



# Village of Hanover Park Administration

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## **VILLAGE OF HANOVER PARK**

**DEVELOPMENT COMMISSION WORKSHOP**  
Municipal Building: 2121 W. Lake Street, Room 214  
Hanover Park, IL 60133

Thursday, September 24, 2020  
5:30 p.m.

### **AGENDA**

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#### **1. CALL TO ORDER – ROLL CALL**

#### **2. ACCEPTANCE OF AGENDA**

#### **3. DISCUSSION TOPICS:**

- 3-a.** Automatic Changeable Copy sign location
  - Setback in residential districts and permitted streets
  - Setback from right-of-way
- 3-b.** A-frame/Sandwich Board signs
- 3-c.** Dumpster enclosures – allow simulated masonry?
- 3-d.** Parking lots/structures as a principal use
- 3-e.** Decorative Fences
- 3-f.** Other potential / future amendments

#### **4. ADJOURNMENT**



Hanover Park <sup>USA</sup>

# AGENDA MEMORANDUM

**TO:** Chairperson and Development Commissioners

**FROM:** Shubhra Govind, Director of Community & Economic Development

**SUBJECT:** Potential Municipal Code Amendments – Signs, Parking, Fences, etc.

## **ACTION**

**REQUESTED:**  Approval  Concurrence  Discussion  Information

**MEETING DATE:** WORKSHOP DISCUSSION - September 24, 2020

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The following topics are scheduled for discussion at the Development Commission workshop meeting at 5:30 p.m. on September 24, 2020 in Room 214 of the Municipal Building, 2121 Lake St.:

- Automatic Changeable Copy sign location
  - Setback in residential districts and permitted streets
  - Setback from right-of-way
- A-frame/Sandwich Board signs
- Dumpster enclosures – allow simulated masonry?
- Parking lots/structures as a principal use in the B-2 district
- Decorative Fence Height
- Other potential / future amendments

Staff will present the existing regulations and requests that the Development Commission discuss the items. No formal action is to be taken during this meeting. A Public Hearing process will follow, for any potential Zoning Code text amendments, where the Development Commission will take all information into consideration and make a recommendation to the Village Board for final action.

## Discussion

Please note that some of the discussion items are not part of the Zoning Code (Signs are regulated through Chapter 6 – Sign Code of the Municipal Code, which is independent of Chapter 110 – Zoning Code). However, feedback is sought as the placement of signs is part of site plan review for development proposals.

1. Automatic Changeable Copy (Electronic) signs: In 2018, the Village Board approved Ord. O-18-29 which made significant amendments to the Sign Code, following much input from EDC (called CONECT at that time), Development Commission, as well as business owners. Since the implementation of the amended regulations, a couple of issues have resurfaced that need to be addressed. These items have been discussed internally with PW, Engineering, Police and Building Department staff. The EDC is supportive of the changes as well.

- Electronic Signs in Residential Districts: A request has been made by a public school to add an electronic panel to their existing monument sign. Institutions such as schools and churches are typically located in residential districts. Electronic signs are currently allowed for these uses if they are located along arterial roads.

*Discussion:* If the sign is significantly far (say 250-feet) from the closest side lot line from the sign face – and all other criteria are met (such as brightness control, setback from right-of-way, etc.) - can it be acceptable to have the signs located on streets other than an arterial or major collector street as defined in section 38-102(d)?

Agreement Name: \_\_\_\_\_

Executed By: \_\_\_\_\_

*EDC recommendation:* Support if operation of sign is limited from 6:00 am to 8:00 pm

- Electronic Signs In Business Districts: Electronic Signs are currently allowed in the B-1 and B-2 commercial districts, with criteria for location, design, display/brightness, and changing of text. One of the criteria for location is that the sign needs to be 10-ft off of the street right-of-way and shall not be located within 100 feet of another such sign. Existing monument signs that are otherwise compliant with all other requirements may add an automatic changeable copy sign panel, while meeting all other criteria.

There are some instances where the parkway area of the road is 20' to 25' wide or more, and therefore setting the electronic sign back an additional 10-ft from the r-o-w line sets it back excessively. On shallow lots, this could also mean cutting into parking or drive aisles.

*Discussion:* Allow the electronic sign to be set back 5 ft. from the right-of-way line if setback from the street curb is 25' or more. All other regulations will still apply. 25-feet allows for future potential road widening as well.

*EDC recommendation:* Support 5-ft setback, if sign is set back 25-feet from street curb.

2. Sandwich Board/A-Frame signs: Though EDC, business community and staff supported these signs, they were not approved in the final ordinance, with concerns related to aesthetics, uniformity, and overall need. However, due to the ongoing pandemic, the Village Board supported a Business Assistance Program whereby uniform signs were provided to our small businesses in the past several months. The Village has received positive feedback from elected officials as well as businesses, indicating that these signs have been helpful in attracting additional customers. Staff recommends re-introducing approval of Sandwich Board signs with the following criteria:

- Max. sign area per side is six square feet and shall not exceed four feet in height.
- Each sandwich board sign is allowed a maximum of two sides and must be constructed of wood, metal or durable plastic materials, and maintained in good structural and aesthetic condition. Cardboard or rough-cut plywood signs are not acceptable. Each sign must also be heavy enough or weighted down so as to not blow away in sustained winds.
- Each business is allowed a maximum of one sandwich board sign
- All sandwich board signs shall be taken down by the close of business each day.
- Each sandwich board sign shall be within 10 feet of the business's main customer entrance, shall not block any required handicap accessible route, shall not be placed in any required off-street parking space and shall not be placed in the parkway or on any public right-of-way
- Windblown devices, including balloons, shall not be attached or otherwise made part of the sign
- Sandwich board signs shall not be illuminated.
- Requires administrative review and approval

*Discussion:* Allow the sandwich board/A-frame signs with above criteria.

*EDC recommendation:* Support

3. Dumpster enclosures – allow simulated masonry? This is not in the zoning code, but Chapter 50-Section 50-31(7)d. indicates that the refuse storage areas shall be screened on three sides, one of which can be the building wall. The three screening sides need be solid walls, and 'shall be

constructed of concrete block, brick, or stone'. With the advent of new materials that may be structurally similar to the currently required materials but easier to maintain and less expensive, Inspectional Services staff is investigating an amendment to enable the use of simulated masonry walls (similar to those used as sound barrier walls), which are not only easier to install and maintain, but may also encourage currently non-conforming enclosures to be updated.

*Discussion:* Staff from all departments have discussed and are supportive.



4. Parking lots/structures as a principal use: Currently, parking lots and parking structures are permitted uses in the B-2 Local Business District. While public parking lots and structures owned, operated and/or maintained by a government entity for a public purpose are appropriate, a parking lot or structure as a principal structure, not accessory to a principal commercial use would not align with the Purpose of the B-2 Local Business District, per Section 110-5.9.1:

5.9.1. *Purpose.* The B-2 local business district is established to provide for a wide range of retail stores and related commercial establishments providing for both day-to-day and occasional shopping needs.

*Discussion:* Staff recommends that only public parking lots and structures be permitted uses (by right) and others be Special Uses, to enable consideration of private lots/structures only following Development Commission's public hearing process.

5. Decorative Fence Height: Decorative fences (with 50 percent or more surface open) – excluding chain link - are permitted in the front yard and corner side yard but not allowed to be more than 36 inches in height. For corner lots, where residents want to install decorative metal fences, 36-inches height is not adequate. Typically, decorative fences are 80 percent 'see through' and therefore do not obstruct vision or compromise visual safety.

*Discussion:* Staff recommends discussion of this item.

6. Future potential amendments: There are several additional items that staff is working on and intends to bring to the Development Commission for consideration in the future, upon further research, including:

- Driveways
- Patios
- Service walks
- Land/Cash – Fee-in-lieu

*Discussion:* Are there other topics that need review and potential amendment?

**Feedback Requested:**

The above items will be discussed during the Workshop meeting. Staff is requesting feedback to enable moving forward with these potential text amendments.

**Attachments**

Exhibit 1 - Sign Code, Chapter 6 of Municipal Code

# Chapter 6 - SIGN CODE

## Sec. 6-3. - Definitions.

***Changeable copy sign, automatic.*** A sign, on which the copy changes automatically through illumination by electric lights, luminous tubes, or any other means of illumination or through mechanical or electrical means.

Such signs shall adhere to all of the following conditions and restrictions:

(a) *Location:*

- (1) Allowed in the commercial B-1 and B-2 zoning districts, on a zoning lot located on an arterial or major collector street as defined in [section 38-102\(d\)](#);
- (2) Religious institution signs, government signs, and public building identification signs, as defined in this code, may be allowed in the residential R, R-1, R-2, R-3, and R-4 zoning districts, with special use approval on a zoning lot located on an arterial or major collector street as defined in [section 38-102\(d\)](#) and in a location that does not face the front of a residential unit;
- (3) Shall be set back not less than ten feet from the street right-of-way, and shall not be located within 100 feet of another such sign.
- (4) Existing monument signs that are otherwise compliant with all other requirements may add an automatic changeable copy sign panel, while meeting all other criteria.

(b) *Design:*

- (1) Allowed only when all signs on the zoning lot are in total compliance with the sign ordinance;
- (2) The sign surface area shall be counted in the overall surface area of the free-standing sign and shall not be permitted as a wall sign or as part of a wall sign or window sign;
- (3) The sign area shall not exceed two-thirds of the maximum permitted sign area of the sign of which the changeable copy sign is a part.

(c) *Display and brightness:*

- (1) Lumination level must not exceed 5,000 nits (candelas per square meter) during daylight hours and a maximum illumination of 500 nits (candelas per square meter) between dusk and dawn (sunset and sunrise) as measured from the sign's face at a maximum brightness;
- (2) The sign shall be equipped with manual and automatic dimming devices and sun screens to adjust the brightness levels based upon ambient light conditions.

(d) *Text:*

- (1) Sign copy changes shall occur no more often than every seven seconds;
- (2) No scrolling, flashing, crawling, or other movements of text messages;
- (3) Messages may dissolve or go blank and may either reappear in full display or solidify;
- (4) Graphics shall be allowed as fixed displays but with no moving graphics; background colors or displays shall be allowed to change only when the message changes;
- (5) No other special effects are allowed.

(e) *Message:* Copy shall not advertise products or services not available on the zoning lot on which the automatic sign age is located.