

EXHIBIT B

CHAPTER 15.12: SIGN CODE

Section

15.12.010	Intent
15.12.020	Definitions
15.12.030	Prohibited Signs
15.12.040	General Sign Provisions
15.12.050	Signs in the Residential Districts
15.12.060	Signs in the Business, Office, and Manufacturing Districts
15.12.070	Exemption
15.12.080	Temporary Signs
15.12.090	Administration and Enforcement

§ 15.12.010 INTENT.

The intent of this chapter is to create the legal framework for a comprehensive and balanced system of sign control and thereby to provide an attractive and effective balance between sign and the environment. With this concept in mind, this chapter is adopted for the following purposes:

(A) To authorize the use of signs which are:

- (1) Compatible with their surroundings;
- (2) Appropriate to, and descriptive of the type of activity to which they pertain;
- (3) Balanced in the expression of the identity of individuals and of the community as a whole;
and
- (4) Legible in the circumstances in which they are seen.

(B) To preserve, protect and promote the public health, safety and welfare.

(C) To provide a positive economic climate for the business and industry of the City by promoting the reasonable, orderly and effective display of sign and encouraging better communication with the public.

(D) To enhance the physical appearance of the City by preserving the scenic and natural beauty of the area.

(E) To protect the general public from damage and injury that may be caused by the faulty and uncontrolled construction and use of signs within the City.

(F) To protect the pedestrians and motorists from damage or injury caused by the distractions, obstructions and hazards created by certain signs.

(G) To protect the public investment in streets and highways by reducing distractions that may increase traffic accidents.

(H) To protect the physical and mental well-being of the general public by recognizing and encouraging a sense of appreciation for the visual environment.

(I) To preserve the value of private property by assuring the compatibility of signs with surrounding land uses.

(J) To encourage sound practices and lessen the objectionable effects of competition in respect to the placement of signs.

(K) No Discrimination Against Non-Commercial Signs or Speech: The owner of any sign which is otherwise allowed under this Section may substitute non-commercial copy in lieu of any other commercial or non-commercial copy. This substitution of copy may be made without any additional approval or permitting. The purpose of this provision is to prevent any inadvertent favoring of commercial speech over non-commercial speech, or favoring of any particular non-commercial message over any other non-commercial message. This provision prevails over any more specific provision to the contrary. This provision does not create a right to increase the total amount of sign on a parcel or allow the substitution of an off-site commercial message in place of an on-site commercial message.

(Am. Ord. 20XX, passed X-X-26)

§ 15.12.020 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

¹For statutory provisions authorizing municipalities to license street advertising and to control the location of signs on vacant property and on buildings, see ILCS Ch. 65, Act 5, § 11-80-15; for provisions of the Highway Advertising Control Act of 1971, see ILCS Ch. 225, Act 440, § 1 et seq.

ALTERATION. Any change or modification to a structure which does not increase its exterior dimensions.

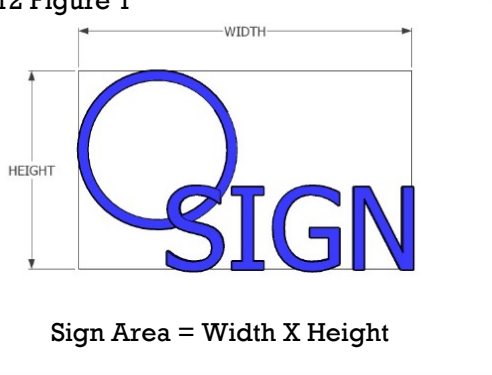
ANCHOR. The mechanical non-plastic means by which various materials and the structural members in the construction or erection of a sign are used.

ANIMATED SIGN: A sign or any part thereof which, by design, changes physical position by any movement or creates the appearance of movement.

APPROVED. As applied to any material, device, or mode of construction, means approved by the Community Development Director or their designee under the provisions of this chapter, or by any other authority designated by law to give approval of the matter in question.

AREA, SIGN. That area enclosed by one continuous line, connecting the extreme points or edges of a sign. This area does not include the main supporting sign structure, but all other ornamental attachments, inner connecting links, etc., which are not a part of the main supports of the sign are to be included in determining the sign area. The area shall be determined by drawing an imaginary square or rectangular envelope so as to completely enclose each entire symbol, word, phrase, title, or name appearing on the sign as depicted in 15.12 Figure 1.

15.12 Figure 1



ATTENTION-GETTING DEVICE: Any pennant, flag, valance, banner, propeller, spinner, streamer, searchlight, or similar device or ornamentation designed for or intended to attract attention to it for the purpose of promotion or advertising.

AWNING: Any structure made of cloth, metal, or other material attached to a building which is constructed so as to permit its being raised or retracted to a position against the building when not in use.

AWNING SIGN: A sign attached to or in any way incorporated with the face or valance, or underside of the awning.

BANNER SIGN: Any sign intended to be hung, either with or without frames, possessing characters, letters, illustrations or ornamentations applied to paper, plastic or fabric of any kind. National flags, flags of political subdivisions and symbolic flags of any institution or business shall not be considered banners for the purposes of this definition.

BEAM. A horizontal or inclined structural member that carries loads principally by its flexural strength and transmits such loads to other supporting structural members.

BILLBOARD: A single- or double-faced sign, permanently affixed to or placed upon the premises, which may have "changeable copy", which is used for the display of information not associated with the establishment located on the same premises as the sign. Such signs include walls of a building that are painted to display information that does not relate to a business or other establishment located in the building.

BUILDING. A structure built for the support, shelter and enclosure of persons, animals, chattels or movable property of any kind.

BUILDING FRONTAGE: The length of the wall of a building facing a public right-of-way. For a corner lot, each face of a building that faces a public right-of-way will be considered as a building frontage. In buildings with multiple units, the building frontage for each unit shall be considered as the width of the unit from party wall to party wall at the front of the unit regardless of if the unit has street frontage; provided, however, that the building frontage for corner units shall be the width of the unit from party wall to exterior wall of the building.

BUILDING LINE. The line that is established by the vertical face of the building or an extension thereof. **BULLETIN BOARD:** A manual "changeable copy sign", as defined herein, to give notice of events for public, charitable, or religious institutions.

CANOPY: A structure, other than an awning, made of cloth, metal or other material with frames attached to a building or carried by a frame supported by the ground or sidewalks. A canopy will be considered a sign when it contains advertising other than the business logo.

CANOPY SIGN: A sign attached to or in any way incorporated with the face or underside of a canopy or any other similar building projection.

CHANGEABLE COPY SIGN. A sign which displays words, lines, logos, or symbols which can change to provide different information. Changeable copy signs include computer signs, reader boards with changeable letters and time and temperature units.

COMMUNITY DEVELOPMENT DIRECTOR. Shall also refer to the Building Official, Zoning Officer, or any officer appointed by the Mayor to enforce the provisions of this chapter.

DIRECTIONAL SIGN. A sign that directs or regulates the movement of pedestrians or vehicles into or within a site.

ELECTRONIC MESSAGE CENTER. Signs whose alphabetic, pictographic, or symbolic informational content can be changed or altered on a fixed display screen composed of electrically illuminated segments.

ERECT. Includes build, construct, attach, hang, place, suspend or affix, and also includes the painting of wall signs. **EXTERIOR REAR WALL:** An exterior wall most nearly parallel to and most distant from the exterior front wall.

FACING OR SURFACE. The surface of the sign upon, against or through which the message is displayed or illustrated on the sign.

FLAG: A symbol or a crest of either a nation or an organization of nations, a state, a municipality or a fraternal, religious, civic organization, sports team, or corporation. The symbol or crest is usually displayed on fabric or flexible material that must be affixed to a pole that is freestanding or attached to another structure.

FLASHING SIGN: Any directly or indirectly illuminated sign that exhibits changing natural or

artificial light or color effects by any means whatsoever, not including message board signs.

FREESTANDING SIGN. A sign anchored directly to the ground or supported by one or more posts, columns, or other vertical structures or supports, and is not attached to or dependent for support from any building. For the purposes of this chapter, **FREESTANDING SIGNS** shall include ground-mounted/monument signs and pylon/pole signs.

15.12 Figure 2



GROUND-MOUNTED SIGN (MONUMENT SIGN). As regulated by this chapter, a freestanding sign having a solid base constructed of a masonry (or similar) material and anchored in or upon the ground.

HEIGHT, FREESTANDING SIGN. The vertical distance from average adjacent ground level to the top of the sign including the support structure and any design element.

15.12 Figure 3



HEIGHT, WALL SIGN. The vertical dimension of an imaginary box drawn so as to completely enclose each entire symbol, word, phrase, title, or name appearing on the sign and computing the sum of all such geometric figures.

ILLUMINATED SIGN (External). A sign illuminated by a source of light which is cast upon the surface or face of the sign to illuminate the sign by reflection.

ILLUMINATED SIGN (Internal). A sign, all or part of which is made of incandescent or other types of lamps or a sign with painted, flush, or raised letters lighted by an electric lamp or lamps attached thereto or a sign having a border of incandescent or fluorescent lamps attached to it reflecting light on it or a transparent sign whether lighted by electricity or other illuminant.

MONUMENT SIGN. See **GROUND MOUNTED SIGN.**

NONCOMBUSTIBLE MATERIAL. Any material, no part of which will ignite and burn when subjected to fire. Any material which liberates flammable gas when heated to a temperature of 1380°F., for five minutes, shall not be considered noncombustible for purposes of this chapter.

OFF PREMISES SIGN: A sign that directs attention to a commercial use, business, commodity, service or activity not conducted, sold or offered upon the premises where the sign is located.

ON PREMISES SIGN. A sign that directs attention to a business or profession conducted, including commodity, entertainment, or service sold, offered, or manufactured on the premises where the sign is located.

OTHER ADVERTISING STRUCTURE. Any marquee, canopy or awning.

OWNER. Includes his duly authorized agent or attorney, a purchaser, devisee, or any person entitled to an interest in the property in question.

PARKING SIGN: A sign that identifies a parking area for automobiles, trucks, motorcycles or any other motor vehicle.

PARKWAY: The area between the street curb and the sidewalk, and in those areas where no sidewalk exists, the PARKWAY shall include any portion of the right-of-way not improved by a street or sidewalk.

PENNANT: A series of small flags of triangular or other geometric design tied together by a rope or other means and used as an attention-getting device.

PERSON. Includes an individual and also shall be deemed to include and to be followed by the words firm, corporation, association, estate, or trust.

POLITICAL SIGN: A sign or poster identifying or publicizing a candidate seeking public office or identifying or publicizing a public issue, or advocating a position with respect to a public issue.

PROJECTING SIGN. Any sign that is attached to a building or other structure and extends beyond the surface of that portion of the building or structure to which it is attached.

(1) **HORIZONTAL PROJECTING SIGN.** Any sign that is greater in width than in height.

(2) **VERTICAL PROJECTING SIGN.** Any sign that is greater in height than in width.

PORTABLE SIGN: A type of temporary sign not designed to be permanently attached to a building or anchored to the ground; any sign that is not permanently affixed to a building, structure, or the ground; a sign designed to be moved from place to place. These signs include, but are not limited to, signs attached to wood or metal frames designed to be self-supporting and moveable, and paper, cardboard, or canvas signs wrapped around supporting poles.

PUBLIC RIGHT OF WAY: The land, or interest therein, acquired for or devoted to any public way for vehicular or pedestrian travel which has been laid out in pursuance of any municipal, township, county, state, or federal law.

PUBLIC SIGN: A sign or notice erected or for which erection was required by a unit of government.

PYLON/POLE SIGN. A sign that is mounted on a freestanding pole or other support so that the bottom edge of the sign face is six feet or more above grade and does not have the appearance of a solid base.

REAL ESTATE SIGN: A sign erected for purposes of identifying a parcel or building to be available for sale, rental, or lease.

REBUILD. To reconstruct or alter a structure which may or may not increase its exterior dimensions.

REPAIR. A removal or replacement of any element or part of a sign that does not affect its plan or structural framework or any of its structural members.

ROOF SIGN. Any sign erected, constructed or maintained, wholly or partially, upon or over the roof of any structure, whether supported on the roof structure or in any other manner.

SETBACK, SIGN. The minimum distance required between any property line and any portion of a sign or sign structure.

SIGN. Includes every sign, freestanding sign, billboard, ground mounted sign, monument sign, wall sign, window sign, awning sign, canopy sign, roof sign, illuminated sign, pylon/pole sign, and projecting sign, and includes any announcement, declaration, demonstration, display illustration or insignia used to advertise or promote the interests of any person when the same is placed out of doors in view of the general public.

STRUCTURE. Includes a combination of materials assembled at a fixed location to give support or shelter, such as a building, bridge, trestle, tower, framework, retaining wall, tank, swimming pool, wading pool, tunnel, tent, stadium, reviewing stand, platform, bin, fence, sign, flagpole, or the like, including any construction of any kind affecting or endangering life or property.

STRUCTURAL TRIM. The molding, battens, capping, nailing strips, latticing and platforms which are attached to the sign structure.

TEMPORARY SIGN. Any sign that is not permanently affixed either to the land or to a permanent building on the land. All movable devices, including but not limited to banners; suspended cloth, fabric or cardboard pennants; flags (not intended to include flags of any nations); including feather flags; searchlights; twirling or sandwich-type signs; sidewalk or curb signs; and balloons or other air or gas-filled figures are temporary signs, whether or not they are attached to an electric or other power source.

VEHICLE SIGN: Any advertising or business sign attached to a motor vehicle.

WALL SIGN. Includes all flat signs of solid face construction which are placed against or painted on a building or other structure and attached to the exterior front, rear, or side wall of any building or other structure.

WINDOW SIGN: A sign or individual letters, symbols, or combinations thereof placed inside or upon a window facing the outside and which is intended to be seen from the exterior.
(78 Code, § 15.12.010) (Ord. 57, passed - -62; Am. Ord. 549, passed - -82; Am. Ord. 1799, passed 2-4-19; **Am. Ord. 20XX, passed X-X-26**)

§ 15.12.030 PROHIBITED SIGNS.

It shall be unlawful to erect or maintain:

(A) Any sign which is not included under the types of signs permitted in the district or the general regulations of this chapter.

(B) Any sign which advertises or publicizes an activity not conducted on the premises upon which such sign is maintained, except as permitted elsewhere in this chapter.

(Am. Ord. 20XX, passed X-X-26)

(C) CURB OR SIDEWALK SIGNS

There shall be no curb or sidewalk signs, nor shall signs be attached or suspended from any outdoor bench, chair, or other article, except the signs affixed to bus benches per the contract for the same. ('78 Code, § 15.12.190) (Ord. 57, passed - -62; Am. Ord. 1799, passed 2-4-19; **Am. Ord. 20XX, passed X-X-26**)

(D) TACKING SIGNS ON POLES.

It is unlawful for any person, firm or corporation to advertise by sign tacking or advertising by tacking, pasting, or tying any type of sign on poles, posts, trees, buildings, fences, or other structures. Real estate directional signs as tacking signs shall not be permitted.

('78 Code, § 15.12.200) (Ord. 57, passed - -62; Am. Ord. 1799, passed 2-4-19; **Am. Ord. 20XX, passed X-X-26**)

(E) ANIMATED AND INTENSELY LIGHTED SIGNS.

No sign shall be permitted which is animated by means of flashing, scintillating, blinking or traveling lights of over forty watts per lamp. Public service information signs and other electronic message centers classified as "changing signs" are permitted and not subject to this wattage-rating per lamp restriction. However, all electronic message center signs shall be equipped with technology that automatically dims the electronic message center according to ambient light conditions. Electronic message center/changeable copy signs shall comply with Section 8.8 Performance Standards of the Crest Hill Zoning Ordinance.

('78 Code, § 15.12.220) (Ord. 57, passed - -62; Am. Ord. 549, passed - -82; Am. Ord. 1799, passed 2-4-19; **Am. Ord. 20XX, passed X-X-26**)

(F) PERIMETER OR BORDER WINDOW LIGHTING AND ATTENTION-GETTING DEVICES.

(A) Lighting around the perimeter of window or door openings with a visible source of light, such as neon, fluorescent, LED, or similar lighting source, is hereby prohibited.

(B) Attention-getting devices, except electronic message center signs, as permitted by the chapter, shall be prohibited, including temporary signs. For the purpose of this regulation, attention-getting devices shall include flashing lights, strings of light bulbs, moving signs, light beams, strobe lights, animated light displays, rotating signs, feather flags, and pennants. Lights being displayed in conjunction with traditional holiday decorations shall be exempt. (Ord. 1740, passed 7-17-17; Am. Ord. 1799, passed 2-4-19; **Am. Ord. 20XX, passed X-X-26**)

(G) **PYLON/POLE SIGN.** Pylon/pole signs shall be prohibited in all zoning districts. **(Am. Ord. 20XX, passed X-X-26)**

- (H) **V-SHAPED SIGNS.** V-shaped signs, consisting of two single-faced signs erected without a roof or ceiling, shall not be permitted.
(Am. Ord. 20XX, passed X-X-26)

§ 15.12.040 GENERAL SIGN PROVISIONS.

The general provisions set forth in §§ 15.12.040 shall apply to all permitted sign uses. ('78 Code, § 15.12.090) (Ord. 57, passed - -62; Am. Ord. 1799, passed 2-4-19; **Am. Ord. 20XX, passed X-X-26**)

(A) ON PREMISES SIGNS.

Only on premises signs are permitted in any zoning district and must comply with the regulations set forth in this chapter. Off-premises signs are not permitted, except when approved by City Council.
(Ord. 1799, passed 2-4-19)

(B) WOODEN SIGNS.

All wooden signs must comply with the regulations established for freestanding and wall signs found in § 15.12.080 of this chapter for those signs located in the business, office, and manufacturing districts and § 15.12.070 for those signs located in residential districts.
(‘78 Code, § 15.12.100) (Ord. 57, passed - -62; Am. Ord. 1799, passed 2-4-19)

(C) NONCOMBUSTIBLE SIGNS.

Noncombustible signs shall be entirely constructed of noncombustible materials, including all supports and braces for the same. Such signs shall be securely attached to posts or other supporting structures and may be erected so that no part of the sign or structure extends within one foot of any property line when erected at right angles to the street frontage. Such sign structures shall be securely embedded in a concrete base. Signs erected parallel to the street frontage shall be located entirely within the property lines.
(‘78 Code, § 15.12.110) (Ord. 57, passed - -62; Am. Ord. 1799, passed 2-4-19; **Am. Ord. 20XX, passed X-X-26**)

(D) ERECTION AT INTERSECTION; VISIBILITY.

No sign or other advertising structure as regulated by this chapter shall be erected at the intersection of any streets in such a manner as to obstruct free and clear vision; or at any location where, by reason of the position, shape or color, it may interfere with, obstruct the view of or be confused with any authorized traffic sign, signal or device. No signs shall be permitted within a sight triangle as defined in Section §15.32.070 of the City Code of Ordinances.
(‘78 Code, § 15.12.180) (Ord. 57, passed - -62; Am. Ord. 1799, passed 2-4-19; **Am. Ord. 20XX, passed X-X-26**)

(E) ELECTRIC SIGNS.

- (1) Electric signs, made of metal or glass with lamps inside the sign or with letters composed of lamps on outside of same, or similar construction, may be erected, provided they are securely attached to posts or other supporting structures by metal supports or fasteners.
- (2) Reflectors and lights shall be permitted on ground and wall signs, provided they are equipped with long restraining hoods to concentrate the illumination upon the area of the sign and so as to prevent glare upon the street or adjacent property. No light shall be of the flashing type.
(‘78 Code, § 15.12.120) (Ord. 57, passed - -62; Am. Ord. 1799, passed 2-4-19)

(F) STREET NUMBERS FOR BUILDINGS.

(1) *Establishment of number.* From and after the adoption of this section, the City Engineer shall, from time to time as necessary, establish street numbers for all lots or parcels of land situated within the corporate limits of the city, both for lots or parcels now fronting or adjoining existing streets and for all lots or parcels which may hereafter front or adjoin all new streets and highways hereinafter constructed and laid out in the city.

(2) *Minimum size and color restrictions.* The owners or persons in possession of any buildings on any lot or parcel for which there has been designated a street number shall display in a prominent place on the building the number so designated so that the same is plainly visible and readable by a person with normal vision from the street or highway on which the parcel or lot fronts or adjoins, which number shall not be less than three inches each in height and which number shall be of a shade or color which contrasts with the background thereof.

(3) *Duty to maintain.* It shall be the duty of the owner or person in possession of each such building upon which the numbers are displayed to keep and maintain the numbers in good condition so that they remain clearly visible and readable by a person with normal vision from the street or highway on which the parcel or lot fronts or adjoins.

(4) *Removing or defacing numbers.* No person shall remove or deface any house number placed upon any house in accordance with the provisions of this section. No person shall retain any number on his house other than that provided by the provisions hereof. No owner, agent or person in possession of any house shall refuse or neglect to number the house or cause the same to be numbered in conformity with this section.

(5) *Penalty.* Any person who shall violate the provisions of this section shall be fined not less than \$100 nor more than \$500 for each violation hereof. Each day a violation exists shall be deemed to be a separate violation.

(Ord. 928, passed 9-6-94; Am. Ord. 1799, passed 2-4-19)

§ 15.12.050 SIGNS IN RESIDENTIAL DISTRICTS.

The following types of signs shall be permitted in residential districts:

(A) *Freestanding monument signs for the residential districts*

Freestanding monument signs within the residential district are only allowed for residential developments, schools, churches, hospitals, and permitted buildings; and uses other than dwellings and must comply with the following regulations.

(1) *Permitted number.* One freestanding monument sign is permitted per public right-of-way for schools, churches, hospitals, and permitted buildings and uses other than dwellings. Residential developments may be allowed one freestanding monument sign per entrance to the development; however, no more than two (2) monument signs per public right-of-way.

(2) *Setback.* All freestanding monument signs must maintain a setback of not less than ten (10) feet from the property line, and no freestanding monument signs may be permitted within a sight triangle, except for safety-related signs. No freestanding monument sign shall conflict with drainage.

(3) *Height.* No freestanding monument sign shall be greater than ten (10) feet in height. The base of the sign is included in the calculation of the overall height of the sign, but not the area of the sign.

(4) *Area.* The maximum allowable area for freestanding monument signs is twenty (20) square feet.

(5) *Calculation of sign area for freestanding monument signs.* Electronic message center/changeable copy signs are strictly prohibited on residential development signs. In the case where electronic message/changeable copy is included in a freestanding monument sign, the changeable copy portion of the sign shall not exceed twenty (20) square feet and will not be counted towards the area of the sign but will be counted towards the overall height. Electronic message center/changeable copy signs shall comply with Section 8.8 Performance Standards of the Crest Hill Zoning Ordinance.

(6) *Landscaping.* All freestanding monument signs shall be located in a landscaped area separated and protected from vehicular circulation and parking areas. A minimum of two (2) square feet of landscaping area shall be required for every one (1) square foot of sign surface area provided, but no freestanding monument sign landscape area shall be less than fifty (50) square feet in area. Said landscape area shall consist of attractive, dense cluster(s) of vegetation. The landscaping shall be well maintained, which shall include but not be limited to the removal of dead or dying plant material and weeds. All signs and the premises surrounding the same shall be maintained by the owner thereof in a clean, sanitary and inoffensive condition, and free and clear of all obnoxious rubbish.

(7) *Illumination.* Freestanding monument signs must be externally illuminated and at all times compliant with all current electrical codes. The illumination of the freestanding monument sign must not create a hazard to motorists. Internally illuminated signs in the residential districts are prohibited.

(8) *Decorative sign base.* All freestanding monument signs shall be designed and constructed with an integral decorative base constructed of wood, metal, masonry, or stone to conceal the sign's support structure(s) and to visually complement the building materials used on the principal building(s) on the lot. The decorative base shall be equal to at least seventy-five (75) percent of the width of the sign face. The area of the decorative sign base shall not be counted as part of the sign area. The height of the decorative sign base shall be counted in determining the sign height

(9) *Architectural features.* All freestanding monument signs shall be designed and constructed as an integral architectural element of the overall development incorporating elements and details and building materials used in the principal building(s). The area and height of the architectural feature shall not be computed as part of the freestanding monument sign area and height.

(10) *Construction.* All freestanding monument signs shall have a surface or facing of noncombustible material; provided, however, that combustible material may be safely and securely built or attached to the sign structure. No nails, tacks, or wire shall be permitted to protrude therefrom.

(11) *Bracing, anchorage and supports.* All freestanding monument signs shall be securely built, constructed and erected upon posts and standards sunk at least three feet below the natural surface of the ground.

(12) *Limitation of glass.* The lettering or advertising designs of signs to be illuminated may be composed of glass or other transparent or semitransparent noncombustible material. Any glass forming a part of any sign shall be safety glass or plate glass at least one-fourth inch thick and, in case any single piece or pane of glass has an area exceeding three square feet in area, constructed of wire glass or safety glass shall be permitted on each side of a sign.

(13) *Obstruction of openings.* No sign, nor the braces or chains supporting or slaying same, shall be so erected or constructed so as to obstruct any door, window or fire escape of any building. No sign of any kind shall be attached to a stand pipe or fire escape.

(Am. Ord. 20XX, passed X-X-26)

(B) Real estate signs advertising the sale or rental of premises on which sign is located; provided, the area on one side of any such sign shall not exceed twenty (20) square feet, and not more than two (2) such signs shall be erected for any property held in single and separate ownership.

(C) No Trespassing, entrance, exit and parking signs or signs indicating the private nature of a driveway or premises; provided that the area on one side of any such sign shall not exceed two (2) square feet.

(D) Projecting signs are prohibited in residential districts, unless installed on schools, churches, hospitals and permitted buildings and uses other than dwellings.

(E) Public utility signs in connection with the identification, operation, or protection of a public utility; provided, that the area on one side of any such sign shall not exceed nine (9) square feet.

(F) Bulletin boards not over fifteen (15) square feet in area for public, charitable or religious institutions when the same are located on the premises of such institutions.

('78 Code, § 15.12.070) (Ord. 57, passed - -62; Am. Ord. 1799, passed 2-4-19; **Am. Ord. 20XX, passed X-X-26**)

§ 15.12.060 SIGNS IN BUSINESS, OFFICE AND MANUFACTURING DISTRICTS.

The following types of signs shall be permitted in business, office and manufacturing districts:

(A) Any sign permitted in residential districts.

(B) Real estate signs advertising the sale or rental of premises on which the sign is located; provided that the area on one side of any such sign shall not exceed thirty-two (32) square feet, and not more than two (2) such signs shall be erected for any property held in single and separate ownership.

(C) *Wall signs.* Wall signs are permitted within the business, office, and manufacturing districts in accordance with the regulations outlined below:

(1) *Permitted number.* One (1) permanent wall sign per building or retail unit of a building shall be permitted, except for corner locations or locations adjoining internal driveways or private streets, where one (1) wall sign for each wall facing the public or private street shall be permitted. One (1) rear sign per building or per unit shall be permitted on any commercial building that backs up to an internal commercial street. Rear sign on the rear of a commercial building that backs up to a residential lot shall be prohibited. One (1) additional wall sign may be erected on any premises abutting upon a railroad right-of-way. Gas pump island canopies may have one (1) wall sign per street frontage. In no case shall the total number of wall signs on Gas pump island canopies exceed three (3) wall signs.

(2) *Placement of sign.* No wall sign shall cover wholly or partially any wall opening, nor extend above the roofline or beyond the corners of the building. In no case shall the wall sign extend more than nine (9) inches from the top of the wall to which the sign is to be placed. No wall sign shall be permitted to extend more than fifteen (15) inches beyond the building line, and shall not be attached to a wall of a height of less than ten (10) feet above the ground level.

(3) *Sign area.* The total area of all wall signs per wall shall not exceed two (2) square feet of sign area for each one (1) foot of façade frontage to which the sign is attached.

(1) For buildings or individual tenant spaces less than forty thousand (40,000) square feet, in no case shall any such wall sign exceed one hundred twenty (120) square feet in area;

(2) For buildings or individual tenant spaces forty thousand (40,000) square feet or more, in no case shall any such wall sign exceed four hundred (400) square feet in area;

(4) *Illumination.* Wall signs may be externally or internally illuminated and be in compliance with all current electrical codes. The illumination of the sign should be done in such a manner as to not create a hazard to motorists.

(5) *Materials required.* All wall signs shall have a surface or facing of noncombustible material. However, combustible structural trim may be used thereon.

(6) Automobile dealers having a new car franchise may select one street front of their choice and be permitted, in addition to those signs permitted per this chapter, one (1) wall sign for each make of new automobile offered for sale on the premises, and no such additional sign shall exceed twenty (20) square feet.

(7) Wall signs are prohibited in residential districts, unless installed on schools, churches, hospitals, and permitted buildings and uses other than dwellings, which shall comply with the regulations outlined for wall signs in the business manufacturing and office districts, per § 15.12.060.

(8) Electronic message center/changeable copy signs are prohibited as wall signs in all zoning districts.

(D) *Freestanding monument sign.* Freestanding monument signs are permitted within the business, office, and manufacturing districts in accordance with the regulations outlined below.

(1) *Permitted number.* One (1) freestanding monument sign is permitted per public right-of-way.

(2) *Setback.* All freestanding monument signs must maintain a setback of not less than ten (10) feet from the property line, and no signs shall be permitted within a sight triangle as defined in Section §15.32.070 of the City Code of Ordinances, except for safety-related signs. No freestanding monument sign shall conflict with drainage.

(3) *Allowable sign height within the business districts.* The height of a freestanding monument sign shall be limited to six (6) feet for single-tenant signs and fifteen (15) feet for multi-tenant signs. The base of a freestanding monument sign is included in the calculation of the overall height of the sign, but not the area of the sign.

(4) *Allowable sign area within the business districts.* The maximum allowable area for freestanding monument signs shall be limited to sixty (60) square feet for a single-tenant sign, and one hundred (100) square feet for a multi-tenant sign with no more than fifty percent (50%) of the allowable area used for any individual tenant. The base of the freestanding monument sign is not included in the calculation of the overall area of the sign. In the case where the freestanding monument sign includes the name of the center or development, this text shall be included in the calculation of the overall height of the sign, but not the area.

(5) *Allowable sign height within the office and manufacturing districts.* The height of a freestanding monument sign shall be limited to ten (10) feet.

(6) *Allowable sign area within the office and manufacturing districts.* The maximum allowable area for freestanding monument signs shall be limited to eighty (80) square feet.

(7) *Electronic message center sign/changeable copy.* In the case of electronic message center/changeable copy signs, the electronic message/changeable copy portion of the sign shall not exceed twenty (20) square feet and will not be counted towards the area of the sign but will be included in the overall height. Electronic message center/changeable copy signs shall comply with Section 8.8 Performance Standards of the Crest Hill Zoning Ordinance.

(8) *Landscaping.* All monument signs shall be located in a landscaped area separated and protected from vehicular circulation and parking areas. A minimum of two (2) square feet of landscaping area shall be required for every one (1) square foot of sign surface area provided, but no monument sign landscape area shall be less than fifty (50) square feet in area. The landscape area shall consist of an attractive, dense cluster of vegetation. The landscaping shall be well maintained, which shall include, but not be limited to the removal of dead or dying plant material and weeds. All signs and the premises surrounding the same shall be maintained by the owner thereof in a clean, sanitary and inoffensive condition, and free and clear of all obnoxious rubbish.

(9) *Illumination.* Freestanding signs may be externally or internally illuminated and be in compliance with all current electrical codes. The illumination of the sign should be done in such a manner as to not create a hazard to motorists.

(10) *Decorative sign base.* All monument signs shall be designed and constructed with an integral decorative base constructed of wood, metal, masonry or stone to conceal the sign's support structure(s) and to visually complement the building materials used on the principal building(s) on the lot. The decorative base shall be equal to at least seventy-five (75) percent of the width of the sign face. The area of the decorative sign base shall not be counted as part of the sign area. The height of the decorative sign base shall be counted in determining the sign height.

(11) *Architectural features.* All monument signs shall be designed and constructed as an integral architectural element of the overall development, incorporating elements and details and building materials used in the principal building(s). The area and height of the architectural feature shall not be computed as part of the development sign area and height. (12) Automobile dealers having a new car franchise may select one street front of their choice and be permitted, in addition to those signs permitted per this chapter, one ground monument sign for each make of new automobile offered for sale on the premises, and no such additional sign shall exceed twenty (20) square feet.

(12) *Construction.* All freestanding monument signs shall have a surface or facing of noncombustible material; provided, however, that combustible material may be safely and securely built or attached to the sign structure. No nails, tacks, or wire shall be permitted to protrude therefrom.

(13) *Bracing, anchorage and supports.* All freestanding monument signs shall be securely built, constructed and erected upon posts and standards sunk at least three feet below the natural surface of the ground.

(14) *Limitation of glass.* The lettering or advertising designs of signs to be illuminated may be composed of glass or other transparent or semitransparent noncombustible material. Any glass forming a part of any sign shall be safety glass or plat glass at least one-fourth inch thick and, in case any single piece or pane of glass has an area exceeding three square feet in area, constructed of wire glass or safety glass shall be permitted on each side of a sign.

(15) *Obstruction of openings.* No sign, nor the braces or chains supporting or slaying same, shall be so erected or constructed so as to obstruct any door, window or fire escape of any building. No sign of any kind shall be attached to a stand pipe or fire escape.

(78 Code, § 15.12.080) (Ord. 57, passed - -62; Am. Ord. 1799, passed 2-4-19; **Am. Ord. 20XX, passed X-X-26**)

(E) *WINDOW SIGN.* Window signs shall be permitted subject to the following.

(1) *Location.* Window signs shall be displayed only in windows facing a public street, or in windows in a wall having a public entrance, but in no instance in any windows facing a residential lot.

(2) *Sign display area.* Each illuminated window sign shall be located within the exterior glass surface area of all permitted windows, but excluding doors and superficial borders or trim.

(3) *Sign area.* All window signs shall occupy no more than fifty (50) percent of the total window surface area of a storefront facing the public street. In no case shall a window sign occupy more than fifty (50) percent of a single window surface area.

(4) *Illumination.* Window signs may be illuminated and shall be in compliance with all current electrical codes. The illumination of the sign should be done in such a manner as to not create a hazard to motorists.

- (5) *Number.* No more than two (2) illuminated window signs shall be permitted for each tenant space.

(Am. Ord. 20XX, passed X-X-26)

(F) *AWNING SIGN.* Awning signs shall be permitted subject to the following.

(1) *Number.* Not more than two awning signs shall be permitted per street frontage. Awning signs shall be counted towards the total number of permitted wall signs.

(2) *Location.* Individual letters, words, or symbols may be affixed or applied to any awning surface facing a public street or mounted over a public entrance to an establishment and shall not face a residential lot.

(3) *Height.* The maximum height of an awning sign shall be the highest point of the awning to which the sign is attached or fifteen (15) feet, whichever is less.

(4) *Sign display area limits.* The awning sign shall not extend beyond the awning surface on which the sign is located, nor beyond the premises of a particular establishment.

(5) *Sign area.* The area of an awning sign shall not exceed one and one-half (1.5) square feet of sign area for each one (1) foot of awning to which the sign is attached, and the actual sign face shall not exceed three feet in height.

(6) *Illumination.* Awning signs may be illuminated and shall be in compliance with all current electrical codes. The illumination of the sign must not be done in such a manner as to not create a hazard to motorists.

(7) *Clearance.* A minimum clearance of eight (8) feet shall be provided between finished grade and the lowest point of an awning sign, but in no instance shall an awning sign extend below the lowest point of the awning to which the sign is attached.

(8) *Projection.* No awning sign and the awning to which it is affixed shall project more than eight (8) feet from the building wall, but shall not project into or over the roadway of any street or driveway.

(9) *Setback from curb.* No awning sign and the awning to which it is affixed shall project within two (2) feet of the curb of a street, driveway, or parking space.

(Am. Ord. 20XX, passed X-X-26)

(G) *Canopy Sign.* Canopy signs shall be permitted subject to the following.

(1) *Number.* Not more than one (1) canopy sign shall be permitted per street frontage per building or tenant space having an exterior public entrance.

(2) *Location.* Canopy signs shall be mounted on the face of a canopy.

(3) *Height.* The maximum height of a canopy sign shall be the highest point of the canopy to which said sign is attached or eighteen (18) feet, whichever is less.

(4) *Sign display area limits.* The canopy sign shall not extend beyond the canopy face on which the sign is located, nor beyond the premises of a particular establishment.

(5) *Sign area.* The area of an awning sign shall not exceed one and one-half (1.5) square feet of sign area for each one (1) foot of canopy to which the sign is attached, and the actual sign face shall not exceed three feet in height.

Crest Hill - Buildings and Construction

(6) *Illumination.* Canopy signs may be illuminated and shall be in compliance with all current electrical codes. The illumination of the sign should be done in such a manner as to not create a hazard to motorists.

(7) *Clearance.* A minimum clearance of eight (8) feet shall be provided between the finished grade and the lowest point of a canopy sign, but in no instance shall a canopy sign extend below the lowest point of the canopy on which the sign is attached.

(8) *Projection.* No canopy sign shall project more than 12 inches from the canopy to which it is attached.

(Am. Ord. 20XX, passed X-X-26)

(H) *ROOF SIGNS.* As regulated by this chapter, means any sign erected, constructed, and maintained upon or over the roof of any building with the principal support on the roof structure. Every roof sign, including the upright supports and braces thereof, shall be constructed entirely of incombustible materials. However, combustible structural trim may be used thereon.

('78 Code, § 15.12.150) (Ord. 57, passed - -62; Am. Ord. 1799, passed 2-4-19; **Am. Ord. 20XX, passed X-X-26**)

(I) *PROJECTING SIGNS.* Projecting signs shall be permitted subject to the following.

(1) *Construction.* Every projecting sign, including the frames, braces, and supports thereof, shall be designed by a structural engineer, registered architect, or sign manufacturer and shall be approved by the Community Development Director or their designee, and shall be constructed of incombustible or approved combustible materials.

(2) *Location.* Every projecting sign erected or maintained over a public sidewalk shall be placed at least ten feet above the level of the same, and at a distance not greater than two feet from the face of the wall to which it is attached, measuring from the point of the sign nearest thereto, nor shall any projecting sign or part thereof extend more than eight feet from the structure to which it is attached or be nearer the curbline than two feet, whichever is the lesser. Every projecting sign erected or maintained over public driveways, alleys, and thoroughfares, other than sidewalks, shall be placed not less than 15 feet above the level of the same, and at a distance measuring from the point of the sign nearest thereto, nor shall any such projecting sign or part thereof extend more than eight feet from the structure to which it is attached.

(3) *Size.* All projecting signs shall be limited to a size of no greater than 15 square feet.

(4) *Erection.*

(a) *Bracing, anchorage and supports.* Projecting signs exceeding ten square feet in area for 50 pounds in weight shall not be attached to nor supported by frame buildings, nor the wooden framework of a building. The signs shall be attached to masonry walls with corrosion-resistant expansion bolts at least three-eighths of an inch in diameter, which shall be embedded at least five inches into the wall.

(b) *Anchorage with wire prohibited.* No projecting sign shall be secured with wire, strips of wood, or nails, nor shall any projecting sign be hung or secured to any other sign.

('78 Code, § 15.12.160) (Ord. 57, passed - -62; Am. Ord. 1799, passed 2-4-19; **Am. Ord. 20XX, passed X-X-26**)

§ 15.12.070 EXEMPTION.

All signs approved by the City Council and erected on property owned or controlled by the City of Crest Hill shall be exempt from the restrictions contained in § 15.12.060 and the variation process and procedure contained in § 15.12.090

(Ord. 1940, passed 1-16-23; **Am. Ord. 20XX, passed X-X-26**)

§ 15.12.080 TEMPORARY SIGNS - PERMITTING PROCESS.

Temporary signs are permitted when the Community Development Director or their designee, in their discretion, issues a permit to the person or entity desiring to erect a temporary sign. The issuance of the permit shall be subject to the following requirements and limitations:

(A) The person or entity desiring the permit must fill out an application for the permit on the form approved by the Community Development Department. The application shall be signed by the applicant and shall require the following information

- (1) The name of the person or entity filling out the application;
- (2) The name of the person or entity that desires to display the temporary sign;
- (3) The name of the person or entity that owns the sign;
- (4) The address where the sign will be displayed;
- (5) The dates between which the sign is sought to be displayed;
- (6) A statement as to whether the sign will be lighted and serviced by electric power; and
- (7) A statement that the information on the application is true to the best of the applicant's belief.

(B) Upon the filling out and signing of the application, the applicant shall return it to the Community Development Director or their designee with a nonrefundable application fee of \$25. The Community Development Director or their designee shall approve or disapprove the application. The application form shall contain the alternatives "approved" and "disapproved" one of which the Community Development Director or their designee shall designate.

(C) *General standards for temporary signs.* All temporary signs shall comply with all other applicable regulations regarding the size, height, use and placement of such signs, in addition to the following:

- (1) No temporary sign may be displayed except with a valid sign permit.
- (2) No temporary sign shall be located upon any easement or right-of-way, except otherwise mentioned in this Chapter.
- (3) No temporary sign shall be located in such a way as to pose a traffic hazard.
- (4) All temporary signs shall be located entirely on the property being served by the sign.
- (5) A temporary sign permit shall allow the use of a temporary sign for a specified 30-day period.

(6) A maximum of three (3) temporary sign permits shall be issued to the same business license holder in any one (1) calendar year. Waivers to allow additional sign time shall only be permitted if approved by the City Council for a unique situation or public purpose/event.

(7) All temporary signs shall be removed within twenty-four (24) hours after the expiration of the authorization date, or if, in the opinion of the Community Development Director or their designee, the sign becomes damaged or poses an immediate danger to the general health, safety, and welfare of the community.

(8) A Temporary Sign must be safely anchored to the ground or building;

(9) Temporary signs designed to move, wave, or otherwise appear to be in motion shall be prohibited, including but not limited to "tear drop", "feather flags", "waving/dancing air tube", "inflatable signs", and other attention-getting devices.

(D) The rules concerning temporary signs set out in this section shall not apply as follows:

(1) To temporary signs placed on private property advertising for sale the real estate on which the temporary sign is placed. All such real estate signs must be removed from view no later than one week following the sale or lease of the real estate to which such signs apply.

(2) To political signs for candidates running for public office or to political signs the subject matter of which is to be voted on by the public in an election, provided that all such political signs must be removed from view no later than one week following the election to which such signs apply.

(3) To Temporary signs of architects, engineers, landscape architects, contractors, mechanics, and similar artisans, and the owners, financial supporters, sponsors and similar persons or firms having a role or interest with respect to the structure or project; provided that such signs shall be erected only on the premises where such work is being performed, the area of one side of any such sign shall not exceed twelve (12) square feet, and such signs shall be removed promptly upon completion of the work;

(E) Notwithstanding anything to the contrary contained above in this section, no signs, whether temporary or otherwise, shall be erected, placed, located or otherwise affixed within the parkways of the City of Crest Hill, Illinois, except for any signs set forth in the parkways by federal, state or local governmental entities, or bus stop benches when located in a lawful area or the parkway, as designated by the City of Crest Hill. Without limiting the generality of the foregoing, such restriction shall include by way of illustration, but not by way of limitation, signs such as real estate signs, garage sale signs, directional signs, political signs, advertising signs, and similar signs of a like kind and nature. For the purposes of this division (G), **PARKWAY** shall be defined as the area between the street curb and the sidewalk, and in those areas where no sidewalk exists, the **PARKWAY** shall include any portion of the right-of-way not improved by a street or sidewalk. All signs in violation of this division (G) shall be subject to immediate removal by the city.

(F) Any temporary garage sale sign advertising the City of Crest Hill sponsored bi-annual city-wide garage sale weekend as established by Resolutions 410 and 558 shall be exempt from the placement restrictions in division (G) above and shall not be subject to a separate temporary sign permit so long as the resident shall have applied for and received a garage sale permit for a city sponsored bi-annual city-wide garage sale weekend as established by Resolutions 410 and 558. Any signs exempted from the placement restrictions division (G) above shall be removed on the Monday following the last day (Sunday) of any bi-annual city-wide garage sale weekend. All such exempted signs not removed shall be subject to immediate removal and disposal by the city.

('78 Code, § 15.12.060) (Ord. 549, passed - '82; Am. Ord. 766, passed - '90; Am. Ord. 781, passed - '90;

Am. Ord. 796, passed - -91; Am. Ord. 805, passed - -91; Am. Ord. 1467, passed 10-6-08; Am. Ord. 1664, passed 5-19-14; Am. Ord. 1799, passed 2-4-19; Am. Ord. 1812, passed 6-17-19; Am. Ord. 1872, passed 9-7-21; **Am. Ord. 20XX, passed X-X-26)**

§ 15.12.90 ADMINISTRATION AND ENFORCEMENT

(A) PERMIT; REQUIRED.

It is unlawful for any person, firm, or corporation, either directly or indirectly, or by its agents, to proceed with the erection, alteration, relocation, or structural repair of any sign or signs in the city unless application for a permit has been made with the Community Development Director or their designee and a permit has been issued therefor.

('78 Code, § 15.12.020) (Ord. 57, passed - -62; Am. Ord. 1799, passed 2-4-19; **Am. Ord. 20XX, passed X-X-26)**

(B) PERMIT; APPLICATION.

An application for a permit shall be submitted to the Community Development Director or their designee on the form supplied by them and shall be accompanied by plans and specifications setting forth the character of the sign in all its structural parts; an accurate sketch of the property designating the location of all existing and proposed signs; and, when requested by the Community Development Director or their designee, a copy of the stress sheets and calculations showing the structure is designed for dead load and wind pressure in any direction in the amount required by this chapter and all other laws and ordinances of the city as well as such other information as the Community Development Director or their designee may deem necessary. Further, an application for an illuminated sign shall be accompanied by a certificate of compliance with all requirements of a Nationally Recognized Testing Laboratory (NRTL), such as UL, ETL, or CSA.

('78 Code, § 15.12.030) (Ord. 57, passed - -62; Am. Ord. 1799, passed 2-4-19; **Am. Ord. 20XX, passed X-X-26)**

(C) PERMIT; FEES.

The applicant for any permit for the erection, alteration, relocation or structural repair of all signs, shall, at the time of their application, pay to the City for the use of the city a fee of \$10 for each \$1,000 or fractional part thereof, of the estimated cost of any such sign, except that the fee for the relocation of a sign shall be \$5.

('78 Code, § 15.12.040) (Ord. 57, passed - -62; Am. Ord. 1799, passed 2-4-19; **Am. Ord. 20XX, passed X-X-26)**

(D) ISSUANCE OF PERMITS.

The Community Development Director or their designee shall act upon the application for a permit within 15 days after its receipt by either approving it, rejecting it, or requiring modification of the plans and specifications. When the Community Development Director or their designee has approved the application, the Community Development Department shall issue the permit. Every permit shall be considered cancelled if active work relating to the subject sign is not commenced within a period of 60 days from the date of its issue.

('78 Code, § 15.12.060) (Ord. 57, passed - -62; Am. Ord. 1799, passed 2-4-19; **Am. Ord. 20XX, passed X-X-26)**

(E) PERMIT FEE NOT REQUIRED.

No permit or fee shall be required for the following types of signs: official traffic signs, real estate signs advertising sale or rental, no trespassing signs or signs indicating the private nature of a driveway or premises, temporary signs of contractors, builders, plumbers, artisans and/or mechanics, and public utility signs, or other signs that do not advertise a product, service or event.

('78 Code, § 15.12.230) (Ord. 57, passed - -62; Am. Ord. 1799, passed 2-4-19; **Am. Ord. 20XX, passed X-X-26**)

(F) REVOCATION OF PERMIT.

The Community Development Director or their designee is authorized and empowered to revoke any permit issued upon failure of the holder thereof to comply with any provision of this chapter and regulations. All rights and privileges acquired under the provisions of this chapter, or any amendment thereto, are mere licenses revocable at any time. ('78 Code, § 15.12.260) (Ord. 57, passed - -62; Am. Ord. 1799, passed 2-4-19; **Am. Ord. 20XX, passed X-X-26**)

(G) REMOVAL.

(1) All prohibited signs and illegal signs must be removed within ten (10) days after written notification from the Community Development Director or their designee and, upon failure to comply with such notice, the Community Development Director or their designee is authorized to cause removal of such sign, and any expense incident thereto shall be paid by the owner of the building, structure or ground on which the sign is located. Removal shall include all aspects of the sign, including but not limited to the frame, sign supports, channel posts, foundation, electrical, and conduit.

(2) All non-conforming signs, signs that compromise health, safety, or general welfare, or are otherwise in violation of this Chapter are subject to removal by the Community Development Director or other City officials.

(Am. Ord. 20XX, passed X-X-26)

(H) NONCONFORMING SIGNS.

(1) Every sign or other advertising structure, except for temporary signs, in existence on the adoption of the ordinance codified in this chapter which violates or does not conform to the provisions hereof, may continue to exist and shall be deemed a legal non-conforming sign.

(2) All non-conforming signs legally existing on the date of this ordinance shall be required to be removed or modified to conform to this ordinance only when:

(a) The building or store space within a building becomes vacant, non-conforming sign shall be removed or brought into conformance with these regulations after thirty (30) days of vacancy of the subject site or tenant space. Legal non-conforming signs may remain non-conforming when the building or store space within a building is sold, transferred or conveyed, before thirty (30) days of vacancy of the subject site or tenant space.

(b) The sign structure is damaged, deteriorated, or remodeled for over fifty (50) percent of its cost value; or

(c) The sign was not legally in compliance with the previous ordinance(s) and remains illegal non-conforming.

(3) Non-conforming signs may not be enlarged or replaced in their entirety but may be modified to more closely meet current sign regulations.

(4) Signs placed in the public right-of-way without approval shall be subject to immediate removal without prior notice to the sign owner and subject to code enforcement action, including reimbursement of all costs.

(5) These provisions shall not preclude one from completing routine maintenance or modifications that are required to address current or potential safety concerns. Sign panels can be replaced or repaired by current or new businesses without jeopardizing the legal non-conforming status of a sign. ('78 Code, § 15.12.250) (Ord. 57, passed - -62; Am. Ord. 1799, passed 2-4-2019; **Am. Ord. 20XX, passed X-X-2026**)

(I) POWERS AND DUTIES OF COMMUNITY DEVELOPMENT DEPARTMENT.

The powers and duties of the Officials in the Community Development Department shall be to:

(1) Examine all applications, plans and specifications submitted and to approve them within fifteen (15) days if in conformity with the provisions of this chapter, and thereupon to notify the Community Development Department to issue a permit for such sign; or to disapprove them if they do not conform to this chapter, and to refuse permits therefor until they are modified so as to conform to such requirements, to give notice to stop work and to prosecute for any infraction or violation of this chapter.

(2) Inspect all signs during the course of erection to see that the provisions of this chapter and of the permit are carried out.

(3) Keep all applications, plans, and specifications, and a record of all permits, refusals, inspections, and other actions taken by them, which record shall be kept on file with the Community Development Department.

(4) Stop the erection, alteration, relocation or repair of any sign where the same is being carried on contrary to the provisions of this chapter, to order the removal of any materials that may be unsafe or unfit for the purpose for which they were intended to be used, in accordance with the terms and definitions of this chapter, and to revoke the permit for such cause.

(5) Direct that precautions shall be taken by the erection of suitable scaffolding or other protection whenever the work of erecting, altering, relocating or repairing of any sign may in their judgment affect the public safety.

(6) Inspect annually, or at such time as they deem necessary, each sign or other advertising structure regulated by this chapter for the purpose of ascertaining whether the same is secure or insecure and whether it requires removal or repair.

(7) Cause to be removed summarily and without notice any sign or other advertising structure which is an immediate peril to persons or property. ('78 Code, § 15.12.240) (Ord. 57, passed - -62; Am. Ord. 1799, passed 2-4-19; **Am. Ord. 20XX, passed X-X-26**)

(J) APPEAL OF DECISIONS.

Request for Appeal of Decisions shall comply with Section 12.3-5 Appeals and Review of the Crest Hill Zoning Ordinance.

('78 Code, § 15.12.270) (Ord. 57, passed - -62; Am. Ord. 1799, passed 2-4-19; **Am. Ord. 20XX, passed X-X-26**)

(K) VARIATIONS.

Request for Variations shall comply with Section 12.6 Variations of the Crest Hill Zoning Ordinance.

(Ord. 1940, passed 1-16-23; **Am. Ord. 20XX, passed X-X-26**)

(L) VIOLATION; PENALTY.

Any person found guilty of a violation of any of the provisions of this chapter shall be fined not less than \$ 250, but no more than \$750 for each offense. Each day a violation exists shall be deemed to be a separate violation.

('78 Code, § 15.12.280) (Ord. 549, passed - -82; Am. Ord. 766, passed - -90; Am. Ord. 998, passed 7-1-96; Am. Ord. 1799, passed 2-4-19; **Am. Ord. 20XX, passed X-X-26**)