

**MINUTES**  
**JOINT VILLAGE BOARD/ARCHITECTURAL REVIEW BOARD**  
**SPECIAL COMMITTEE OF THE WHOLE MEETING**  
**Wednesday, September 24, 2008**

Present:

Village Board:

<del>Trustee Brandt</del>	<del>Trustee McDonough</del>
Trustee Saltiel	Trustee Servi
Trustee Walder, Jr.	Trustee Walrath
Mayor Blomberg	<del>Village Clerk Mastandrea</del>

ARB:

<del>Chairman McCall</del>	Mr. Gulatee
<del>Mr. Grover</del>	<del>Mr. Hardnock</del>
<del>Mr. Ohler</del>	Ms. Wang
<del>Ms. Kennerley</del>	

Village Staff:

Village Manager Irvin	Dep. Village Clerk Marshall
Planner Robles	Director of Community Development McNellis
Planner Zozulya	

Location: Village Hall, Community Room, One Olde Half Day Road, Lincolnshire, Illinois 60069

**CALL TO ORDER**

**ROLL CALL**

Mayor Blomberg called the meeting to order at 7:15 p.m. and Deputy Clerk Marshall called the roll.

**ITEMS OF GENERAL BUSINESS**

Planning, Zoning and Land Use

**3.11 Consideration and discussion of a Sign Code update and signage Visioning Workshop (Village of Lincolnshire)**

Mr. Jacques Gourguechon and Mr. Jake Seid were present from Camiros, Ltd. Mr. Gourguechon reviewed the Image Preference Survey Results (attached).

Mr. Gourguechon said Lincolnshire's signs are "way above average". He said the big issue is the Village has an Ordinance that is hard to read and follow. It has two different Ordinances - one for Downtown and one for the rest, and then it has an Area of Special Control.

Trustee Saltiel wanted more decisions made by staff and wants a Retail Sign Area.

The Board reviewed Technical Review Policy Questions as follows:

### **Sign Administration: *Sign Variances***

Mr. Gourguechon said there is nothing in the Code that suggests Finding of Facts. Staff wants to eliminate Administrative Variances. Mr. Gourguechon said if there is agreement of this they have to get it into the Ordinance.

### **Area of Special Control**

Mr. Gourguechon said this should be the job of the Architectural Review Board. He suggested giving the Downtown B/1 and B/2 and getting rid of the Downtown Development Area. There was a consensus of the Board to eliminate the Downtown Development District. Mr. Gourguechon said the one big policy decision the Board should make is to set up the Sign Ordinance so there are not so many "areas". The overlays don't have to follow the PUD of the District.

### **Special Exceptions**

Mr. Gourguechon said these can be integrated in areas where they belong. The Board concurred.

### **Enforcement and Removal, and Unsafe and Unlawful Signs**

The Board discussed fines and the possibility of increasing them to 100% of the building permit per day, as well as the possibility of doubling the amount of the permit, then a daily fine of up to \$500.00 per day.

### **General Construction**

Mr. Gourguechon felt landscaping is good but could be better. All the illumination and maintenance issues should be located in one place. Tag lines should not be allowed. The Board will consider incorporating corridor plans. There should be a new section on Design Standards so they are all in one place. It will enhance standards and give control and guidance. He said the Downtown Development area should be replaced with an Area of Special Control. He commented on what policies should be prohibited.

### **Prohibited Signs**

Mr. Gourguechon said restricted signs should not be kept with prohibited signs. Exempt signs should have special standards and definitions. Parking lot orientation banners will be discussed further. Home occupation signs would not be allowed. The Village will work on a definition of pole signs so all of them would not be restricted. Temporary signs should have a time limit.

### **Downtown Development District**

The Board wants to try and avoid having separate districts for permanent signs. Trustee Saltiel advised that the signs in OI/A are very different than are along the corridor because you want the

other signs to be “more classy”. Mr. Gourguechon said you can make an overlay of everything. The size of the Downtown District should be reduced. We should create an overlay District along the corridors, and blade and awning signs should be permitted in the Downtown District. If needed, other types of sign overlay districts should be created outside the Downtown.

### **Nonconforming Signs**

Mr. Gourguechon advised that amortization can apply to any sign, but courts generally don't enforce them. Trustee Saltiel asked if the signs could be cataloged, and Mr. Gourguechon said that Camiros has taken a photograph of every sign in the Village. It was decided to re-institute amortization of nonconforming signs based on the size of the signs.

### **Summary**

Mr. Gourguechon said that his firm will create a draft of the Ordinance with staff. Trustee Saltiel wants to have specific design definitions of materials. Mr. Gourguechon said it is important that we deal with the look and feel of the signs in the areas in which they are going. There will be a second draft. They will try to get it done by the end of the year, and they should come pretty close to that.

Fines for signs built without permission were discussed. Landscape requirements should be updated. Director of Community Development McNellis advised that the Village has a request for a multi-tenant monument sign, and he asked if we should have a limited moratorium, not for new businesses, but on existing signage. Trustee Saltiel felt it would be better off to wait. They should be told we are changing our Code, and if they build something, it may be amortized in five years. Village Manager Irvin said regarding sign overlay districts, it would depend on what the standard overlay sign Ordinance is. If we feel it works well in the office area, we will not need the overlay.

Ms. Lenna Scott, Executive Director, the Greater Lincolnshire Chamber of Commerce, asked, if there was a way to work with the Village to come up with a plan for the sign on Marriott Drive so it can remain. Village Manager Irvin said that there is language in the Special Use that allows them to have that sign there. The road is a Village street, and the sign is in the right-of-way. It is technically their off-premises sign. Planner Robles suggested creating an overlay sign Code for their property such as a “resort” to allow an exemption. He said we will try to find a way to make it work.

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Special Committee of the Whole  
September 24, 2008

**ADJOURNMENT**

Trustee Walder moved and Trustee Saltiel seconded the motion to adjourn. The voice vote was unanimous and the Mayor declared the meeting adjourned at 8:59 p.m.

Respectfully submitted,

**VILLAGE OF LINCOLNSHIRE**

Carol S. Marshall  
Deputy Village Clerk

csm