AGENDA

May 18, 2020 at 7:30 p.m.

This will be a Virtual Meeting

1. Call to order
2. Roll call
3. Approval of the April 13, 2020 Planning and Zoning Commission meeting minutes
4. New business
   1. Variation to Section 15.3-1.B, Permitted Fencing at 971 Brandt Drive
   2. Melody Living--Amended Final Plat of Subdivision
5. Old business--None
6. Items for discussion—Sign ordinance changes
7. Staff report
   a. April 2020 Board of Trustees meeting
8. Audience participation
9. Trustee liaison report
10. Next meeting is scheduled for June 15, 2020
11. Adjournment

MEETING LOCATION: Due to the Governor’s order restricting gatherings of people, and in an effort to minimize the potential spread of COVID-19, this meeting will take place remotely using GoToMeeting.com.

To join this meeting from your computer, tablet or smartphone, please click the link below. For members of the public that wish to join the meeting and to access the audio portion of it, you will need to download the App once you click on the link and access the meeting through it. If you want to access the meeting’s audio through your computer and not through the App, you then you will need to call in at the phone number below using your telephone. When you join the meeting, please announce yourself as a member of the public. If you wish to comment, you will be allowed to do so during the public comment portion of the meeting.

Please join the meeting from your computer, tablet or smartphone by clicking on the link below.

https://global.gotomeeting.com/join/787885397

You can also dial in using your phone. (For supported devices, tap a one-touch number below to join instantly.)


Those who cannot access the meeting and wish to make a public comment to the Commission can provide a written statement by email to lpekovic@lith.org or drop it off in person by 4:00 p.m. on May 18, 2020 to the drop box located at the Village Hall parking lot, located at 600 Harvest Gate, Lake in the Hills, IL 60156.

Everyone is encouraged to participate in this public forum. However, please help us keep this meeting productive by heeding the following guides.

1. Mute the microphone on your computer or phone unless you need to speak. Microphones are sensitive and pick up everything, including background noises. The background noises sometimes lock out someone else unintentionally.
2. When you need to ask a question or make a statement, unmute your device, wait for an opening, and state your name and “I have a question (statement)”. Wait for the chairperson to recognize you before proceeding.

The Village of Lake in the Hills 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 so that they can observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the Village’s facilities, should contact the Village’s ADA Coordinator at 847-960-7414 (TDD 847-658-4511) promptly to allow the Village to make reasonable accommodations for those persons.
Chairman DeMay called to order at 7:30 p.m. the meeting of the Lake in the Hills Planning and Zoning Commission. This was a virtual meeting. The agenda for this virtual meeting informed the public that they could attend and gave directions on how they could access it online or via telephone.

ROLL CALL
Chairman Joe DeMay and Commissioners Brent Borkgren, Greg Walker, Michael Esposito, Anna Siakel, and John Murphy were present. Also in attendance were Community Services Director Fred Mullard, Village Trustee Bill Dustin, and Administrative Specialist Laura Pekovic.

APPROVAL OF MEETING MINUTES
Commissioner Siakel made a motion to approve the Commission meeting minutes of March 16, 2020, and Commissioner Esposito seconded. Motion carried 6-0.

NEW BUSINESS--None

OLD BUSINESS — None

ITEM FOR DISCUSSION--Sign Ordinance Changes

Director Mullard indicated he would like to work towards this discussion being finalized and a recommendation made to the Village Board by June 2020.

Mr. Darrel Garrison from Planning Resources was in attendance to address the group regarding various types of permanent signs. The format that Mr. Garrison followed addressed the different types of signs, what the Village currently allows, sometimes what neighboring municipalities allow, and then after a discussion, a determination was made as to what the Commission recommended.

Halo-Lit Signs (Reverse Channel Letters)—This sign type is currently prohibited in Lake in the Hills. There was an explanation and discussion about this newer, trending sign type and what other municipalities allow. After a brief discussion and a recap of last month’s discussion, Chairman DeMay suggested that the halo sign be taken off the prohibited list. The Commission agreed.

Digital Signs/Electronic Message Boards (EMB)-- These sign types contain alphabetic, pictographic, or symbolic informational content that can be changed or altered on a fixed-display screen composed of electrically illuminated segments. Digital signs/electronic message boards within ground or wall signs can be regulated as one of two of the following types that are listed below. Mr. Garrison described each sign type.
1. Electronic Display Screens—This sign type has electronic images, holographic displays, and videos which may include text. Las Vegas and downtown Chicago are examples of where these types of screens are used. There are currently none in Lake in the Hills. After discussion, the Commission agreed to keep them on the prohibited list.

2. Electronic Message Signs—These sign types use changing lights to form a message or messages in text form wherein the sequence of messages and the rate of change is electronically programmed and can be modified by electronic processes. There was discussion about brightness, fade time, and motion.

Mr. Garrison gave an update about best practices regarding sign brightness, phrase transition time, and standard cycle time of multiple-phrase messages.

- Commissioner Siakle suggested a slow waving flag and fireworks would be appealing. The flag waving duration was discussed, as well as making the flag static or its movements limited. Commissioner Esposito suggested that the ordinance limit the frame rate (which he has a spreadsheet he could later share with the Commission), which would limit how fast a flag could wave. The Commission did not have a specific number of seconds for changes but Mr. Garrison suggested a standard of one second per word or two seconds per phrase.

It was recommended that motion be allowed but no flashes or jolts. It was recommend by the Commission that electronic message board signs allow three seconds for the words, five seconds for the flag waving, and not to have a fade in between.

Vehicle Fueling Station Signs—This sign type is currently prohibited in Lake in the Hills, but is allowed in Algonquin, Crystal Lake, and Cary. These are ground signs that consist of LED panels that utilize multi-segment LED technology digit configuration displays. Mr. Garrison gave an update on best practices and recommendations for these signs to be allowed in Lake in the Hills.

Mr. Garrison suggested that Lake in the Hills could allow these signs, but limit the sign to two gasoline products, as well as limit the digit size, brightness, colors and time limit of the sign to be turned on and off. Director Mullard suggested to the Commission that they may want to consider that three types of gasoline products be allowed on the sign due to the popularity of E-15 and E-85. Director Mullard suggested that these sign types be taken off the prohibited sign list. At Commissioner Siakle’s recommendation, these sign types should only allow three numerical displays. This would prohibit businesses from advertising non-gasoline products on those signs.

Permitted Signs in Special Districts—Mr. Garrison recapped what is currently allowed according to the sign ordinance at the Airport and the overlap in surrounding districts. Mr. Garrison mentioned that the Village of Cary allows canopy and awning signs, as well as message boards.

Permitted Signs in Business Districts—Mr. Garrison recapped what is currently allowed according to the sign ordinance. Mr. Garrison pointed out that some neighboring communities allow signs in this
district to be up to two feet higher. The Commission recommended that the sign ordinance remain as is for signs in these business districts.

**Permitted Signs in Residential Districts**—Mr. Garrison recapped what is currently allowed according to the sign ordinance. The Commission recommended that the sign ordinance remain as is for signs in these residential districts.

All Commission members had objections as to how the sign ordinance currently reads. There was no public comment at the meeting and no comments were received to be read at the meeting.

Director Mullard indicated that staff would work with Mr. Garrison to redo the sign ordinance wording during the next two months.

**STAFF REPORT**— Director Mullard informed the Commission that the Village Board of Trustees approved the updated Lake in the Hills zoning map.

**AUDIENCE PARTICIPATION**— None

**TRUSTEE LIAISON REPORT**— None

Commissioner Borkgren made a motion to adjourn the meeting and was seconded by Commissioner Siakle. All in favor voted Aye. Chairman DeMay adjourned the meeting at 8:20 p.m.

The next Lake in the Hills Planning and Zoning Commission meeting is scheduled for Monday, May 18, 2020 at 7:30 p.m.

Laura Pekovic
Administrative Specialist I
ICC Certified Permit Technician
REQUEST FOR PUBLIC HEARING
AND COMMISION ACTION

PLANNING AND ZONING COMMISION

MEETING DATE: May 18, 2020
DEPARTMENT: Community Services
SUBJECT: Variation to Section 15.3-1.B, Permitted Fencing

EXECUTIVE SUMMARY

General Information

Requested Action: Variation to Section 15.3-1.B of the Zoning Ordinance to allow a six-foot tall fence in the front yard (side) of the home. The Zoning Ordinance only allows for a five-foot fence.

Owner: Scott and Cindi Brazelton
Applicant: Scott and Cindi Brazelton
Purpose: Allow construction of a six-foot wooden fence in the front yard (side) to match with the proposed construction of a six-foot wooden fence in the rear yard.
Location and Size: 971 Brandt Drive

Zoning and Land Use: Site: R-2 One Family Dwelling District
North: R-2 One Family Dwelling District
East: R-2 One Family Dwelling District
South: R-2 One Family Dwelling District
West: R-2 One Family Dwelling District

Background

The applicants request variation to the Zoning Ordinance to allow construction of a six-foot high, wooden fence in the front yard (side). There is currently no fence on this property or the adjacent corner lot. There is an existing six-foot fence on the adjacent side lot line. The proposed fence location meets all other Zoning Ordinance requirements. The applicants intend to install the fence to match with the proposed construction of a six-foot wooden fence in the rear yard. The new fence will not block any lines of sight. Staff finds merit to the variation for height.
The Community Services Director reviewed the property for approval under Section 15.3-1G, but the conditions did not meet the standard.

**Standards and Findings of Fact for a Variation**

The Planning and Zoning Commission may recommend and the Board of Trustees shall permit a variation of the provisions of this Zoning Code, as authorized in this Section, only if the evidence, in the judgement of the Village sustains each of the following three conditions:

A. **The property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations governing the district in which it is located:**

The applicant indicates the fence height is needed to provide privacy and uniformity with the remainder of the fencing.

B. **The plight of the owner is due to unique circumstances; and**

The applicant indicates that this lot is a unique situation due to it being a corner lot.

C. **The variation, if granted, will not alter the essential character of the locality.**

The applicant indicates this will not alter the essential character of the locality.

For the purpose of supplementing the above standards, the Village, in making this determination whenever there are practical difficulties or particular hardship, also shall take into consideration the extent to which the following facts, favorable to the applicant, have been established by the evidence:

D. **That the particular physical surroundings, shape or topographical conditions of the specific property involved would bring a particular hardship upon the owner as distinguished from a mere inconvenience if the strict letter of the regulation were to be carried out:**

The applicant indicates the hardship created is a lack of privacy.

E. **That the conditions upon which the petition for variation is based would not be applicable generally to other property within the same zoning classification;**

The applicant indicates the location of the fence back from the property line creates a unique situation with no adverse effect.

F. **That the purpose of the variation is not based exclusively upon a desire to make more money out of the property;**

The applicant indicates the variation is not to make money from the property.

G. **That the alleged difficulty or hardship has not been created by any person presently having interest in the property;**

The applicant indicates he did not create the presence of the wildlife or traffic.
H. That the granting of the variation will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property is located; or

The applicant indicates it will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property is located.

I. That the proposed variation will not impair an adequate supply of light and air to adjacent property, or substantially increase the danger of fire, or otherwise endanger the public safety, or substantially diminish or impair property values within the neighborhood.

The applicant indicates this condition will be met.

ATTACHMENTS

1. Application
2. Site Plan
3. Plat and Fence Layout
4. Photos

RECOMMENDED ACTION

Commission recommend approval to the Village Board for variation to Section 15.3-1.B of the Zoning Ordinance at 971 Brandt Drive on parcel 19-21-377-012 allowing construction of a six-foot, wooden fence.
PLANNING & ZONING APPLICATION

Property Information
Common street address: 971 Brandt Dr
PIN (Property Index Number): 19213770120040
Current Zoning: R-2 Pud  Proposed Zoning: N/A
Current Use: Residential  Proposed Use: Residential
Is the request consistent with the Comprehensive Plan? Yes

Number of Acres: 1  If greater than 4 acres, 2 acres for government property or 5 acres for manufacturing zoned land, application shall be processed as a Planned Development as a Conditional Use. See definition of Planned Development and PD Section of Zoning Ordinance.

Legal description of the property (print or attach exhibit):


Property Owner Information
Name(s):  Scot / Cindi Brazelton
Business/Firm Name (if applicable):
Address: 971 Brandt Dr
City/State/Zip: LITH, IL 60156
Phone Number: 815-861-4362
Email: smb1022@gmail.com

Applicant Information
Name(s):  Scot / Cindi Brazelton
Business/Firm Name (if applicable):
Address: 971 Brandt Dr
City/State/Zip: LITH, IL 60156
Phone Number: 815-861-4362
Email: smb1022@gmail.com
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**Total Fees - add column 6 (Separate Check)**

### Additional Fees

- Stormwater Permit Application Fee to be paid at time of permit issuance **(Separate Check)**
  - Minor = $250
  - Intermediate or Major = $1,000
- Reimbursement of Fees Required **Appendix B** = $2,000 + $100/acre for every acre over 5 acres **(Separate Check)**

If the Village provides a sign to publicize a public hearing related to this application, the applicant accepts responsibility to ensure the sign is returned within one week after completion of the hearing. The applicant further agrees that if the sign is not returned, they will compensate the Village $75.00 to allow for a replacement of the lost sign and agrees the Village may withhold approval of their application until payment is received.

If Owner/Applicant is a School District please, fill out and submit **Appendix N**

Property Owner's Signature: 3-01-20

Applicant's Signature: 3-01-20

All required appendices and documentation shall be submitted with this application. Incomplete applications will not be processed.
LEGAL DESCRIPTION

Permanent Index Number:
Property ID: 19-21-377-012

Property Address:
971 Brandt Drive
Lake in the Hills, IL 60156

Legal Description:
Lot 57 in Crystal Creek Phase 2, being a Subdivision in part of the Southwest Quarter of Section 21, Township 43 North, Range 8, East of the Third Principal Meridian, according to the Plat thereof recorded March 22, 1991 as Document No. 91R-009011 in McHenry County, Illinois.
1. Please indicate the variation that is being sought, include section(s) and paragraph(s) of the Zoning Ordinance and any dimension(s) and a brief description of the proposed use, construction or development that prompted the request:

We are proposing allowance of 6' fence facing Mohican Trail and Brandt Dr. The fence would be 12' from NW corner toward Mohican Trail and 40' to back of property. This fence would be a 6' shadowbox style wood fence with 2 gates on both sides of property.

The construction of this 6' fence would show consistency on all sides without sacrificing visibility being on a corner lot or impeding traffic. This fence is set back far enough to not alter the neighborhood feel or safety of the public well-being.
Standards and Findings of Facts for a Variance per Section 23.7 of the Zoning Ordinance

The Planning and Zoning Commission may recommend and the Board of Trustees shall permit a variation of the provisions of this Zoning Code, as authorized in this Section, only if the evidence, in the judgement of the Village sustains each of the following three conditions:

1. The property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations governing the district in which it is located.
   Explain how this standard is met.

   The purpose of the 6' fence is to be uniform with all sides and allow our family and dog to enjoy the full aspect of our backyard.

2. The plight of the owner is due to unique circumstances.
   Explain how this standard is met.

   Our home sits on a corner lot and having a 5' fence facing these streets allows for less privacy, exposure for unwanted guests, and lack of continuity.

3. The variation, if granted, will not alter the essential character of the locality. Explain how this standard is met.

   The variation to allow a 6' fence does not interfer with visability on the streets for traffic due to how far back the fence sits on our property.
For the purpose of supplementing the above standards, the Village, in making this determination whenever there are practical difficulties or particular hardship, also shall take into consideration the extent to which the following facts, favorable to the applicant, have been established by the evidence:

4. That the particular physical surroundings, shape or topographical conditions of the specific property involved would bring a particular hardship upon the owner as distinguished from a mere inconvenience if the strict letter of the regulation were to be carried out. **Explain how this standard is met.**

   without the variation in place our property is exposed to less privacy, protection for our family and dog and perhaps the effect of market valuation

5. That the conditions upon which the petition for variation is based would not be applicable generally to other property within the same zoning classification. **Explain how this standard is met.**

   Due to request for a le' fence set back far enough from streets since were on a corner lot. This request does not impede visibility for others

6. That the purpose of the variation is not based exclusively upon a desire to make more money out of the property. **Explain how this standard is met.**

   This request is based upon the look, feel of the fence relative to the property, continuity and uniform throughout the whole backyard, and privacy for our family without any sacrifice of the community
7. That the alleged difficulty or hardship has not been created by any person presently having interest in the property. 
   Explain how this standard is met.

   This request is to show consistency of the height of fence on all sides, relative to rest of subdivision without hurting or interfering with flow of traffic since were on a corner lot.

8. That the granting of the variation will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property is located. Explain how this standard is met.

   Approving the variation will not be detrimental to the public or cause injury to others.

9. That the proposed variation will not impair an adequate supply of light and air to adjacent property, or substantially increase the danger of fire, or otherwise endanger the public safety, or substantially diminish or impair property values within the neighborhood. Explain how this standard is met.

   This variation will not impair, increase danger of fire or otherwise endanger the public or our fellow neighbors safety or well-being. Increasing fence to 6’ with show consistency in neighborhood.

   

   Applicant’s Signature 3.20.20

   Property Owner’s Signature 3.20.20
REQUEST FOR COMMISION ACTION

PLANNING AND ZONING COMMISION

MEETING DATE:      May 18, 2020

DEPARTMENT:       Community Services

SUBJECT:          Amended Plat of Resubdivision for Melody Living

EXECUTIVE SUMMARY

Melody Living has submitted an amended plat of resubdivision for acceptance by the Village. They are going to split the development into two lots to financially separate the construction efforts. This was considered and allowed for in the ordinance accepting the final plat approved by the Village Board July 27, 2017. The amended plat was reviewed by staff and the Village Attorney.

Also considered in the July 2017 was the ability of Melody Living to adjust the number and mix of unit styles. As they moved forward with design they will also be changing the unit mix and footprint of the independent living building. Attached is a summary of the changes and new footprint proposed. Staff reviewed the proposal and finds no reason and finds the changes within the scope of the July 2017 ordinance.

ATTACHMENTS

1. Amended Plat
2. Summary of Unit Mix
3. Changes to Building Footprint

RECOMMENDED ACTION

Commission recommend approval to the Village Board to accept the amended plat of resubdivision for Melody Living and approved changes to unit mix and footprint of the independent living building.
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AMENDED FINAL PLAT OF RESUBDIVISION OF MELODY LIVING OF LAKE IN THE HILLS

BEING A SUBDIVISION OF THE REAL ESTATE LOCATED IN THE TOWNSHIP OF MELODY LIVING, COUNTY OF MCHENRY, STATE OF ILLINOIS, AS SHOWN BY THE PLAN hereto attached, pursuant to the provisions of the Real Estate Transfer Law, Approved June 18, 1941, as amended, and the Real Estate Transfer Law of the State of Illinois, and all subsequent laws amendatory thereof.

OWNERS CERTIFICATE AND SCHOOL DISTRICT STATEMENT

STATE OF ILLINOIS
COUNTY OF MCHENRY

She is to certify that the Lake Homeowners Association, LLC is the owner of the lands hereinafter described that the necessary surveys, plots, and engineering herein described are correct, and that the same has been made in accordance with the provisions of the Real Estate Transfer Law.

MORTGAGE CERTIFICATE

STATE OF ILLINOIS
COUNTY OF MCHENRY

This mortgage is given under the power of attorney contained in the instrument of trust and is subject to the mortgagee's rights under the instrument of trust.

NOTARY CERTIFICATE

STATE OF ILLINOIS
COUNTY OF MCHENRY

The undersigned, a Notary Public in and for the County and State aforesaid, do solemnly swear that the foregoing instrument is true and correct.

SURVEYOR'S PUBLIC STATEMENT

STATE OF ILLINOIS
COUNTY OF MCHENRY

This is to certify that the undersigned surveyor has been employed to perform the survey in accordance with the provisions of the Real Estate Transfer Law.

VILLAGE TREASURER'S CERTIFICATE

STATE OF ILLINOIS
COUNTY OF MCHENRY

The undersigned Village Treasurer does hereby certify that the plat of the proposed subdivision complies with all requirements of the Village Ordinances.

SANITARY DISTRICT BOARD OF TRUSTEES' CERTIFICATE

STATE OF ILLINOIS
COUNTY OF MCHENRY

The undersigned Sanitary District Board of Trustees does hereby certify that the plat of the proposed subdivision complies with all requirements of the Sanitary District Ordinances.

PREPARED BY:

HAEGER ENGINEERING
301 W. Green St.
DeKalb, IL 60115
(815) 756-0310

PREPARED FOR:

ALLEN LAKE VALLEYS ASSOCIATION, LLC
1202 Green Bay Rd.
DeKalb, IL 60115
(815) 756-0310

ACKNOWLEDGED BY:

DAVID M. CARROLL
1202 Green Bay Rd.
DeKalb, IL 60115
(815) 756-0310

DATE: MAR 10, 2020
## Melody Living Phase II Independent Living
Revised 3/23/20

### Approved 7/27/2017

<table>
<thead>
<tr>
<th>Apartment Type</th>
<th>1st Floor</th>
<th>2nd Floor</th>
<th>3rd Floor</th>
<th>4th Floor</th>
<th>Total Number</th>
<th># Bedrooms</th>
<th>Total Bedrooms</th>
</tr>
</thead>
<tbody>
<tr>
<td>Studio</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>1BR</td>
<td>4</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>19</td>
<td>1</td>
<td>19</td>
</tr>
<tr>
<td>1 BR/Den</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>2 BR</td>
<td>9</td>
<td>13</td>
<td>13</td>
<td>14</td>
<td>49</td>
<td>2</td>
<td>98</td>
</tr>
<tr>
<td>2 BR/Den</td>
<td>0</td>
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<td>8</td>
</tr>
<tr>
<td>3 BR</td>
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<td>1</td>
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<td>12</td>
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<td><strong>21</strong></td>
<td><strong>21</strong></td>
<td><strong>77</strong></td>
<td><strong>3</strong></td>
<td><strong>138</strong></td>
</tr>
</tbody>
</table>

### Proposed 3/23/2020

<table>
<thead>
<tr>
<th>Apartment Type</th>
<th>1st Floor</th>
<th>2nd Floor</th>
<th>3rd Floor</th>
<th>4th Floor</th>
<th>Total Number</th>
<th># Bedrooms</th>
<th>Total Bedrooms</th>
</tr>
</thead>
<tbody>
<tr>
<td>Studio</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>1BR</td>
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<td>1 BR/Den</td>
<td>2</td>
<td>2</td>
<td>2</td>
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<td>8</td>
<td>1</td>
<td>8</td>
</tr>
<tr>
<td>2 BR</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>12</td>
<td>2</td>
<td>24</td>
</tr>
<tr>
<td>2 BR/Den</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>3 BR</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>3</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>24</strong></td>
<td><strong>24</strong></td>
<td><strong>24</strong></td>
<td><strong>24</strong></td>
<td><strong>96</strong></td>
<td><strong>3</strong></td>
<td><strong>108</strong></td>
</tr>
</tbody>
</table>
**PREVIOUS APPROVED BUILDING FOOTPRINT**

- APPROVED SF.: 113,000 SF
- APPROVED # OF UNITS: 77
- APPROVED # OF BEDROOMS: 138
- APPROVED BUILDING HEIGHT: 59'-0" TO MID POINT OF ROOF

**PROPOSED BUILDING FOOTPRINT**

- PROPOSED SF.: 111,203 SF
- PROPOSED # OF UNITS: 96
- PROPOSED # OF BEDROOMS: 108
- PROPOSED BUILDING HEIGHT: 51'-4" TO MID POINT OF ROOF

**ARCHITECTS**
MOSELEY.COM
8001 BRADDOCK ROAD, SUITE 400, SPRINGFIELD, VA 22151
PHONE (703) 426-9057   FAX (703) 426-9280

**CEDARWOOD DEVELOPMENT, INC.**
MELODY LIVING OF LAKE IN THE HILLS
555 HARVEST GATE, LAKE IN THE HILLS, IL 60156

**MARCH 19, 2020**
INFORMATIONAL MEMORANDUM

PLANNING AND ZONING COMMISSION

MEETING DATE:      May 18, 2020
DEPARTMENT:        Community Services
SUBJECT:           Sign Ordinance Changes

EXECUTIVE SUMMARY

Commissioners, staff, and the planning consultant will continue the ongoing discussion of potential changes to Section 16, Signs, of the Zoning Ordinance. This month will focus on business signs and how we might format the revisions to the Zoning Ordinance.

FINANCIAL IMPACT

None

ATTACHMENTS

1. Example of revisions

SUGGESTED DIRECTION

Open a discussion and provide direction to staff and the consultant concerning proposed changes for the Sign Section of the Zoning Ordinance.
<table>
<thead>
<tr>
<th>Sign Type</th>
<th>Quantity</th>
<th><strong>Size (sq. ft.)</strong></th>
<th>Height (feet)</th>
<th>Notes</th>
<th>Representative Imagery</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wall (Permanent)</td>
<td>1 (per building elevation)</td>
<td>1 (50 Max)</td>
<td>Not to exceed height of main wall of building</td>
<td>N/A</td>
<td><img src="image" alt="Wall Sign" /></td>
</tr>
<tr>
<td>Wall (Temporary)</td>
<td>1 (per building)</td>
<td>1 (32 Max)</td>
<td>Not to exceed height of main wall of building</td>
<td>*60 Days (Max. time for display – per calendar year)</td>
<td><img src="image" alt="Wall Sign" /></td>
</tr>
<tr>
<td>Ground (Permanent)</td>
<td>1 (per street frontage)</td>
<td>50 (per sign)</td>
<td>6' (Max. Ht. from grade) 10' (Min. from Lot Line)</td>
<td>N/A</td>
<td><img src="image" alt="Ground Sign" /></td>
</tr>
<tr>
<td>Ground (Temporary)</td>
<td>1 (per zoning lot)</td>
<td>32</td>
<td>6' (Max. Ht. from Grade)</td>
<td>*60 Days (Max. time for display – per calendar year)</td>
<td><img src="image" alt="Ground Sign" /></td>
</tr>
</tbody>
</table>

*Temporary Signs shall be limited to 60 days aggregate (multiple occurrences – wall or ground)*

**Size (sq. ft.) to be per tenant**
<table>
<thead>
<tr>
<th>Sign Type</th>
<th>Quantity Description</th>
<th>**Size (sq. ft.)</th>
<th>Height (feet)</th>
<th>Notes</th>
<th>Representative Imagery</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wall (Permanent)</td>
<td>1 (per building elevation)</td>
<td>2 (100 Max)</td>
<td>Not to exceed height of main wall of building</td>
<td>N/A</td>
<td><img src="image" alt="Ventur Ridge" /></td>
</tr>
<tr>
<td>Wall (Temporary)</td>
<td>1 (per building)</td>
<td>2 (32 Max)</td>
<td>Not to exceed height of main wall of building</td>
<td>*60 Days (Max. time for display – per calendar year)</td>
<td><img src="image" alt="Walls Ice Cream" /></td>
</tr>
<tr>
<td>Ground Entryway (Permanent)</td>
<td>1 (per principal street)</td>
<td>100 (per sign)</td>
<td>8' (Max. Ht. from grade)</td>
<td>May be located off-premises within a planned development</td>
<td><img src="image" alt="Cameron" /></td>
</tr>
<tr>
<td>Ground Entryway (Temporary)</td>
<td>1 (per zoning lot)</td>
<td>32</td>
<td>6' (Max. Ht. from grade)</td>
<td>*60 Days (Max. time for display – per calendar year)</td>
<td><img src="image" alt="Gateway" /></td>
</tr>
</tbody>
</table>

*Temporary Signs shall be limited to 60 days aggregate (multiple occurrences – wall or ground)

**Size (sq. ft.) to be per tenant

NOTE: Temporary signs or wall signs for multi-tenant buildings are per tenant based on frontage.
<table>
<thead>
<tr>
<th>Sign Type</th>
<th>Quantity</th>
<th><strong>Size (sq. ft.)</strong></th>
<th>Height (feet)</th>
<th>Notes</th>
<th>Representative Imagery</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wall (Permanent)</td>
<td>1 (per building elevation)</td>
<td>2 (250 Max)</td>
<td>Not to exceed height of main wall of building</td>
<td>N/A</td>
<td>![Image of Wall Sign]</td>
</tr>
<tr>
<td>Wall (Temporary)</td>
<td>1 (per building)</td>
<td>2 (32 Max)</td>
<td>Not to exceed height of main wall of building</td>
<td>*60 Days (Max. time for display – per calendar year)</td>
<td>![Image of Temporary Wall Sign]</td>
</tr>
<tr>
<td>Ground Entryway (Permanent)</td>
<td>1 (per principal street)</td>
<td>200 (per sign)</td>
<td>16’ (Max. Ht. from grade) 10’ (Min. Ht. from Lot Line)</td>
<td>May be located off-premises within a planned development</td>
<td>![Image of Ground Entryway Sign]</td>
</tr>
<tr>
<td>Ground Entryway (Temporary)</td>
<td>1 (per zoning lot)</td>
<td>32</td>
<td>6’ (Max. Ht. from grade)</td>
<td>*60 Days (Max. time for display – per calendar year)</td>
<td>![Image of Temporary Ground Entryway Sign]</td>
</tr>
</tbody>
</table>

*Temporary Signs shall be limited to 60 days aggregate (multiple occurrences – wall or ground)*

**Size (sq. ft.) to be per tenant**

NOTE: Temporary signs and wall signs for Shopping Center or multi-tenant buildings are per lineal foot of tenant/business frontage
<table>
<thead>
<tr>
<th>Sign Type</th>
<th>Quantity (per building)</th>
<th>Size (sq. ft.)</th>
<th>Height (feet)</th>
<th>Notes</th>
<th>Representative Imagery</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wall (Permanent)</td>
<td>1</td>
<td>2 (100 Max)</td>
<td>Not to exceed height of main wall of building</td>
<td>N/A</td>
<td><img src="image1.png" alt="Image" /></td>
</tr>
<tr>
<td>Wall (Temporary)</td>
<td>1</td>
<td>2 (32 Max)</td>
<td>Not to exceed height of main wall of building</td>
<td>*60 Days (Max. time for display – per calendar year)</td>
<td><img src="image2.png" alt="Image" /></td>
</tr>
</tbody>
</table>

*Temporary Signs shall be limited to 60 days aggregate (multiple occurrences – wall or ground)

NOTE: Temporary and Permanent Wall signs are per lineal foot of building frontage
<table>
<thead>
<tr>
<th>Sign Type</th>
<th>Quantity</th>
<th>Size (sq. ft.)</th>
<th>Height (feet)</th>
<th>Notes</th>
<th>Representative Imagery</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ground (Permanent)</td>
<td>1</td>
<td>100</td>
<td>8' Max Ht. from Grade, (10' Min. from lot line)</td>
<td>N/A</td>
<td>![Image]</td>
</tr>
<tr>
<td>Ground (Temporary)</td>
<td>1</td>
<td>32</td>
<td>6' Max from Grade.</td>
<td>*60 Days (Max. time for display – per calendar year)</td>
<td>![Image]</td>
</tr>
</tbody>
</table>

*Temporary Signs shall be limited to 60 days aggregate (multiple occurrences)*
<table>
<thead>
<tr>
<th>Sign Type</th>
<th>Quantity</th>
<th><strong>Size (sq. ft.)</strong></th>
<th>Height (feet)</th>
<th>Notes</th>
<th>Representative Imagery</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wall (Permanent)</td>
<td>1</td>
<td>2 (100 Max)</td>
<td>Not to exceed height of main wall of building</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>Wall (Temporary)</td>
<td>1</td>
<td>2 (32 Max)</td>
<td>Not to exceed height of main wall of building</td>
<td>*60 Days (Max. time for display – per calendar year)</td>
<td></td>
</tr>
<tr>
<td>Ground (Permanent)</td>
<td>1</td>
<td>100</td>
<td>8' (Max. Ht. from grade) 10' (Min. Ht. from Lot Line)</td>
<td>May be located off-premises within a planned development</td>
<td></td>
</tr>
<tr>
<td>Ground (Temporary)</td>
<td>1</td>
<td>32</td>
<td>6' (Max. Ht. from grade)</td>
<td>*60 Days (Max. time for display – per calendar year)</td>
<td></td>
</tr>
</tbody>
</table>

*Temporary Signs shall be limited to 60 days aggregate (multiple occurrences – wall or ground)

**Size (sq. ft.) to be per tenant

*NOTE: Temporary and Permanent wall signs for Manufacturing buildings are per lineal foot of building frontage*
<table>
<thead>
<tr>
<th>Sign Type</th>
<th>Quantity</th>
<th>Size (sq. ft.)</th>
<th>Height (feet)</th>
<th>Notes</th>
<th>Representative Imagery</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ground Entryway (Permanent)</td>
<td>1 (per principal street)</td>
<td><strong>180</strong></td>
<td>10’ Max Ht. from Grade, (10’ Min. from lot line)</td>
<td>At main entry to park/center</td>
<td><img src="grove_sign.png" alt="Image" /></td>
</tr>
<tr>
<td>Ground Entryway (Temporary)</td>
<td>1 (per zoning Lot)</td>
<td>32</td>
<td>6’ Max from Grade.</td>
<td>*60 Days (Max. time for display – per calendar year)</td>
<td><img src="plot600_sign.png" alt="Image" /></td>
</tr>
</tbody>
</table>

*Temporary Signs shall be limited to 60 days aggregate (multiple occurrences)*

**Size (sq. ft.) for Permanent Ground Entryway Signs to be per gross aggregate total of all signs**
Table 5.0: Signs Permitted by District

**Zoning District: AD1 Airport District 1**

<table>
<thead>
<tr>
<th>Sign Type</th>
<th>Quantity</th>
<th><strong>Size (sq. ft.)</strong></th>
<th>Height (feet)</th>
<th>Notes</th>
<th>Representative Imagery</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wall (Permanent)</td>
<td>1 (per building elevation)</td>
<td>2 (100 Max)</td>
<td>Not to exceed height of main wall of building</td>
<td>N/A</td>
<td><img src="image" alt="Wall Imagery" /></td>
</tr>
<tr>
<td>Wall (Temporary)</td>
<td>1 (per building)</td>
<td>32</td>
<td>Not to exceed height of main wall of building</td>
<td>*60 Days (Max. time for display – per calendar year)</td>
<td><img src="image" alt="Wall Imagery" /></td>
</tr>
<tr>
<td>Ground (Permanent)</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>N/A</td>
<td><img src="image" alt="Ground Imagery" /></td>
</tr>
<tr>
<td>Ground (Temporary)</td>
<td>1 (per zoning lot)</td>
<td>32</td>
<td>6’ (Max. Ht. from grade)</td>
<td>*60 Days (Max. time for display – per calendar year)</td>
<td><img src="image" alt="Ground Imagery" /></td>
</tr>
</tbody>
</table>

*Temporary Signs shall be limited to 60 days aggregate (multiple occurrences – wall or ground)

**Size (sq. ft.)** to be per tenant

*NOTE: Temporary and Permanent Wall signs for AD1 buildings are per lineal foot of tenant/business frontage*
# Table 5.1: Signs Permitted by District

**Zoning District: AD2**  
**Airport District 2**

<table>
<thead>
<tr>
<th>Sign Type</th>
<th>Quantity</th>
<th>Size (sq. ft.)</th>
<th>Height (feet)</th>
<th>Notes</th>
<th>Representative Imagery</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wall (Permanent)</td>
<td>1</td>
<td>2 (100 Max)</td>
<td>Not to exceed height of main wall of building</td>
<td>N/A</td>
<td><img src="image_url" alt="Representative Imagery" /></td>
</tr>
<tr>
<td>Wall (Temporary)</td>
<td>1</td>
<td>2 (32 Max)</td>
<td>Not to exceed height of main wall of building</td>
<td>*60 Days (Max. time for display – per calendar year)</td>
<td><img src="image_url" alt="Representative Imagery" /></td>
</tr>
<tr>
<td>Ground (Permanent)</td>
<td>1</td>
<td>100</td>
<td>8’ (Max. Ht. from grade) 10’ (Min. Ht. from Lot Line)</td>
<td>May be located off-premises within a planned development</td>
<td><img src="image_url" alt="Representative Imagery" /></td>
</tr>
<tr>
<td>Ground (Temporary)</td>
<td>1</td>
<td>32</td>
<td>6’ (Max. Ht. from grade)</td>
<td>*60 Days (Max. time for display – per calendar year)</td>
<td><img src="image_url" alt="Representative Imagery" /></td>
</tr>
</tbody>
</table>

*Temporary Signs shall be limited to 60 days aggregate (multiple occurrences – wall or ground)*

*NOTE: Temporary and Permanent Wall signs for AD2 buildings are per lineal foot of building frontage*
LAKE IN THE HILLS, SIGN ORDINANCE REPRESENTATIVE DIAGRAMS

On Premise Ground Sign/Free Standing Monument Sign

On Premise Wall Sign/Building Sign

On-Premises Awning/Canopy Sign

HALO-lit Sign

Vehicle Fueling Station Sign

Electronic Message Sign

Electronic Display Screen
As we look to amend and update the LITH Zoning Ordinance text, we also want to consider using appropriate graphics, illustrations, and tables. The use of graphics, illustrations, diagrams, tables, etc. can improve the appearance of the zoning ordinance making a more handsome and attractive document.

Diagrams and illustrations serve several purposes in a zoning ordinance:

(a) they clarify zoning terms and provisions.
(b) they provide a handy reference to major features of the ordinance;
and
(c) they increase the readability of the ordinance.

In addition to updating the ordinance’s text, one of our primary goals of this assignment is to improve the appearance of the ordinance. The use of the right graphics that enlightens – not confuses is very important.

The attached illustrations and graphics are for your review and comment. We seek additional feedback and direction as to whether these graphics clarify and further explain the specific provisions of the ordinance while improving the general appearance of the document.