



City Council Agenda Memo

Crest Hill, IL

Meeting Date:	March 11, 2024
Submitter:	Ronald Mentzer, Interim Community and Economic Development Director
Department:	Community Development
Agenda Item:	City Sign Ordinance Variation Process

Summary: In January of 2023, the City Code was amended to clarify the review and approval process requirements for Sign Ordinance Variations. A copy of these revised requirements is attached for review and reference.

The City has recently received two separate Sign Ordinance Variation applications. Under the provisions of the revised City Code requirements, the City Council is required to conduct a public hearing and then take final action on Sign Ordinance variation applications at a regular City Council meeting. As such, the March 18, 2024, City Council meeting agenda will include a public hearing for the Sign Ordinance variation request Will County has submitted for the new Will County Children's Advocacy Center that will open soon at 1206 Cedarwood Drive. The April 1, 2024, City Council meeting agenda will include a public hearing for the Sign Ordinance variation request that has been submitted for the new gas station/convenience mart being constructed at the southwest corner of Caton Farm Road and Broadway Street.

Interim Community and Economic Development Director Mentzer will be at the March 11, 2024, workshop meeting to provide an overview and address questions regarding the City's updated Sign Ordinance variation review process.

Recommended Council Action: Informational item only. No action required at this time.

Financial Impact:

Funding Source: Not applicable.

Budgeted Amount: Not applicable.

Cost: Not applicable.

Attachments: City Code Sign Ordinance variation process requirements.