

**Item #1:**  
**Report Of The AC Meeting - June 22, 2015**



**AGENDA**  
**ARCHITECTURAL COMMISSION**  
**RESCHEDULED REGULAR MEETING**  
**Monday June 22, 2015 at 7:00 P.M.**

**Village Hall, 3110 OLD MCHENRY ROAD LONG GROVE, ILLINOIS**

**CALL TO ORDER:**

**VISITORS BUSINESS:**

**ACTION ITEMS:**

- 1) Approval of the April 28, 2015 Draft Meeting Minutes.
- 2) Consideration of a request for signage for "Fidelity Wes Builders," 203 Robert Parker Coffin Road within the B-1 Historic District, submitted by Mr. Mike Demar.
- 3) Consideration of a request for signage for "UnWined of Long Grove" 132 Old McHenry Road within the B-1 Historic District, submitted by Roman Signs.
- 4) Consideration of a request for signage for "Avantara" (formerly the Arlington) 1666 Checker Road within the R-2 PUD District submitted by M Signage Solutions.
- 5) Consideration of a request for subdivision identification signs for Oakwood Creek Subdivision located on the south side of Oakwood Road, submitted by Mr. Kenneth Krebs HOA President, on behalf of the Oakwood Creek HOA.
- 6) Consideration of a request for signage for "Scout & Forge"," 427 Robert Parker Coffin Road within the B-1 Historic District, submitted by Mr. Matthew Potempa.

**OTHER BUSINESS:**

- Modifications to AC Rules and Procedures

**ADJOURNMENT:** Next Scheduled Meeting: July 20, 2015 @ 7:00 P.M.

The Village of Long Grove is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to phone David Lothspeich, Long Grove Village Manager at 847-634-9440 or TDD 847-634-9650 promptly to allow the Village of Long Grove to make reasonable accommodations for those persons.

**Item #1A:**  
**Report Of AC Meeting - June 22, 2015:**  
**Signage For Fidelity Wes Builders, 203 RPC Road**



**ITEM #2 For the ARCHITECTURAL COMMISSION; Thursday May 28, 2015 @ 7:00 P.M.**

**REQUEST:** Consideration of a request for signage for Fidelity Wes Builders 203 Robert Parker Coffin Road within the B-1 Historic District, submitted by Mr. Mike Demar.

**HISTORY:**

Over the last few meetings the AC has been considering this request. Numerous concerns have been raised in the review of this request by the AC as follows;

- Materials out of which the wall sign will be constructed;
- Detail on how the wall sign will be mounted to the building;
- Resolution of the types of signs and maximum square footages allowable including the size, materials, colors, copy, sign placement on the structure and details on the fixtures/brackets used to affix the hanging sign to the building;
- Color, copy, integral and non-integral sign elements, location of the sign on the building, techniques to soften the appearance of the sign and specifications for mounting the sign to the building;
- A more defined radius on the edges of the backboard of the sign be identified;
- Re-submit a "Photoshop" image of the sign on the building with the correct dimensions;

**PROPOSAL/STAFF REVIEW:**

The petitioner has proposed two signs for the property. A wall sign is proposed and will be made of wood. The "integral" element of this sign measures 7' x 2' (14 sq. ft.) and will be raised and mounted to wooden back plate (non-integral element of the sign) measuring 3' x 8' (24 sq. ft.). This addresses some of the concerns raised by the AC.

Per the Village Code sign area is measured as follows;

*Sign Measurement: Unless otherwise expressly provided to the contrary in these regulations, the term "sign area" shall include the gross surface area of each sign with a single continuous perimeter enclosing the extreme limits of the sign and in no case passing through or between any adjacent elements of the sign. Such a perimeter shall not include any structural or framing elements lying outside the limits of such sign and not forming an integral part of the display.*

Per this definition the 14 sq. ft. "integral" portion of the sign is the only portion of the "sign area" which counts toward maximum allowable signage at this location. Square footage of the combined commercial space for which the signage is being requested is approximately 2160 square feet (40'x 54'). For retail spaces containing 1001 to 3000 sq. ft. of floor area 20 square feet of signage may be allowed per the Village Zoning Code (excerpt below).

Based upon the total square footage of the leasable commercial space and square footage of the wall signage as proposed (14 square feet), is within the maximum square footage limitation for the floor area at this location.

The sign would be principally painted blue with a white background & company logo. Corners are to be scalloped and painted border would mirror this design.

The petitioner is once again proposing a wall sign. A non-scaled "proof" of this sign has been submitted and is included for review by the AC. The location of this sign on the structure as well as other issues previously raised by the AC regarding the hanging sign (i.e. size, materials, colors, copy, sign placement on the structure and details on the fixtures/brackets used to affix the hanging sign to the building) have not been submitted.

It is assumed the sign will be made of wood and painted similar to the proposed wall sign. It appears a black painted border mirroring the scalloped design of the wall sign is proposed. Petitioner is entitled to an additional 6 square feet of signage which could be allocated to the proposed hanging sign.

All proposed signage appears to be non-illuminated or will utilize existing illumination. No request for illumination was included in the application for signage.

**SIGN REGULATIONS:**

The following are excerpts of applicable portions of the Village Sign Ordinance:

- (d) Business District Signage. The cumulative size of all signs permitted by this ordinance shall be governed by the square footage of the associated business as follows:
  - (1) Except as otherwise authorized by variation pursuant to section 5-11-15(E)1(c) of this code, the cumulative total square footage for all signs shall not exceed the following:

**MAXIMUM SIGN AREA PERMITTED IN  
BUSINESS ZONING DISTRICTS IN SQUARE FEET**

	B1	B2	B2
Total Area of Business No Arterial Access in Square Feet	Arterial Access		

1-1,000	12	12	20
<b>1,001-3,000</b>	<b>20</b>	<b>20</b>	<b>30</b>
3,001-5,000	30	30	40
5,001 or greater 30	30 <sup>(i)</sup>	50 <sup>(ii)</sup>	

(i) For each additional 2,000 square feet, an additional 10 square feet of signage is permitted. The maximum total signage area shall not exceed 50 square feet.

(ii) For each additional 2,000 square feet, an additional 10 square feet of signage is permitted. The maximum total signage area shall not exceed 70 square feet.

**ARCHITECTURAL COMMISSION DECISION:**

The square footage of the wall sign as proposed is permissible with regard to type of sign, location and the maximum amount of signage permissible at this location per the Village Code. A hanging sign of up to 6 square feet could also be considered at this location.

The Commission should review the request for signage against the aforementioned regulations, the downtown design guidelines and render a determination based upon those criteria as well as the appropriateness of the signage at this location in relation to other signage in the vicinity.

With regard to the hanging sign there are two basic options;

- Recommend approval (conditional or otherwise) subject to staff review and approval.
- Request additional information (e.g. size, materials, colors, copy, sign placement on the structure and details on the fixtures/brackets used to affix the hanging sign to the building) and continue this portion of the request to a future meeting.

 **FIDELITY**  
W E S   
Custom Builders & Remodelers





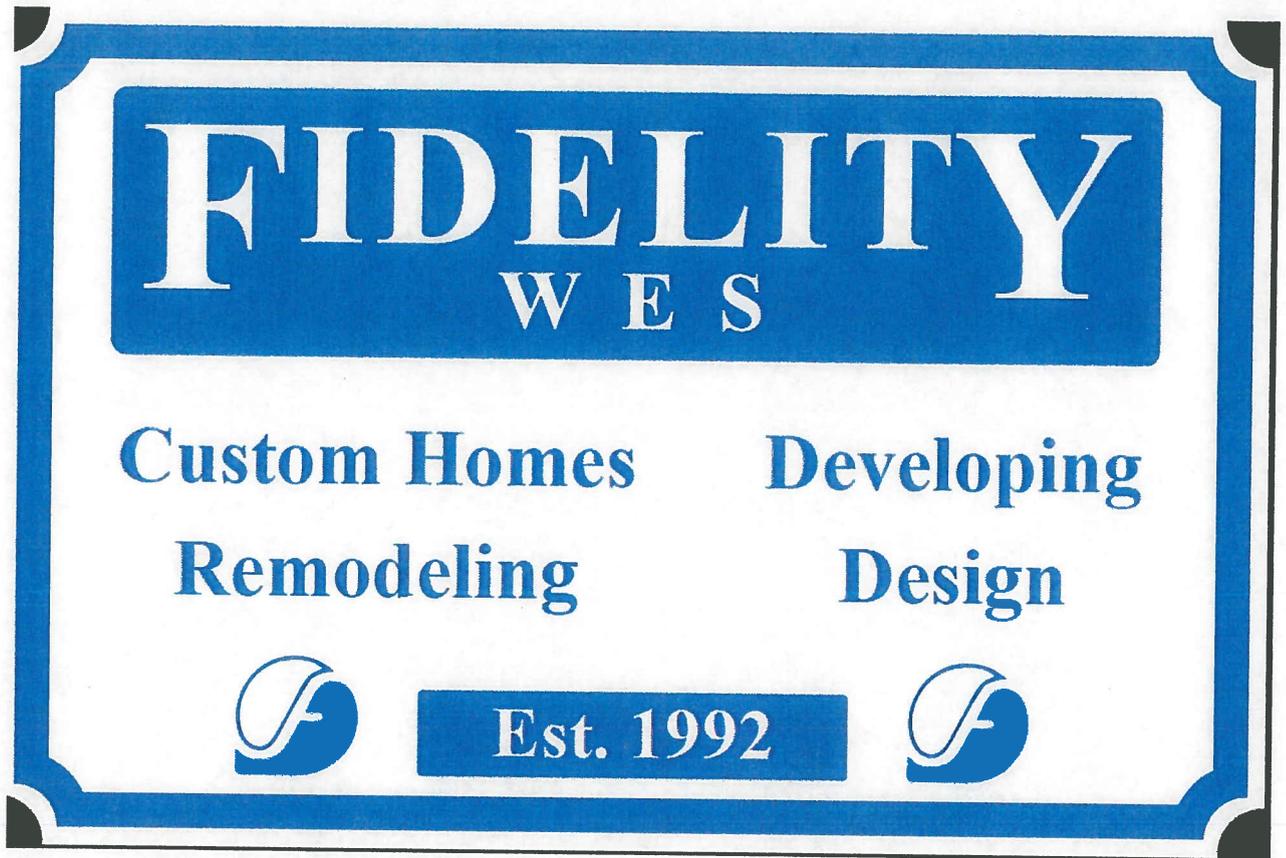
**FIDELITY**  
WES  
Custom Builders & Remodelers

7'

2'

3'

8'



— PROPOSED HANGING SIGN —

— NOT TO SCALE —



**FIDELITY**  
W E S



**Custom Builders & Remodelers**

**Item #1B:**

**Report Of The AC Meeting - June 22, 2015**

**Signage For Unwined Of Long Grove, 132 Old McHenry Road**



**ITEM #3:** For the ARCHITECTURAL COMMISSION Thursday, May 28, 2015 @ 7:00 P.M.

**REQUEST:** Consideration of a request for permanent signage for “UnWinded of Long Grove”, 132 Old McHenry Road within the B-1 Historic District, submitted by Roman Signs.

**HISTORY/STAFF REVIEW:**

The property in question is located on the north side of Old McHenry Road and is adjacent to Towner Green and across from “The Tavern”. The space was previously occupied by “Winesplash”.

As submitted the petitioner proposes two signs; a hanging sign measuring 14”x 54” (5 sq. ft.) and a free standing sign measuring 14”x 54” (5 sq. ft.). The free standing sign will also include three (3) hanging panels measuring 6” x 16” (.66 square feet each or 2 square foot total). Total square footage of all signage requested equals 12 square feet. Square footage of the commercial space for which the sign is being requested is approximately 1,500 square feet. For retail spaces containing 1,001 to 3,000 sq. ft. of floor area 20 square feet of signage may be allowed.

Based upon the total square footage of signage proposed (10 square feet), the requested signage is within the maximum square footage of signage permitted at this location. Signage may be divided up between wall signs, hanging signs and freestanding signs but may not exceed the maximum allowable square footage allocated by floor area.

The freestanding sign would be mounted to the existing post in front of the building. The hanging sign will be suspended over the porch of the existing structure. Both signs will be constructed of sandblasted wood with a white background. Principally the signs would be cream and burgundy in terms of color with silver, yellow and pale blue accents. The signs will appear to be non-illuminated or will utilize existing illumination as no request for illumination is attached with the request. (See attached).

**SIGN REGULATIONS:**

The following are excerpts of applicable portions of the Village Sign Ordinance:

- (d) Business District Signage. The cumulative size of all signs permitted by this ordinance shall be governed by the square footage of the associated business as follows:

- (1) Except as otherwise authorized by variation pursuant to section 5-11-15(E)1(c) of this code, the cumulative total square footage for all signs shall not exceed the following:

MAXIMUM SIGN AREA PERMITTED IN  
BUSINESS ZONING DISTRICTS IN SQUARE FEET

Total Area of Business in Square Feet	B1	B2	B2
	No Arterial Access		Arterial Access
1-1,000	12	12	20
<b>1,001-3,000</b>	<b>20</b>	<b>20</b>	<b>30</b>
3,001-5,000	30	30	40
5,001 or greater	30	30 <sup>(i)</sup>	50 <sup>(ii)</sup>

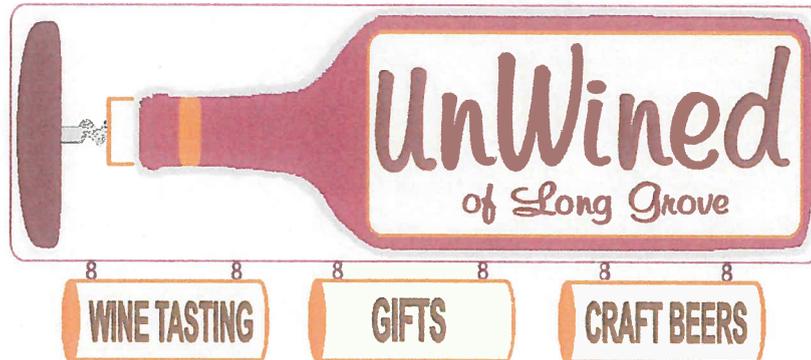
- (i) For each additional 2,000 square feet, an additional 10 square feet of signage is permitted. The maximum total signage area shall not exceed 50 square feet.
- (ii) For each additional 2,000 square feet, an additional 10 square feet of signage is permitted. The maximum total signage area shall not exceed 70 square

**ARCHITECTURAL COMMISSION DECISION:**

The signage as proposed is permissible with regard to type of sign, location and the maximum amount of signage permissible at this location per the Village Code.

The Commission should review the request for signage against the aforementioned regulations, the downtown design guidelines and render a determination based upon those criteria as well as the appropriateness of the signage at this location in relation to other signage in the vicinity.

## Main Street Sign



Main Sign (Streetside) - Sandblasted Wood 14" High & 54" Wide

Hanging Panels - Painted Non-sandblasted 6" High & 16" Wide

Colors - Corkscrew and All lettering in Medium Brown

Wine Bottle - Lite Pale Blue Outline

Burgundy Bottle Background

Cork and Label Cream with Golden Yellow Border

Corkscrew Silver

White Background

Hanging Panels - Cream Background with Golden Yellow Border

## Main House Sign



House Sign (House) - Sandblasted Wood 14" High & 54" Wide

Colors - Corkscrew and All lettering in Medium Brown

Wine Bottle - Lite Pale Blue Outline

Burgundy Bottle Background

Cork and Label Cream with Golden Yellow Border

Corkscrew Silver

White Background







FOR OFFICE USE ONLY:	
AC Received:	
AC Reviewed:	
AC Approved:	
Village Bd. Approved:	

FOR OFFICE USE ONLY:		
Date Received:		
Permit No.:		
Date Issued:		
Township:		
Sec:	T:	R:
PIN No.:		
Zoning:		

### ARCHITECTURAL COMMISSION SIGN PERMIT APPLICATION

BUSINESS NAME: <u>Villagers of Long Grove</u>	BUS. PHONE #: <u>847-383-6975</u>
BUSINESS ADDRESS: <u>132 Old McHenry Road</u>	
BUSINESS OWNER'S NAME: <u>Jessica Capek</u>	E-MAIL: <u>jesslynn1818@aol.com</u>
TYPE OF SIGN(S) FOR WHICH YOU ARE APPLYING: <u>Road Building</u>	

The Architectural Commission regularly meets every third (3<sup>rd</sup>) Monday of the month at 7:00pm in the Village Hall or as otherwise posted. The applicant (or representative) must be present. Please prepare and submit seven (7) sets of all of the following information ten (10) days prior to the meeting:

1. THIS FULLY COMPLETED APPLICATION SIGNED BY BOTH THE PETITIONER AND THE PROPERTY OWNER
2. REGARDING THE POSITION OR LOCATION OF PROPOSED SIGN ON THE BUILDING OR PROPERTY:
  - (a) PROVIDE SITE PLAN
  - (b) PROVIDE PHOTOGRAPH OF THE LOCATION ON THE PROPERTY OR BUILDING WHERE THE SIGN WOULD BE INSTALLED
  - (c) SQUARE FOOTAGE OF COMMERCIAL SPACE FOR WHICH SIGN IS BEING INSTALLED:  

1200 sq. ft.
3. PROVIDE A DETAILED DRAWING (TO SCALE) OF THE PROPOSED SIGN, INCLUDING:
  - (a) DIMENSIONS
  - (b) SAMPLE OF COLORS ON SIGN
  - (c) LETTER STYLE TO BE USED
  - (d) SAMPLE OF ANY UNUSUAL MATERIAL TO BE USED ON THE SIGN
  - (e) **FOR REQUESTS IN THE B-1 HISTORIC DISTRICT SEE SUGGESTED DESIGN GUIDELINES FOR SIGNAGE**

Should the sign be completed prior to the Architectural Commission's approval (this is not encouraged), the sign itself, or a photograph of the sign, shall be presented at the Architectural Commission meeting.

**SIGN CONTRACTOR:**

NAME: <u>Roman Signs</u>	PHONE #: <u>1047-331-2425</u>
ADDRESS: <u>819 W Northwest Hwy</u>	E-MAIL: <u>www.RomanSigns.com</u>

The property owner's signature is required below before any sign application may be processed. The property owner's signature is confirmation that he/she has read and understands the regulations governing the erection of signs in the Village of Long Grove and further approves the erection of the above-described sign on his/her property.

X Wendell Jauregui  
 \_\_\_\_\_  
 PROPERTY OWNER(S)' SIGNATURE(S)

X \_\_\_\_\_  
 \_\_\_\_\_  
 PROPERTY OWNER(S)' PRINTED NAME(S)

X Maggie Gierke  
 \_\_\_\_\_  
 BUSINESS OWNER(S)' SIGNATURE(S)

RECEIVED  
MAY 20 2015  
VILLAGE OF LONG GROVE

(See the reverse side for maximum sign dimensions and fee schedule.)

**SIGN PERMIT  
ARCHITECTURAL COMMISSION APPLICATION  
MAXIMUM SIGN SIZES AND FEES**

The following dimension regulations and fee information are provided as a guideline and are excerpted from the Village Zoning Code, 5-9-5, "Sign Regulations." It is recommended that applicants read the entire section, available online at [www.longgrove.net](http://www.longgrove.net), to better understand the basis for sign permit approval.

**RETAIL BUSINESSES:**

MAXIMUM SIGN AREA (SQ. FT.) PERMITTED IN BUSINESS DISTRICTS			
TOTAL FLOOR AREA OF BUSINESS	B1*	B2	
		NO INDIVIDUAL ARTERIAL ACCESS	INDIVIDUAL ARTERIAL ACCESS
1 – 500 sq. ft.	12	12	75
501 – 1,000 sq. ft.	12	12	75
1,001 – 3,000 sq. ft.	20	20	100
3,001 – 5,000 sq. ft.	30	30	125
5,001 or greater	30	30 <sup>1</sup>	125 <sup>2</sup>
<sup>1</sup> For each additional 2,000 sq. ft., an additional 10 sq. ft. of signage is permitted. The maximum total signage area shall not exceed 50 sq. ft.			
<sup>2</sup> For each additional 2,000 sq. ft., an additional 10 sq. ft. of signage is permitted. The maximum total signage area shall not exceed 145 sq. ft.			

FEE: Fees are calculated based on square footage of the sign and are as follows:

B – 1 DISTRICT*		B – 2 DISTRICT	
10 sq. ft. or less	\$50.00	75 sq. ft. or less	\$100.00
10.1 – 12 sq. ft.	\$60.00	75.1 sq. ft – 100 sq. ft.	\$125.00
12.1 – 20 sq. ft.	\$70.00	100.1 sq. ft. – 125 sq. ft.	\$150.00
20.1 – 30 sq. ft.	\$80.00	125.1 sq. ft. or greater	\$200.00
30.1 sq. ft. or greater	\$100.00		

**SUBDIVISION IDENTIFICATION SIGNS:**

Not more than one (2) signs per entrance to subdivision; total signage not to exceed 40 sq. ft.

FEE: \$50.00 per sign

**SUBDIVISION DEVELOPMENT SIGN:**

FEE: \$100.00 per sign

**OFFICE & OFFICE RESEARCH DISTRICT:**

Maximum two (2) signs, not to exceed 100 sq. ft. total combined dimension; 50 sq. ft. maximum per sign.

Number of signs must be approved by Architectural Commission.

FEE: \$200.00 per sign

**\*SEE DESIGN GUIDELINES FOR THE B-1 HISTORIC DISTRICT (ATTACHED)**

FOR OFFICE USE ONLY					
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">TYPE OF SIGN(S)</th> <th style="text-align: center;">FEE(S)</th> </tr> </thead> <tbody> <tr> <td style="height: 100px;"> </td> <td> </td> </tr> </tbody> </table>	TYPE OF SIGN(S)	FEE(S)			<p>Amount Paid: _____</p> <p>Date Paid: _____</p> <p>Permit #: _____</p>
TYPE OF SIGN(S)	FEE(S)				
<p>Village Official: _____</p>	<p>Date of Issuance: _____</p>				

**Item #1C:**  
**Report Of The AC Meeting - June 22, 2015**  
**Signage For Avantara, 1666 Checker Road**



**ITEM #4:** For the ARCHITECTURAL COMMISSION; MONDAY, June 22nd @ 7:00 P.M.

**REQUEST;** Consideration of a request for signage for “Avantara” (formerly “The Arlington”) 1666 Checker Road with the LaSavanne PUD, submitted by M Signage Solutions.

**Proposal:**

Previously the Architectural Board has reviewed and approved façade treatments (in 2005/2006 & 2014) on proposed additions to “The Arlington”. This facility has been taken over by new ownership management and is now known as “Avantara”. This change has necessitated the request for signage.

**History:**

The facility is located on lot 44 of Savanne of Long Grove PUD (formerly 76 acres known as the Kloman Property) at the northwest corner of Checker and Arlington Heights Road. This PUD was approved under Ordinance 78-O-6. The underlying zoning is R-2 Single Family Dwelling District.

**Staff Review & Conclusions:**

As proposed the petitioner is requesting a “sign package” with signage proposed at various locations on the property. A total of four (4) sign are proposed on the property. Two of the signs may be considered “directional” in nature, the other two are monument signs, proposed to be located at the entrance of the facility and on the east side of the building.

There are no hard and fast standards for this type of structure. The AC should use “good judgment and an underlying spirit of goodwill” in considering this request. As this is a PUD the following passage of the Village Code applies;

*PUDs, HR And HR-1 Signs: Signage associated with a planned unit development or in the HR or HR-1 district shall be authorized in the manner set forth in the special use permit granting the planned unit development approval. Minor modifications to signage within a planned unit development or in the HR or HR-1 district (such as change of copy) may be considered as "minor PUD amendments" as outlined in subsection 5-11-18(I)2 of this title and subject to applicable review procedures and sign permit fees.*

As a side note, review of the initial approval ordinance (78-O-6) and amendments thereto (93-O-23 & 2006-O-02) do not mention signage in any of the approvals.

### **Signage Proposed:**

As submitted a total of four (4) signs are being proposed for the facility. Two (2) may be considered monument signs the two (2) would be considered directional signage. Review of the proposed signage corresponds to the attached site plan (9220\_LOC\_R01). Signs are references by the site plan number as well as numbers 1 through 4 for the purposes of this review.

#### **Sign #1 – Entryway Monument Sign (SN-1428487)**

As proposed this sign would be located on the west side of the entrance drive to the facility adjacent to Checker Road. The integral portions of the sign face measures 45" x 160" (3.75' x 13.3') for a total of 50 square feet of signage. This sign would be mounted to a to a red brick base with a cast stone cap and measure 5' 8" tall from grade. This sign appears to be internally illuminated using LED illumination. The sign would be made of painted aluminum reverse channel letters on a stucco\dryvit background. Illumination specifications have not been provided. The proposed color scheme appears to be light purple and warm grey. (See attached proof 9290\_1428487\_R05).

Staff notes a concern with the placement of the sign and the "vision triangle" defined as follows;

**VISION TRIANGLE:** A triangle measured twenty five feet (25') from the intersections of any two (2) right of way lines or roadway easements and fifteen feet (15') from the intersection of a driveway, a right of way or roadway easement.

The vision triangle must remain clear and unobstructed. As the site plan is not scaled determination of an obstruction of the vision triangle cannot be made.

#### **Sign #2 – Directional Sign (SN-1428491)**

This is a directional sign designed to direct on-site traffic to the entrance of the building, deliveries and the parking area. This sign would be similar in design to the entryway sign and also located on the west side of the access drive and north of the entry signage.

This sign would be mounted to a brick base with a cast concrete cap. The base and cap measure 25" tall from grade. The integral portions of the sign face measures 35" x 30" (2.9' x 2.5') for a total of 7.25 square feet of signage. This sign also appears to be internally illuminated using LED illumination. The sign would be made of painted aluminum face with acrylic backing and inserts. Illumination specifications have not been provided. The proposed color scheme appears to be light purple and warm grey. This is consistent with the entryway sign. (See attached proof 9290\_1428490-91\_R05).

#### **Sign #3 – Directional Sign (SN-1428490)**

This is a directional sign designed to direct patient drop-off and parking. This sign would be identical in design to sign #2 except for the change in copy. This sign is proposed to be located on the south side of the building, adjacent to the parking area and just west of the main building entrance. (See attached proof 9290\_1529954\_R03).

This sign would be mounted to a brick base with a cast concrete cap. The base and cap measure 25" tall from grade. The integral portions of the sign face measures 35" x 30" (2.9' x 2.5') for a total of 7.25 square feet of signage. This sign also appears to be internally illuminated using LED illumination. The sign would be made of painted aluminum face with acrylic backing and inserts. Illumination specifications have not been provided. The proposed color scheme appears to be light purple and warm grey. This is identical to Sign #2 and consistent in terms of design with other proposed signage on the property. (See attached proof 9290\_1428490-91\_R05).

#### **Sign #4 – Monument Sign (SN-1529954)**

As proposed this sign would be located on the east side (Arlington Heights Road side) of the structure. This sign appears to be located adjacent to or possibly in the detention area located on the east side of the building. The location of stormwater detention at this site has been an issue in the past. The integral portions of the sign face measures 44" x 150" (3.6' x 12.5') for a total of 45 square feet of signage. This sign would be single faced (based on the submitted profile) and mounted to a red brick base with a cast stone cap and measure 5' 8" tall from grade. The total sign (including base) measures 17' 8' wide. This sign appears to be internally illuminated using LED illumination. The sign would be made of painted aluminum reverse channel letters on a stucco\dryvit background. Illumination specifications have not been provided. The proposed color scheme appears to be warm grey copy. (See attached proof 9290\_1529954\_R03).

#### **Conclusions**

In total the petitioner proposes 4 signs totaling 109.5 square feet of "integral signage" Of this signage 14.5 square feet is internal directional signage.

Review of the previous PUD approvals makes no mention of signage as part of the proposal. As such, signage at this location is covered by the following provision of the zoning code.

*"PUDs, HR And HR-1 Signs: Signage associated with a planned unit development or in the HR or HR-1 district shall be authorized in the manner set forth in the special use permit granting the planned unit development approval. Minor modifications to signage within a planned unit development or in the HR or HR-1 district (such as change of copy) may be considered as "minor PUD amendments" as outlined in subsection 5-11-18(l)2 of this title and subject to applicable review procedures and sign permit fees."*

#### **Issues**

##### **Illumination**

Per the general signage standards of the village code internal illumination would not be permitted but may be considered as a part of the "minor" PUD amendment. Existing signage at this location is externally illuminated. Other internally illuminated signage has allowed per PUD approval or through minor amendment to a PUD (such as the case with Long Grove Commons).

**(D) General Standards:** Except as otherwise expressly provided in subsection (F) of this section, the following general standards apply to all signs. Any sign not in compliance with these standards shall be immediately corrected or shall be deemed to be in violation of this chapter.

1. Illumination: Signs shall only be permitted to be illuminated in accordance with the following regulations:

**(a) No sign can be self-illuminated or internally illuminated; provided, however, that a business shall be permitted one internally illuminated "Open" window sign not to exceed one square foot in area, which sign shall be subject to the review and approval by the architectural commission.**

(b) Neon illumination of signs is not permitted.

(c) Any illumination of signs shall be constant in intensity and color and there shall be no flashing lights, rotating lights, running lights, or lights that create an illusion of movement.

(d) No sign shall be illuminated in such a manner so as to cause confusion with traffic signals or lights or which might constitute a traffic hazard.

(e) Any light source that is used to illuminate a sign must be located, shielded, and directed as to not be visible from any point on any surrounding streets, public property, adjacent private property or adjacent structures. All artificial illumination shall be so designed, located, shielded, and directed so that it illuminates the sign face area only and prevents the casting of glare.

### **Vision Triangle**

As noted above the entryway monument sign (SN-1428487) may be placed in the "vision triangle" defined as follows;

VISION TRIANGLE: A triangle measured twenty five feet (25') from the intersections of any two (2) right of way lines or roadway easements and fifteen feet (15') from the intersection of a driveway, a right of way or roadway easement.

The vision triangle must remain clear and unobstructed. As the site plan is not scaled determination of an obstruction of the vision triangle cannot be made and should be determined through testimony.

### **Amount of Signage**

The total square footage of signage appears large, particularly the "monument" signs. Staff questions the utility of the eastern monument sign as well (SN-1529954). This will be a single faced sign located approximately 90 feet from the Arlington Heights Road right-of way. The "bulk" of the proposed monument signage at this location should also be considered.

### **ARCHITECTURAL COMMISSION DECISION:**

There are no hard and fast standards for this request with the exception of the illumination issue. The AC should use "good judgment" and any impacts to surrounding properties in considering this request.



FOR OFFICE USE ONLY:	
AC Received:	
AC Reviewed:	
AC Approved:	
Village Bd. Approved:	

FOR OFFICE USE ONLY:		
Date Received:		
Permit No.:		
Date Issued:		
Township:		
Sec:	T:	R:
PIN No.:		
Zoning:		

**ARCHITECTURAL COMMISSION  
SIGN PERMIT APPLICATION**

BUSINESS NAME: <b>AVANTARA</b>	BUS. PHONE #: <b>947 419 1111</b>
BUSINESS ADDRESS: <b>1666 Checker Road</b>	
BUSINESS OWNER'S NAME: <b>MORRY LOSOVICS</b>	E-MAIL <b>mlebanes@mlsgroupdd.com</b>

TYPE OF SIGN(S) FOR WHICH YOU ARE APPLYING:	<b>TWO MONUMENTS TWO DIRECTIONALS</b>
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The Architectural Commission regularly meets every third (3<sup>rd</sup>) Monday of the month at 7:00pm in the Village Hall or as otherwise posted. The applicant (or representative) must be present. Please prepare and submit seven (7) sets of all of the following information ten (10) days prior to the meeting:

- THIS FULLY COMPLETED APPLICATION SIGNED BY BOTH THE PETITIONER AND THE PROPERTY OWNER
- REGARDING THE POSITION OR LOCATION OF PROPOSED SIGN ON THE BUILDING OR PROPERTY:
  - PROVIDE SITE PLAN
  - PROVIDE PHOTOGRAPH OF THE LOCATION ON THE PROPERTY OR BUILDING WHERE THE SIGN WOULD BE INSTALLED
  - SQUARE FOOTAGE OF COMMERCIAL SPACE FOR WHICH SIGN IS BEING INSTALLED:  

**246,130 sq. ft. LOT SIZE 115,212 Building sq footage**
- PROVIDE A DETAILED DRAWING (TO SCALE) OF THE PROPOSED SIGN, INCLUDING:
  - DIMENSIONS
  - SAMPLE OF COLORS ON SIGN
  - LETTER STYLE TO BE USED
  - SAMPLE OF ANY UNUSUAL MATERIAL TO BE USED ON THE SIGN
  - FOR REQUESTS IN THE B-1 HISTORIC DISTRICT SEE SUGGESTED DESIGN GUIDELINES FOR SIGNAGE

Should the sign be completed prior to the Architectural Commission's approval (this is not encouraged), the sign itself, or a photograph of the sign, shall be presented at the Architectural Commission meeting.

SIGN CONTRACTOR: **M SIGNAGE SOLUTIONS**

NAME: <b>MIKE MELE</b>	PHONE #: <b>847-962-5438</b>
ADDRESS: <b>505 E HAWLEY MUNDEN ILL</b>	E-MAIL: <b>mikem@m signage solutions.com</b>

The property owner's signature is required below before any sign application may be processed. The property owner's signature is confirmation that he/she has read and understands the regulations governing the erection of signs in the Village of Long Grove and further approves the erection of the above-described sign on his/her property.

*[Signature]* (same)  
 \_\_\_\_\_  
 PROPERTY OWNER(S) SIGNATURE(S)

**MORRY LOSOVICS** (same)  
 \_\_\_\_\_  
 PROPERTY OWNER(S) PRINTED NAME(S)

*[Signature]* (same)  
 \_\_\_\_\_  
 BUSINESS OWNER(S) SIGNATURE(S)

(See the reverse side for maximum sign dimensions and fee schedule.)

RECEIVED

**SIGN PERMIT  
ARCHITECTURAL COMMISSION APPLICATION  
MAXIMUM SIGN SIZES AND FEES**

The following dimension regulations and fee information are provided as a guideline and are excerpted from the Village Zoning Code, 5-9-5, "Sign Regulations." It is recommended that applicants read the entire section, available online at [www.longgrove.net](http://www.longgrove.net), to better understand the basis for sign permit approval.

**RETAIL BUSINESSES:**

<b>MAXIMUM SIGN AREA (SQ. FT.) PERMITTED IN BUSINESS DISTRICTS</b>			
<b>TOTAL FLOOR AREA OF BUSINESS</b>	<b>B1*</b>	<b>B2</b>	
		<b>NO INDIVIDUAL ARTERIAL ACCESS</b>	<b>INDIVIDUAL ARTERIAL ACCESS</b>
1 – 500 sq. ft.	12	12	75
501 – 1,000 sq. ft.	12	12	75
1,001 – 3,000 sq. ft.	20	20	100
3,001 – 5,000 sq. ft.	30	30	125
5,001 or greater	30	30 <sup>1</sup>	125 <sup>2</sup>
<sup>1</sup> For each additional 2,000 sq. ft., an additional 10 sq. ft. of signage is permitted. The maximum total signage area shall not exceed 50 sq. ft.			
<sup>2</sup> For each additional 2,000 sq. ft., an additional 10 sq. ft. of signage is permitted. The maximum total signage area shall not exceed 145 sq. ft.			

**FEE:** Fees are calculated based on square footage of the sign and are as follows:

<b>B – 1 DISTRICT*</b>		<b>B – 2 DISTRICT</b>	
10 sq. ft. or less	\$50.00	75 sq. ft. or less	\$100.00
10.1 – 12 sq. ft.	\$60.00	75.1 sq. ft. – 100 sq. ft.	\$125.00
12.1 – 20 sq. ft.	\$70.00	100.1 sq. ft. – 125 sq. ft.	\$150.00
20.1 – 30 sq. ft.	\$80.00	125.1 sq. ft. or greater	\$200.00
30.1 sq. ft. or greater	\$100.00		

**SUBDIVISION IDENTIFICATION SIGNS:**

Not more than one (2) signs per entrance to subdivision; total signage not to exceed 40 sq. ft.

**FEE:** \$50.00 per sign

**SUBDIVISION DEVELOPMENT SIGN:**

**FEE:** \$100.00 per sign

**OFFICE & OFFICE RESEARCH DISTRICT:**

Maximum two (2) signs, not to exceed 100 sq. ft. total combined dimension; 50 sq. ft. maximum per sign.

Number of signs must be approved by Architectural Commission.

**FEE:** \$200.00 per sign

**\*SEE DESIGN GUIDELINES FOR THE B-1 HISTORIC DISTRICT (ATTACHED)**

<i>FOR OFFICE USE ONLY</i>					
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%; text-align: center;">TYPE OF SIGN(S)</th> <th style="width: 50%; text-align: center;">FEE(S)</th> </tr> </thead> <tbody> <tr> <td style="height: 100px;"></td> <td></td> </tr> </tbody> </table>	TYPE OF SIGN(S)	FEE(S)			<p>Amount Paid: _____</p> <p>Date Paid: _____</p> <p>Permit #: _____</p>
TYPE OF SIGN(S)	FEE(S)				
<p>Village Official: _____</p>	<p>Date of Issuance: _____</p>				

REVISIONS		
No.	DESCRIPTION	Init. Ver. DATE
00	PERMIT	MV 15-05-29
01	PERMIT REV.	MV 15-06-04

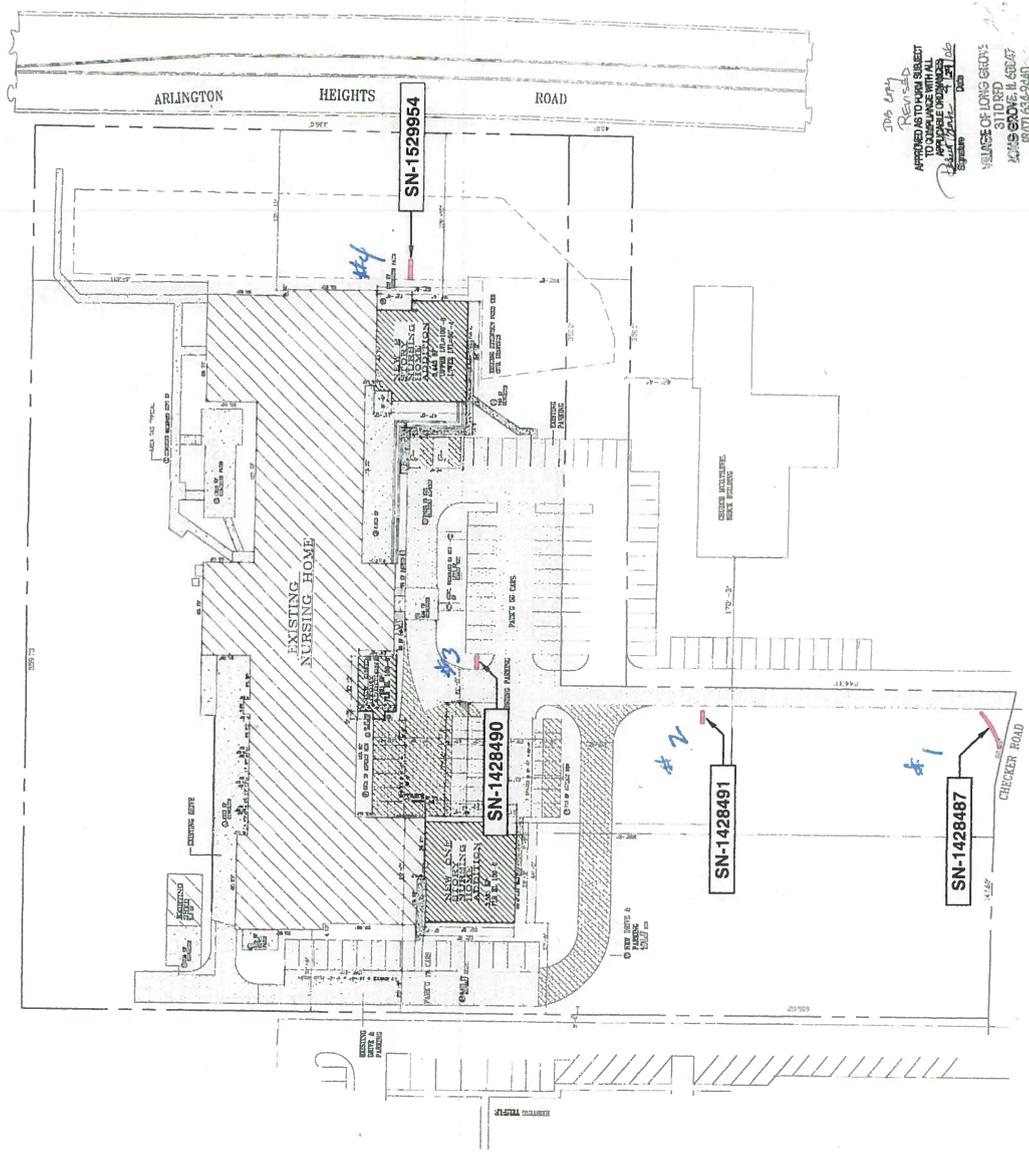


ACCOUNT EXEC: MIKE MELE  
 PROJECT MANAGER: ROXANE METCALFE

CLIENT: LEGACY HEALTHCARE  
 7040 N RIDGEWAY AVE  
 LINCOLNWOOD, IL

SITE PROJECT: AVANTARA - LONG GROVE  
 1666 CHECKER ROAD  
 LONG GROVE, IL

TITLE: SITE PLAN  
 FILE: 9290\_LOC\_R01  
 01 01



*2015 07/14*  
 Revised  
 APPROVED AS TO FORM SUBJECT  
 TO THE CITY OF LONG GROVE  
 3110 RD  
 LONG GROVE, IL 60147  
 (630) 634-9243

SITE PLAN  
 SCALE: NONE



**EXISTING**



**PROPOSED APPROXIMATE LOCATION AND PROPORTIONS**

**REVISIONS**

No.	DESCRIPTION	Init. Ver.	DATE
00	PRESENTATION	MV	14-12-02
01	PRESENTATION REV. NEW DESIGN	MV	14-12-12
02	PRESENTATION REV. NEW DESIGN	SD	15-04-03
03	PRESENTATION REV. PANEL ADDITION	SD	15-05-01
04	PRESENTATION REV. AS PER COMMENTS	MV	15-05-19
05	PRESENTATION REV. MATERIAL LEGEND	MV	15-06-04



22 PRODUCTION ROUTE 400, ST. JEAN-BAPTISTE, QUEBEC, QC H2V 2E9  
 4100, BOULEVARD DE LA SERRAVALLE, MONTREAL, QUEBEC H3T 1Y6

ACCOUNT EXEC.

PROJECT MANAGER:  
 MIKE MELE  
 ROXANE METCALFE

CLIENT

**LEGACY HEALTHCARE**  
 7040 N RIDGEWAY AVE  
 LINCOLNWOOD, IL

SITE/PROJECT

**AVANTARA - LONG GROVE**  
 1666 CHECKER ROAD  
 LONG GROVE, IL

TITLE

RENDERING

FILE  
 9290\_1428487\_R05  
 01 02

REVISIONS			
No.	DESCRIPTION	Int. Ver.	DATE
00	PRESENTATION	MV	14-12-02
01	PRESENTATION	MV	14-12-12
REV. NEW DESIGN			
02	PRESENTATION	SD	15-04-03
REV. NEW DESIGN			
03	PRESENTATION	SD	15-05-01
REV. PANEL ADDITION			
04	PRESENTATION	MV	15-05-19
REV. AS PER COMMENTS			
05	PRESENTATION	MV	15-06-04
REV. MATERIAL LEGEND			

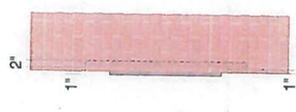


ACCOUNT EXEC: MIKE MELE  
 PROJECT MANAGER: ROXANE METCALFE  
 CLIENT: LEGACY HEALTHCARE  
 7040 N RIDGEWAY AVE  
 LINCOLNWOOD, IL  
 SITE/PROJECT: AVANTARA - LONG GROVE  
 1666 CHECKER ROAD  
 LONG GROVE, IL  
 TITLE: GRAPH. ELEVATIONS  
 FILE: 9290\_1428487\_R05\_02



**GRAPHIC ELEVATION**  
 SCALE: 3/8" = 1'-0"  
**D/F MONUMENT SIGN**  
 QTY 1 SN-1428487  
 INSTALLATION EXTERIOR ILLUMINATED

**PROFILE**  
 SCALE: 3/8" = 1'-0"



#	DESCRIPTIONS	BY	FINISH
01	PAINTED ALUMINIUM REVERSE CHANNEL LETTERS		
02	LIGHTING BY WHITE LED		
03	CUT-OUT LETTERS ON 1/2" SPACERS		
04	STUCCO BASIS OF DESIGN TO BE DRYWIT #104 DOVER SKY		
05	CAST STONE TO BE BASIS OF DESIGN ROCKCAST SMOOTH, CRYSTAL WHITE		
06	BRICK PATTERN BASIS OF DESIGN CONSISTING OF 1/3 OF EACH Grand Canyon Smooth, Napa Valley Reserve, Hearthside Ironspot		
#	CLIENT COLOURS	MTL NEON COLOURS	BY
01	PMS 5205 C	PMS 5205 C	X SATIN
02	WARM GRAY 9 C	WARM GRAY 9 C	X SATIN

COLOURS PRINTED ON THIS DRAWING COULD BE DIFFERENT FROM THE REAL COLOURS

REVISIONS			
No.	DESCRIPTION	Init. Ver.	DATE
00	PRESENTATION	MV	14-12-02
01	PRESENTATION	MV	14-12-12
02	PRESENTATION	SD	15-04-03
03	PRESENTATION	SD	15-05-01
04	PRESENTATION	MV	15-05-19
05	PRESENTATION	MV	15-06-04

REV. MATERIAL LEGEND	
01	REV. REMOVE COLUMNS
02	REV. AS PER COMMENTS
03	REV. MATERIAL LEGEND

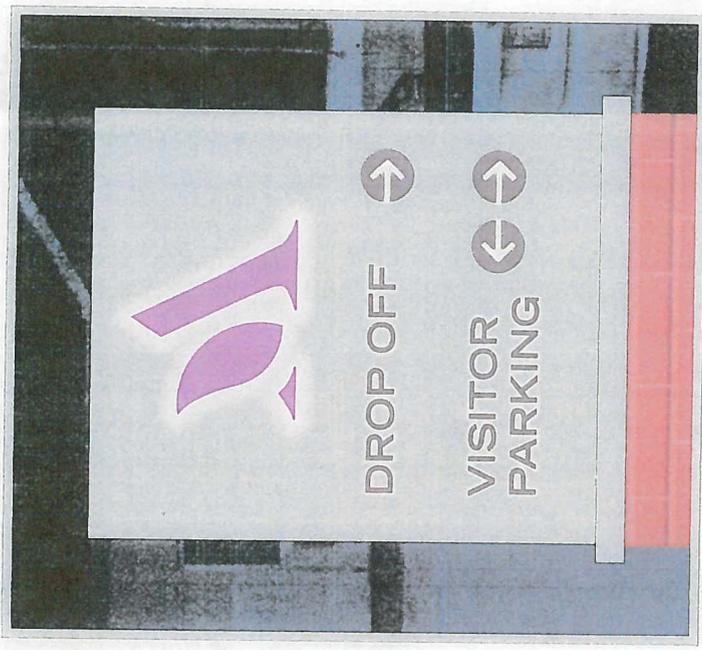


PROFESSOR OF ARCHITECTURE  
 ACCOUNT EXEC. MIKE MELE  
 PROJECT MANAGER ROXANE METCALFE

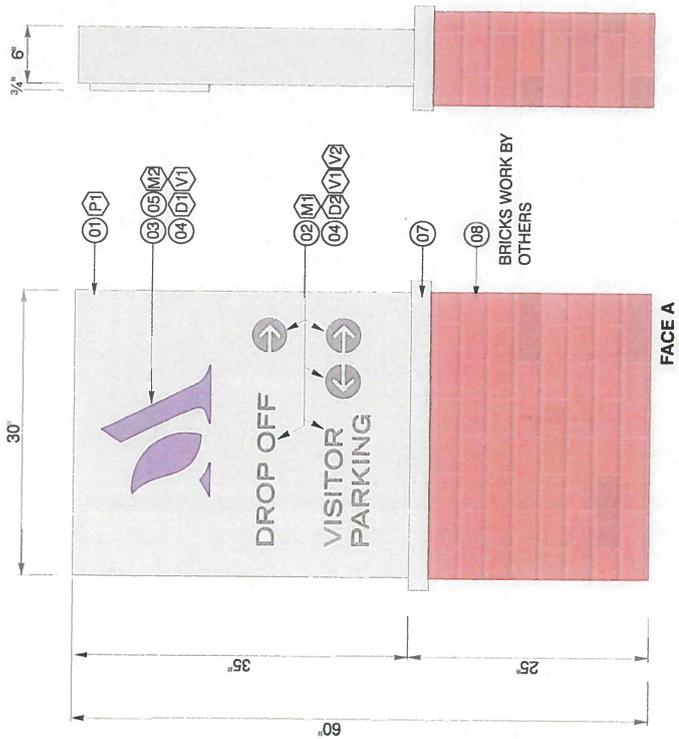
CLIENT LEGACY HEALTHCARE  
 7040 N RIDGEWAY AVE  
 LINCOLNWOOD, IL

SITE/PROJECT AVANTARA - LONG GROVE  
 1866 CHECKER ROAD  
 LONG GROVE, IL

TITLE GRAPH. ELEVATIONS  
 FILE: 9290\_1428490-91\_R05\_02\_03



NIGHT VIEW



PROFILE

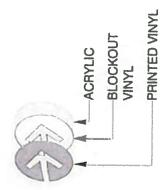
SCALE: 1" = 1'-0"

GRAPHIC ELEVATION

SCALE: 1" = 1'-0"

D/F DIRECTIONAL SIGNS

QTY 1 SN-1428490  
 INSTALLATION  
 EXTERIOR ILLUMINATED



#	DESCRIPTIONS
01	PAINTED ALUMINIUM FACE
02	3/16" WHITE ACRYLIC #7328 BACKING
03	3/4" CLEAR ACRYLIC, INSERTED
04	TRANSLUCENT VINYL APPLICATION
05	WHITE DIFFUSER
06	LIGHTING BY WHITE LED
07	CAST STONE TO BE BASIS OF DESIGN ROCKCAST
08	SMOOTH, CRYSTAL WHITE
09	BRICK PATTERN BASIS OF DESIGN CONSISTING OF 1/3 OF EACH Grand Canyon Smooth, Napa Valley Reserve, Hearthside Inospot

#	CLIENT COLOURS	MTL NEGR COLOURS	BY	FINISH
P1	SHERWIN WILLIAMS SW7015 Repose Gray	SHERWIN WILLIAMS SW7015 Repose Gray	X	SATIN
M1	WHITE	WHITE #7328	X	TRANS.
M2	CLEAR	CLEAR	X	CLEAR
D1	PMS 5205 C	DIGITAL PRINT	X	TRANS.
D2	WARM GRAY 9 C	DIGITAL PRINT	X	TRANS.
V1	CLEAR	3M OVERLAMINATE PROTECTOR 8520	X	TRANS.
V2	WHITE	3M BLOCKOUT FILM WHITE MATTE 3835-208	X	OPAQUE

COLOURS PRINTED ON THIS DRAWING COULD BE DIFFERENT FROM THE REAL COLOURS

REVISIONS			
No.	DESCRIPTION	Init. Ver.	DATE
00	PRESENTATION	MV	14-12-02
01	PRESENTATION	MV	14-12-12 REV. REMOVED AVANTARA LONG GROVE TEXT
02	PRESENTATION	SD	15-04-03 REV. CHANGE STYLISH
03	PRESENTATION	SD	15-05-01 REV. REMOVE COLUMNS
04	PRESENTATION	MV	15-05-19 REV. AS PER COMMENTS
05	PRESENTATION	MV	15-06-04 REV. MATERIAL LEGEND



100 PRODUCE OF MISSISSAUGA AND PREPARED WITHIN THE JURISDICTION OF MISSISSAUGA, ONTARIO

ACCOUNT EXEC. **MIKE MELE**

PROJECT MANAGER **ROXANE METCALFE**

CLIENT **LEGACY HEALTHCARE**  
7040 N RIDGEWAY AVE  
LINCOLNWOOD, IL

SITE/PROJECT **AVANTARA - LONG GROVE**  
1666 CHECKER ROAD  
LONG GROVE, IL

TITLE **GRAPH. ELEVATIONS**

FILE **9290\_1428490-91\_R05\_03**

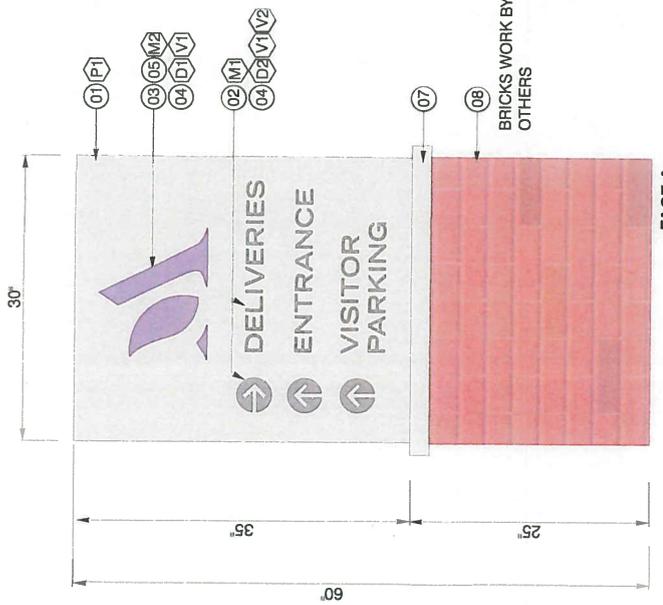


NIGHT VIEW



PROFILE

SCALE: 1" = 1'-0"



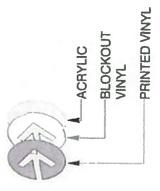
FACE A  
FACE B (NO TEXT)

GRAPHIC ELEVATION

SCALE: 1" = 1'-0"

D/F DIRECTIONAL SIGNS

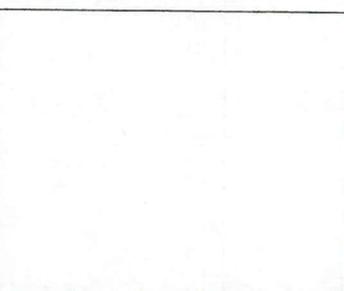
QTY	1	SN-1428491
INSTALLATION	EXTERIOR	ILLUMINATED



#	DESCRIPTIONS	CLIENT COLOURS	MTL REGION COLOURS	BY	FINISH
01	PAINTED ALUMINIUM FACE	SHERWIN WILLIAMS SW703 Impasse Gray	SHERWIN WILLIAMS SW703 Impasse Gray	X	SATIN
02	3/16" WHITE ACRYLIC #7328 BACKING	WHITE	WHITE #7328	X	TRANS.
03	3/4" CLEAR ACRYLIC, INSERTED	CLEAR	CLEAR	X	CLEAR
04	TRANSLUCENT VINYL APPLICATION	CLEAR	CLEAR	X	CLEAR
05	WHITE DIFFUSER	PMS 5205 C	DIGITAL PRINT	X	TRANS.
06	LIGHTING BY WHITE LED	WARM GRAY 9 C	DIGITAL PRINT	X	TRANS.
07	CAST STONE TO BE BASIS OF DESIGN ROCKCAST SMOOTH, CRYSTAL WHITE	CLEAR	3M OVERLAMINATE SECTION 8520 3M CLEAR VINYL WHITE MATTE 8585-208	X	TRANS.
08	BRICK PATTERN BASIS OF DESIGN CONSISTING OF 1/3 OF EACH Grand Canyon Smooth, Napa Valley Reserve, Heartside Ironspot	WHITE	WHITE MATTE 8585-208	X	OPAQUE

COLOURS PRINTED ON THIS DRAWING COULD BE DIFFERENT FROM THE REAL COLOURS

REVISIONS		
No.	DESCRIPTION	Init. Ver. DATE
00	PRESENTATION	MV 14-12-02
01	PRESENTATION	MV 14-12-12
01	REV. REMOVED AVANTARA LONG GROVE TEXT	
02	PRESENTATION	SD 15-04-03
02	REV. CHANGE STYLISH	
03	PRESENTATION	SD 15-05-01
03	REV. REMOVE COLUMNS	
04	PRESENTATION	MV 15-05-19
04	REV. AS PER COMMENTS	
05	PRESENTATION	MV 15-06-04
05	REV. MATERIAL LEGEND	



16666 RIDGEWAY AVE. WILMINGTON, IL 60481  
 ACCOUNT EXEC. MIKE MELE

PROJECT MANAGER ROXANE METCALFE

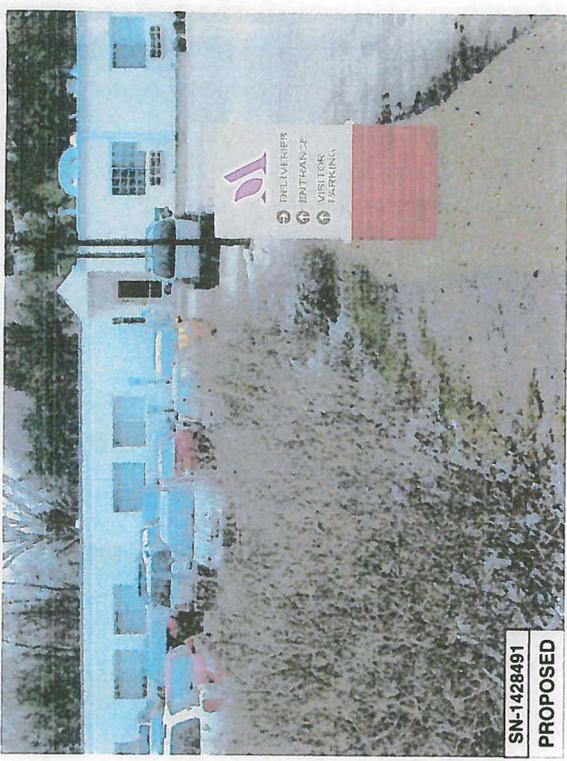
CLIENT LEGACY HEALTHCARE  
 7040 N RIDGEWAY AVE  
 LINCOLNWOOD, IL

SITE/PROJECT AVANTARA - LONG GROVE  
 16666 CHECKER ROAD  
 LONG GROVE, IL

TITLE RENDERING

FILE: 9290\_1428490-91\_R05

01  
03



SN-1428491  
PROPOSED



SN-1428490  
PROPOSED



EXISTING



EXISTING

REVISIONS			
No.	DESCRIPTION	Init. Ver.	DATE
00	PRESENTATION	SD	15-04-03
01	PRESENTATION	RM	15-05-03
02	PRESENTATION	MV	15-05-19
REV. AS PER COMMENTS			
03	PRESENTATION	IV	15-06-04
REV. MATERIAL LEGEND			

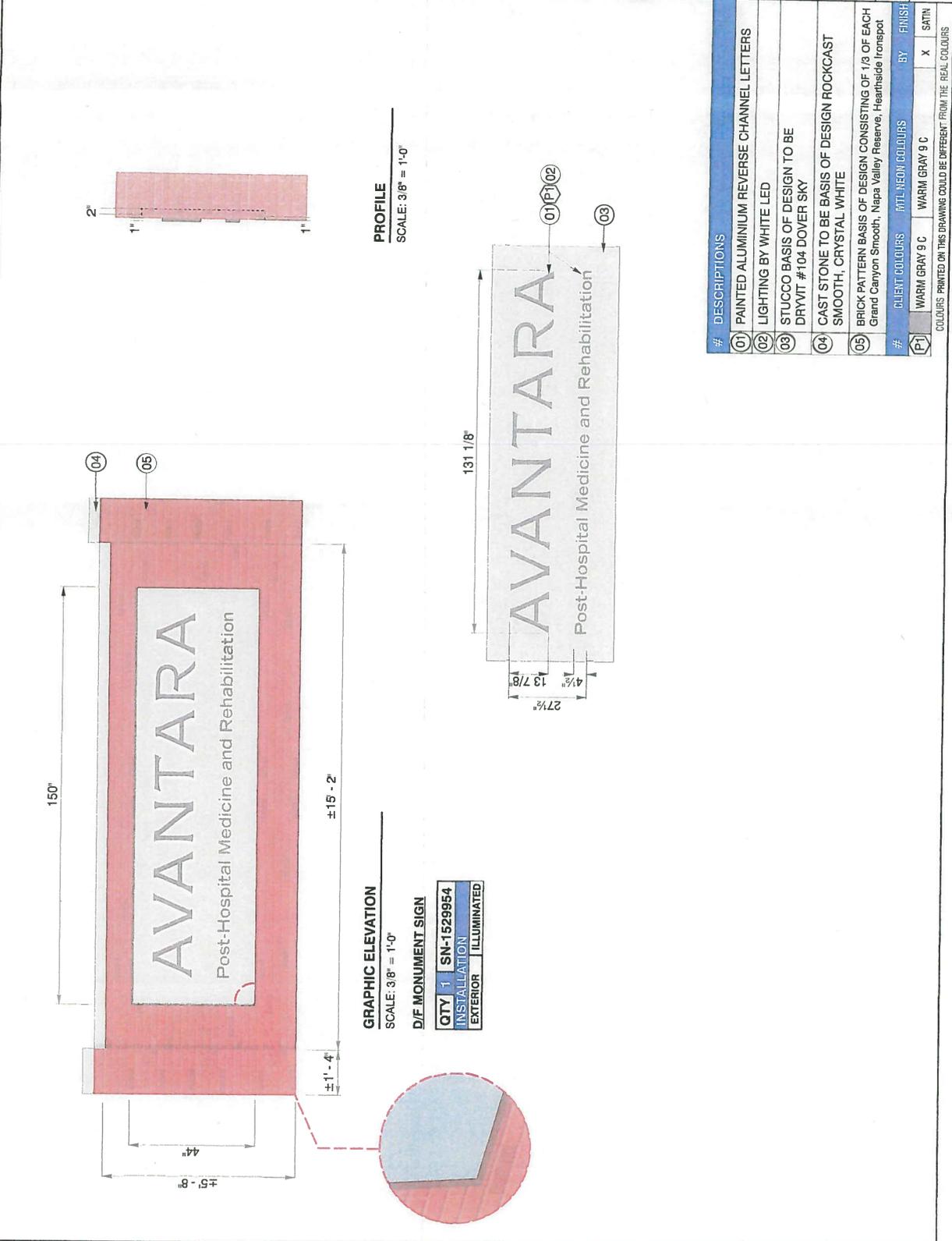


1100 BROADWAY, SUITE 400, PHOENIX, ARIZONA 85004  
 ACCOUNT EXEC. MIKE MELE  
 PROJECT MANAGER ROXANE METCALFE

CLIENT  
**LEGACY HEALTHCARE**  
 7040 N RIDGEWAY AVE  
 LINCOLNWOOD, IL

SITE/PROJECT  
**AVANTARA - LONG GROVE**  
 1866 CHECKER ROAD  
 LONG GROVE, IL

TITLE  
**GRAPH. ELEVATIONS**  
 FILE  
 9290\_1529954\_R03  
 01  
 01



**PROFILE**  
 SCALE: 3/8" = 1'-0"

**GRAPHIC ELEVATION**  
 SCALE: 3/8" = 1'-0"

**D/F MONUMENT SIGN**  
 QTY 1 | SM-1529954  
 INSTALLATION  
 EXTERIOR | ILLUMINATED

#	DESCRIPTIONS	BY	FINISH
01	PAINTED ALUMINIUM REVERSE CHANNEL LETTERS		
02	LIGHTING BY WHITE LED		
03	STUCCO BASIS OF DESIGN TO BE DRYVIT #104 DOVER SKY		
04	CAST STONE TO BE BASIS OF DESIGN ROCKCAST SMOOTH, CRYSTAL WHITE		
05	BRICK PATTERN BASIS OF DESIGN CONSISTING OF 1/3 OF EACH Grand Canyon Smooth, Napa Valley Reserve, Heartside Ironspot		
#	CLIENT COLOURS	HTL-NEON COLOURS	BY
P1	WARM GRAY 9 C	WARM GRAY 9 C	X
			SATIN

COLOURS PRINTED ON THIS DRAWING COULD BE DIFFERENT FROM THE REAL COLOURS

**Item #1D:**  
**Report Of The AC Meeting - June 22, 2015**  
**Subdivision Signs For Oakwood Creek Subdivision**



**ITEM #5:** For the ARCHITECTURAL COMMISSION; June 22<sup>nd</sup> 2015 @ 7:00 P.M.

**REQUEST:** Consideration of a request for two (2) subdivision entrance signs for Oakwood Creek Subdivision submitted by Kenneth Krebs on behalf of the Oakwood Creek HOA.

**STAFF REVIEW:**

**Proposed Project:**

The request is being made on behalf of the Oakwood Creek HOA to allow the replacement of the two (2) existing subdivision identification signs at the entrances to the subdivision (Oakwood Circle) on Oakwood Road. Signs will be identical and will be freestanding signs placed at the east and west intersections of Oakwood Circle and Oakwood Road. These signs will be in the same general location as the existing subdivision identification signage with slightly larger copy area. Information pertaining to the proposed signage is attached.

Based upon staff review of the proposal, the proposed entrance signage would consist of two signs single faced non-illuminated free standing signs. The area of each sign measures 36" x 48" inches or 12 square feet for each sign (24 square feet total) which is below the maximum amount of permissible signage. Square footage of signage may not exceed 40 square feet total.

The sign appears to be constructed of wood mounted on posts. Lettering appears to be sandblasted or carved but could be painted. Construction details were not submitted. The sign will consist of blue copy and trim on a white background. This is very similar to the existing entrance way signage.

Signs will be set back from the Oakwood Circle & Oakwood Road rights-of way approximately 20' feet on the east sign and 14' feet on the west sign. As proposed these signs should not pose a hazard to traffic due their setback and location which is situated outside of the vision triangle.

**SIGN REGULATIONS –**

- (c) Subdivision Signs. A sign identifying the location and name of a subdivision may be installed at the entrance of the subdivision, subject to compliance with the following standards:
- (1) Number of Signs. No more than two subdivision identification signs shall be permitted for each subdivision.
  - (2) Size. The total area of the subdivision identification signs permitted by paragraph (1) shall not exceed forty (40) square feet in dimension.

**ARCHITECTURAL COMMISSION DECISION:**

The AC should review the request for signage in light of the aforementioned of regulations and render a determination based upon those criteria



FOR OFFICE USE ONLY:	
AC Received:	
AC Reviewed:	
AC Approved:	
Village Bd. Approved:	

FOR OFFICE USE ONLY:		
Date Received:		
Permit No.:		
Date Issued:		
Township:		
Sec:	T:	R:
PIN No.:		
Zoning:		

**ARCHITECTURAL COMMISSION  
SIGN PERMIT APPLICATION**

BUSINESS NAME: <u>Oakwood Creek Subdivision</u>	BUS. PHONE #: <u>847-913-0646</u>
BUSINESS ADDRESS: <u>Corners of Oakwood Rd + Oakwood Circle</u>	
BUSINESS OWNER'S NAME: <u>Kenneth C. Krebs (HOA Presid.)</u>	E-MAIL: <u>KcKrebs@aol.com</u>

TYPE OF SIGN(S) FOR WHICH YOU ARE APPLYING:	<u>Subdivision Identification Signs (2)</u>
---	---

The Architectural Commission regularly meets every third (3<sup>rd</sup>) Monday of the month at 7:00pm in the Village Hall or as otherwise posted. The applicant (or representative) must be present. Please prepare and submit seven (7) sets of all of the following information ten (10) days prior to the meeting:

1. THIS FULLY COMPLETED APPLICATION SIGNED BY BOTH THE PETITIONER AND THE PROPERTY OWNER
2. REGARDING THE POSITION OR LOCATION OF PROPOSED SIGN ON THE BUILDING OR PROPERTY:
  - (a) PROVIDE SITE PLAN
  - (b) PROVIDE PHOTOGRAPH OF THE LOCATION ON THE PROPERTY OR BUILDING WHERE THE SIGN WOULD BE INSTALLED
  - (c) SQUARE FOOTAGE OF COMMERCIAL SPACE FOR WHICH SIGN IS BEING INSTALLED:  

sq. ft.
3. PROVIDE A DETAILED DRAWING (TO SCALE) OF THE PROPOSED SIGN, INCLUDING:
  - (a) DIMENSIONS
  - (b) SAMPLE OF COLORS ON SIGN
  - (c) LETTER STYLE TO BE USED
  - (d) SAMPLE OF ANY UNUSUAL MATERIAL TO BE USED ON THE SIGN
  - (e) **FOR REQUESTS IN THE B-1 HISTORIC DISTRICT SEE SUGGESTED DESIGN GUIDELINES FOR SIGNAGE**

Should the sign be completed prior to the Architectural Commission's approval (this is not encouraged), the sign itself, or a photograph of the sign, shall be presented at the Architectural Commission meeting.

SIGN CONTRACTOR: Cindy Fitzpatrick

NAME: <u>Heritage Signs</u>	<u>60048</u>	PHONE #: <u>847-549-1942</u>
ADDRESS: <u>1226 American Way, Libertyville IL</u>		E-MAIL: <u>cfitzpatrick@heritagesigns.com</u>

The property owner's signature is required below before any sign application may be processed. The property owner's signature is his/her confirmation that he/she has read and understands the regulations governing the erection of signs in the Village of Long Grove and further approves the erection of the above-described sign on his/her property.

  
 \_\_\_\_\_  
 PROPERTY OWNER(S) SIGNATURE(S)  
Kenneth C. Krebs  
 \_\_\_\_\_  
 PROPERTY OWNER(S) PRINTED NAME(S)  
 \_\_\_\_\_  
 BUSINESS OWNER(S) SIGNATURE(S)

**RECEIVED**  
 JUN 12 2015  
**VILLAGE OF LONG GROVE**

(See the reverse side for maximum sign dimensions and fee schedule.)

# OAKWOOD CREEK ENTRANCE SIGNS

## (WEST)

(OLD) OAKWOOD CIRCLE TO SIGN - 22'

(NEW) " " " " - 12'

" " " EDGE OF CONSERVANCY - 14'

## (EAST)

(OLD) OAKWOOD CIRCLE TO SIGN - 22'

(NEW) " " " " - 20'

## SIZE OF SIGN

(OLD) 2' x 3' x 60" H

(NEW) 3' x 4' x 60" H

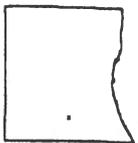
## COLORS OF SIGN

WHITE w/ BLUE COPY + TRIM (PMS # 295)

# Lake County, Illinois



200 ft



Lake County  
Geographic Information System

Lake County  
Department of Information Technology  
18 N County St  
Waukegan IL 60085  
(847) 377-2373

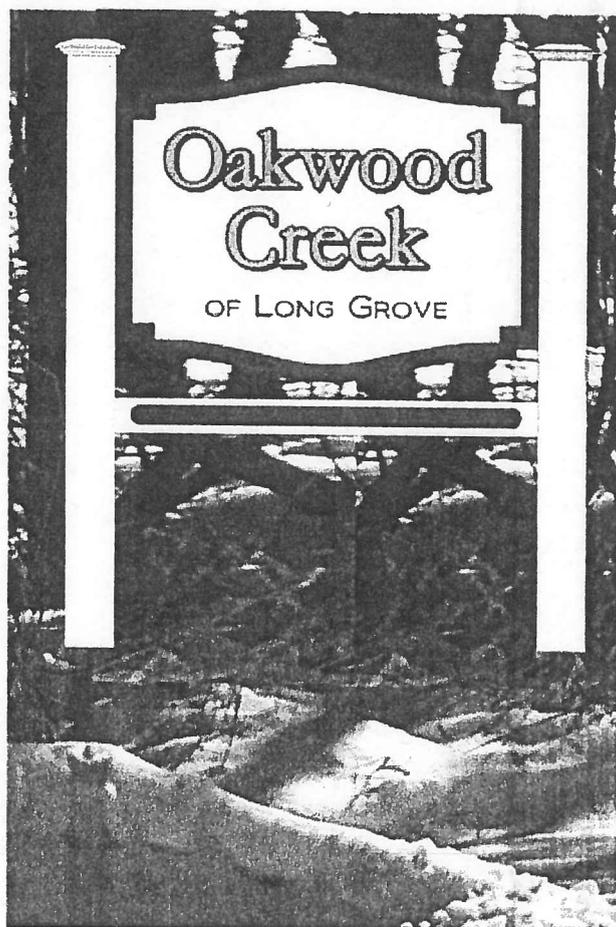
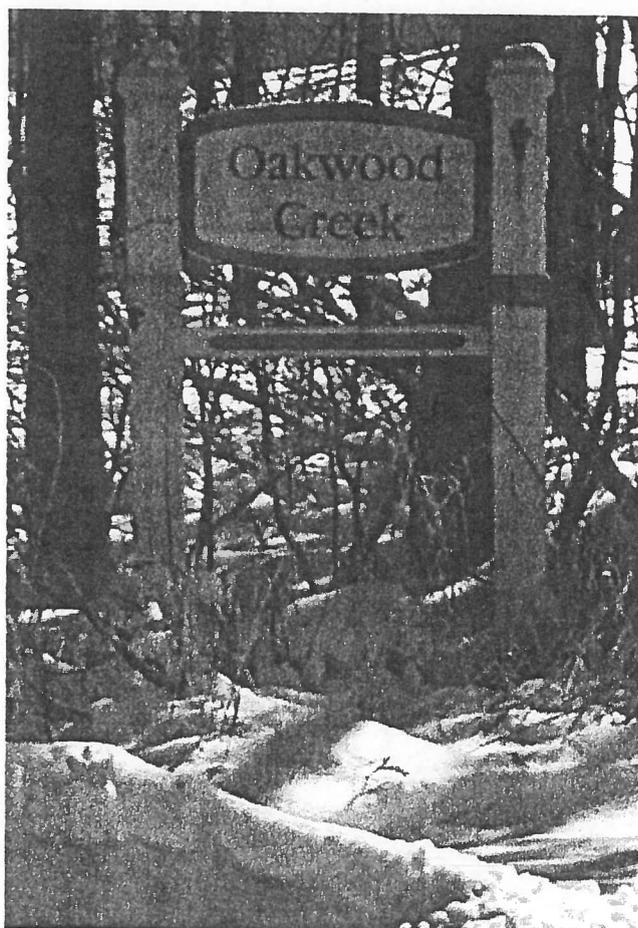


Map Printed on 5/5/2015

— Tax Parcels

## Disclaimer:

The selected feature may not occur anywhere in the current map extent. A Registered Land Surveyor should be consulted to determine the precise location of property boundaries on the ground. This map does not constitute a regulatory determination and is not a base for engineering design. This map is intended to be viewed and printed in color.



Subj: **Location**  
Date: 6/11/2015 3:25:19 P.M. Central Daylight Time  
From: [kckrebs@aol.com](mailto:kckrebs@aol.com)  
To: [kckrebs@aol.com](mailto:kckrebs@aol.com)

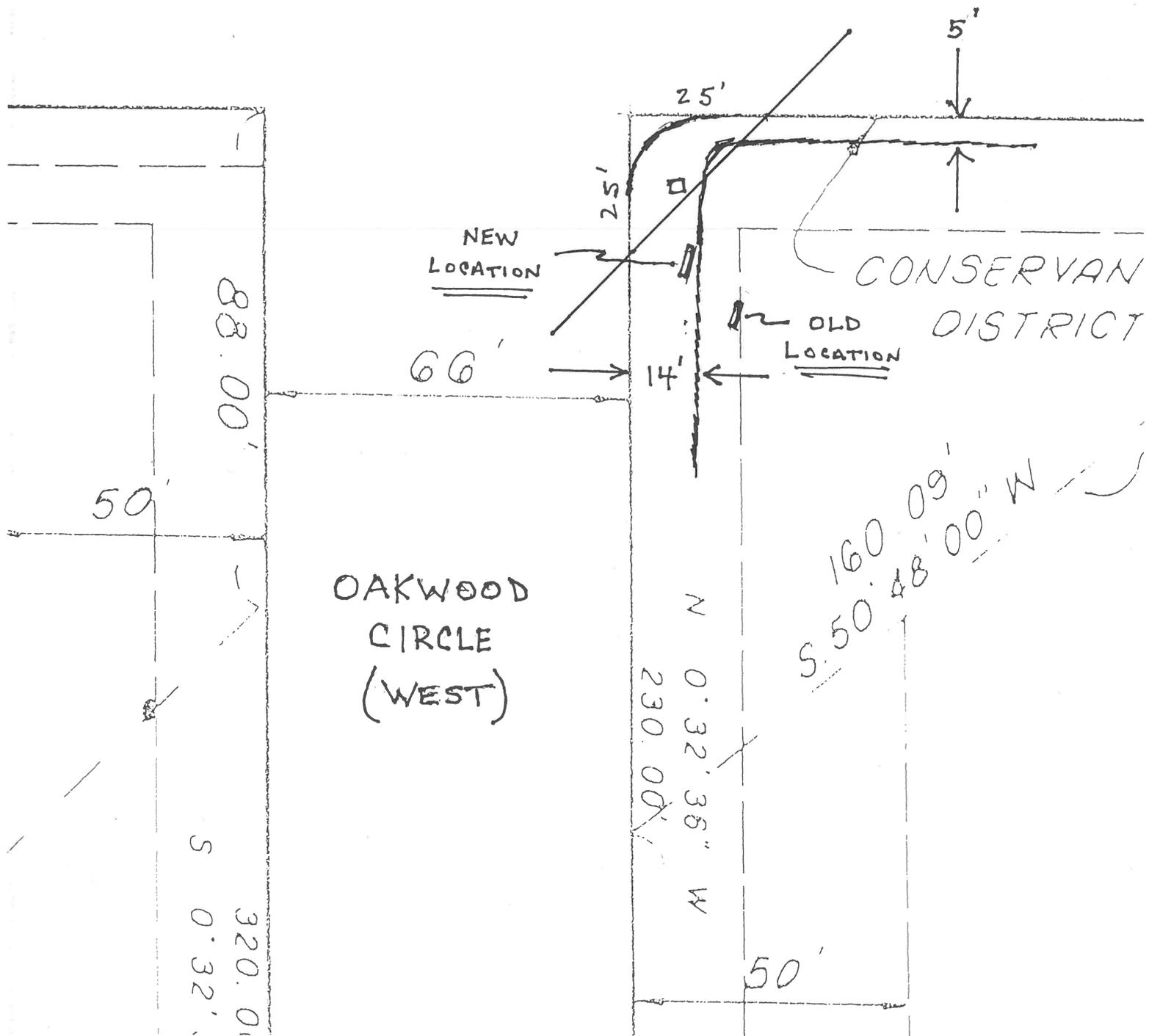


Sent from my iPhone

1" = APPROX 26'

OAD

N. 85



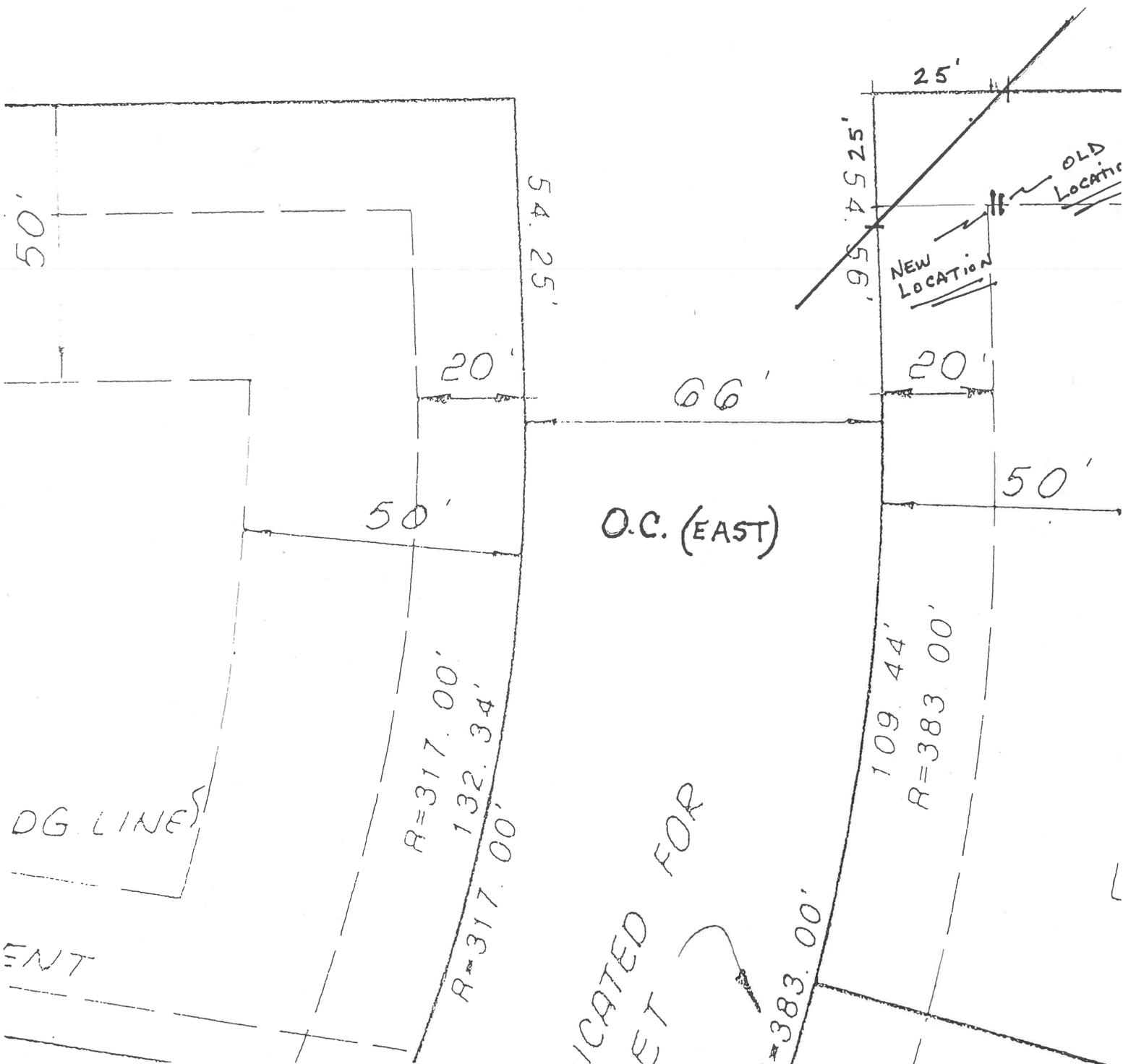
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Date: 6/12/2015 10:52:57 A.M. Central Daylight Time  
From: [kckrebs@aol.com](mailto:kckrebs@aol.com)  
To: [kckrebs@aol.com](mailto:kckrebs@aol.com)



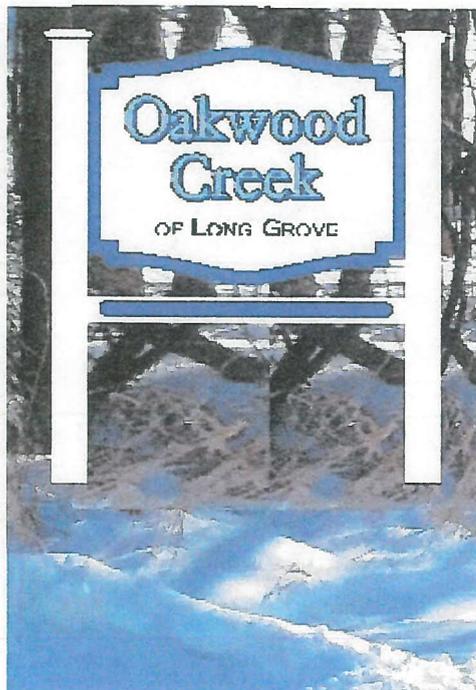
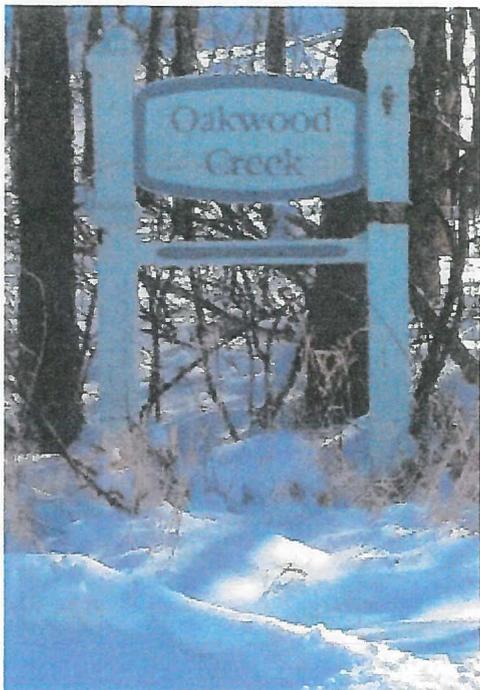
Sent from my iPhone

1" = APPROX. 26'

DLF



Subj: **Final Design**  
Date: 6/11/2015 3:21:56 P.M. Central Daylight Time  
From: [KCKREBS@aol.com](mailto:KCKREBS@aol.com)  
To: [kckrebs@aol.com](mailto:kckrebs@aol.com)



**Item #1E:**  
**Report Of AC Meeting - June 22, 2015:**  
**Signage For Scout & Forge, 427 RPC Road**



**ITEM #6: For the ARCHITECTURAL COMMISSION, June 22nd @ 7:00 P.M.**

**REQUEST:** Consideration of a request for signage for the "Scout & Forge", 427 Robert Parker Coffin Road within the B-1 Historic District, submitted by Mr. Matthew Potempa.

**HISTORY/STAFF REVIEW:**

The property in question is located on the east side of Robert Parker Coffin Road near the covered bridge and abuts the Stemple Parking lot. The property is adjacent to Ryan Messner Insurance. The space was formerly occupied as "Carriage Trade".

Based upon the items submitted the petitioner is requesting two (2) signs. A ground sign measuring 60" x 32" (13 square feet) to be located in front of the building and a hanging sign measuring 16" x 48" (5.2 square feet) to be mounted directly to the structure over the front entrance. The ground sign is double faced. In total 18.2 square feet of signage is proposed. Materials out of which the signs will be constructed are carved solid wood. The signage will be grey, white and metallic bronze with regard to the color scheme (see "proof" included). Signage appears to be non-illuminated or will utilize existing illumination as no lighting specs were submitted with the application.

Square footage of the commercial space for which the signage is being requested is approximately 1140 square feet. For retail spaces containing 1,001 to 3,000 sq. ft. of floor area 20 square feet of signage may be allowed per the Village Zoning Code (excerpt below).

Based upon the total square footage of the leasable commercial space and square footage of the signage proposed (18.2 square feet), the request is below the maximum square footage limitation for the floor area at this location.

**SIGN REGULATIONS:**

(E) Historic Business District Signs: Signs within the B1 historic business district must comply with the regulations of general applicability as set forth throughout this section, except as specifically set forth in this subsection (E). Signs within this area should reflect the historic and eclectic character of the historic business district and be integrated with the landscaping and architecture to the greatest extent possible. The following regulations apply to signs within the B1 historic business district:

1. Open Signs: A business may display one illuminated open sign, provided that such illuminated "Open" sign: a) is no more than one square foot in area, b) includes lighted white letters on an unlit background, c) does not exceed an illumination level of eight hundred forty (840) lumens, and d) otherwise complies with those provisions of subsection (D)1 of this section that are not inconsistent

**MAXIMUM SIGN AREA PERMITTED IN THE  
B1 BUSINESS ZONING DISTRICT  
(In Square Feet)**

Total Area Of Business In Square Feet	B1 Setback (building and all signs) less than 50' from nearest edge of pavement of main roadway unless otherwise approved by architectural commission	B1 Setback (building and all signs) at least 50' from nearest edge of pavement of main roadway
1 - 1,000	12	16
1,001 - 3,000	20	26
3,001 - 5,000	30	38
5,001 or greater	30	38

Except as otherwise provided, square footage, for the purpose of this subsection (E), shall be calculated based on single sign face of any double faced sign.

9. Temporary Banner Signs: The village planner may authorize temporary banner signs that conform with subsection (G)2(i) of this section for a period not exceeding sixty (60) days for signs that relate to the business, service, pursuit, or event conducted on or within the premises on which the sign is displayed.

10. Sandwich Board Signs: The village planner may authorize one sandwich board sign, with cumulative total of all sign faces not exceeding twelve (12) square feet in addition to the total number and square footage of signs otherwise authorized, if requested as part of a business's annual business license application. The authorization to display a sandwich board sign must be renewed annually with the business license and include site plan identifying the general placement of the sign as well as a scaled drawing (or "proof") identifying the dimensions, materials and copy of the sign. Sandwich board signs may not obstruct pedestrian or vehicular ingress or egress, and must be placed inside the structure when the business authorized to display such sign is closed to the public. Such signage shall be nonilluminated and may not adversely impact the health, safety, and welfare of the general public. Sandwich board signs may not be located on, or otherwise obstruct, pedestrian walkways, parking lots, and streets and be adjacent to the destination they are intended to serve but may not be displayed in the right of way. For purposes of this subsection (E), a "sandwich board sign" shall be a portable and temporary A-frame sign that is designed to be self-supporting by nature, which sign may have two (2) sign faces and should be simple, unique and constructed of high quality materials that complement the landscaping and architecture of the B1 district.

11. Setbacks: Unless otherwise specified, setbacks shall be subject to the review and approval of the architectural commission.

# Planning and Design Guidelines

## Privately-owned Properties, *continued*

### Historic Downtown

#### Signage Regulations

#### Signs

Signs shall follow the requirements set forth in the Long Grove Municipal Code, 5-9-5, Signs, to the greatest extent possible, except as listed below.

#### General Requirements

- Signs must reflect the historic and eclectic feel of the Long Grove Historic Downtown and be integrated within the landscaping and architecture whenever possible.
- Creative and unique signs are encouraged.
- Signs may not be internally illuminated.
- Recommended signs can be illuminated with architecturally appropriate fixtures including goose-neck style, carriage style, ground sign up lighting, or other fixtures designed to be hidden from view.

#### Placement

- No sign shall be placed more than 12 feet above finished grade at the main entrance of the building.
- Signs must be placed adjacent to the destination they are intended to serve.
- Window signs area allowed but are to cover no more than 20% of the total window space.

#### Colors

- A darker background with lighter lettering is encouraged.
- Use body colors for awnings and canopies that blend with the building facade.

#### Materials

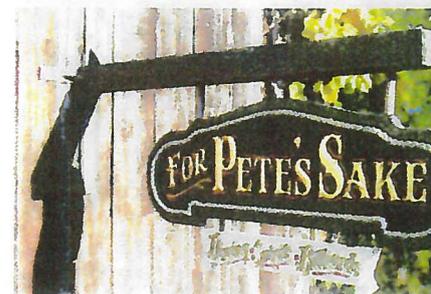
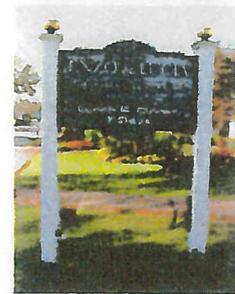
- Signs should be simple and constructed of high quality materials.
- Signs must be durable, vandal resistant, and designed for easy maintenance.
- Suggested materials include painted wood, metal, and stone.
- No particle board or plastic is allowed.
- Highly reflective metallic signs are not permitted.

#### Content

- Signs shall be limited to the business name and a maximum of five additional words describing the products or services.
- Signs may not include an email, web, address, or phone number of the business.
- A graphic or symbol may be included on the sign given it is complementary to the overall design of the sign.

#### Temporary Signs

- Temporary signs must comply with Section 5-9-3 of the Long Grove Municipal Code.
- Hand lettered or temporary ground stake signs are prohibited.
- Daily retail "specials" signs or sandwich board are not allowed to be placed within the right-of-way.





FOR OFFICE USE ONLY:	
AC Received:	
AC Reviewed:	
AC Approved:	
Village Bd. Approved:	

FOR OFFICE USE ONLY:		
Date Received:		
Permit No.:		
Date Issued:		
Township:		
Sec:	T:	R:
PIN No.:		
Zoning:		

**ARCHITECTURAL COMMISSION  
SIGN PERMIT APPLICATION**

BUSINESS NAME: <i>Scout and Forge</i>	BUS. PHONE #: <i>(847) 331-8596</i>
BUSINESS ADDRESS: <i>427 Robert Parker Coffin Rd.</i>	
BUSINESS OWNER'S NAME: <i>Matthew Potempa</i>	E-MAIL: <i>scoutandforge@gmail.com</i>
TYPE OF SIGN(S) FOR WHICH YOU ARE APPLYING:	<i>1 double-sided ground mounted business sign 1 single-sided sign hanging above front door of business</i>

The Architectural Commission regularly meets every third (3<sup>rd</sup>) Monday of the month at 7:00pm in the Village Hall or as otherwise posted. The applicant (or representative) must be present. Please prepare and submit seven (7) sets of all of the following information ten (10) days prior to the meeting:

- THIS FULLY COMPLETED APPLICATION SIGNED BY BOTH THE PETITIONER AND THE PROPERTY OWNER
- REGARDING THE POSITION OR LOCATION OF PROPOSED SIGN ON THE BUILDING OR PROPERTY:
  - PROVIDE SITE PLAN
  - PROVIDE PHOTOGRAPH OF THE LOCATION ON THE PROPERTY OR BUILDING WHERE THE SIGN WOULD BE INSTALLED
  - SQUARE FOOTAGE OF COMMERCIAL SPACE FOR WHICH SIGN IS BEING INSTALLED:  

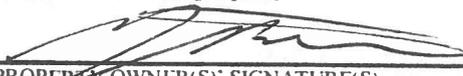
*1139.83* sq. ft.
- PROVIDE A DETAILED DRAWING (TO SCALE) OF THE PROPOSED SIGN, INCLUDING:
  - DIMENSIONS
  - SAMPLE OF COLORS ON SIGN
  - LETTER STYLE TO BE USED
  - SAMPLE OF ANY UNUSUAL MATERIAL TO BE USED ON THE SIGN
  - FOR REQUESTS IN THE B-1 HISTORIC DISTRICT SEE SUGGESTED DESIGN GUIDELINES FOR SIGNAGE**

Should the sign be completed prior to the Architectural Commission's approval (this is not encouraged), the sign itself, or a photograph of the sign, shall be presented at the Architectural Commission meeting.

**SIGN CONTRACTOR:**

NAME: <i>Lazy River Studio</i>	PHONE #: <i>(630) 808-7326</i>
ADDRESS: <i>Lindenhurst, IL</i>	E-MAIL: <i>lazyrivestudio@gmail.com</i>

The property owner's signature is required below before any sign application may be processed. The property owner's signature is confirmation that he/she has read and understands the regulations governing the erection of signs in the Village of Long Grove and further approves the erection of the above-described sign on his/her property.

  
 \_\_\_\_\_  
 PROPERTY OWNER(S)' SIGNATURE(S)  
*Pigeon Properties LLC / Matthew Potempa*  
 \_\_\_\_\_  
 PROPERTY OWNER(S)' PRINTED NAME(S)  
  
 \_\_\_\_\_  
 BUSINESS OWNER(S)' SIGNATURE(S)

(See the reverse side for maximum sign dimensions and fee schedule.)

**SIGN PERMIT  
ARCHITECTURAL COMMISSION APPLICATION  
MAXIMUM SIGN SIZES AND FEES**

The following dimension regulations and fee information are provided as a guideline and are excerpted from the Village Zoning Code, 5-9-5, "Sign Regulations." It is recommended that applicants read the entire section, available online at [www.longgrove.net](http://www.longgrove.net), to better understand the basis for sign permit approval.

**RETAIL BUSINESSES:**

MAXIMUM SIGN AREA (SQ. FT.) PERMITTED IN BUSINESS DISTRICTS			
TOTAL FLOOR AREA OF BUSINESS	B1*	B2	
		NO INDIVIDUAL ARTERIAL ACCESS	INDIVIDUAL ARTERIAL ACCESS
1 – 500 sq. ft.	12	12	75
501 – 1,000 sq. ft.	12	12	75
1,001 – 3,000 sq. ft.	20	20	100
3,001 – 5,000 sq. ft.	30	30	125
5,001 or greater	30	30 <sup>1</sup>	125 <sup>2</sup>

<sup>1</sup> For each additional 2,000 sq. ft., an additional 10 sq. ft. of signage is permitted. The maximum total signage area shall not exceed 50 sq. ft.

<sup>2</sup> For each additional 2,000 sq. ft., an additional 10 sq. ft. of signage is permitted. The maximum total signage area shall not exceed 145 sq. ft.

**FEE:** Fees are calculated based on square footage of the sign and are as follows:

B – 1 DISTRICT*		B – 2 DISTRICT	
10 sq. ft. or less	\$50.00	75 sq. ft. or less	\$100.00
10.1 – 12 sq. ft.	\$60.00	75.1 sq. ft. – 100 sq. ft.	\$125.00
12.1 – 20 sq. ft.	\$70.00	100.1 sq. ft. – 125 sq. ft.	\$150.00
20.1 – 30 sq. ft.	\$80.00	125.1 sq. ft. or greater	\$200.00
30.1 sq. ft. or greater	\$100.00		

**SUBDIVISION IDENTIFICATION SIGNS:**

Not more than one (2) signs per entrance to subdivision; total signage not to exceed 40 sq. ft.

**FEE:** \$50.00 per sign

**SUBDIVISION DEVELOPMENT SIGN:**

**FEE:** \$100.00 per sign

**OFFICE & OFFICE RESEARCH DISTRICT:**

Maximum two (2) signs, not to exceed 100 sq. ft. total combined dimension; 50 sq. ft. maximum per sign. Number of signs must be approved by Architectural Commission.

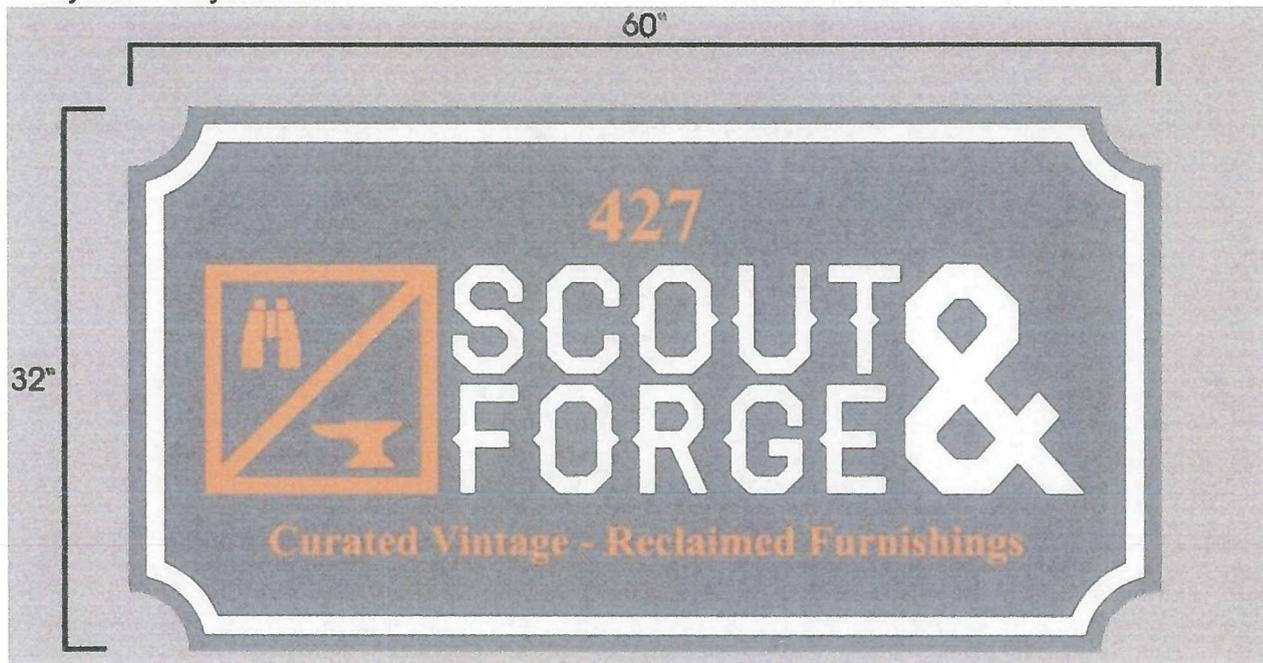
**FEE:** \$200.00 per sign

**\*SEE DESIGN GUIDELINES FOR THE B-1 HISTORIC DISTRICT (ATTACHED)**

FOR OFFICE USE ONLY					
<table border="1" style="width: 100%; height: 100px;"> <thead> <tr> <th style="width: 50%;">TYPE OF SIGN(S)</th> <th style="width: 50%;">FEE(S)</th> </tr> </thead> <tbody> <tr> <td style="height: 80px;"></td> <td></td> </tr> </tbody> </table>	TYPE OF SIGN(S)	FEE(S)			<p>Amount Paid: _____</p> <p>Date Paid: _____</p> <p>Permit #: _____</p>
TYPE OF SIGN(S)	FEE(S)				
<p>Village Official: _____</p>	<p>Date of Issuance: _____</p>				

### LARGE SIGN

- 60" x 32" x 3"
- Solid, carved wood, double sided
- Large sign will be centered in front of building
- Sides face East and West, situated the same as adjacent business signs
- Sign colors are dark gray, white and metallic antiqued bronze
- Haymaker style font



### SMALL SIGN

- 48" x 16" x 3"
- Solid, carved wood, single sided
- Small sign will be centered and mounted above the front door facing north
- Sign colors are dark gray, white and metallic antiqued bronze
- Haymaker style font





