ordinance (Chapter 155 of this Code).

§ 153.229(A)(3)-Reasoning: staff proposes edits for clarity.

Section 153.235 - Shopping center identification sign

An identification sign allowed in place of the free standing sign area for the individual business within a shopping center; it is unlawful to construct, erect, or maintain any shopping center identification sign without complying with the following provisions:

(A) The number of signs shall be subject to the following conditions;

(1) No more than one sign shall be allowed (which may be illuminated) on each street abutting the property.

(2) Shopping centers in excess of ten acres with more than one detached building will be permitted an additional identification sign per street frontage in excess of 1,500 feet. However, no more than two identification signs per street frontage shall be permitted.

(B) Sign shall be used solely to identify the shopping center, shopping area or the businesses conducted therein.

(C) The maximum area for the sign shall not exceed 150 square feet, and the maximum height for such identification signs shall be 35 feet.

(D) In the case of a second identification sign on a single street frontage, the maximum area of the sign shall be limited to 75 square feet with the maximum height limited to 20 feet.

(E) All shopping center identification signs shall be located at least 250 feet apart; provided, however, that if such shopping center identification signs comply with all other provisions except the requisite distance between signs, and it is not reasonable to so comply with the distance between signs requirement, such freestanding signs shall be allowed to be maintained.

(F) Shopping center identification signs shall be set back not less than five feet from the property line and shall not overhang into the public right-of-way.

(G) No other freestanding sign(s) shall be permitted in any shopping center.

~~(H) Design: Every shopping center identification sign, including the frames, braces, and supports thereof, shall be securely built and be designed by a structural engineer, registered architect or sign manufacturer, as may be required by the Director.~~

§ 153.235(H)-Reasoning: staff notes that this section falls under the purview of the Building Code.

~~(H)(H) Construction materials required: All shopping center identification signs for which a permit is required under this Chapter, shall have a surface or facing and support poles of approved non-combustible material; provided, however, that combustible structural trim may be used thereon.~~

§ 153.235(I)-Reasoning: staff notes that this section falls under the purview of the Building Code.

~~(J) Letters to be secured: All letters, figures, characters or representations in cutout or irregular form maintained in conjunction with, attached to, or superimposed upon any shopping center identification sign shall be safely and securely built or attached to the sign structure.~~

§ 153.235(J)-Reasoning: staff notes that this section falls under the purview of the Building Code.

~~(K) Anchorage and supports: All shopping center identification signs shall be securely built, constructed, erected and certified safe by a registered architect or engineer upon posts and standards sunk below the natural surface sufficient to prevent overturning, to the satisfaction of the Director.~~

§ 153.235(K)-Reasoning: staff notes that this section falls under the purview of the Building Code.

~~(L)(I)~~ Curbing: Any shopping center identification sign located within, or within three feet of, a driveway, parking, maneuvering or pedestrian area shall be separated from said driveway, parking, maneuvering or pedestrian area by a six inch barrier curb. Where the clearance from grade to the body of the sign is 12 feet or less the curb shall provide not less than three feet of separation from the outermost perimeter of the sign. Where the clearance is more than 12 feet from grade to the body of the sign, the curb shall provide not less than three feet of separation from the outermost edge of the support columns.

~~(M)(J)~~ Landscaping: The area within required curbing shall be landscaped in accordance with the provisions of the Zoning Ordinance.

Section 153.237 - Temporary signs

The provisions of this section shall regulate all temporary signs, with the exception of temporary signs which are specifically described and regulated in other sections of this Code. (See §§ 153.205 and 153.206 of this Code, entitled, "signs not subject to permit fee" and "signs not subject to permit"). It is unlawful to construct, erect, or maintain any Temporary Signs without complying with the following provisions:

(A) *Location:*

(1) *Non-residential districts:* Temporary Signs shall only be affixed to the following permanent structures: façade of a principal structure, wall of an accessory structure, fence, permanent freestanding sign, or shopping center identification sign, unless otherwise provided for. Temporary signs shall only be affixed to a single structure at all corners of the sign and shall not be erected in a manner in which the sign is suspended and/or extending the distance between two separate structures.

(2) *Residential districts:* In addition to the regulations outlined in subsection 153.237(A)(1) above, temporary signs shall also be permitted to be affixed to the ground provided that the sign is securely erected.

(3) *All districts:* No temporary signs shall be located in or on the public right of way, sidewalk or other public thoroughfare. No signs shall be located in the clear line of sight area, as defined in the Lombard Zoning Ordinance (Chapter 155 of this Code). Inflatable Signs may be erected on top of structures or on the ground. Inflatable Signs erected on the ground shall not be tethered or otherwise suspended above the ground, but shall be fastened directly to the ground without any vertical clearance between the Inflatable Sign and the ground.

(B) *Construction:* Temporary signs must be maintained in a structurally safe and presentable manner.

(C) *Duration:* Temporary signs shall be allowed for the specified periods set forth below:

- (1) *Inflatable signs*: No inflatable sign shall be permitted on the same parcel for a period of more than seven consecutive days in any year, or for more than a total of fourteen days in any year.
- (2) *Pennants*: No pennants shall be permitted on the same parcel for a period of more than 14 consecutive days in any year, or for more than a total of 56 days in any year.
- (3) *Banners*: Up to eight temporary permits may be issued for any one business in any calendar year, provided that the total of all permits issued does not exceed 120 days in any calendar year.
- (4) *Window signs*: There shall be no time restriction placed on any window sign that is maintained in a safe and presentable manner.
- (5) *Feather signs*: One permit may be issued for any one business, provided that the total number of days does not exceed 14 consecutive days in any calendar year.

(D) *Permitted temporary signs by sign type and property type*: Temporary Signs shall be allowed in the Village in accordance with the following table:

PERMITTED TEMPORARY SIGNS BY SIGN TYPE AND PROPERTY TYPE

Sign Type	Multiple-Family Dwellings; on lots less than 1 acre in area, Attached Dwellings, Two-Family Dwellings, Detached Dwellings:	All Other Areas
Pennants	P	P
Banners	N	P
Inflatable	N	P
Window	Y ⁱ	Y
Feather	N	P

Y = Allowed without sign permit.

P = Allowed only with sign permit.

N = Not allowed.

i = No commercial message allowed on sign, except for a commercial message drawing attention to an activity currently and legally offered on the premises.

(E) *Permitted number and size of temporary signs by sign type*: The number and size of temporary signs shall be allowed in accordance with the following table:

PERMITTED NUMBER AND SIZE OF TEMPORARY SIGNS BY TYPE

Sign Type	Number Allowed	Maximum Sign Area	Height
Pennants	n/a	n/a	n/a
Banners	One (1) per street exposure	Thirty-two (32) sq. ft.	n/a

Sign Type	Number Allowed	Maximum Sign Area	Height
Inflatable	One (1) per business	n/a	Twenty-five (25) ft.
Window	n/a	Total area of all signs shall not exceed twenty percent (20%) of total window area.	n/a
Feather	One (1) per business	Thirty-six (36) sq. ft.	n/a

n/a =Not applicable.

(F) Permit limitations.

(1) A permit must be obtained for all temporary signs. However, an existing permitted temporary sign can be removed and replaced with another temporary sign without obtaining an additional permit, provided that all of the following conditions are met:

- a. The permit has not expired;
- b. The new temporary sign is of the same material as the sign for which the permit was issued;
- c. The new temporary sign has the same dimensions as, or smaller dimensions than, the sign for which the permit was issued; and
- d. The new temporary sign is placed in the same location as the sign for which the permit was issued.

(2) A non-renewable permit for a period of up to 60 days may be issued for a temporary sign in lieu of a permanent wall sign, provided that a permit for a future permanent wall sign has been submitted.

(3) The petitioner shall indicate on the permit application the start date, end date, and number of days for which the permit will be applicable. The temporary sign shall be removed within 24 hours after the expiration of the permit.

(4) If the petitioner requesting the temporary sign is not the owner or a leasee of the property on which the sign will be located, then the petitioner shall submit a written letter of consent from the property owner allowing the sign to be placed on the property.

(G) Permit issuance.

(1) Review of applications: It shall be the duty of the Director, upon the filing of application for a permit, to examine such plans and specifications and other data related to proposed erection of the sign and the sign structure. If it appears that the proposed sign and sign structure is in compliance with all the requirements of this ordinance, and there are no violations of any other ordinances of the village, the permit shall then be issued.

(2) Denial and revocation of permit: When a permit is denied by the Director, a written notice shall be given to the applicant along with a brief statements of the reasons for denial. The Director may suspend or revoke a permit for any false statement or misrepresentation.

(3) Void if work not commenced: A permit issued by the village becomes null and void if work is not commenced within the time period prescribed within § 150.142 of the Code of Ordinances.

(4) Temporary sign permits: Permits for a temporary sign shall be limited to the time period set forth within the Sign Ordinance for the respective type of temporary sign. Such signs shall be removed within 24 hours after the expiration of the permit unless a new permit is obtained.

(5) *Attention-getting-device-permits*: Permits for certain attention-getting devices, as defined in this Ordinance, may be issued subject to the following provisions:

a. *General requirements.*

(1) *Time limits*: Permits for attention-getting devices shall be limited for 14 days or less.

(2) *Removal required*: such devices shall be removed within 24 hours after the expiration of the permit unless a new permit is obtained.

(3) *Number of permits issued*: No more than four permits for any attention-getting devices shall be issued for any one business in any calendar year.

b. *Inflatables/requirements.*

(1) *Time limits*: permits for inflatables shall be limited to seven consecutive days or less.

(2) *Removal required*: Such devices shall be removed within 24 hours after the expiration of the permit unless a new permit is obtained.

(3) *Number of permits issued*: No more than two permits for an inflatable shall be issued for any one business in any calendar year.

(6) *Temporary off-premise signs*: Permits for temporary off-premise advertising signs shall be issued subject to the following provisions:

a. *Time limits*: Permits for off-premise signs shall be limited to 14 days or less as determined by the Director.

b. *Removal required*: Such signs shall be removed within 24 hours after the expiration of the permit unless a new permit is obtained.

c. *Number of permits issued*: No more than four off-premise sign permits shall be issued for any one organization in any calendar year.

d. *Not for profit status required*: Permits shall be issued only for events sponsored by non-profit organizations as defined by of 805 ILCS 110, Charitable, Religious, Educational, or Civic Organizations.

(7) *Temporary lease/rental signs*: Permits for temporary lease/rental signs shall be issued subject to the following provisions:

a. *Time limits*. Permits for temporary lease/rental signs shall be limited to renewable terms of six months.

b. *Removal required*. Such signs shall be removed within 24 hours after the expiration of the permit unless a new permit is obtained.

c. *Twenty-five percent vacancy required*: A permit may be issued upon determination by the Director that 25 percent or more of the leasable floor area is vacant. The applicant shall provide all documentation deemed necessary by the Director to determine the actual vacancy rate. The Director may conduct an inspection(s) to verify the vacancy rate prior to issuance of, and/or during the terms of the permit.

(8) *Temporary, pre-development sign*: Permits for temporary, pre-development signs shall be issued subject to the following provisions:

a. *Time limits*: Permits for temporary, pre-development signs shall be limited to a maximum of 365 days.

b. *Removal Required*: Such signs shall be removed within 24 hours after the expiration of the permit unless a new permit is obtained.

c. *Termination of permit*: The sign permit will terminate, without further notice, upon issuance of a building permit for the property upon which the sign is located.

§ 153.237(G)-Reasoning: staff offers to move the sign permit issuance requirements to this section for clarity and readability purposes. There are no changes to the text regulations.

Section 153.238(D) - Traffic control signs

Illumination: Traffic control signs shall not be illuminated, **unless provided for within the current standards of the Federal Highway Administration's Manual on Uniform Traffic Control Devices.**

§ 153.238-Reasoning: staff finds that flashing stop signs and illuminated signs are regulated in the Federal Highway Administration (FHA) Manual. Staff notes that this amendment is to support FHA standards. The proposed amendment is only applicable to traffic control signs.

Section 153.239(C) - Under canopy signs

There shall be a minimum of ~~eight~~**seven** feet clearance between the ground and ~~any~~**the bottom of** such sign.

§ 153.239(C)-Reasoning: staff proposes edits for clarity and consistency.

Section 153.242 - Wall signs

It is unlawful to construct, erect, locate or maintain any wall sign for which a permit is required without complying with the following provisions:

~~(A) Design:~~ Every affixed wall sign, including the frames, braces and supports thereof, shall be securely built and shall be designed by a structural engineer, registered architect or as required by the Director.

§ 153.242(A)-Reasoning: staff notes that this section falls under the purview of the Building Code.

~~(B)~~**(A)** *Location limitation on placement:* No wall sign shall cover wholly or partially any wall opening, nor project beyond the ends of the wall to which it is affixed. No sign shall project beyond the top of the building except where the structure is so designed so as to not permit the attachment of a wall sign, then a sign will be permitted to project above the surface of the building. The projection shall be kept to a minimum as required by the Director.

~~(C)~~**(B)** *Projection above sidewalk:* Wall signs must be affixed flat against the building wall. Any projection will be limited to encasing illumination or depth of lettering. At no time shall a wall sign be permitted to extend more than 12 inches beyond the building line. The sign shall not be affixed to a wall at a height of less than eight feet above the sidewalk or ground.

~~(D)~~**(C)** *Construction supports required:* A wall sign shall be safely and securely affixed to the building wall to the satisfaction of the Director.

~~(E)~~**(D)** *Placement location on building:* Wall signs may be located either on the front of the building abutting a street or on either side wall perpendicular to the street frontage.

~~(F)~~**(E)** *Mixed signs prohibited:* No wall sign may be displayed in conjunction with an awning, canopy, or projecting sign.

STANDARDS FOR TEXT AMENDMENTS

For any change to the Sign Ordinance, the standards for text amendments must be affirmed. The standards are noted below:

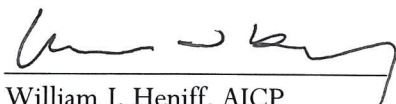
- 1. The degree to which the proposed amendment has general applicability within the Village at large and not intended to benefit specific property;*
The text amendment is generally applicable to all properties and all signage in the Village.
- 2. The consistency of the proposed amendment with the objectives of this ordinance and the intent of the applicable zoning district regulations;*
The proposed text amendment is consistent with the objectives of the Zoning, Sign, and Building Ordinances.
- 3. The degree to which the proposed amendment would create nonconformity;*
Staff does not believe any nonconformity would be created. This text amendment will help eliminate discrepancies between the Sign Code and Building Code.
- 4. The degree to which the proposed amendment would make this ordinance more permissive;*
The proposed amendment will modify the wording of the Sign Ordinance to remove language that conflicts with existing provisions established within the Building Code.
- 5. The consistency of the proposed amendment with the Comprehensive Plan; and*
Staff finds that the proposed amendments would be consistent with the Comprehensive Plan.
- 6. The degree to which the proposed amendment is consistent with village policy as established in previous rulings on petitions involving similar circumstances.*
The Village has a history of amending the Sign Ordinance to address edits for clarity. The proposed amendments are consistent with established Village policy in this regard.

FINDING & RECOMMENDATIONS

Based on the above findings, the Inter-Departmental Review Committee has reviewed the petition and finds that it meets the standards required by the Sign Ordinance. As such, the Inter-Departmental Review Committee recommends that the Plan Commission make the following motion recommending approval of this petition:

Based on the submitted petition and the testimony presented, the requested text amendments **comply** with the standards required by the Village of Lombard Sign Ordinance; and, therefore, I move that the Plan Commission accept the findings and recommendations of the Inter-Departmental Report as the findings of the Plan Commission and I recommend to the Corporate Authorities **approval** of PC 18-25.

Inter-Departmental Review Committee Report approved by:



William J. Heniff, AICP
Director of Community Development

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