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To: Planning and Zoning Commission Members

From: Kenneth Garrett, Zoning Administrator

Date: August 5, 2026

RE: Wall Sign Variation - Poplar Grove Airport - located at 11611 Illinois Route 76, Poplar Grove.

Hearing Date: August 11, 2026 at 6:00 p.m.

The petitioner is requesting to install a wall sign on one of the hangar buildings. The proposed sign exceeds 150 square feet which is the largest size allowed. The current Zoning District is General Business (GB).

Adjacent Zoning Districts

North Residential (R-1)
South Single Family Residential 1 R-1 (Bel Air Estates Subdivision)
West County AG
East County AG

The applicant is requesting to install a wall sign at 11611 Illinois Route 76, Poplar Grove, IL 61065 (Poplar Grove Airport) to promote their education program in teaching students how to fly.

The location of the building is approximately 400 feet from the edge of Illinois 76. The proposed increase in the sign's square footage is intended to improve visibility for motorists traveling at highway speeds along Route 76 (see photos A, B, and C of the building elevation).

The sign letters are red in color (see attached sign with dimensions). The top row of letters ("Learn") are 34 inches in height the last row ("Fly") are 70 inches in height and the middle section ("to") is 24 inches. The calculation of the square footage of the sign is 177.75 square feet. The maximum wall sign in square feet allowed is 150 square feet. The calculation to determine the square footage of signage takes the extreme limits of the sign and creates a box. It does not deduct spacing between letters or rows. The total area is 13 feet 6 inches wide x 13 feet 2 inches in height for a grand total of 177.75 square feet as indicated above. The letters are constructed of Aluminum Composite Material and are secured with self-tapping truss head screws every 9 inches. The sign will not be illuminated.

Table 8-11-5 (B) (1) of the Village sign code limits wall signage in the GB Zoning District a maximum of 150 square feet. The requested variance will exceed this amount by 27.75 square feet or approximately 15.5%.

Poplar Grove Airport – Bel Air Estates Wall Sign

There is no impact to the surrounding properties and the Boone County Soil and Water Conservation District (NRI) indicated this project does not apply (see attached letter).

For clarification, the Village Board has recently approved the amended sign code, which was also reviewed by the Planning and Zoning Committee Meeting. However, this variance application was submitted before the amended sign ordinance was formally adopted. Accordingly, the application was reviewed under the sign code in effect at the time of variance application submittal. That said, the proposed sign's size requirements would not have been affected by the amended sign code as the regulations regarding sign size were not changed as a part of the recent sign code amendment. This information is provided for clarification purposes only.

Recommendation: Staff recommends approval of the proposed sign variance as submitted subject to the following condition:

1. Should the applicant seek to install exterior lighting in the future, a Building Permit is required. Any lighting installed shall be designed and directed to prevent glare from affecting adjacent properties or creating a hazard for street traffic.

Should you have any questions regarding this report feel free to contact me at your convenience.

Respectfully Submitted,

Kenneth Garrett
Zoning Administrator – Village of Poplar Grove