

**MINUTES OF THE PLAN COMMISSION**  
**September 12, 2011**

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

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

Members absent: None.

A quorum was established.

Village Staff present: John Spoden, Director of Community Development; David Smith, Senior Planner; and Karen Marren, Associate Planner.

Commissioner Semmelman moved, seconded by Commissioner Schultz, to approve the August 8, 2011, Plan Commission meeting minutes.

Motion carried 7 - 0.

**OLD BUSINESS:**

**PC 10-46      118 West Cook Avenue**  
**Village of Libertyville, Applicant**

**Request is for an amendment to Chapter 26 of the Libertyville Municipal Code in order to revise and adopt the Libertyville Zoning Code.**

Mr. John Spoden, Director of Community Development, introduced the proposed changes to Section 11 of the Libertyville Zoning Code relative to the Sign regulations. He stated that Staff is proposing a 24 square foot maximum sign area for signs in the C-1 Downtown District.

Chairman Moore asked how non-conforming signs would be treated. Mr. Spoden stated that basic panel replacement should be allowed.

Mr. Spoden stated that Staff is also proposing additional pedestrian-oriented signage be considered in the downtown.

Commissioner Cotey questioned the reason for the additional pedestrian-oriented signage.

Commissioner Adams stated that MainStreet Libertyville has advocated additional downtown signage that reflects the character and increases the visibility of the downtown shops.

Commissioner Oakley stated that he is concerned about the increase in sign clutter in the Village.

**Minutes of the September 12, 2011, Plan Commission Meeting**  
**Page 2 of 5**

Commissioner Cotey stated that consideration should be given to reducing the number of signs in conjunction the pedestrian-oriented signage scheme.

Chairman Moore stated that he agrees that the additional signage would produce unnecessary clutter. He stated that those types of signs would not be needed relative to the given downtown walking distance conditions. He stated that some directional signage would be appropriate to guide pedestrians to the rear of the buildings in the downtown.

Commissioner Adams stated that pedestrian-oriented signage would be helpful in the downtown.

Commissioner Schultz stated pedestrian-oriented signs in the downtown would be helpful if done in a consistent way and not in a sporadic or random fashion.

Commissioner Cotey stated that consideration should be given to offering a variety of sign package choices.

Chairman Moore stated that it would be helpful to review photo samples of other downtown sign programs.

Commissioner Adams stated that MainStreet Libertyville may already have a sample sign program that may be beneficial for the Plan Commission to review.

Mr. Spoden asked the Plan Commission if portable sidewalk signs should be considered. Commissioner Cotey stated that he does not favor the portable sidewalk signs, but if they are incorporated as permitted signs, they should be made to be placed close to the buildings.

Chairman Moore stated that he does not favor allowing the portable sidewalk signs.

Commissioner Schultz stated that he likes the portable sidewalk signs.

Mr. Spoden stated that another proposed sign ordinance change is to eliminate new multi-tenant signs in the C-1 District and to decrease the maximum permitted height of freestanding signs.

Commissioner Schultz stated that caution should be used prior to reducing the height of freestanding signs as the taller signs seem to function well.

Commissioner Cotey stated that a sunset clause should be considered on the liquor store sign on North Milwaukee Avenue and other similar signs. He stated that less is more.

Mr. David Pardys, Village Attorney, stated that he and Staff can do additional research on updating the current amortization regulations.

Mr. Spoden stated that the new changes include requiring opaque sign background for internally illuminated signs so that light will only show through translucent lettering on signs.

**Minutes of the September 12, 2011, Plan Commission Meeting**  
**Page 3 of 5**

Chairman Moore stated that he supports that proposal.

Commissioner Cotey stated that he also supports that proposal.

Mr. Spoden stated that much of the C-2 District Zoning Code section changes are very similar to the C-1 District sign code changes.

Mr. Spoden introduced changes to the sign code for the C-3/C-4 Districts.

Chairman Moore stated that he does not favor allowing projecting signs and sidewalk signs in the C-3 and C-4 Districts.

Mr. Spoden stated that Staff is proposing to bring the maximum permitted height for freestanding signs in the C-4 District to 20 feet.

Chairman Moore stated that the existing Hummer sign should have already been taken down as this vehicle line is no longer being sold at that location.

Mr. Spoden introduced proposed sign changes for the Office and Industrial Districts in the Zoning Code.

Mr. Spoden stated that Staff is proposing that the current size of temporary real estate signs be reduced by one-half.

Commissioner Schultz stated that the real estate signs currently erected throughout the Village appear to be clutter.

Mr. Spoden asked if it is the request of the Plan Commission to completely eliminate temporary real estate signs.

Commissioner Cotey stated that it would be appropriate to be more restrictive towards real estate signs but to not eliminate them.

Commissioner Cotey asked what, if any, 'way-finding' sign regulations are being considered.

Mr. Spoden stated that Libertyville MainStreet has often conveyed an interest in developing a way-finding sign program in the downtown.

Commissioner Schultz stated that consideration should be given to installing wall mounted way-finding signs in the downtown area.

Commissioner Cotey stated that consideration should be given to researching how blue light surveillance cameras into the Sign ordinance.

**Minutes of the September 12, 2011, Plan Commission Meeting**  
**Page 4 of 5**

Commissioner Schultz stated that the proposed reduction in the sign area for Contractor signs might be too small. He stated that consideration should be given to allowing space on the permit applications to list contractor signs.

Chairman Moore asked Staff what their intent is for tonight's proposed Zoning Code amendments.

Mr. Spoden stated that he would like to review the comments provided tonight and request a continuance to October 24, 2011.

*In the matter of PC 10-46, Commissioner Schultz moved, seconded by Commissioner Adams, to continue this item to the October 24, 2011, Plan Commission meeting.*

*Motion carried 7 - 0.*

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

**NEW BUSINESS:** None.

**PROPOSAL TO CHANGE PLAN COMMISSION RULES:**

Mr. Spoden stated that the Village Attorney has expanded upon the proposed changes to the Plan Commission Rules as previously proposed by Commissioner Donahue in order to prepare it for a formal recommendation and adoption by the Plan Commission.

Commissioner Donahue stated that it was his understanding that a formal resolution and vote had already taken place at the last meeting.

Mr. David Pardys, Village Attorney, stated that the Plan Commission may accept the language as drafted by Commissioner Donahue if they so desire, but that he is only attempting to add language to the proposed changes that would simply explain how the State Statute applies.

Mr. Spoden stated that the Plan Commission may keep the language exactly as it was previously offered by Commissioner Donahue.

Chairman Moore stated that he does not believe that further action is necessary.

**COMMUNICATIONS AND DISCUSSION:**

Mr. Spoden stated that the Lake County Government Master Plan will be before the Village Board at their September 27, 2011 meeting.

**Minutes of the September 12, 2011, Plan Commission Meeting**  
**Page 5 of 5**

Mr. Spoden stated that the Illinois State Chapter of the American Planning Association will have their annual conference in Evanston, Illinois beginning October 5th and concluding on October 7th. He stated that the conference will include a Plan Commissioner training track if any of the Commissioners are interested, they may attend.

Commissioner Semmelman moved and Commissioner Donahue seconded a motion to adjourn.

Motion carried 7 - 0.

Meeting adjourned at 8:45 p.m.