

# VILLAGE OF ANTIOCH, LAKE COUNTY, ILLINOIS 60002

## DEPARTMENT OF COMMUNITY DEVELOPMENT

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### MEMO

5 pages, total

TO: Ken Karasek, Chairman; and  
Members of the Combined Planning Commission and Zoning Board

FROM: Dustin Nilsen, AICP Director of Community Development

DATE: May 05th, 2014

RE: **PZB14-06.** Amendment to Chapter 14 of Title 10 of the Antioch Village Code, Commonly referred to as the Street Graphic Ordinance.

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### BACKGROUND

This memo and update is in preparation for the public hearing on Thursday, May 08th, 2014 at 7:30 PM.

#### 1. Requests and Discussion

At the request of the Village Board, staff has prepared an amendment to the Village Code regarding not for profit and community event temporary signage. Included with this memo, as Attachment 1, you will find a draft prepared by staff that would provide alternative administration to such signs. We invite your comments and discussion regarding the amendment.

In addition to the above change, staff has prepared a proposed amendment to the monument graphic signage standards. This would allow for two new types of grounds signs without monument bases. Both would be limited sandblasted, routed, or carved signage typical to historic styled signage. Staff is looking for comments and direction regarding the alternative signage standards prior to codification and amendment. Typical depictions of the signage, and proposed language, that we suggest be incorporated into the code, are included as Attachment 2.

Respectfully submitted,



Dustin Nilsen, AICP  
Director of Community Development

# ATTACHMENT #1: File PZB14-06 Not for Profit Temp Signage Administration

## Community Event Special Use Sign Permits

### Purpose And Intent

The Community Event Special Use Sign Permits provides flexibility in temporary signage regulations to publicize community events in recognition of the unique requirements of such events. To be eligible to apply for the permit the event must be:

- Local
- Open to the public with equal opportunity for anybody to attend
- Organized by a not-for-profit organization or a unit of government

These guidelines are adopted to provide direction to applicants and staff for applying for, reviewing and issuing Community Event Special Use Sign Permits and to promote the equitable issuance of Community Event Special Use Sign Permits.

A Community Event Special Use Sign Permit allows signage opportunities for temporary signage for community events significantly different than what the Antioch Street Graphics Code (Title 10, Chapter 14 of the Antioch Municipal Code) provides for.

Even with the permit, event sponsors are encouraged to use the minimum number and size of signs and limit the duration they are on display necessary to promote their event.

The guidelines themselves are flexible, allowing staff discretion when evaluating and issuing permits so issues unique to a specific community event can be addressed. Deviations from the guidelines may be allowed.

**Advance planning of signage needs and coordination ahead of time with staff will be much appreciated and will help to avoid any problems from arising.**

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### Types of Community Events

Community events have been divided into three types. The type of event determines which guidelines are applicable. The types of events are:

- |                                  |                                                                                                                                                                            |
|----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>One-time events:</b>          | Events lasting 1-3 consecutive days occurring no more frequently than once a year.                                                                                         |
| <b>Recurring events:</b>         | Events occurring more than once a year that follow a regular schedule (e.g. every Wednesday during the summer).                                                            |
| <b>Non-site-specific events:</b> | Events that do not necessarily occur at a set location during set hours and may take place over an extended period of time (e.g. registration for Little League Baseball). |

## Portable Signs

**Allowed signs:** Wood, plasticized cardboard, posterboard or other reasonably rigid material may be used along with wood or metal stakes. Signs may be a maximum height of 4 feet and a maximum area of 8 square feet per side. Signs may not be attached to fences, trees or utility/street light/traffic light poles and they may not create blind spots for pedestrians or motorists. Signs shall be sufficiently sturdy in construction and staking to prevent their being blown down or into the path of traffic.

### Time and Duration of Display

**One-time events:** Signs may be put out on display up to 2 weeks before the event.

**Recurring events:** Signs may be put out on display up to 1 day before each occurrence of the event.

**Non-site-specific events:** In any calendar year, signs may be out for 28 days total. The 28 days may be split up so they do not run consecutively.

Signs may be on display 24 hours a day during the days they are allowed. For all event types, signs are to be removed no later than 10 a.m. the day following the event or an occurrence of the event.

### Number and Preferred Sign Locations

#### On private property

At the permission of the owner, organizers may place 1 sign per lot. Signs shall be placed outside the public right of way behind the sidewalk, CoEd poles, or ditchline.

## Special Circumstances

It is anticipated that from time to time, organizers may have special needs that significantly exceed the provisions of this policy. While staff has been directed by these provisions to work with organizers in order to achieve the desired balance between sightliness, safety and prominent promotion of local events, some organizers may have special needs or desires that staff cannot consider as being within the spirit and intent of these rules. As such, organizers are invited to request special assistance from the Village Board by submitting a written request for a variance resolution not less than 21 days in advance of the time the advertising is intended to start. The Board will consider the petition at the earliest opportunity.

## ATTACHMENT #2: File PZB14-06 Alternative Ground Signage Standards

Section 10-14-4 (proposed amendment indicated as underlined)

C. Ground Style Standards for Aesthetics: All permanent ground signs shall adhere to the following standards, in addition to those listed here within.

1. Based and Structure\*
  - a. All bases shall be Monument Bases as wide as the sign itself
  - b. All bases shall be natural Masonry (Stone or Brick) CMU is not permitted
  - c. All copy area shall be limited to the internal dimensions of the background.
  - d. Columns and a top cap are required.

\*e. External illuminated or Non illuminated, sandblasted, routed, or carved signage that is less than 20 square feet in display area and less than five feet in overall height from normal grade need not be located on a masonry monument base. Sandblasted or carved wood signage shall be historical in overall aesthetic, include decorative wood, metal, or masonry side posts with top caps and be consistent with the following styles.

2. Illumination
  - a. Indirect, external, or internal illumination are allowed.
3. Display Area
  - a. Monument backgrounds shall be opaque. Copy area shall be comprised of routed or raised Individual Channel copy (face lit or halo lit) affixed to the opaque background, or sandblasted signage. No internally illuminated cabinets shall be allowed.

### 10-14-7: MONUMENT GRAPHICS:

A. Monument Graphic Display: No monument graphic shall be located on a zoning lot unless there is a principal building on the premises, and unless off street parking is provided on the premises.

B. Distance Between Monument Graphics: A one hundred fifty (150) linear foot separation shall be maintained between all monument graphics, located on all zoning lots along the same public right of way, excepting directional graphics, wherever physically possible, measured parallel to the direction of travel on the adjoining street.

C. Monument Graphic Setback: No portion of a monument graphic shall project over or into a public right of way, municipal easement, or into sight visibility triangles. In no case shall the vertical height of a monument graphic exceed the setback from the right of way and in no instance shall the monument be located closer than ten feet (10').

1. Within the Form Based Overlay, External illuminated or Non illuminated, sandblasted, routed, or carved signage that are less than 20 square feet in display area and less than six feet, may be located within 5 feet of the right of way, so long as no visual obstruction is created.

D. Type, Number, Size, And Location:

1. Type: With the exception of External illuminated or Non illuminated, sandblasted, routed, or carved signage that are less than 20 square feet in display area and less than six feet, all permanent ground graphics shall be monument graphics.

2. Zoning Districts And Maximum Number: Monument graphics shall be allowed in mixed use, business and manufacturing zone districts and in residential zone districts as subdivision entrance graphics. The maximum number of monument graphics shall be one graphic for each zoning lot.

