

MINUTES OF THE PLAN COMMISSION
August 25, 2014

The regular meeting of the Plan Commission was called to order by Vice Chairman William Cotey at 7:12 p.m. at the Village Hall.

Members present: Vice Chairman William Cotey, Scott Adams, Dan Donahue, Walter Oakley, Kurt Schultz, and David Semmelman.

Members absent: Chairman Mark Moore.

Village Staff present: John Spoden, Director of Community Development; and Johanna Bye, Associate Planner.

Commissioner Oakley moved, seconded by Commissioner Adams, to approve the July 28, 2014, Plan Commission meeting minutes.

Motion carried 6 - 0.

OLD BUSINESS:

**PC 14-10 North Shore Transit Inc. d/b/a Lakeside Transportation, Applicant
912 E. Park Avenue, Unit A**

Request is for a Special Use Permit for a Transportation and Warehouse use, including outdoor storage of vehicles use pursuant to such service, but limited to Transit and Ground Passenger Transportation, in order to allow the Lakeside Transportation school bus company to store their school buses in an I-3, General Industrial District.

Vice Chairman Cotey noted that the Village had received a letter from North Shore Transit requesting that their application for a Special Use Permit be withdrawn and stating that the school buses would be removed from the site October 1, 2014.

PC 12-01 Village of Libertyville, Applicant

Request is for Text Amendments to Sections 2 and 11 of the Libertyville Zoning Code relating to sign regulations.

Staff reviewed that at the previous hearing the Plan Commission had begun to review the Sign Code recommendations compiled by the Sign Code Task Force. The Commission had reviewed and made recommendations on the Code up through and including the Residential portion and Section 11-10.c.1), Structural Types Permitted. in the C-1, Downtown Core Commercial District.

The Commission then continued their review of Section 11-10.c.3), Maximum Gross Surface Area. in the C-1 District. Staff noted that the proposed ordinance would limit wall signs in the

Minutes of the August 25, 2014, Plan Commission Meeting
Page 2 of 4

C-1 District to 40 square feet. The Task Force recommended that the Village retain the current Code for the sign area permitted as this is directly related to the size of a tenant space.

Vice Chairman Cotey stated that he agreed with the Task Force discussion and that 40 square feet could be viewed as an arbitrary number.

Section 11-10.c.4), *Maximum Height*. The proposed ordinance would require projecting signs to have a minimum ground clearance of 80 inches and a maximum height of 120 inches. The Task Force recommended that the minimum height be set at 96 inches and the maximum height at 132 inches.

Commission Schultz inquired as to whether all the pedestrian projecting signs should be at the same height downtown.

Commissioner Donahue stated that each building would be an individual case as it relates back to the architecture and any possible awnings.

Vice Chairman Cotey reminded the Commission that these are pedestrian signs intended to improve identification of store fronts from a pedestrian eye level.

The consensus of the Commission was to accept the Task Force recommendation.

Section 11-11.c.1), *Structural Types Permitted*., C-2, Downtown Community Commercial District. The proposed ordinance would remove freestanding signs from the structural types permitted in the C-2 District. The Task Force recommended that freestanding signs be allowed to remain as permitted uses.

The Commission concurred with the Task Force recommendation.

Section 11-11.d., *Multi-Tenant Signs*, C-2, Downtown Community Commercial District. The proposed ordinance is to reduce the square footage of these signs from twenty (20) square feet of signage per acre of land up to a maximum of two hundred and fifty (250) square feet, to ten (10) square feet of signage per acre of land up to a maximum of forty (40) square feet per sign. The Task Force recommended that the allowable size of a multi-tenant sign be related to the amount of the useful square footage of the building as opposed to the lot size. They discussed that the Village should reconsider limiting the number of tenant panels per multi-tenant sign and to allow tenants with a larger amount of space to have larger panels. They also recommended that the Village require that all panels on a multi-tenant sign have backgrounds of the same color.

The Commission discussed this item in detail and requested that Staff complete more research to determine whether the existing square footage of allotment is appropriate or whether it should be reduced. The Commission requested that Staff review other ordinances for possible alternatives.

Section 11-11.e.2., *Fuel Station Signage*. The proposed ordinance creates a section that regulates fuel station signage, which is not currently accounted for. One of the proposed regulations is to

Minutes of the August 25, 2014, Plan Commission Meeting
Page 3 of 4

restrict signage to one (1) sign per pump island. The Task Force discussion was to restrict signage to one (1) sign per pump, as most pump islands have multiple pumping facilities.

The Commission reviewed that they concurred with this proposal; however, Staff needs to specify and/or define a pump island and be more specific as to definition of a pump topper.

Section 11-12.c.3., Sign Surface Area., C-3, General Commercial District and C-4, Shopping Center Commercial District. The proposed ordinance would allow one (1) square foot of signage for every one (1) foot of linear length of storefront as opposed to the current regulation which allows signage square footage based on the size of the tenant space. The Task Force relayed that this would greatly restrict the square footage of signage allowed and that many tenant space irregularly shaped. The Task Force supported retaining the existing Code.

Members of the Commission discussed this item in detail and requested that Staff provide examples of the existing Code and proposed Code in real-life situations to allow the Commission to make an educated recommendation.

Section 11-12.c.4., Maximum Height., C-3, General Commercial District and C-4, Shopping Center Commercial District. The proposed ordinance would reduce the allowable height of freestanding signs from twenty-seven (27) feet for eighteen (18) feet. The Task Force recommended that the maximum height be capped at twenty (20) feet.

The Commission and Staff agreed that the twenty (20) foot height would be easier to regulate.

Staff reviewed that the Task Force also recommended that the Village address LED lights that have the ability to change color. Members of the Commission requested that Staff research any existing ordinances for a possible resolution to this issue.

The Task Force also requested that the Village research the possibility of adding menu signs to allow restaurants to display a menu only with no promotional material allowed. The consensus of the Commission was to support this proposal and they directed Staff to draft appropriate language.

Commissioner Schultz noted his preference that the revised ordinance regulate the size of inflatable balloons currently used throughout the Village. Staff was also requested to research this item.

With no further items for discussion, Staff requested a continuance of the public hearing to the September 22, 2014, Plan Commission meeting.

In the matter of PC 12-01, Commissioner Adams moved, seconded by Commissioner Schultz, to continue this item to the September 22, 2014, Plan Commission meeting.

Motion carried 6 - 0.

Minutes of the August 25, 2014, Plan Commission Meeting
Page 4 of 4

Ayes: *Cotey, Adams, Donahue, Oakley, Schultz, Semmelman*
Nays: *None*
Absent: *Moore*

NEW BUSINESS: None.

COMMUNICATIONS AND DISCUSSION: None.

Commissioner Oakley moved, seconded by Commissioner Donahue, to adjourn the Plan Commission meeting.

Motion carried 6 - 0.

Meeting adjourned at 8:45 p.m.