



Village of Lincolnwood

Plan Commission/Zoning Board of Appeals

Public Meeting
Wednesday, March 4, 2026
6:00 P.M.

in the
Gerald C. Turry Village Board Room
Lincolnwood Village Hall - 6900 North Lincoln Avenue

Meeting Agenda

1. **Call to Order/Roll Call**
2. **Pledge of Allegiance**
3. **Case # SFNC-14-25 4557 W North Shore Ave - Approval of Natural Screening in the Public Right of Way**

Request: Consideration of a request by Alma and Kenan Ivanovic, property owners, for approval of a special fence pursuant to Section 15.3.13 of the Village of Lincolnwood Zoning Code to permit existing newly planted arborvitae screening located within the public right-of-way. The Plan Commission/Zoning Board of Appeals may also consider any additional zoning relief that may be determined necessary during the review of this case in accordance with Chapter 15 of the Zoning Code.

4. **Case # VAR-17-25 3325 W Arthur Ave - Approval of a 5ft Fence in the Corner Side Yard**
Case # SFNC-18-25 3325 W Arthur Ave - Approval of Natural Screening in the Public Right of Way

Request 1: Consideration of a request by Gina and Shai Berdugo, property owners, for approval of a variation from Section 3.13.11.h of the Zoning Ordinance to allow the installation of a fence in the corner side yard greater than 4ft.

Request 2: Consideration of a request by Gina and Shai Berdugo, property owners, for approval of a special fence pursuant to Section 15.3.13 of the Village of Lincolnwood Zoning Code to permit existing newly planted arborvitae screening located within the public right-of-way.

5. Case # VAR-01-26: 7118 N Karlov Ave - Variation to allow an as-built driveway width of approximately 23 feet at its widest point at the property line

Request: Consideration of a request by Rana A Khan, on behalf of Sabah A Khan, property owner, for a variation from Section 7.13 of the Zoning Ordinance to allow a driveway width of approximately 23 feet at its widest point at the property line.

6. Case # VAR-04-26: 7260 N Lincoln Ave - Variation to Permit Additional Wall Signs and Decrease Setback for a Monument Sign

Request: Consideration of a request by Olympik Signs, on behalf of Shamims LLC, property owner, to approve Variations from Section 11.04 of the Zoning Ordinance to permit the installation of wall signs on all four elevations and the installation of a monument sign closer than the permitted interior property line as part of the sign package for the Marriott Hotel at 7260 N. Lincoln Ave. During this Hearing, the PC/ZBA may consider any additional relief from Chapter 15 of the Zoning Code that may be discovered during the review of this case.

7. Staff Update

8. Public Comment

9. Adjournment



Plan Commission / Zoning Board of Appeals Staff Report Case #SFNC-14-25

March 4, 2026

Subject Property

4557 W North Shore Ave

Zoning District

R-2 Residential District

Petitioner

Alma and Kenan Ivanovic

Nature of Request

Special Fence to allow the installation of arborvitae in the public right-of-way

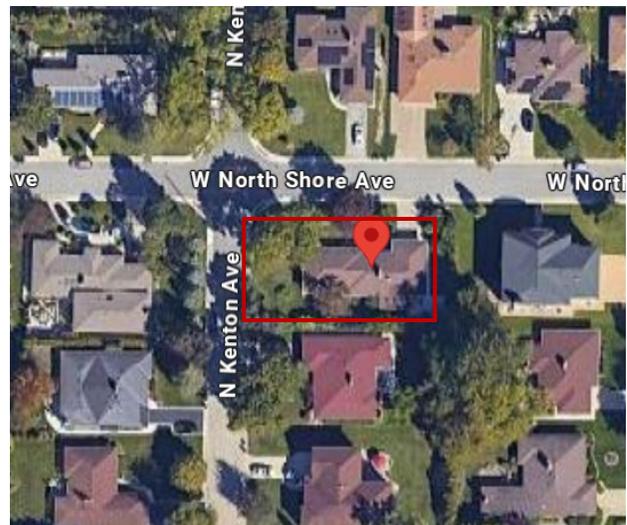


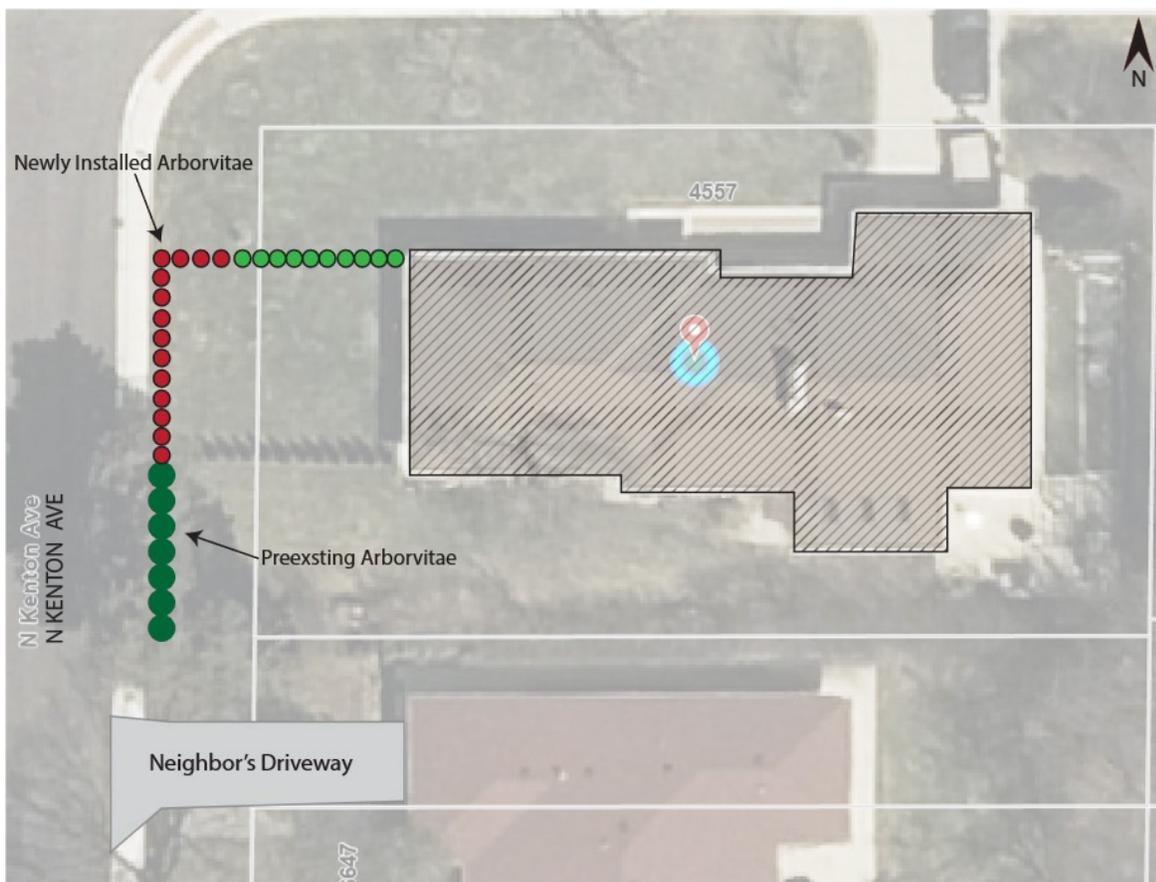
Figure 1 – Location

Update

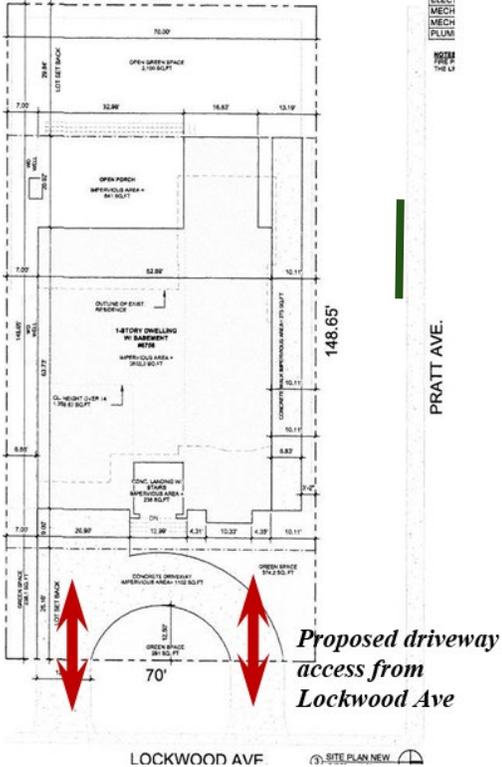
The Plan Commission/Zoning Board of Appeals originally heard this request on **November 5, 2025**. During that meeting, the PC/ZBA determined that additional time should be provided to the petitioner to revise the submitted plans and work with staff to identify a more compliant solution. The petitioners have shared a letter from their landscaper and updated special fence standards reaffirming their desire to maintain the initial plans.

At the meeting on February 3, 2026, a representative for the petitioners was present to hear the case and respond to questions. However, the PC-ZBA determined that the petitioners themselves should be present at the Public Hearing to address questions directly regarding the Special Fence request. As a result, the case was continued to the March 4, 2026, meeting.

W NORTH SHORE AVE



Prior Similar Requests

Address and Year	Requested Relief	PC/ZBA Decision	VB Decision
<p>6756 N Lockwood Avenue; 2022</p>	<p>Request to approve a Special Fence for landscape screening (arborvitae) in the public right-of-way along the north lot line.</p>  <p><i>Proposed driveway access from Lockwood Ave</i></p> <p>Green solid line was the proposed screening in ROW. Surrounding it were existing bushes</p>	<p>By a vote of 3-1, the ZBA recommended approval</p>	<p>By a vote of 5-0, the Village Board approved the ordinance as presented</p>

7125 N
Kilbourn;
2024

Request for a Special Fence to allow the installation of natural screening in the public right-of-way along Kilbourn Avenue, and a Variation to waive the required three-foot setback between the proposed natural screening and the public sidewalk

5-0 vote, ZBA recommended approval of the Special Fence with the conditions of removing the non-permitted fence, keeping and maintaining existing trees, and natural screening would be allowed 3 feet from the inside of the sidewalk, so they are located behind the current tree line

Village Board unanimously approved with ZBA conditions



Green line shows proposed natural screening in ROW.

6503 N Le Mai Avenue; 2025	Request for a Special Fence to allow natural screening in the public right-of-way	PC/ZBA unanimously recommended approval as presented by staff	Village Board unanimously approved

Requested Action

Staff requests that the PC/ZBA make a recommendation to either *continue, approve, or deny* the requested variations. The PC/ZBA’s recommendation will be forwarded to the Village Board if approved or denied, or the case can be continued to a later date to heard by the PC/ZBA.

Approval Conditions

If the arborvitae within the public right-of-way are approved, the following conditions shall apply:

1. Setback Requirements:

Natural screening shall be maintained at all times, not less than:
 Five feet (5’) from any fire hydrant, utility pole, pedestal, or similar installation;
 Three feet (3’) from any public sidewalk; and
 Five feet (5’) from the curb line of any street.

2. Sight-Triangle Clearance:

Plantings shall not obstruct intersection or driveway sight triangles.

Vegetation within these areas shall be maintained at a height not exceeding 30 inches above the adjacent curb or pavement grade.

3. Maintenance Responsibility:

The petitioner (property owner) shall be fully responsible for all installation, watering, pruning, replacement, and removal of plantings within the public right-of-way at their sole expense.

4. Indemnification:

The property owner shall indemnify and hold harmless the Village from any liability or claims arising from the installation, maintenance, or presence of the arborvitae within the public right-of-way.

Documents Attached

1. Excerpt of the approved Meeting Minutes of February 4, 2026, PC/ZBA meeting
2. Previous Staff Report (with all attachments) from the February 4, 2026, PC/ZBA meeting

IV. Case # SFNC-14-25 4557 W. North Shore Ave - Approval of Natural Screening in the Public Right of Way

Assistant Director of Community Development Rati Akash gave an update of the case that was originally heard at the November 2025 PC/ZBA meeting.

It was noted that the petitioners could not be in attendance at this meeting, however, they did have a representative attend on their behalf.

Petitioner's Representative: Amir Kalamperovic

There was discussion between Commissioners and Village Attorney Passman about the continuance of the case due to the petitioners not being able to attend.

Initially the petitioner stated that he was there so the case could be heard at this meeting without a continuance but after some additional discussion he formally made a request for the case to be continued.

There was some discussion about which meeting to continue the meeting to.

A motion was made by Commissioner Novoselsky to continue this case to the meeting on March 4th, 2026.

The motion was Seconded by Commissioner Yohanna

Aye: Chairman Heller, Commissioners Auerbach, Hussain, Jakubowski, Novoselsky, and Spino

Nay:

Abstain:

Motion Approved: 6-0



Plan Commission / Zoning Board of Appeals Staff Report Case #SFNC-14-25

February 4, 2026

Subject Property

4557 W North Shore Ave

Zoning District

R-2 Residential District

Petitioner

Alma and Kenan Ivanovic

Nature of Request

Special Fence to allow the installation of arborvitae in the public right-of-way

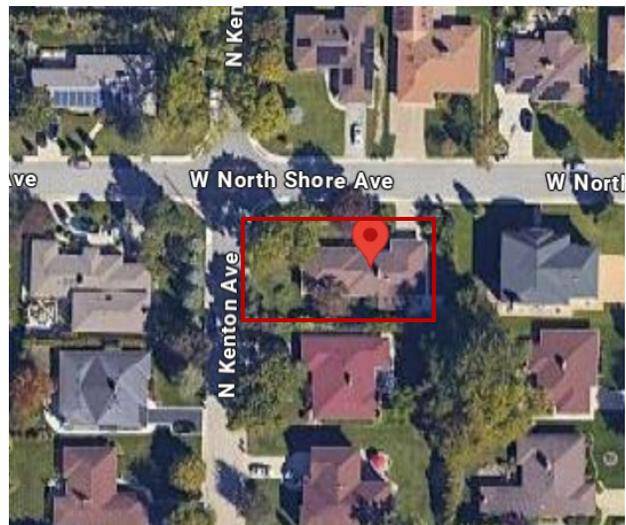


Figure 1 – Location

Update

The Plan Commission/Zoning Board of Appeals originally heard this request on **November 5, 2025**. During that meeting, the PC/ZBA determined that additional time should be provided to the petitioner to revise the submitted plans and work with staff to identify a more compliant solution.

Following the November 2025 public hearing, staff made multiple attempts to obtain updated information from the petitioner. A summary of those communications is provided below:

- On December 16, 2025, staff contacted the petitioner requesting an update on the status of any revised plans or proposed changes.
- On January 7, 2026, the petitioner responded and advised staff that they would be out of town and unable to attend the scheduled February 4, 2026, PC/ZBA meeting.

- On January 14, 2026, staff advised the petitioner that, in lieu of their attendance, a written statement from the petitioner and/or their landscape contractor would be required summarizing any proposed revisions and discussions related to achieving a more compliant solution consistent with the direction provided by the PC/ZBA at the November 2025 meeting.
- On January 26, 2026, the petitioner informed staff that a representative would be available to attend the February 4, 2026, PC/ZBA meeting. The petitioner also indicated that they were working with Williams Landscaping to prepare a letter summarizing potential revisions, which they anticipated would be available within the next week or two. In addition, the petitioner stated that they intended to update their responses to the Special Fence Standards included with their original application.
- On January 27, 2026, staff advised the petitioner that the following materials must be submitted by Thursday, January 29, 2026, in order to be included in the PC/ZBA packet for review:
 1. Updated responses to the Special Fence Standards;
 2. A letter addressed to the PC/ZBA explaining why updated information could not be provided since the November 2025 public hearing and formally requesting a continuance of the case.

In addition, a letter from Williams Landscaping, along with any updated contract or scope of work for services related to the proposed revisions, is to be submitted at the earliest convenience. Any proposed landscaping changes were also required to be reflected on revised plans.

As of the preparation of this packet on Friday, January 30, 2026, staff has not received any of the requested supplemental materials.

Requested Action

Staff requests that the PC/ZBA make a recommendation to either *continue, approve, or deny* the requested variations. The PC/ZBA’s recommendation will be forwarded to the Village Board if approved or denied, or the case can be continued to a later date to heard by the PC/ZBA.

Approval Conditions

If the arborvitae within the public right-of-way are approved, the following conditions shall apply:

1. Setback Requirements:

Natural screening shall be maintained at all times, not less than:
 Five feet (5’) from any fire hydrant, utility pole, pedestal, or similar installation;

Three feet (3') from any public sidewalk; and
Five feet (5') from the curb line of any street.

2. Sight-Triangle Clearance:

Plantings shall not obstruct intersection or driveway sight triangles.
Vegetation within these areas shall be maintained at a height not exceeding
30 inches above the adjacent curb or pavement grade.

3. Maintenance Responsibility:

The petitioner (property owner) shall be fully responsible for all installation,
watering, pruning, replacement, and removal of plantings within the public right-
of-way at their sole expense.

4. Indemnification:

The property owner shall indemnify and hold harmless the Village from any
liability or claims arising from the installation, maintenance, or presence of the
arborvitae within the public right-of-way.

Documents Attached

1. Excerpt of the approved Meeting Minutes of November 5, 2025 PC/ZBA meeting
2. Previous Staff Report (with all attachments) from the November 5, 2025, PC/ZBA meeting

Except from November 5, 2025, Plan Commission / Zoning Board of Appeals meeting minutes

IV. Case #SFNC-14-25 - 4557 W North Shore Avenue – Special Fence – Natural Screening in Right of Way

Assistant Director of Community Development Rati Akash gave an overview on the request where the residents of 4557 W North Shore (Alma and Kenan Ivanovic) are seeking a Special Fence Variation to allow for a series of Arborvitae trees to in the public Right of Way (ROW)

Mrs. Akash noted that the Arborvitae were installed by the petitioner without approval and a Notice of Violation was issued by code enforcement in July 2025.

At this property there were some legal non-conforming trees along the outskirts of the property. There were 22 Arborvitae trees installed earlier this year, 9 of which are on the subject property and allowed by right and 13 which are the subject of this hearing that encroach into the Right of Way.

It was noted that this request for a Special Fence Variation as allowed in Section 3.13 of the Zoning Code (Section 3.13), which allows for Arborvitae screening within the public ROW, based on the request meeting certain criteria.

Mrs. Akash also noted 6 messages that were received via email in support of the existing Arborvitaes.

Commissioner Yohanna expressed some concerns about sightlines and feels that the trees as planted may limit sightlines.

Chairman Heller called the petitioners up to address the commission.

Petitioners:

Alma and Kenan Ivanovic

Mrs. Ivanovic stated that they did take sightlines into account before the Arborvitaes were planted and stated that the distance from the intersection to the trees is about 35 feet and that sightlines should not be affected. They noted that part of the reason that they installed these Arborvitae was for safety reasons for their small child.

Mr. Ivanovic stated that they we only looking to match the existing non-conforming trees and were unaware that a variation or any consideration would be needed for the planting

They noted that they chose Arborvitaes due to other houses in the area also having Arborvitaes planted, so they feel it matches the aesthetic of the neighborhood.

There was some discussion about the contractor that planted the trees and the petitioners stated that the contractor stated that there should be no issues with where the trees were planted. They noted a house in the neighborhood that has a similar configuration.

Chairman Heller noted that this property did go through the special fence process before planting their trees.

Public Works Director John Welch then addressed the committee. He noted several approval conditions that he would suggest being added if the commission were to look to recommend approval of the special fence application.

These approval conditions included the following:

Setback Requirements - Natural screening shall be maintained at all times, not less than:

- Five feet (5') from any fire hydrant, utility pole, pedestal, or similar installation.
- Three feet (3') from any public sidewalk; and
- Five feet (5') from the curb line of any street.

Sight-Triangle Clearance - Plantings shall not obstruct intersection or driveway sight triangles. Vegetation within these areas shall be maintained at a height not exceeding 30 inches above the adjacent curb or pavement grade.

Maintenance Responsibility - The petitioner (property owner) shall be fully responsible for all installation, watering, pruning, replacement, and removal of plantings within the public right-of-way at their sole expense

Hold Harmless agreement – The property owner shall indemnify and hold harmless the Village from any liability or claims arising from the installation, maintenance, or presence of the arborvitae within the public right-of-way. This would need to be recorded with Cook County so if the property changes hands the new owners would need to adhere to it.

Mr. Welch spoke about the issues that may arise in any maintenance of the Arborvitae trees, given how close they are to the sidewalk, he spoke about turnaround time is resolving any maintenance issues surrounding the Arborvitaes. He noted that while the Arborvitaes would help border the property, if someone were to exit the area into the street, he believes there is no way a driver would be able to react given the proximity to the street. He also noted that access to various utilities (water, sewer, gas, electric, etc.) could cause the Arborvitaes to be disturbed at the petitioners own risk for repair/preplacement

The petitioners acknowledged Mr. Welch's comments and stated that they would accept full responsibility for maintenance, indemnification and any other conditions were the Arborvitaes be allowed.

It was noted that the Arborvitaes were planted in April of this year.

Commissioner Hussain asked about impacts of tree growth considering how close they are to the sidewalk. He asked if the petitioners would consider moving the trees closer to the property line where they would be allowed by right.

The petitioners noted that they wanted to match the existing non-conforming trees, and they are looking to maintain them to prevent overgrowth. They also expressed fears that the trees would not survive being moved at this time and do not want to incur expense of buying new trees given the investment already made.

Commissioner Heller asked about the landscaper and why trees were planted without authorization. He asked about where the hardship is in this case. He noted that he doesn't believe that this case meets the requirements of the special fence provision.

Commissioner Spino feels that the trees in this case are too close to the sidewalk.

Mrs. Akash gave a few notes about certain requirements that would be needed if the commission were to recommend the trees to remain

Discussion about potential ways to keep the trees by potentially moving them to an area that would be allowed by code

Commissioner Yohanna asked the petitioners if they would be comfortable to continue the case to allow for the residents to talk with landscaper about other potential configurations, away from the current location and closer to their property line.

After some discussion the petitioners agreed that continuing the case would be the best course of action.

A motion was made by Commissioner Yohanna to continue to February 2026 PC/ZBA meeting with the final date of the meeting still to be determined

The motion was Seconded by Commissioner Hussain

Aye: Chairman Heller, Commissioners Hussain, Spino, and Yohanna

Nay:

Abstain:

Motion Approved: 4-0



Plan Commission / Zoning Board of Appeals

Staff Report

Case #SFNC-14-25

November 5th, 2025

Subject Property

4557 W North Shore Ave

Zoning District

R-2 Residential District

Petitioner

Alma and Kenan Ivanovic

Nature of Request

Special Fence to allow the installation of arborvitae in the public right-of-way

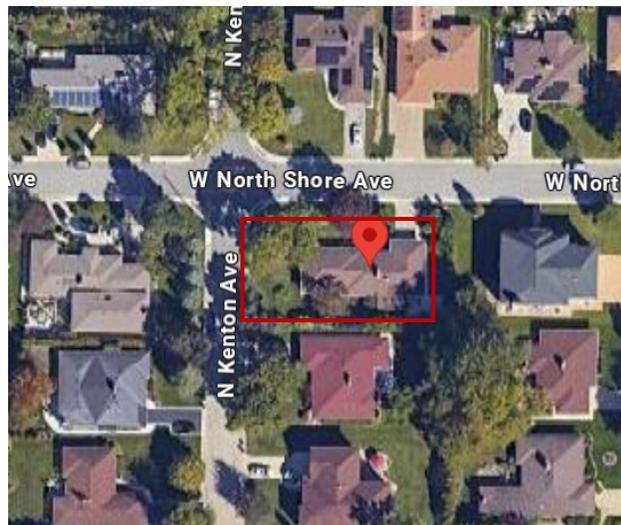


Figure 1 – Location

Notification

Notice was published in the Lincolnwood Review on Thursday, October 16th, 2025; public hearing signs were installed at the subject property, and legal notices dated Monday, October 10th, were mailed to properties within 250 Feet. As of October 31st, 6 public comments have been received, and the emails have been attached for your reference.

Background

The subject property is located within the R-2 Residential District and is improved with a one-story single-family residence and an attached garage. The home occupies a corner lot at N. Kenton Avenue and W. North Shore Avenue, which includes a side yard adjacent to the public parkway. The petitioners installed arborvitae both within their private property (permitted) and within the public right-of-way. The current request seeks approval to allow the arborvitae located within the public right-of-way to remain.

On July 10, 2025, a Notice of Violation was issued to the petitioners, Alma and Kenan Ivanovic, requiring the removal of all arborvitae installed within the public right-of-way. In response, the petitioners have elected to pursue a Variation request to retain the existing plantings. The request seeks relief from Section 3.13 of the Zoning Ordinance to permit the existing arborvitae screening to remain within the public right-of-way as a Special Fence.



Figure 2 – Arborvitae planted (14 in public right of way and 9 within the property line)

Summary of the Request

The petitioner seeks approval of a Special Fence Permit to allow the installation of natural screening (arborvitae) within the public right-of-way adjacent to the subject property. According to the petitioner, the arborvitae were planted within portions of the parkway to provide privacy, safety, and visual enhancement to the property and surrounding streetscape. In total, fourteen (14) arborvitae have been planted within the public right-of-way and nine (9) additional arborvitae have been planted within the private property line. These plantings are located within the public right-of-way; the request requires Special Fence approval and a potential Variation from Section 3.13(8)a.vi of the Zoning Ordinance.

Variation from Section 3.13 of the Zoning Code to allow arborvitae screening to be located within the public right of way

Section 3.13 states the following type of fence as a special fence, “Natural screening on public rights-of-way, utility easements, or Village property installed and maintained by private individuals at their expense, but only if the natural screening is set back at all times not less than: five feet from all hydrants, utility poles, and similar installations; three feet from all sidewalks; and five feet from the curblin of a street.

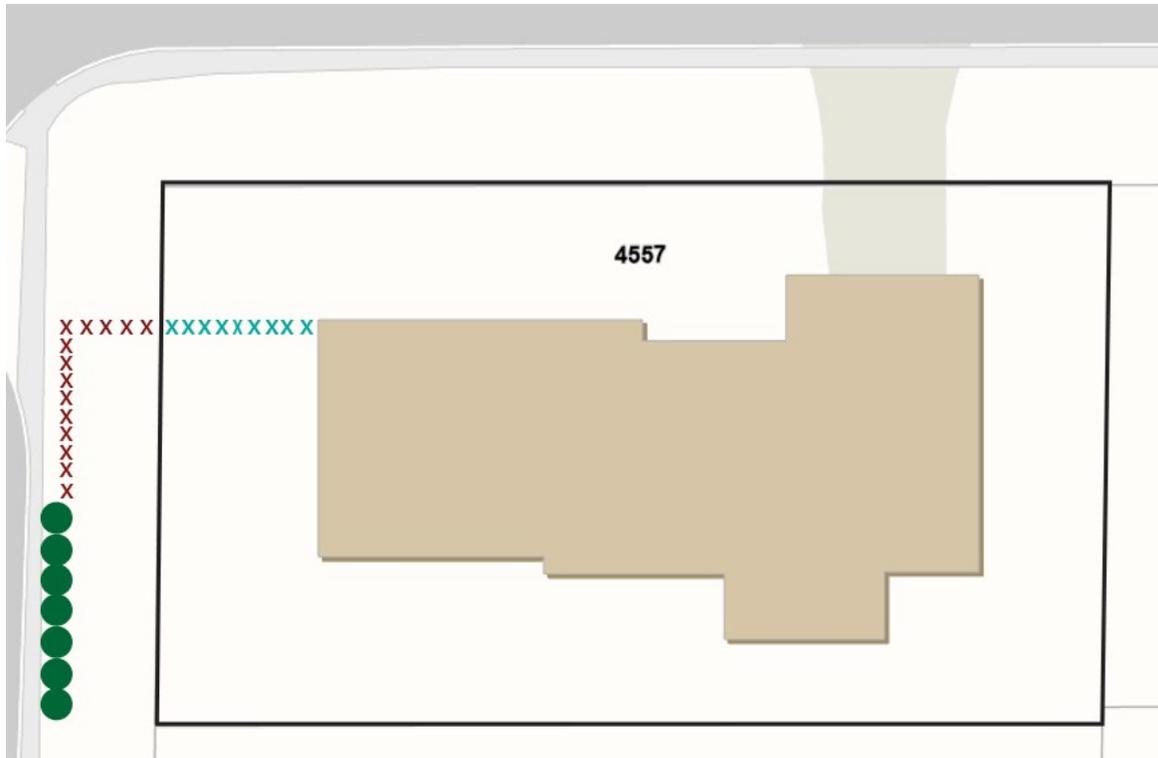


Figure 2 – Site Plan/ Location of Arborvitae

The figure above illustrates the existing and proposed arborvitae at the subject property. The dark green circles indicate pre-existing arborvitae that are considered legal nonconforming. The red X's (14 total) represent newly planted arborvitae located within the public right-of-way, while the blue X's (9 total) identify recently planted arborvitae located within the private property line.

Considerations

The Plan Commission/Zoning Board of Appeals (PC/ZBA) may consider the following factors when evaluating the appropriateness of the requested Special Fence and Variation:

Existing legal non-conforming natural screening

As shown in the site plan, there are existing arborvitae along N. Kenton Avenue that predate current zoning standards. These plantings are considered legal nonconforming and may remain in their current location, provided they do not create a public safety hazard or obstruct visibility.

Line of Sight

Staff field observations confirm that the line of sight is adequately maintained at the intersection of N. Kenton Avenue and W. North Shore Avenue. The existing arborvitae configuration does not obstruct visibility for vehicles, pedestrians, or driveways.

Setback Requirements

If the arborvitae located in the public right-of-way are approved, the following conditions shall apply:

1. Setbacks: Natural screening shall be maintained at all times not less than:
 - o Five feet (5') from any fire hydrant, utility pole, pedestal, or similar installation;
 - o Three feet (3') from any public sidewalk; and
 - o Five feet (5') from the curb line of any street.

Special Fence and Variation Standards

Section 3.13(25)b of the Zoning Ordinance establishes standards specifically related to the review of a Special Fence request.

That section states that *“the Plan Commission/Zoning Board of Appeals shall not recommend to the Board of Trustees that a special fence permit be granted unless it makes findings of fact based upon evidence presented at the hearing in any given case that:*

- i. The special fence will serve the public convenience at the location of the subject fence; or that the establishment, maintenance or operation of the special fence will not be detrimental to or endanger the visibility, public safety, comfort or general welfare.*
- ii. The special fence will be in harmony and scale with the architecture of the building in this development and with other fences in the neighborhood.*
- iii. The special fence will not be injurious to the use and enjoyment of other property in the immediate vicinity of the subject property for the purpose already permitted; nor substantially diminish and impair the visibility of adjacent property.*
- iv. The nature, location and size of the special fence will not impede, substantially hinder, or discourage the installation of fences on adjacent property in accordance with the Fence Ordinance.*
- v. The special fence shall in all other respects conform to the regulations of this Section 3.13 except as modified as provided herein.”*

Prior Similar Requests

Year	Address	Requested Relief	ZBA Recommendation	Village Board Final Approval
2022	6756 N Lockwood Ave	Request to approve a Special Fence for landscape screening (arborvitae) in the public right-of-way along the north lot line.	3-1 Approval	Unanimously Approved
2024	7125 N Kilbourn Ave	Special Fence to allow the installation of natural screening in the public right-of-way along Kilbourn Avenue, and a Variation to waive the required three-foot setback between the proposed natural screening and the public sidewalk	Unanimously Approved	Unanimously Approved
2025	6503 N Le Mai Avenue	Special Fence to allow natural screening in the public right-of-way	Unanimously Approved	Unanimously Approved

Public Comment

Staff have received 6 public comments prior to the public posting of this packet, which offer support to the requested variation. Any comments received prior to the November 5th, 2025, Public Hearing will be provided to the PC /ZBA at that time.

Requested Action

Staff requests that the PC-ZBA make a recommendation to either approve or deny the requested variations. The PC-ZBA’s recommendation will be forwarded to the Village Board for final consideration and action.

Approval Conditions

If the arborvitae within the public right-of-way are approved, the following conditions shall apply:

1. Setback Requirements:

Natural screening shall be maintained at all times, not less than:
Five feet (5') from any fire hydrant, utility pole, pedestal, or similar installation;
Three feet (3') from any public sidewalk; and
Five feet (5') from the curb line of any street.

2. Sight-Triangle Clearance:

Plantings shall not obstruct intersection or driveway sight triangles.
Vegetation within these areas shall be maintained at a height not exceeding
30 inches above the adjacent curb or pavement grade.

3. Maintenance Responsibility:

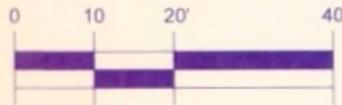
The petitioner (property owner) shall be fully responsible for all installation,
watering, pruning, replacement, and removal of plantings within the public right-
of-way at their sole expense.

4. Indemnification:

The property owner shall indemnify and hold harmless the Village from any
liability or claims arising from the installation, maintenance, or presence of the
arborvitae within the public right-of-way.

Documents Attached

1. Plat of Survey
2. Property Photos
3. Petitioner's Response to Variation Standards
4. Resident Emails



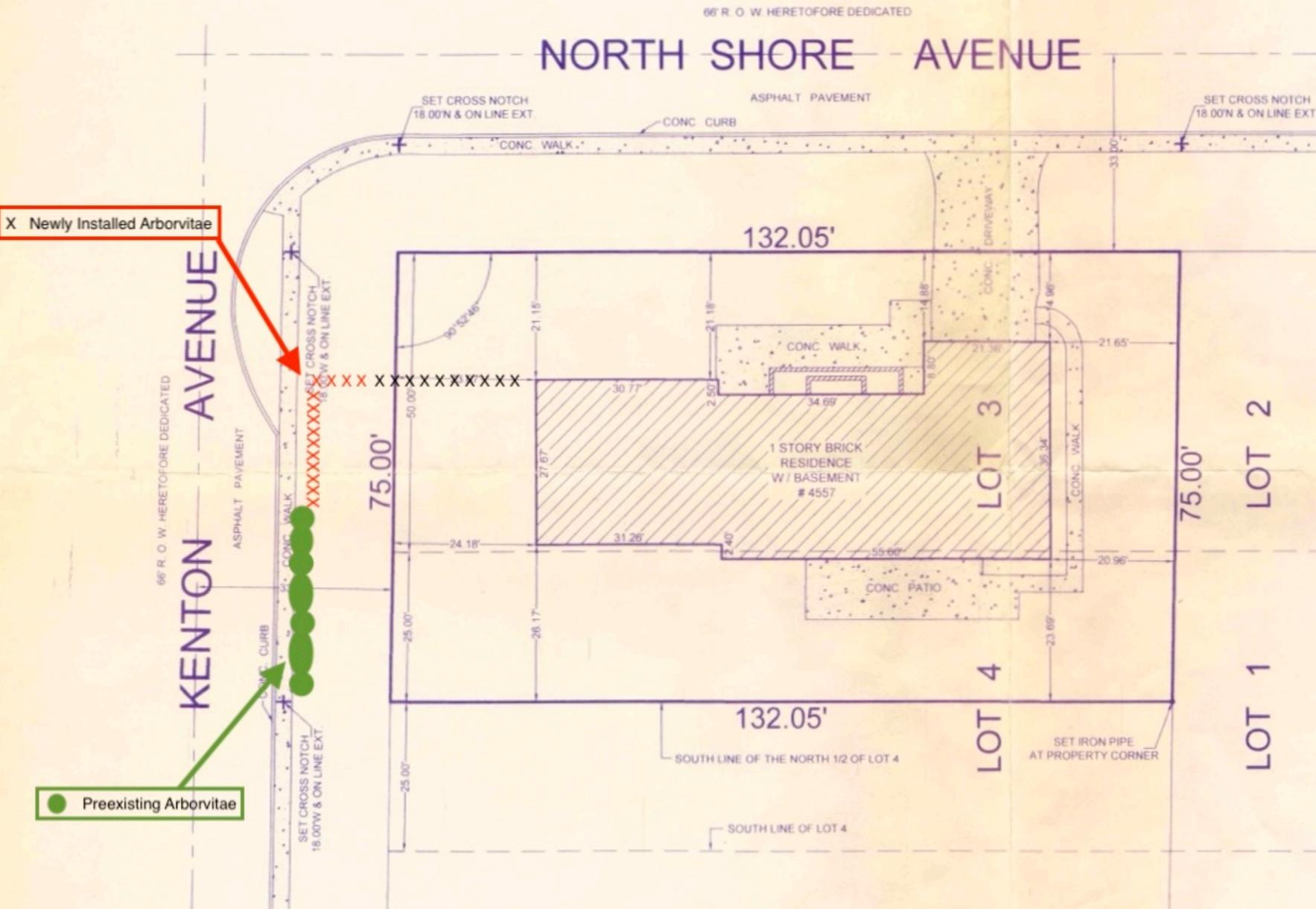
UNITED SURVEY SERVICE, LLC
 CONSTRUCTION AND LAND SURVEYORS
 3415 NORTH AVENUE, UNIT D, MELROSE PARK, IL 60160-1017
 TEL.: (847) 299 - 1010 FAX : (847) 299 - 5887
 E-MAIL: USURVEY@COMCAST.NET
PLAT OF SURVEY
 OF

LOT 3 AND THE NORTH 1/2 OF LOT 4 IN BLOCK 16 IN LINCOLNWOOD TERRACE RESUBDIVISION IN THE SOUTHWEST 1/4 IN LINCOLNWOOD TERRACE, A SUBDIVISION IN THE SOUTHWEST 1/4 IN GOODSON & WILSON'S PRATT BOULEVARD AND CICERO AVENUE HIGHLANDS, A SUBDIVISION OF THAT PART LYING NORTH OF THE SOUTH 35 ACRES OF THE WEST 1/2 OF THE SOUTHWEST 1/4, ALSO THE WEST 1/2 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 (EXCEPT PART EAST OF THE RAILROAD) OF SECTION 34, TOWNSHIP 41 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS

KNOWN AS: **4557 NORTH SHORE AVENUE, LINCOLNWOOD, ILLINOIS.**

PERMANENT INDEX NUMBER: 10 - 34 - 311 - 065 - 0000

AREA= 9,903 SQ. FT. OR 0.227 ACRE



STATE OF ILLINOIS)
) S.S.
 COUNTY OF COOK)

I, ROY G. LAWNICZAK, DO HEREBY CERTIFY THAT I HAVE SURVEYED THE ABOVE DESCRIBED PROPERTY AND THAT THE PLAT HEREON DRAWN IS A CORRECT REPRESENTATION OF SAID SURVEY.

THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

DIMENSIONS ARE SHOWN IN FEET AND DECIMALS AND ARE CORRECTED TO A TEMPERATURE OF 68° FAHRENHEIT.

MELROSE PARK, ILLINOIS, JULY 11, A.D. 2008

BY: *Roy G. Lawniczak*
 ROY G. LAWNICZAK, REGISTERED ILLINOIS LAND SURVEYOR NO. 35-2290
 LICENSE EXPIRES: NOVEMBER 30, 2008
 PROFESSIONAL DESIGN FIRM LICENSE NO.: 184-004576
 LICENSE EXPIRES: APRIL 30, 2009



ORDERED BY: 3A & E MANAGEMENT		
SCALE: 1" = 15'		
DATE: JULY 11, 2008		
FILE No.:		
2008 - 18402	DATE	REVISION





Special Fence Standards

To be approved, each Special fence request must meet certain specific standards. These standards are listed below. After each listed standard, explain how the Special Fence request satisfies the listed standard.

Project Address	4557 W. North Shore Ave
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1. Please explain how the Special Fence is necessary for the public convenience at this location. (Please explain in detail)

The arborvitae provides natural shade for people walking on sidewalk, goes with the aesthetic of the neighborhood to make it more appealing to all and will help with run off water for the street. Personally it will create a safe space for our baby to play without being scared if she will run into the street - lots of speeding cars in our area especially on Kenton avenue. Also will create natural coverage for our exposed bedroom windows and more security for our backyard. We have had numerous people come into our backyard from this side of the street and take our firewood.

2. Please explain how the Special Fence is so designed, located, and proposed to be in harmony and scale with the architecture of the building in this development and with other fences in the neighborhood.

The natural arborvitae fencing is identical to over 50 houses within 1 mile radius of us. Every block someone has the same bushes with the identical layout and purpose of natural fencing. We got inspired for the landscaping design by our neighbors in the area and since many of the houses in the area have bushes as a fence installed. We have had numerous of our close neighbors in the community come to us to compliment on how we have beautified the neighborhood and how it brings them joy to walk and see our home's landscaping.

3. Please explain how this Special Fence would not cause substantial injury to the value of other properties in the neighborhood in which it is located nor substantially diminish and impair the visibility of adjacent property .

This has no affect on other properties in the neighborhood value nor impairs the visibility of adjacent properties. The bushes are short enough where they cannot fall or cause damage to cars during storm. Currently they are 5 feet in height and over 25 feet from the corner.

4. Explain how the nature, location and size of the special fence will not impede, substantially hinder, or discourage the installation of fences on adjacent property in accordance with the Fence Ordinance.

The location of the arborvitae does not impact any adjacent properties.

Once you have completed the responses to the standards above, please return to your online application and upload this document to that application.

From:
To:
Subject:
Date:

CAUTION: This Email is from an EXTERNAL source. Ensure you trust this sender before clicking on any links or attachments.

To Whom It May Concern,

My family lives right next door at 6647 N Kenton Ave. We have no problem with the newly planted arborvitae in their yard.

If you have any questions please let me know.

Kenan Zvizdich

From:
To:
Subject:
Date:

CAUTION: This Email is from an EXTERNAL source. Ensure you trust this sender before clicking on any links or attachments.

To whom it may concern,

I live at 4601 W. North Shore Ave. , across the street from 4557 W. North Shore Ave.

For environmental and aesthetic reasons, the bushes should be allowed to stay.

They are beautiful, well-maintained and we most certainly have no problem with how and where the bushes are.

They bring beauty to an area where the greenery is regularly being removed to the point where Lincolnwood will look like Morton Grove in no time. (That is not a compliment)

Not to mention, The environmental impacts of the Gradual removal of vegetation may seem minor at first. But, in fact, it amplifies heat, water, air, and ecological problems over time. Even modest replanting or conservation efforts can help prevent these negative effects.

Lincolnwood is nature's neighborhood too, not just people's.

Sincerely,

Dragica Buljubasic

“People tend to forget how effortless the pursuit of happiness can be.

It is not a matter over which one must obsess,
But rather it is the ability to be free.

Take a step back and notice when you look around, that even in the darkest of places,
happiness can be found.”

-Dragica Buljubasic

From:
To:
Subject:
Date:

CAUTION: This Email is from an EXTERNAL source. Ensure you trust this sender before clicking on any links or attachments.

To Whom It May Concern,

I am writing to express my opinion regarding the improvements recently completed by my young neighbors, Alma and Kenon Ivanovic, at:

4557 W North Shore Ave.

Lincolnwood, IL

The landscaping and gardening work they have done has significantly enhanced the appearance of their property. The home now looks fresh, attractive, and aesthetically pleasing. It is clear that the work was completed professionally and with great care, and in my view, it represents a valuable investment in the neighborhood. Many residents have admired the beautiful transformation and appreciate the contribution it brings to the area.

Regarding the **Green Fence (Natural Screening along Kenton Street)**, which may be a concern for some, I would like to note that such natural fencing is common throughout Lincolnwood. One does not have to look far to see similar or even longer green fences on nearby properties, including directly across the street. These natural screens provide privacy, create a safe and cozy outdoor space for children, and add to the overall charm of the property. The fence at 4557 W North Shore Ave. is well-kept and neatly trimmed, and it does not obstruct visibility for drivers—especially considering the roundabout at the nearby intersection.

I hope this letter will clarify my full support for the improvements made by the Ivanovic family. Their efforts have enhanced not only their own home, but the neighborhood as a whole.

Sincerely,

Simon Tsipursky

6715 N. Knox Ave.

From:
To:
Subject:
Date:

CAUTION: This Email is from an EXTERNAL source. Ensure you trust this sender before clicking on any links or attachments.

To whom it may concern,

I am a resident of Lincolnwood at 6815 N. Kilpatrick. I was shocked to see these bushes needing a permit since I have seen numerous of them around our area. I love what this property has done with the landscaping and it truly has beautified the neighborhood.

I walk my dog by this property daily just to enjoy the landscaping and think the bushes on Kenton side are a beautiful addition because during the hot summer days they provided my dog and I shade when we are walking. I think we should be encouraging residents to not just maintain but add beauty with greenery and landscaping that is so aesthetically pleasing like this property has done.

I think this property should definitely be allowed to keep the bushes and am grateful for how much better they are making our suburb look and increasing everyone's property value by doing such landscaping.

Best,
Fatima Omeralic

From:
To:
Subject:
Date:

CAUTION: This Email is from an EXTERNAL source. Ensure you trust this sender before clicking on any links or attachments.

Dear Members of the Lincolnwood Planning Commission and Zoning Board of Appeals,

I am writing to express my support for the newly planted arborvitae at 4557 W. North Shore Ave. The addition of this greenery has noticeably enhanced the appearance of our street, providing a natural, cohesive look that complements the character of our neighborhood.

The arborvitae contribute to the village's emphasis on maintaining an attractive and welcoming environment. They offer both aesthetic and environmental benefits—improving privacy, reducing noise, and enriching the landscape with year-round greenery.

I respectfully ask that the Commission allow the arborvitae to remain in place. Their presence reflects the community's shared pride in maintaining Lincolnwood's beauty and charm.

Thank you for your consideration.

Sincerely,

Ramis Ceka
4534 W. North Shore Ave
Lincolnwood, IL 60712

From:
To:
Subject:
Date:

CAUTION: This Email is from an EXTERNAL source. Ensure you trust this sender before clicking on any links or attachments.

To Whom It May Concern,

My husband and I were surprised to see that the house at 4557 W North Shore Avenue had a zoning issue. We walk and drive by that house every day and we both love the upgrades the family added to the property/landscaping. My husband and I both commented on how nice the upgrades made the neighborhood look. We absolutely love walking and driving by that house.

I'm surprised Lincolnwood would penalize their residents who are trying to improve the look of their home and the neighborhood. I really hope that this zoning issue is dropped.

Regards,
Doug and Ilbra Oshana



Plan Commission / Zoning Board of Appeals Staff Report

Case #VAR-17-25 and SFNC-18-25

March 4, 2026

Subject Property

3325 West Arthur Avenue

Zoning District

R-4 Residential District

Petitioners

Gina and Shai Berdugo

Nature of Request

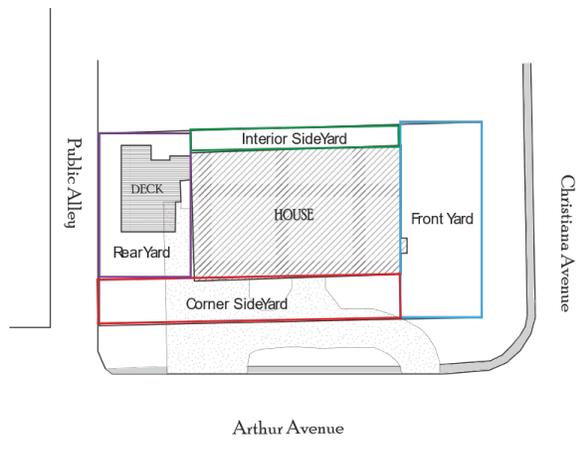
- 1) Variation to allow for a 5-foot tall fence in a corner side yard
- 2) Special Fence to allow for 14 arborvitae in the public right-of-way



Figure 1 – Location

Notification

Notice was published in the Lincolnwood Review on Thursday, November 27, 2025; public hearing signs were installed at the subject property, and legal notices dated Monday were mailed to properties within 250 Feet. Public comments were submitted by the petitioner, which are attached to this report. As of December 12, 2025, one phone call was received, and concerns were raised with the location of the fence and arborvitae.



Background

The subject property is located within the R4 Residential Zoning District and improved with a two-story home with a large footprint and a deck in the rear yard. The property is situated on the corner of West Arthur Avenue and North Christiana Avenue at the southwest of the property. Directly East of the property is an alley. The subject property is surrounded on three sides by right-of-way.

On December 30, 2024, Village staff issued a stop-work order after observing that fence posts had been installed without an active permit.

- Since then, the Petitioner submitted a fence permit application on December 31, 2024, which initiated the formal plan review process. Village staff issued comments; however, no responses or corrections were provided by the Petitioner after mid-January.

On June 2, 2025, the Village inspected the property to ensure compliance with the STOP WORK order and discovered that additional work had continued despite the prohibition. This ultimately led to a formal Notice of Violation.

On July 8, 2025, A violation door hanger was placed on the home after staff confirmed that the fence had been extended into the public right-of-way, including the corner yard area, which is in violation.

On July 17, 2025, the owner submitted a written response challenging the portions of the enforcement.

On August 5, 2025, a final notice of violation was given, reiterating the violations and requiring an action plan to be submitted within 30 days.

- The petitioners complied with removing the portion of the fence in public right-of-way.
- Subsequently, the petitioners had decided to move forward with applying for a variation to allow for a fence in the corner yard and the landscaping in the public right of way.

The violations are as follows:

1. Fence installed without an issued permit
Violation of Section 105.1.2 of the International Building Code, adopted pursuant to Section 14 of the Village Code.
2. Wrought-iron fence erected in the public right-of-way
Violation of Section 3.13(9)(g) of the Zoning Ordinance.
This portion has been removed by the Petitioner.

3. 5-foot wrought-iron fence constructed in the corner side yard
Violation of Section 3.13(11)(h) of the Zoning Ordinance.
4. Arborvitae planted within the public right-of-way
Violations of Sections 3.13(9)(g) and 3.13(12)(a) of the Zoning Ordinance.
5. Arborvitae exceeding allowed height in the corner side yard
Violation of Section 3.13(12)(b)(ii) of the Zoning Ordinance.
6. Line-of-sight triangle not maintained
Violation of Section 3.13(9)(a) of the Zoning Ordinance.
7. STOP WORK placard removed
Violation of Section 114.2 of the International Building Code.
8. Work continued after issuance of the stop-work order
Violation of Section 114.4 of the International Building Code.

Previous Discussion

At the January 21, 2026, Plan Commission/Zoning Board of Appeals meeting, the PC/ZBA reviewed two requests for the property located at 3325 W. Arthur Avenue. The first request involved a variation for an existing fence installed within the corner side yard, and the second involved arborvitae landscaping already installed within the public right-of-way, which requires Special Fence consideration. The property has been subject to multiple code enforcement actions since late 2024 related to unpermitted fencing and landscaping. Despite ongoing coordination and enforcement efforts by staff, additional improvements were installed, resulting in continued noncompliance and necessitating the current public hearing requests.

The majority of the PC/ZBA expressed concern regarding the approximately 14 arborvitae (7–8 feet in height) located within the public right-of-way, particularly due to their location within the required sight triangle, as well as the five-foot-tall open fence that encroaches approximately 14 feet into the corner side yard and exceeds the four-foot height limit. While the PC/ZBA was generally opposed to the requests as presented, the Commission agreed to continue the case to allow the petitioners an opportunity to return with a more reasonable proposal, including removal of the arborvitae from the public right-of-way and sight triangle and reducing the fence height to comply with the Zoning Ordinance. The petitioners agreed to work with staff, and the case was continued until the March 4, 2026.

The full meeting minutes for this item has been included as an attachment in this report.

Summary of the Request

The Petitioner is requesting variations related to fencing and landscaping on the corner lot at 3325 W. Arthur Avenue, and a special fence relief needed for landscaping in the public right of way.

Since the January 21 PC-ZBA meeting, the Petitioner has relocated the arborvitae out of the required line-of-sight triangle. However, the arborvitae still remain planted outside of the property line and within the public right-of-way, and therefore still require Special Fence consideration.

In addition, the Petitioner is requesting to retain the existing five-foot-tall open fence in the corner side yard in its current location, which continues to encroach approximately 14 feet into the corner yard and exceeds the permitted four-foot height.

Variations

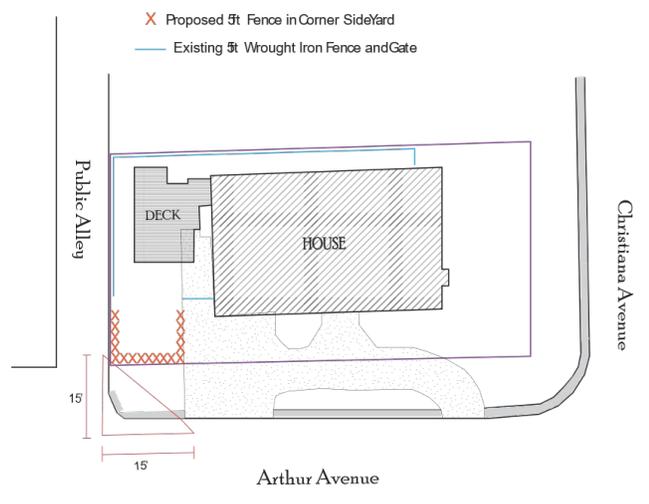
- **Corner Side Yard Fence:** A Variation from Section 3.13(11)(h) to allow the installation of a 5-foot open fence within the corner side yard, where a maximum fence height of four feet is permitted.

The portion of the fence located in the corner side yard encroaches approximately 14.3 feet into the required corner side yard setback area. In addition to the fence's location, the Petitioner is specifically requesting approval for the increased height of 5 feet of the fence within this regulated corner side yard area, where the maximum permissible height is 4 feet open style fence.

Variation:

Corner Side Yard Fence Section 3.13(11)(h) states:

“On a corner lot, open and semiprivate fences not more than four feet in height may be erected in a corner side yard but only to a line which is perpendicular to the rear face of the residence and shall align with the front facing façade.”



A portion of the wrought-iron fence previously encroaching into the public right-of-way has been removed in accordance with the Final Notice of Violation.

- Arborvitae in the Corner Yard.** Variation from Section 3.13(12)(b)(ii) to allow arborvitae in the corner side yard to exceed the maximum permitted height. This section limits natural screening within portions of the corner side yard to four (4) feet in height, depending on façade orientation. Although the arborvitae have not been formally measured, they appear to exceed the permissible four-foot height within the regulated corner side yard area and therefore require a Variation.



Variation

Section 3.13(12)(b)(ii) states:

“Where the front facing design façade of the residence (the side containing the main entrance) faces the corner lot side yard (as opposed to the front yard), the screening shall be restricted and maintained to no more than four feet in height for the area bounded by a line extended parallel to the rear elevation of the principal building; a line extended parallel to the front elevation of the principal building; the corner lot side property line; and the façade of the building facing the corner lot side yard. In all other corner lot side yard locations, the screening shall be restricted and maintained to no more than eight feet in height.”

Special Fence

- Special Fence:** Since the previous PC-ZBA meeting, the Petitioner has relocated the arborvitae out of the required line-of-sight triangle and just outside of the private property line; however, the arborvitae remain within the public right-of-way.
- The Petitioner is therefore requesting a Special Fence Permit pursuant to Section 3.13(8)(a)(iv) to allow arborvitae within the public right-of-way, where natural screening is permitted only with



Special Fence approval and must comply with required setbacks and applicable line-of-sight standards under the Zoning Ordinance.

Variation:

Special Fence Section 3.13(8)(a)(iv) states:

“Natural screening on public rights-of-way, utility easements, or Village property installed and maintained by private individuals at their expense, but only if the natural screening is set back at all times not less than: five feet from all hydrants, utility poles, and similar installations; three feet from all sidewalks; and five feet from the curblineline of a street.”

According to the petitioner, the requested Variation and Special Fence approval will improve privacy, particularly due to the high visibility of the corner lot; enhance safety for their children and family; and create a consistent and attractive streetscape appearance.

Considerations

The Plan Commission/Zoning Board of Appeals (PC/ZBA) may consider the following when determining the appropriateness of the requested variation:

A. Fence Variation Considerations (Section 3.13(11)(h))

1. Lot Configuration

The subject property is a corner lot located at the intersection of Arthur Avenue and Christiana Avenue, with its corner side yard directly abutting the alley. Similar to other corner-lot variation cases, this configuration results in increased exposure to public streets and reduced opportunities for private open space. The position of the home and its corner orientation contribute to the functional desire for additional privacy screening, which the petitioner cites as part of the justification for the requested fence height variation.

2. Corner Side Yard Fence Height Restriction

Section 3.13(11)(h) restricts fence height in the corner side yard to four (4) feet and requires alignment with the front-facing façade.

The requested 5-foot tall open fence exceeds the required 4-foot open fence and encroaches into the corner side yard by 14.3 feet.

The PC/ZBA may consider:

- Whether the increased height alters the character of the streetscape;
- Corner side yard consideration.

3. Visibility and Design Compatibility

While the fence itself is not within the line-of-sight triangle (unlike the arborvitae), the PC/ZBA may consider whether:

- The fence is visually compatible with neighboring fences;
- The scale, openness, and design of the fence minimize bulk and massing impacts;
- The fence enhances or conflicts with the neighborhood aesthetic.

B. Arborvitae Special Fence Considerations (Section 3.13(8)(a)(iv))

1. Line-of-Sight Impact

The arborvitae are located in areas regulated by the line-of-sight triangle of 15 feet.

The PC/ZBA may consider:

- Whether visibility for vehicles exiting the alley or turning at the intersection to West Arthur Avenue is impacted;
- Whether relocation, trimming, or removal is needed to ensure compliance with Section 3.13(9)(a).

2. Natural Screening Within the Public Right-of-Way

The fourteen (14) arborvitae are located within the public right-of-way along West Arthur Avenue and Christiana Avenue.

Under Section 3.13(8)(a)(iv), natural screening may be permitted as a Special Fence if it maintains minimum setbacks:

- 5 ft from hydrants, utility poles, pedestals;
- 3 ft from sidewalks;
- 5 ft from the curb line;
- Not located within the line of sight.

3. Streetscape and Neighborhood Character

The petitioner asserts that the arborvitae improve the appearance of the property and create a consistent and attractive streetscape.

The PC/ZBA may consider:

- Whether the natural screening enhances the corridor aesthetically;
- Whether it disrupts uniformity or creates a visual barrier inconsistent with the neighborhood.



4. Maintenance Responsibility

If the Special Fence is approved, the property owner must assume full responsibility for:

- Installation, watering, trimming, and replacement;
- Ensuring ongoing compliance with visibility and setback requirements;
- Maintaining plant height to avoid future sight-line violations.

Variation Standards

Corner Side Yard Fence

Section 5.15 (7) of the Zoning Ordinance establishes standards specifically related to the review of a Variation request. That section states that, “In determining whether, in a specific case, there are practical difficulties or particular hardships in the way of carrying out the strict letter of this Zoning Ordinance, there shall be taken into consideration the extent to which the following facts are established:

The requested major variation is consistent with the stated intent and purposes of this Zoning Ordinance and the Comprehensive Plan;

- a) The particular physical surroundings, shape or topographical conditions of the subject property would bring a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of this Zoning Ordinance is enforced;*
- b) The conditions upon which the petition for the variation is based would not be applicable generally to other property within the same zoning district;*
- c) The variation is not solely and exclusively for the purpose of enhancing the value of or increasing the revenue from the property*
- d) The alleged difficulty or hardship has not been created by any person presently having an interest in the property;*
- e) 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;*
- f) The variation granted is the minimum change to the Zoning Ordinance standards necessary to alleviate the practical hardship on the subject property;*
- g) 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.

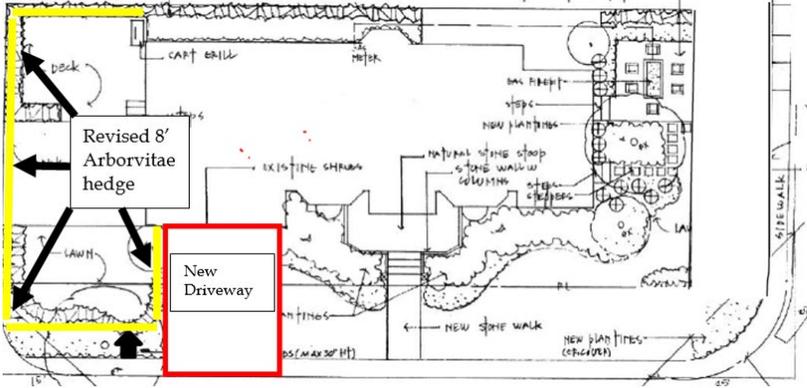
Special Fence and Variation Standards

Section 3.13(25)b of the Zoning Ordinance establishes standards specifically related to the review of a Special Fence request.

That section states that *“the Plan Commission/Zoning Board of Appeals shall not recommend to the Board of Trustees that a special fence permit be granted unless it makes findings of fact based upon evidence presented at the hearing in any given case that:*

- i. The special fence will serve the public convenience at the location of the subject fence; or that the establishment, maintenance or operation of the special fence will not be detrimental to or endanger the visibility, public safety, comfort or general welfare.*
- ii. The special fence will be in harmony and scale with the architecture of the building in this development and with other fences in the neighborhood.*
- iii. The special fence will not be injurious to the use and enjoyment of other property in the immediate vicinity of the subject property for the purpose already permitted; nor substantially diminish and impair the visibility of adjacent property.*
- iv. The nature, location and size of the special fence will not impede, substantially hinder, or discourage the installation of fences on adjacent property in accordance with the Fence Ordinance.*
- v. The special fence shall in all other respects conform to the regulations of this Section 3.13 except as modified as provided herein.”*

Prior Similar Requests

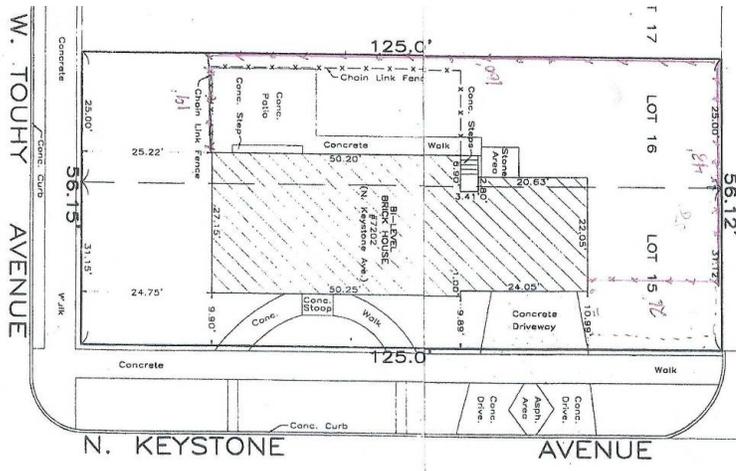
Address and Year	Requested Relief	PC/ZBA Decision	VB Decision
<p>3500 West Arthur Avenue (2017)</p>	<p>Consideration of an Ordinance which provides the following relief: A Variation to permit a Rear Yard deck five feet from the Rear Property Line; and Waiver of Enforcement to permit eight-foot-tall Arborvitae Natural Screening in the Corner Lot Side Yard and in the Arthur Avenue right-of-way no closer than six feet from the public sidewalk.</p>  <p>The diagram is a site plan for a property. It shows a house with a deck on the rear side. A yellow rectangular area is highlighted on the left side of the property, labeled 'Revised 8' Arborvitae hedge'. A red rectangular area is highlighted on the bottom side of the property, labeled 'New Driveway'. Other features include a 'CAPT BRILL' area, 'EXISTING SHRUBS', 'NEW PLANTINGS', 'NEW STONE WALK', and 'NEW PLANTINGS (CORNER)'. The plan also shows a 'SIDEWALK' on the right side of the property.</p>	<p>The Zoning Board of Appeals recommended approval of the following Zoning Relief by a 5-2 vote</p>	<p>The petitioner updated the plans between the Zoning Board of Appeals and Village Board meetings. At the VB meeting both options were presented for consideration to the VB. By a vote of 5-0, the Village Board approved option 2 as presented.</p>

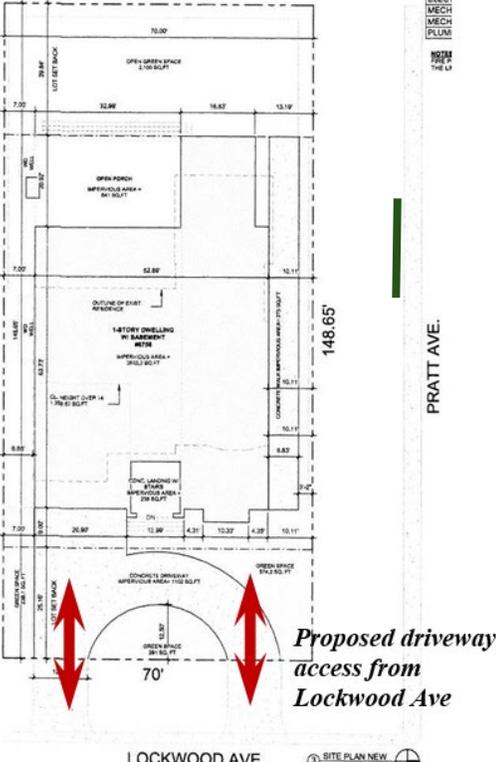
7202
North
Keystone
Avenue;
2022

Request to approve a decorative wrought iron fence as a Special Fence, and Zoning Variations from 1) Section 3.13(11)h to permit a fence that would encroach into the corner side yard up to the corner side lot line and be six feet in height, and 2) Section 3.13(9)d to waive the required three-foot setback from the front façade of the home.

By a vote of 3-2, the ZBA recommended approval of the request as proposed by the Petitioner.

By a vote of 5-0, the VB amended the Ordinance to allow the fence fronting on the Touhy Avenue property line to be flush with the facade of the home facing south and along Keystone Avenue frontage. The fence will be permitted to encroach into the corner side yard but must be setback from the corner side lot line at least 3 ft.



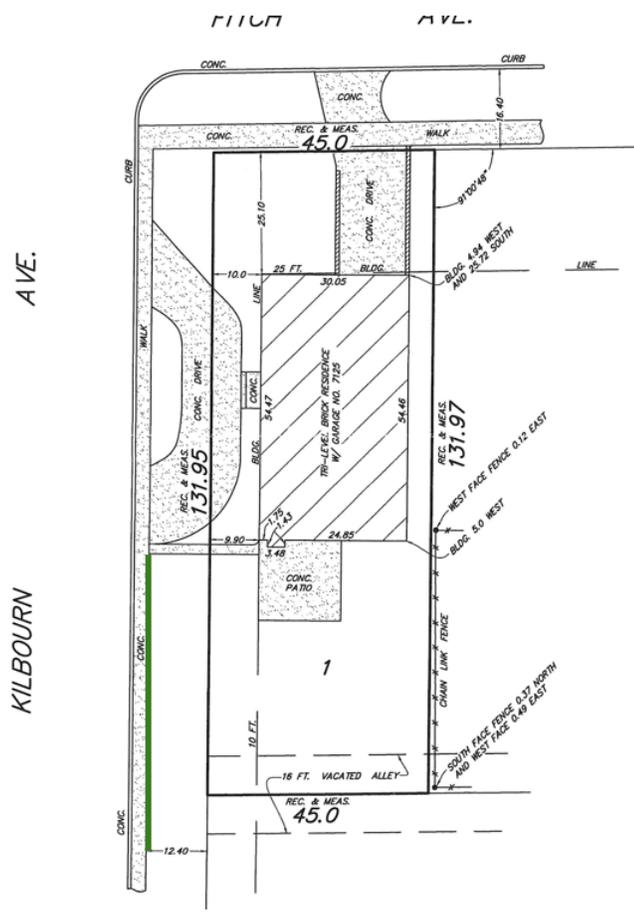
<p>6756 N Lockwood Avenue; 2022</p>	<p>Request to approve a Special Fence for landscape screening (arborvitae) in the public right-of-way along the north lot line.</p> 	<p>By a vote of 3-1, the ZBA recommended approval</p>	<p>By a vote of 5-0, the Village Board approved the ordinance as presented</p>
<p>6655 North Central Avenue; 2023</p>	<p>Request to approve 1) a Special Fence to allow for a decorative wrought iron fence pursuant to Section 3.13(8)a, and 2) a Zoning Variation to allow a five-foot tall fence in the corner side yard along Dowagiac Avenue, contrary to Section 3.13(11)h which prohibits a fence on this property from encroaching into the corner side yard beyond the corner side façade of the house.</p>  <p>Solid red line is requested corner side yard fence.</p>	<p>By a vote of 5-0, the ZBA recommended approval of the request based on the unique location of the property, proximity to Central Ave., and the Special Fence standards being met.</p>	<p>By a vote of 5-0, the VB approved the Ordinance as amended - A condition that the fence that encroaches into the corner side yard be screen along its exterior with natural screening on its west and north facing panels.</p>

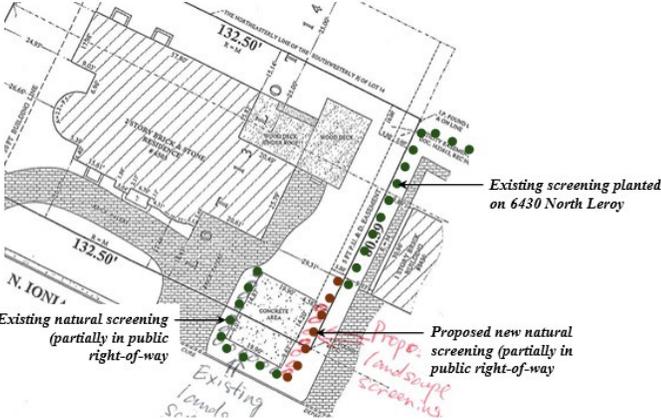
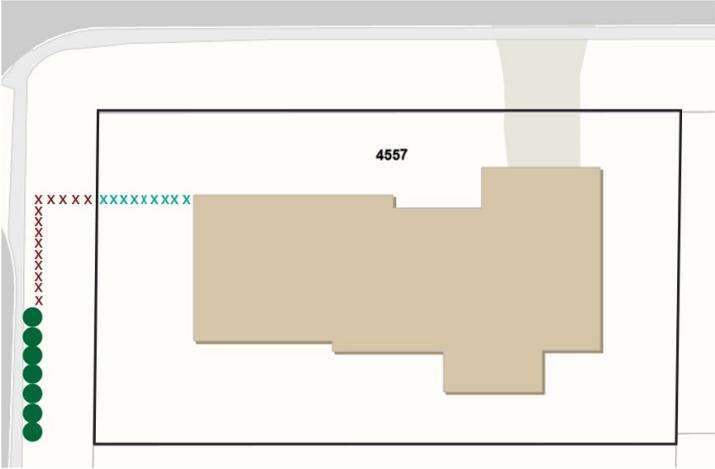
7125 N
Kilbourn;
2024

Request for a Special Fence to allow the installation of natural screening in the public right-of-way along Kilbourn Avenue, and a Variation to waive the required three-foot setback between the proposed natural screening and the public sidewalk

5-0 vote, ZBA recommended approval of the Special Fence with the conditions of removing the non-permitted fence, keeping and maintaining existing trees, and natural screening would be allowed 3 feet from the inside of the sidewalk, so they are located behind the current tree line

Village Board unanimously approved with ZBA conditions



<p>6503 N Le Mai Avenue; 2025</p>	<p>Request for a Special Fence to allow natural screening in the public right-of-way</p> 	<p>PC/ZBA unanimously recommended approval as presented by staff</p>	<p>Village Board unanimously approved</p>
<p>4557 W North Shore; 2025</p>	<p>Request for approval of a special fence pursuant to Section 15.3.13 of the Village of Lincolnwood Zoning Code to permit existing newly planted arborvitae screening located within the public right-of-way.</p> 	<p>PC-ZBA continued the case to the first meeting in February 2026 to allow the petitioner additional time to work with their landscape contractor and provide documentation on the feasibility of relocating the arborvitae within private property boundaries</p>	

Public Comment

Staff received 3 public comments prior to the public posting of this packet. Any comments received prior to the December 17th, 2025, Public Hearing will be provided to the PC /ZBA at that time.

Requested Action

The Plan Commission/Zoning Board of Appeals (PC-ZBA) is requested to make separate recommendations on the following items. Each recommendation should be either Approval or Denial, with any conditions the PC-ZBA deems appropriate.

1. Corner Side Yard Fence Variation – Section 3.13(11)(h)

Staff requests that the PC-ZBA make a recommendation to either ***approve or deny*** the Variation from Section 3.13(11)(h) to allow a 5-foot fence to encroach approximately 14.3 feet into the corner side yard.

2. Corner Yard Arborvitae Variation – Section 3.13(12)(b)(ii)

Staff requests that the PC-ZBA make a recommendation to either ***approve or deny*** the Variation from Section 3.13(12)(b)(ii) to allow arborvitae within the corner side yard to exceed the maximum permitted height of four (4) feet within the regulated façade-facing zone of the corner yard.

3. Arborvitae – Special Fence Permit (Section 3.13(8)(a)(iv))

Staff requests that the PC-ZBA make a recommendation to either ***approve or deny*** the Special Fence Permit under Section 3.13(8)(a)(iv) to allow for arborvitae within the public right-of-way, with the following conditions:

Approval Conditions

If the arborvitae within the public right-of-way are approved, the following conditions shall apply:

1. Setback Requirements:

Natural screening shall be maintained at all times, not less than:
Five feet (5') from any fire hydrant, utility pole, pedestal, or similar installation;
Three feet (3') from any public sidewalk; and
Five feet (5') from the curb line of any street.

2. Sight-Triangle Clearance:

Plantings shall not obstruct intersection or driveway sight triangles. Vegetation

within these areas shall be maintained at a height not exceeding 30 inches above the adjacent curb or pavement grade.

3. Maintenance Responsibility:

The petitioner (property owner) shall be fully responsible for all installation, watering, pruning, replacement, and removal of plantings within the public right-of-way at their sole expense.

4. Indemnification:

The property owner shall indemnify and hold harmless the Village from any liability or claims arising from the installation, maintenance, or presence of the arborvitae within the public right-of-way.

Documents Attached

1. Letter from Petitioner
2. Updated Plat of Survey
3. Excerpt from January 21, 2026, PC/ZBA Meeting Minutes
4. Staff Report from January 21, 2026 PC/ZBA meeting (including attachments)
5. Pictures provided by petitioner

RE: Amendment to Special Fence Variance at 3325 W Arthur Ave, Lincolnwood

On January 21, 2026, we attended the Plan Commission/Zoning Board of Appeals PC-ZBA meeting regarding our property at 3325 W. Arthur Avenue. Initially, due to safety and privacy concerns, we requested a variance to permit a five-foot fence along the corner side yard property line and to allow the existing arborvitae trees located in the public right-of-way to remain in place along the sidewalk.

Following discussion with the Board, we are respectfully amending our request in regard to the arborvitae trees. Rather than keeping the trees in the public right-of-way, we propose relocating them so they abut the proposed five-foot fence at our property line. This would replace the Village's requirement of 30-inch shrubs abutting the fence, which would provide little to no meaningful safety or privacy benefit. (Please refer to our prior variance request for a detailed explanation of our safety concerns.)

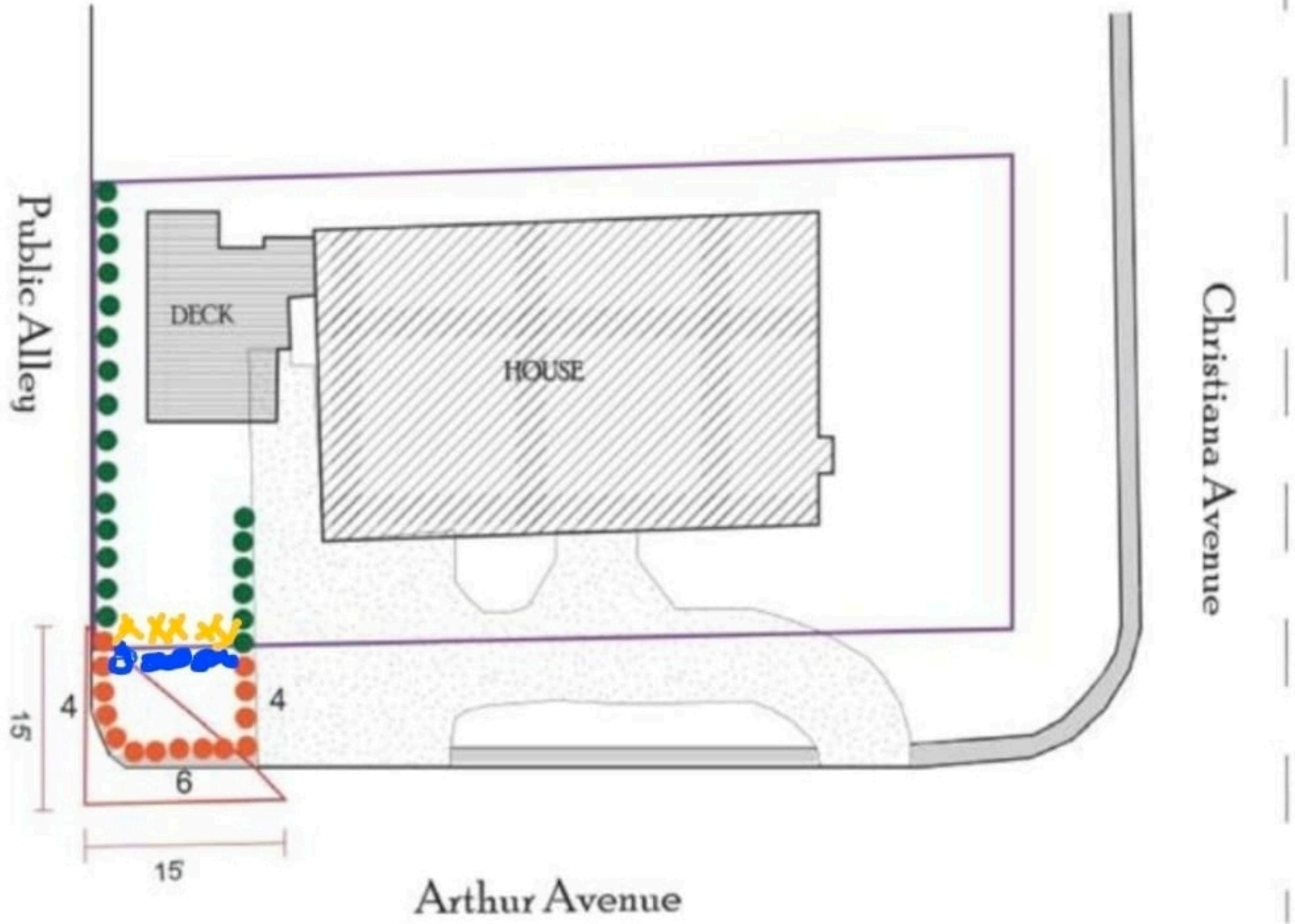
The relocated trees would be maintained at a height of less than eight feet. We have measured the distance from the curb/street line to the proposed fence and tree location, and it would be at least 15 feet or more. The amended request also meets the Village requirements that all natural screening in the public right-of-way is: 1) set back at least 5 feet from all hydrants, utility poles, and similar installations; 2) is set back at least 3 feet from all sidewalks, and 3) is set back at least 5 feet from the curb line of a street. Additionally, we believe this revision adequately addresses the Board's line-of-sight safety concerns while also resolving the safety and privacy issues created by the unique location and layout of our property.

Thank you for your consideration,

Gina Berdugo, ESQ., and Shai Berdugo

- Permitted Arborvitae
- Unpermitted Arborvitae

- Requested arborvitae trees abutting property line
- 5ft fence at property line



**IV. Case # VAR-17-25 - 3325 W Arthur Ave - Approval of a 5ft Fence in the Corner Side Yard
Case # SFNC-18-25 - 3325 W Arthur Ave - Approval of Natural Screening in the Public Right of Way**

Assistant Director of Community Development Rati Akash gave an overview of the request. Discussion between Commissioner Novoselsky and Chairman Heller to clarify perpendicular orientation and location of fences in corner side yard. Commissioner Novoselsky asked about height requirements for arborvitae and the code requirements. Further discussion ensued about fence location and what would be permitted versus the current request.

Commissioner Novoselsky asked for clarification about height requirements regarding the arborvitae in the corner side yard.

Commissioner Jakubowski wanted to emphasize prior requests to understand past decisions.

Petitioners: Gina and Shai Berdugo

Homeowners 3325 W Arthur

Gina and Shai Berdugo shared when they moved in 2020 there were existing tall bushes. The bushes were in bad shape and removed, replaced with arborvitae. Arborvitaes were installed in 2021.

The petitioners shared their reasons why the fence was installed prior to the issuance of a permit, highlighting they were not aware that their trees were in the ROW. Additionally, expressing concerns over the permitting process and Village communication.

Mrs. Berdugo shared a packet she put together highlighting safety concerns in the surrounding area. She shared there are different fence requirements for their property because they are not exactly abutting McCormick.

Commissioner Novoselsky stated he understands the desire and need for privacy but sought further clarification as to why it was necessary to extend into the corner side yard and right of way and not just along the alley to the front, perpendicular to the house.

The petitioners clarified that they want to utilize as much of their corner side yard as possible while also having the privacy of a fence.

Commissioner Auerbach asked about other trees that are tall throughout the neighborhood. Assistant Director Akash shared that the Special Fence for natural screening in the right of way was adopted in 2016 making all trees installed in the right of way before that time are legal-nonconforming.

Chairman Heller shared that once the bushes were removed, they lost legal nonconforming status and are bound by the updated code.

Further discussion ensued about previous natural screening and the existence of a deck.

Public comment was called for regarding this case:

John Yun: Homeowner of 6444 N Christiana

Shared his comment that he is in favor of the Berdugo's variation and Special Fence. He stated that he had initially called in concerned and after reviewing it and hearing the discussions at tonight's meeting, he understands the need for security.

Discussion between the commissioners and the petitioners regarding the next steps. Petitioners agreed to revise the plan as they desire to have a 5ft fence with arborvitae in front of it, but have no intention of being in the right of way.

A motion was made by Commissioner Hussain to continue this case to the meeting on March 4th, 2026.

The motion was Seconded by Commissioner Auerbach

Aye: Chairman Heller, Commissioners Auerbach, Hussain, Jakubowski, Novoselsky, and Spino

Nay:

Abstain:

Motion Approved: 6-0



Plan Commission / Zoning Board of Appeals Staff Report

Case #VAR-17-25 and SFNC-18-25

January 21, 2026

Subject Property

3325 West Arthur Avenue

Zoning District

R-4 Residential District

Petitioners

Gina and Shai Berdugo

Nature of Request

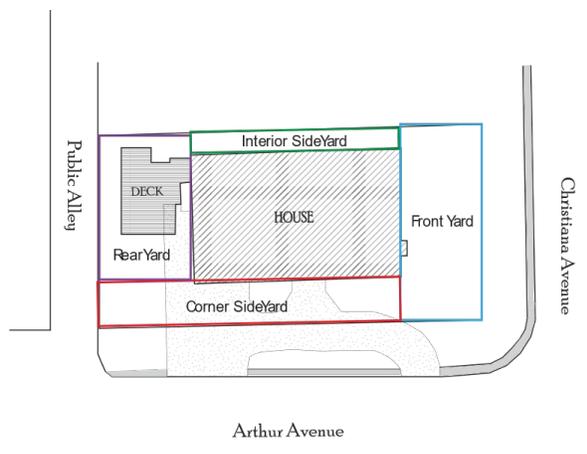
- 1) Variation to allow for a 5-foot tall fence in a corner side yard
- 2) Special Fence to allow for 14 arborvitae in the public right-of-way

Notification

Notice was published in the Lincolnwood Review on Thursday, November 27, 2025; public hearing signs were installed at the subject property, and legal notices dated Monday were mailed to properties within 250 Feet. Public comments were submitted by the petitioner, which are attached to this report. As of January 15, 2025, one phone call was received, and concerns were raised with the location of the fence and arborvitae.



Figure 1 – Location



Background

The subject property is located within the R4 Residential Zoning District and improved with a two-story home with a large footprint and a deck in the rear yard. The property is situated on the corner of West Arthur Avenue and North Christiana Avenue at the southwest of the property. Directly East of the property is an alley. The subject property is surrounded on three sides by right-of-way.

On December 30, 2024, Village staff issued a stop-work order after observing that fence posts had been installed without an active permit.

- Since then, the Petitioner submitted a fence permit application on December 31, 2024, which initiated the formal plan review process. Village staff issued comments; however, no responses or corrections were provided by the Petitioner after mid-January.

On June 2, 2025, the Village inspected the property to ensure compliance with the STOP WORK order and discovered that additional work had continued despite the prohibition. This ultimately led to a formal Notice of Violation.

On July 8, 2025, A violation door hanger was placed on the home after staff confirmed that the fence had been extended into the public right-of-way, including the corner yard area, which is in violation.

On July 17, 2025, the owner submitted a written response challenging the portions of the enforcement.

On August 5, 2025, a final notice of violation was given, reiterating the violations and requiring an action plan to be submitted within 30 days.

- The petitioners complied with removing the portion of the fence in public right-of-way.
- Subsequently, the petitioners had decided to move forward with applying for a variation to allow for a fence in the corner yard and the landscaping in the public right of way.

The violations are as follows:

1. Fence installed without an issued permit
Violation of Section 105.1.2 of the International Building Code, adopted pursuant to Section 14 of the Village Code.
2. Wrought-iron fence erected in the public right-of-way
Violation of Section 3.13(9)(g) of the Zoning Ordinance.
This portion has been removed by the Petitioner.

3. 5-foot wrought-iron fence constructed in the corner side yard
Violation of Section 3.13(11)(h) of the Zoning Ordinance.
4. Arborvitae planted within the public right-of-way
Violations of Sections 3.13(9)(g) and 3.13(12)(a) of the Zoning Ordinance.
5. Arborvitae exceeding allowed height in the corner side yard
Violation of Section 3.13(12)(b)(ii) of the Zoning Ordinance.
6. Line-of-sight triangle not maintained
Violation of Section 3.13(9)(a) of the Zoning Ordinance.
7. STOP WORK placard removed
Violation of Section 114.2 of the International Building Code.
8. Work continued after issuance of the stop-work order
Violation of Section 114.4 of the International Building Code.

Summary of the Request

The Petitioner is requesting two forms of zoning relief related to fencing and landscaping on the corner lot at 3325 W. Arthur Avenue:

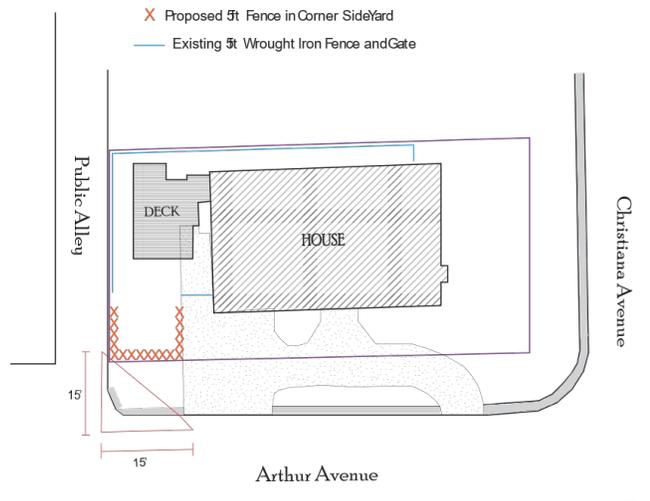
- **Corner Side Yard Fence:** A Variation from Section 3.13(11)(h) to allow the installation of a 5-foot open fence within the corner side yard, where a maximum fence height of four feet is permitted.

The portion of the fence located in the corner side yard encroaches approximately 14.3 feet into the required corner side yard setback area. In addition to the fence’s location, the Petitioner is specifically requesting approval for the increased height 5 feet of the fence within this regulated corner side yard area, where the maximum permissible height is 4 feet open style fence.

Variation:

Corner Side Yard Fence Section 3.13(11)(h) states:

“On a corner lot, open and semiprivate fences not more than four feet in height may be erected in a corner side yard but only to a line which is perpendicular to the rear face of the residence and shall align with the front facing façade.”



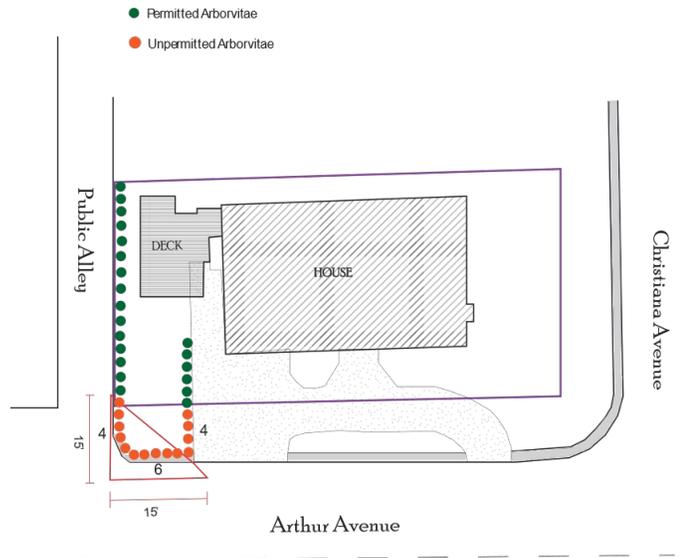
A portion of the wrought-iron fence previously encroaching into the public right-of-way has been removed in accordance with the Final Notice of Violation.

- **Special Fence:** A Special Fence Permit pursuant to Section 3.13(8)(a)(iv) to allow fourteen (14) arborvitae to remain within the public right-of-way, where natural screening is only allowed with Special Fence approval and must comply with required setbacks and the line of sight in the Code.

Variation:

Special Fence Section 3.13(8)(a)(iv) states:

“Natural screening on public rights-of-way, utility easements, or Village property installed and maintained by private individuals at their expense, but only if the natural screening is set back at all times not less than: five feet from all hydrants, utility poles, and similar installations; three feet from all sidewalks; and five feet from the curblines of a street.”



According to the petitioner, the requested Variation and Special Fence approval will improve privacy, particularly due to the high visibility of the corner lot; enhance safety for their children and family; and create a consistent and attractive streetscape appearance.

Considerations

The Plan Commission/Zoning Board of Appeals (PC/ZBA) may consider the following when determining the appropriateness of the requested variation:

A. Fence Variation Considerations (Section 3.13(11)(h))

1. Lot Configuration

The subject property is a corner lot located at the intersection of Arthur Avenue and Christiana Avenue, with its corner side yard directly abutting the alley. Similar to other corner-lot variation cases, this configuration results in increased exposure to public streets and reduced opportunities for private open space. The position of the home and its corner orientation contribute to the functional desire for additional privacy screening, which the petitioner cites as part of the justification for the requested fence height variation.

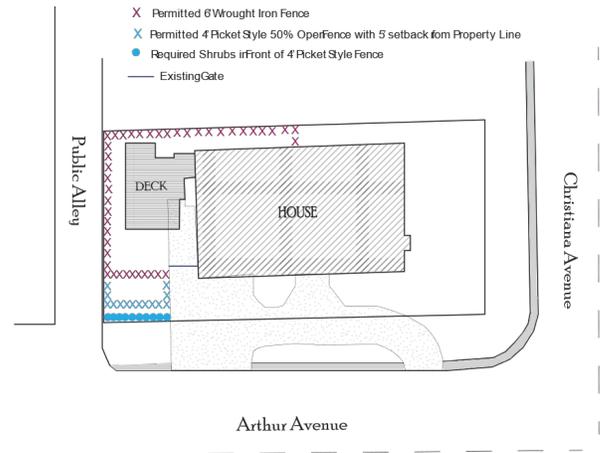
2. Corner Side Yard Fence Height Restriction

Section 3.13(11)(h) restricts fence height in the corner side yard to four (4) feet and requires alignment with the front-facing façade.

The requested 5-foot tall open fence exceeds the required 4-foot open fence and encroaches into the corner side yard by 14.3 feet.

The PC/ZBA may consider:

- Whether the increased height alters the character of the streetscape;
- Corner side yard consideration.



3. Visibility and Design Compatibility

While the fence itself is not within the line-of-sight triangle (unlike the arborvitae), the PC/ZBA may consider whether:

- The fence is visually compatible with neighboring fences;
- The scale, openness, and design of the fence minimize bulk and massing impacts;
- The fence enhances or conflicts with the neighborhood aesthetic.

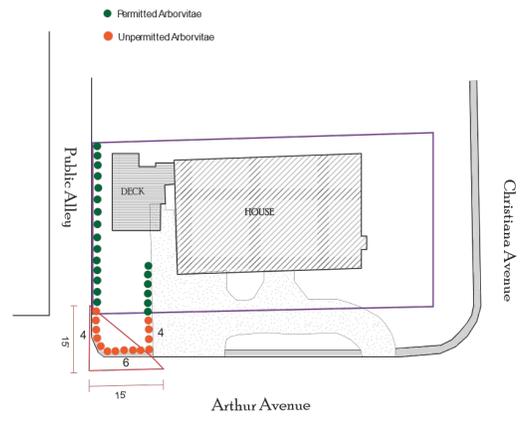
B. Arborvitae Special Fence Considerations (Section 3.13(8)(a)(iv))

1. Line-of-Sight Impact

The arborvitae are located in areas regulated by the line-of-sight triangle of 15 feet.

The PC/ZBA may consider:

- Whether visibility for vehicles exiting the alley or turning at the intersection to West Arthur Avenue is impacted;
- Whether relocation, trimming, or removal is needed to ensure compliance with Section 3.13(9)(a).



2. Natural Screening Within the Public Right-of-Way

The fourteen (14) arborvitae are located within the public right-of-way along West Arthur Avenue and Christiana Avenue.

Under Section 3.13(8)(a)(iv), natural screening may be permitted as a Special Fence if it maintains minimum setbacks:

- 5 ft from hydrants, utility poles, pedestals;
- 3 ft from sidewalks;

- 5 ft from the curb line;
- Not located within the line of sight.

3. Streetscape and Neighborhood Character

The petitioner asserts that the arborvitae improve the appearance of the property and create a consistent and attractive streetscape.

The PC/ZBA may consider:

- Whether the natural screening enhances the corridor aesthetically;
- Whether it disrupts uniformity or creates a visual barrier inconsistent with the neighborhood.



4. Maintenance Responsibility

If the Special Fence is approved, the property owner must assume full responsibility for:

- Installation, watering, trimming, and replacement;
- Ensuring ongoing compliance with visibility and setback requirements;
- Maintaining plant height to avoid future sight-line violations.

Variation Standards

Corner Side Yard Fence

Section 5.15 (7) of the Zoning Ordinance establishes standards specifically related to the review of a Variation request. That section states that, “In determining whether, in a specific case, there are practical difficulties or particular hardships in the way of carrying out the strict letter of this Zoning Ordinance, there shall be taken into consideration the extent to which the following facts are established:

The requested major variation is consistent with the stated intent and purposes of this Zoning Ordinance and the Comprehensive Plan;

- a) *The particular physical surroundings, shape or topographical conditions of the subject property would bring a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of this Zoning Ordinance is enforced;*

- b) *The conditions upon which the petition for the variation is based would not be applicable generally to other property within the same zoning district;*
- c) *The variation is not solely and exclusively for the purpose of enhancing the value of or increasing the revenue from the property*
- d) *The alleged difficulty or hardship has not been created by any person presently having an interest in the property;*
- e) *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;*
- f) *The variation granted is the minimum change to the Zoning Ordinance standards necessary to alleviate the practical hardship on the subject property;*
- g) *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.*

Special Fence and Variation Standards

Section 3.13(25)b of the Zoning Ordinance establishes standards specifically related to the review of a Special Fence request.

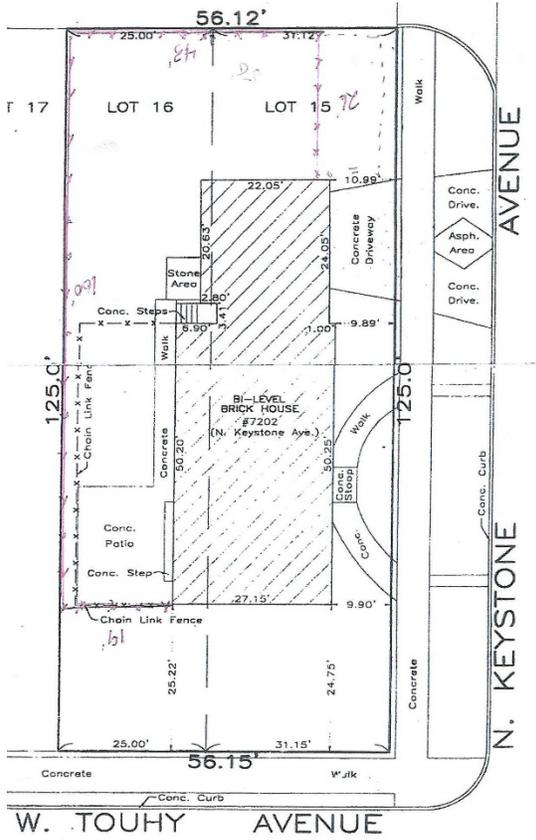
That section states that *“the Plan Commission/Zoning Board of Appeals shall not recommend to the Board of Trustees that a special fence permit be granted unless it makes findings of fact based upon evidence presented at the hearing in any given case that:*

- i. *The special fence will serve the public convenience at the location of the subject fence; or that the establishment, maintenance or operation of the special fence will not be detrimental to or endanger the visibility, public safety, comfort or general welfare.*
- ii. *The special fence will be in harmony and scale with the architecture of the building in this development and with other fences in the neighborhood.*
- iii. *The special fence will not be injurious to the use and enjoyment of other property in the immediate vicinity of the subject property for the purpose already permitted; nor substantially diminish and impair the visibility of adjacent property.*
- iv. *The nature, location and size of the special fence will not impede, substantially hinder, or discourage the installation of fences on adjacent property in accordance with the Fence Ordinance.*

- v. *The special fence shall in all other respects conform to the regulations of this Section 3.13 except as modified as provided herein.”*

Prior Similar Requests

1. Special Fence

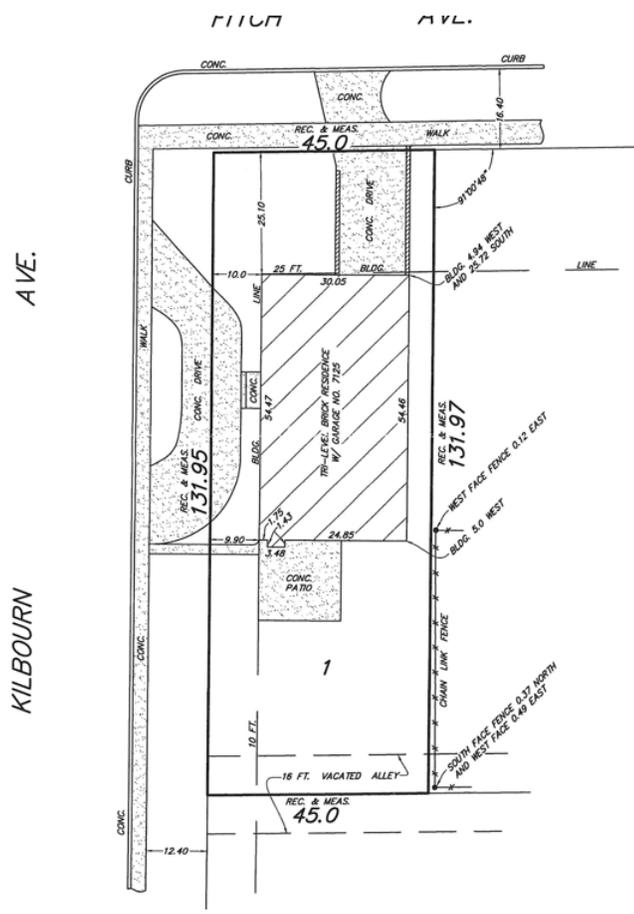
Address and Year	Requested Relief	PC/ZBA Decision	VB Decision
<p>7202 North Keystone Avenue; 2022</p>	<p>Request to approve a decorative wrought iron fence as a Special Fence, and Zoning Variations from 1) Section 3.13(11)h to permit a fence that would encroach into the corner side yard up to the corner side lot line and be six feet in height, and 2) Section 3.13(9)d to waive the required three-foot setback from the front façade of the home.</p> 	<p>By a vote of 3-2, the ZBA recommended approval of the request as proposed by the Petitioner.</p>	<p>By a vote of 5-0, the VB amended the Ordinance to allow the fence fronting on the Touhy Avenue property line to be flush with the facade of the home facing south and along Keystone Avenue frontage. The fence will be permitted to encroach into the corner side yard but must be setback from the corner side lot line at least 3 ft.</p>

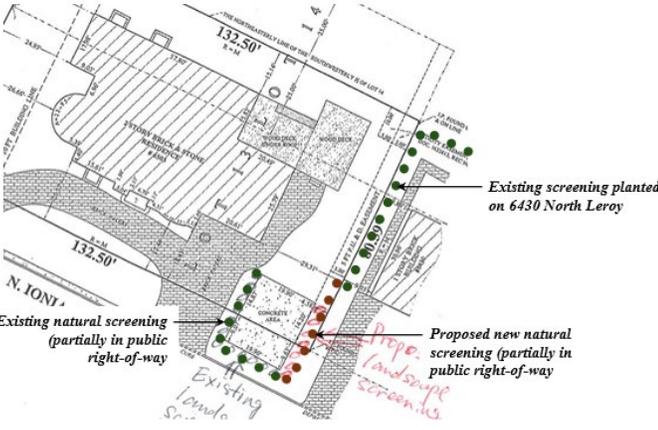
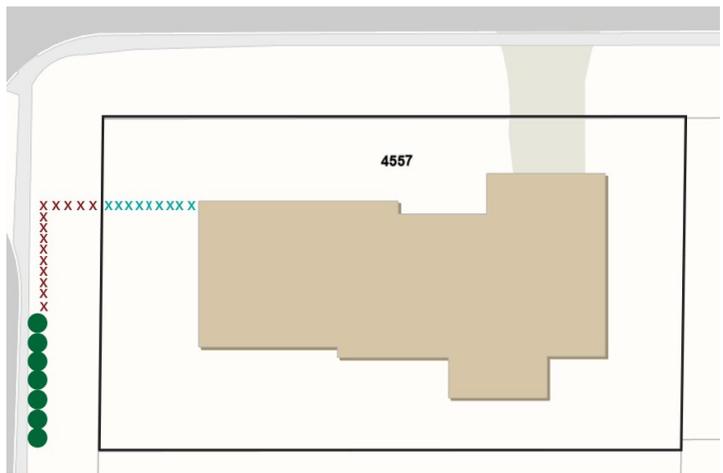
7125 N
Kilbourn;
2024

Request for a Special Fence to allow the installation of natural screening in the public right-of-way along Kilbourn Avenue, and a Variation to waive the required three-foot setback between the proposed natural screening and the public sidewalk

5-0 vote, ZBA recommended approval of the Special Fence with the conditions of removing the non-permitted fence, keeping and maintaining existing trees, and natural screening would be allowed 3 feet from the inside of the sidewalk, so they are located behind the current tree line

Village Board unanimously approved with ZBA conditions



<p>6503 N Le Mai Avenue; 2025</p>	<p>Request for a Special Fence to allow natural screening in the public right-of-way</p> 	<p>PC/ZBA unanimously recommended approval as presented by staff</p>	<p>Village Board unanimously approved</p>
<p>4557 W North Shore; 2025</p>	<p>Request for approval of a special fence pursuant to Section 15.3.13 of the Village of Lincolnwood Zoning Code to permit existing newly planted arborvitae screening located within the public right-of-way.</p> 	<p>PC-ZBA continued the case to the first meeting in February 2026 to allow the petitioner additional time to work with their landscape contractor and provide documentation on the feasibility of relocating the arborvitae within private property boundaries</p>	

2. Corner Side Yard Fence

Address/Year	Request	ZBA	Village Board (VB)
7202 N Keystone; November 2022	Permit a fence that would encroach into the corner side yard up to the corner side lot line, and be six feet in height	By a vote of 3-2, the ZBA recommended approval	By a vote of 5-0, the VB amended the Ordinance to allow the fence fronting on the Touhy Avenue property line to be flush with the facade of the home facing south and along Keystone Avenue frontage. The fence will be permitted to encroach into the corner side yard, but must be setback from the corner side lot line at least 3 ft.
6655 N Central Park Ave; July 2023	Allow a five-foot-tall fence in the corner side yard along Dowagiac Avenue,	By a vote of 5-0, the ZBA recommended approval of the request based on the unique location of the property	By a vote of 5-0, the VB approved the Ordinance as amended approving a Variation to allow the encroachment of a fence into the corner side yard. A condition that the fence that encroaches into the corner side yard be screened along its exterior with natural screening on its west and north-facing panels.

Public Comment

Staff received 3 public comments prior to the public posting of this packet. Any comments received prior to the January 21, 2026 Public Hearing will be provided to the PC /ZBA at that time.

Requested Action

The Plan Commission/Zoning Board of Appeals (PC-ZBA) is requested to make separate recommendations on the following items. Each recommendation should be either Approval or Denial, with any conditions the PC-ZBA deems appropriate.

1. Corner Side Yard Fence Variation – Section 3.13(11)(h)

Staff requests that the PC-ZBA make a recommendation to either **approve or deny** the Variation from Section 3.13(11)(h) to allow a 5-foot fence to encroach approximately 14.3 feet into the corner side yard.

2. Arborvitae – Special Fence Permit (Section 3.13(8)(a)(iv))

Staff requests that the PC-ZBA make a recommendation to either **approve or deny** the Special Fence Permit under Section 3.13(8)(a)(iv) to allow for 14 arborvitae within the public right-of-way, with the following conditions:

Approval Conditions

If the arborvitae within the public right-of-way are approved, the following conditions shall apply:

1. Setback Requirements:

Natural screening shall be maintained at all times, not less than:
Five feet (5') from any fire hydrant, utility pole, pedestal, or similar installation;
Three feet (3') from any public sidewalk; and
Five feet (5') from the curb line of any street.

2. Sight-Triangle Clearance:

Plantings shall not obstruct intersection or driveway sight triangles. Vegetation within these areas shall be maintained at a height not exceeding 30 inches above the adjacent curb or pavement grade.

3. Maintenance Responsibility:

The petitioner (property owner) shall be fully responsible for all installation, watering, pruning, replacement, and removal of plantings within the public right-of-way at their sole expense.

4. Indemnification:

The property owner shall indemnify and hold harmless the Village from any

liability or claims arising from the installation, maintenance, or presence of the arborvitae within the public right-of-way.

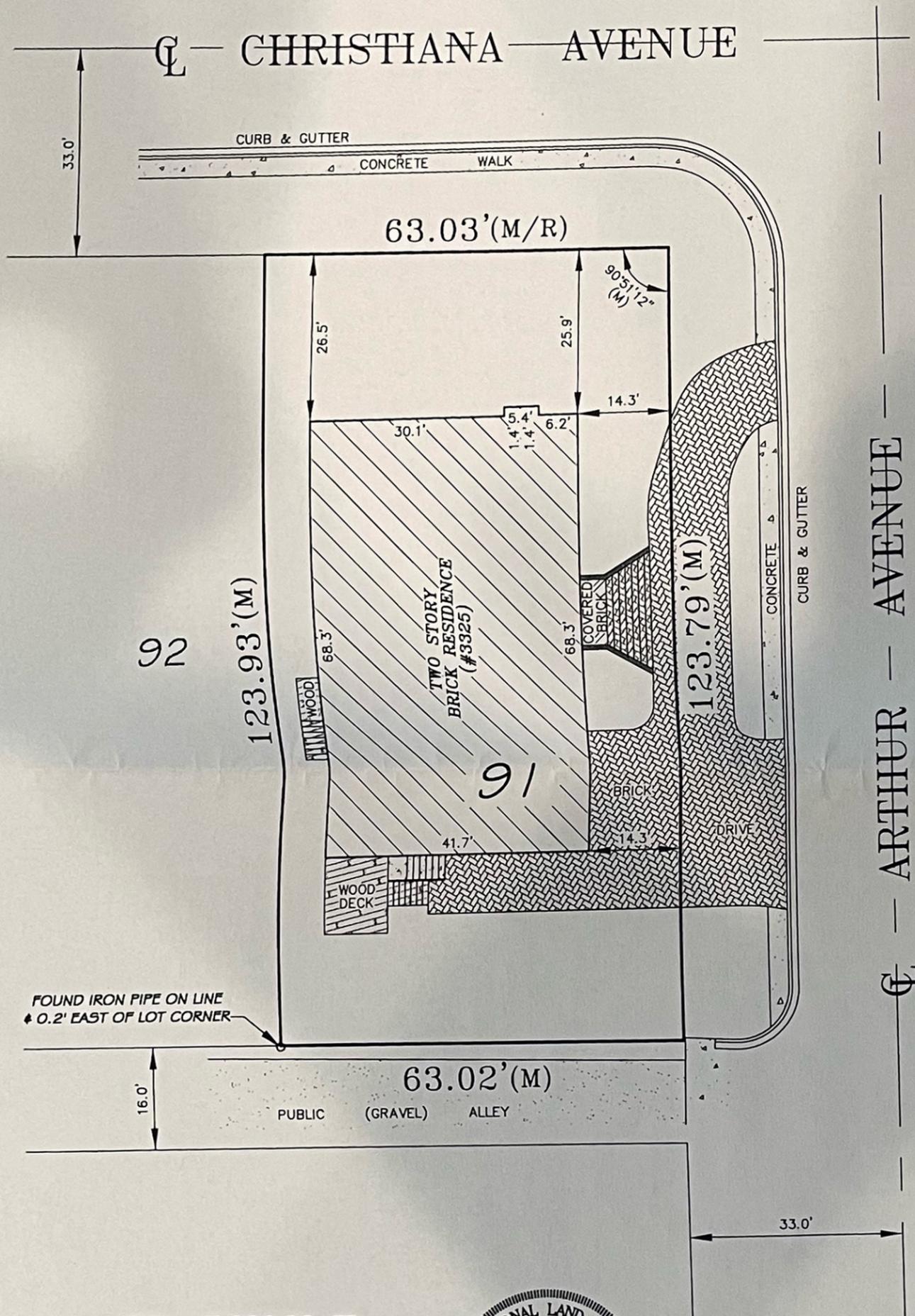
Documents Attached

1. Plat of Survey
2. Proposed Site Plan for Arborvitae
3. Proposed Site Plan for 5ft Tall Fence
4. Petitioner's Response to Variation Standards
5. Petitioner's Response to Special Fence Standards
6. Notice of Violation Letter
7. Public Comment Letter

PLAT OF SURVEY

OF

LOT 91 IN EDGAR S. OWENS NORTH SHORE CHANNEL AND DEVON AVENUE SUBDIVISION OF THE RESUBDIVISION OF BLOCK 1 AND THE EAST 1/2 OF BLOCK 2 IN ENDERS AND MUNO'S SUBDIVISION OF PART OF THE SOUTHEAST 1/4 OF SECTION 35, TOWNSHIP 41 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

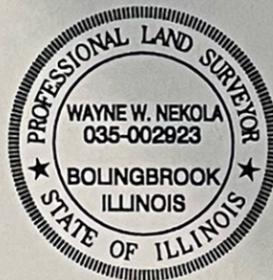


FOUND IRON PIPE ON LINE
 + 0.2' EAST OF LOT CORNER

LEGEND

- (R/M) - RECORD / MEASURED
- L - ARC LENGTH
- R - RADIUS
- CH - CHORD

AREA = 7,806 SQ. FT.
 MORE OR LESS



SCALE: 20'

PREPARED FOR: SOOJAE LEE (ATTORNEY AT LAW)
 JOB ADDRESS: 3325 W. ARTHUR AVE., LINCOLNWOOD, IL
 SELLER/BUYER: GUO / BERDUGO
 JOB NO.: 20-07-0089

NEKOLA SURVEY, INC.

PROFESSIONAL LAND SURVEYING SERVICES
 WWW.NEKOLASURVEY.COM
 400 N. SCHMIDT RD., STE. 203
 BOLINGBROOK, ILLINOIS 60440
 (630) 226-1530 PHONE (630) 226-1430 FAX

FIELD WORK COMPLETED ON THE 27TH DAY OF JULY, 2020.

(STATE OF ILLINOIS)
 (COUNTY OF WILL) SS

NEKOLA SURVEY INC. DOES HEREBY CERTIFY THAT IT HAS SURVEYED THE TRACT OF LAND ABOVE DESCRIBED, AND THAT THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

DATED THIS 3RD DAY OF AUGUST, 2020.

Wayne W. Nekola
 IFLS No. 2923

LICENSE RENEWAL DATE: 30 NOVEMBER 2020.

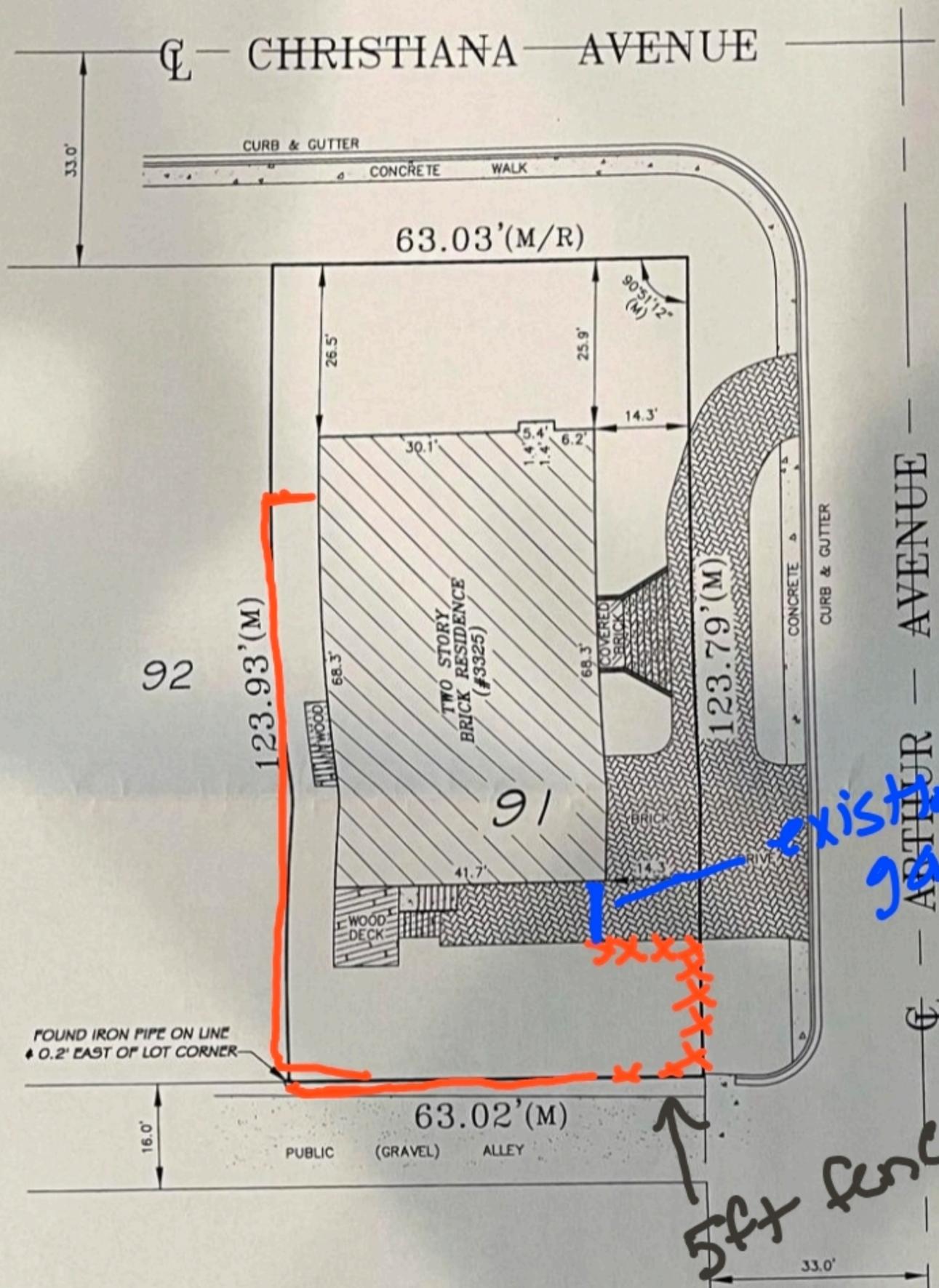
☒ - "X" IN BOX INDICATES THE HEREON DRAWN PLAT WAS ORDERED AS A NON MONUMENTED SURVEY.

NO IMPROVEMENTS SHOULD BE MADE ON THE BASIS OF THIS PLAT ALONE. FIELD MONUMENTATION OF CRITICAL POINTS SHOULD BE ESTABLISHED PRIOR TO COMMENCEMENT OF ANY AND ALL CONSTRUCTION. FOR BUILDING LINES, EASEMENTS AND OTHER RESTRICTIONS NOT SHOWN HEREON REFER TO YOUR DEED, ABSTRACT, TITLE POLICY, CONTRACTS AND LOCAL BUILDING AND ZONING ORDINANCES.

PLAT OF SURVEY

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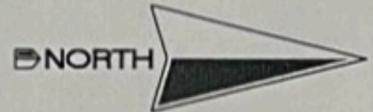
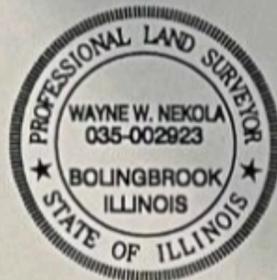
*existing
ARTHUR AVENUE*

5ft fence

LEGEND

- (R/M) - RECORD / MEASURED
- L - ARC LENGTH
- R - RADIUS
- CH - CHORD

AREA = 7,806 SQ. FT.
MORE OR LESS



SCALE: 20'

PREPARED FOR: SOOJAE LEE (ATTORNEY AT LAW)
 JOB ADDRESS: 3325 W. ARTHUR AVE., LINCOLNWOOD, IL
 SELLER/BUYER: GUO / BERDUGO
 JOB NO.: 20-07-0089

NEKOLA SURVEY, INC.

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 WWW.NEKOLASURVEY.COM
 400 N. SCHMIDT RD., STE. 203
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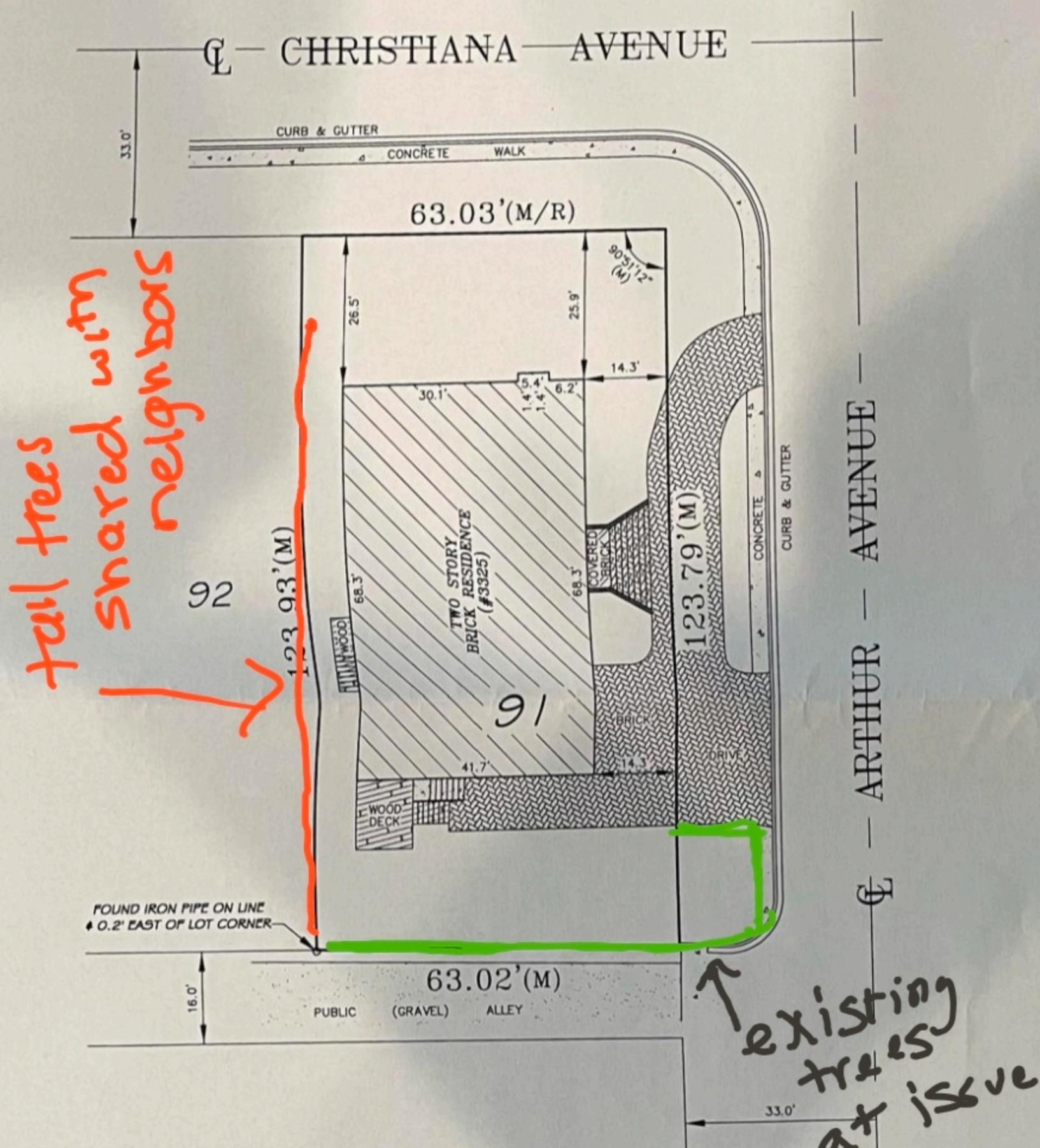
LICENSE RENEWAL DATE: 30 NOVEMBER 2020.

☒ - "X" IN BOX INDICATES THE HEREON DRAWN PLAT WAS ORDERED AS A NON MONUMENTED SURVEY.
 NO IMPROVEMENTS SHOULD BE MADE ON THE BASIS OF THIS PLAT ALONE. FIELD MONUMENTATION OF CRITICAL POINTS SHOULD BE ESTABLISHED PRIOR TO COMMENCEMENT OF ANY AND ALL CONSTRUCTION. FOR BUILDING LINES, EASEMENTS AND OTHER RESTRICTIONS NOT SHOWN HEREON REFER TO YOUR DEED, ABSTRACT, TITLE POLICY, CONTRACTS AND LOCAL BUILDING AND ZONING ORDINANCES.

PLAT OF SURVEY

OF

LOT 91 IN EDGAR S. OWENS NORTH SHORE CHANNEL AND DEVON AVENUE SUBDIVISION OF THE RESUBDIVISION OF BLOCK 1 AND THE EAST 1/2 OF BLOCK 2 IN ENDERS AND MUNO'S SUBDIVISION OF PART OF THE SOUTHEAST 1/4 OF SECTION 35, TOWNSHIP 41 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.



Handwritten in orange:
 tall trees shared with neighbors

Handwritten in black:
 existing trees at issue

LEGEND

- (R/M) - RECORD / MEASURED
- L - ARC LENGTH
- R - RADIUS
- CH - CHORD

AREA = 7,806 SQ. FT. MORE OR LESS



SCALE: 20'

PREPARED FOR: SOOJAE LEE (ATTORNEY AT LAW)
 JOB ADDRESS: 3325 W. ARTHUR AVE., LINCOLNWOOD, IL
 SELLER/BUYER: GUO / BERDUGO
 JOB NO.: 20-07-0089

NEKOLA SURVEY, INC.

PROFESSIONAL LAND SURVEYING SERVICES
 WWW.NEKOLASURVEY.COM
 400 N. SCHMIDT RD., BTE. 203
 BOLINGBROOK, ILLINOIS 60440
 (630) 226-1530 PHONE (630) 226-1430 FAX

FIELD WORK COMPLETED ON THE 27TH DAY OF JULY, 2020.

(STATE OF ILLINOIS)
 (COUNTY OF WILL) SS

NEKOLA SURVEY INC. DOES HEREBY CERTIFY THAT IT HAS SURVEYED THE TRACT OF LAND ABOVE DESCRIBED, AND THAT THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

DATED THIS 3RD DAY OF AUGUST, 2020.

Handwritten signature of Wayne W. Nekola

ILS No. 2923

LICENSE RENEWAL DATE: 30 NOVEMBER 2020.

☒ - "X" IN BOX INDICATES THE HEREON DRAWN PLAT WAS ORDERED AS A NON MONUMENTED SURVEY.
 NO IMPROVEMENTS SHOULD BE MADE ON THE BASIS OF THIS PLAT ALONE. FIELD MONUMENTATION OF CRITICAL POINTS SHOULD BE ESTABLISHED PRIOR TO COMMENCEMENT OF ANY AND ALL CONSTRUCTION. FOR BUILDING LINES, EASEMENTS AND OTHER RESTRICTIONS NOT SHOWN HEREON REFER TO YOUR DEED, ABSTRACT, TITLE POLICY, CONTRACTS AND LOCAL BUILDING AND ZONING ORDINANCES.



Variation Standards

To be approved, each Variation request must meet certain specific standards. These standards are listed below. After each listed standard, explain how your Variation request satisfies the listed standard.

Project Address	3325 W Arthur Ave, Lincolnwood, IL 60712
-----------------	--

1. The requested Variation is consistent with the stated intent and purposes of the Zoning Ordinance and the Comprehensive Plan.

Yes. The code is intended to provide safety and fair use of land for its Lincolnwood Constituents. Our Lot is very unique in shape and location in that it is a corner side lot near an open outlet to McCormick. There was an existing tree-line, however, it does not provide sufficient safety as people coming off of McCormick were entering our Property thereby endangering our children. A 5ft fence at the property line would allow for full use of property SAFELY which every Lincolnwood Resident is entitled to. In fact, the code provides fence exceptions for properties directly adjacent to an open outlet. Our property is near an open outlet and experiencing the same foot traffic as these properties directly adjacent. As such, in line with the intent of the code exceptions should apply to our property as well.

2. The particular physical surroundings, shape or topographical conditions of the subject property would bring a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of this Zoning Ordinance is enforced.

The strict letter of the law allows for a 4ft picket fence at the property line which provides neither safety nor privacy, thus not enabling us to use our property like others can. In fact, our children are almost 4ft in height and someone could grab them or easily jump over a 4ft fence. A 5ft fence at the facade of the house would limit use of property as we do not have a Rear yard.

3. The conditions upon which the petition for the Variation is based would not be applicable generally to other property within the same Zoning District.

our lot is like no other in Lincolnwood both in location and land. It does not have a rear yard - only land on the side of the property which is located near a gravel alley and an open access to McCormick - creating both issues with safety and use of land.

4. The Variation is not solely and exclusively for the purpose of enhancing the value of or increasing the revenue from the property.

We have a huge issue with vagrants coming onto our property, but for that we would not be making this request. Many strangers and vagrants are coming onto our yard for unknown reasons, please see attached letters of concern for safety from neighboring houses. Police have been called previously but it does not deter other people from entering.

5. The alleged difficulty or hardship has not been created by any person presently having an interest in the property.

No. The safety issues arising are out of our control as Property owners.

6. 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.

It would be solely on our property and not endangering anyone. Nor is there any property on that side directly adjacent ~~and~~ that would be harmed.

7. The Variation granted is the minimum change to the Zoning Ordinance standards necessary to alleviate the practical hardship on the subject property.

We are asking for an added foot in height of fence at our property line. A picket fence does not provide safety requirements nor does it even match the aesthetics of the neighborhood.

8. 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.

It does not.



Special Fence Standards

To be approved, each Special fence request must meet certain specific standards. These standards are listed below. After each listed standard, explain how the Special Fence request satisfies the listed standard.

Project Address

3325 W Arthur Ave, Lincolnwood, IL 60712

1. Please explain how the Special Fence is necessary for the public convenience at this location. (Please explain in detail)

our property does not have a rear yard. our only usable yard is located at the side of our house. As such, everyone can view our only yard and also have an open entrance to it. The previous owners had bushes/trees for privacy, as do we. without the trees our entire yard is exposed to a main street.

2. Please explain how the Special Fence is so designed, located, and proposed to be in harmony and scale with the architecture of the building in this development and with other fences in the neighborhood.

The special fence is composed of adult mature Arborvitae trees as they have been in existence for many years. They surround the corner side section of the yard. It is aligned with the alley, sidewalk, and neighboring trees/bushes - consistent with other neighboring houses near alleyways. In fact, there are many special fences throughout the neighborhood, and the entirety of Lincolnwood, that are composed of Arborvitae trees and which also align along the alleyway and sidewalks.

3. Please explain how this Special Fence would not cause substantial injury to the value of other properties in the neighborhood in which it is located nor substantially diminish and impair the visibility of adjacent property .

It is a corner lot. There are no houses adjacent to the placement of them. They have been up for years-even the previous owner had trees and it did not cause anyone substantial injury. If anything they are a continuation of neighboring trees and serve to beautify the neighborhood. They are very well kept and maintained.

4. Explain how the nature, location and size of the special fence will not impede, substantially hinder, or discourage the installation of fences on adjacent property in accordance with the Fence Ordinance.

There are no adjacent properties in the area. It is a corner lot.

Once you have completed the responses to the standards above, please return to your online application and upload this document to that application.



VILLAGE OF LINCOLNWOOD

6900 Lincoln Ave. | Lincolnwood, IL 60712 | Phone: 847-673-7402

www.lincolnwoodil.org | commdev@lwd.org

Notice of Violation

August 5, 2025
Project Address: 3325 Arthur Ave
Project Description: Fence
Permit #: FNC-1707-2024 (NOT ISSUED)

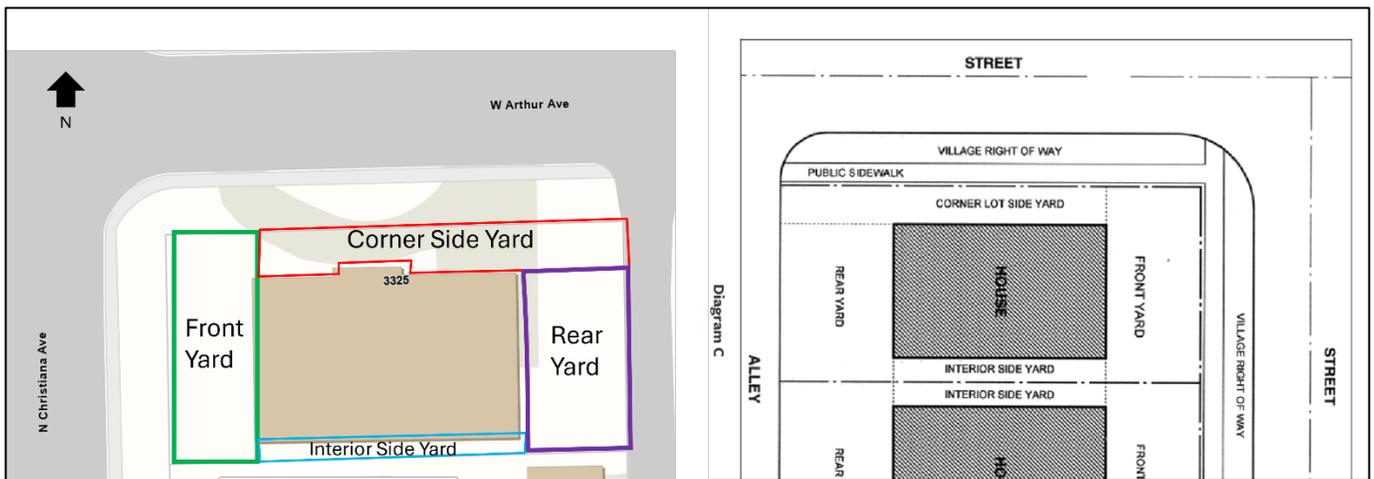
CERTIFIED MAIL AND EMAIL

Owner – Gina Berdugo
Contractors – Jacob Kaufman

Dear Ms. Berdugo,

Thank you for your letter dated July 17, 2025. I hope this response helps clarify the zoning matters and the Village's expectations regarding the type, height, and placement of the fence. After reviewing this letter, please feel free to reach out to me if you would like to schedule an in-person meeting and discuss any further questions. To further assist in understanding how the fence regulations apply to your property, I've included a diagram below. It identifies the designated yard areas and shows how they correspond to the definitions and illustrations found in the Lincolnwood Zoning Ordinance (Chapter 15 of the Village Code).

Figure 1: Yard Definitions



A visit to the property shows the following violations of the Village of Lincolnwood Zoning Ordinance and the Village's Building Codes (Chapters 14 and 15 of the Village Code). A list of the relevant code sections is included at the end of this letter:

1. A fence was built without an issued permit (Violation of *Section 105.1.2 of the International Building Code, adopted pursuant to Section 14 of the Village Code*)
2. A wrought iron fence was erected in the public right of way (Violation of *Section 3.13(9)(g) of the Zoning Ordinance*)
3. A wrought iron fence 6 ft in height was built in the corner side yard (Violation of *Section 3.13(11)(h) of the Zoning Ordinance*)

4. Arborvitae were planted in the public right of way (Violations of *Section 3.13(9)(g)* and *Section 3.13(12)(a) of the Zoning Ordinance*)
5. The arborvitae in the corner side yard exceeds permitted height requirements (Violation of *Section 3.13(12)(b)(ii) of the Zoning Ordinance*)
6. The Line-of-Sight Triangle is not maintained (Violation of *Section 3.13(9)(a) of the Zoning Ordinance*)
7. A STOP WORK placard was removed (Violation of *Section 114.2 of the International Building Code*)
8. Further work completed after issuance of the STOP WORK (Violation of *Section 114.4 of the International Building Code*)

Additionally, to further assist with gaining an understanding of the status of the fence permit and the improvements that were made to this property, a timeline of events is presented below.

1. A STOP WORK order was issued on 12/30/24 – Only the fence posts were installed.
2. A permit was applied for on 12/31/24.
3. A plan review was conducted, and a comment letter was emailed on 1/3/25.
4. A permit resubmittal was uploaded on 1/6/25.
5. A second plan review took place and a new comment letter was emailed on 1/14/25.
6. A second email was sent to the owner with the plan review comments on 2/10/25 due to inaction on the permit submittal.
7. Due to the stop work order, the Village sent an inspector out to verify no further work was performed and to make contact on 6/2/25.
8. A notice of violation hang tag was placed on the property on 7/8/2025 based on the fact that the owner continued to install the fence, including an addition into the public right-of-way, with no valid permit.
9. Gina Shemtov-Berdugo, sent a letter to the Village on 7/17/25 in response to the notice of violation hang tag.

Final Notice of Violation

Based on the timeline outlined above and the unauthorized improvements made without proper approvals, this letter serves as your **final Notice of Violation**. In accordance with the Village of Lincolnwood Building Code, your project must obtain an active, valid permit and successfully pass all final inspections in full compliance with applicable codes and regulations. This letter also serves as a response to your previous correspondence. The Village of Lincolnwood is requesting that you submit a **plan of action within seven (7) days, by Tuesday, August 12, 2025**, detailing how you will bring the property into compliance. This plan should include, but is not limited to:

- Revising and resubmitting your project plans
- Registering your contractor with the Village
- Obtaining all necessary Village approvals
- Contacting JULIE for underground utility location services
- Paying all applicable fees and securing a valid permit
- Scheduling and passing both post-hole and final inspections

All of the above must be completed within **thirty (30) days, no later than Tuesday, September 9, 2025**.

In addition, any improvements made within the Village of Lincolnwood's right-of-way must be **removed and the area fully restored to the satisfaction of the Village Engineer** by the same deadline: **Tuesday, September 9, 2025**.

A list of the relevant code sections referenced in this letter is provided below.

Section 105.1.2 Failure to submit for and approval of a permit after a STOP WORK notice.

Failure to submit material(s) as required for a permit within one month after a STOP WORK notice or failure to be issued a permit within two months is subject to either penalties as prescribed by law or as set forth in the Village's Annual Fee Resolution **A25**.

Section 113.4 Violation penalties.

Any person who violates a provision of this code or fails to comply with any of the requirements thereof or who erects, constructs, alters or repairs a building or structure in violation of the approved construction documents or directive of the Building Official, or of a permit or certificate issued under the provisions of this code, shall be subject to penalties as prescribed by law or as set forth in the Village's Annual Fee Resolution.

Section 114.2 Issuance.

The stop work order shall be in writing and a placard shall be affixed to a prominent window or door in front of the structure or space. Contact with the owner, owner's authorized agent, or to the person performing the work shall be made to explain the reason for the stop work order. Upon issuance of a stop work order, all work within the structure or space shall immediately cease. The stop work placard shall state the reason(s) for the order and the conditions under which the work is authorized to continue.

Section 114.2.1 Unauthorized removal of STOP WORK placard.

Unauthorized removal of the posted "STOP WORK" placard from the window or door of the structure or space by anyone other than the Building Official, Village Inspector or an authorized agent of the Village is subject to either penalties as prescribed by law or as set forth in the Village's Annual Fee Resolution **A25**.

Section 114.4 Failure to comply.

Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be subject to penalties as prescribed by law. Violation of unlawful continuance is subject to either penalties as prescribed by law or as set forth in the Village's Annual Fee Resolution.

Section 15.3.13(9)(a) Line of sight distance required. Any person erecting, constructing, installing, or replacing a fence and planting or replacing a natural screen shall ensure that adequate sight distance is provided at the intersection of two alleys, or **a street and an alley**, or the intersection of two streets.

Section 3.13(9)(e) On a corner lot, fencing must: i) be aligned with the front facing facade or any other street-facing facade of the principal building, unless specifically permitted to encroach into the corner side yard pursuant to Section 3.13(h) of this Zoning Ordinance; and ii) maintain a minimum setback in conformance with the line of sight requirement as set forth herein.

Section 3.13(9)(g) A fence or natural screen shall be properly located and shall not encroach upon the property of another, nor on the public right-of-way, except as may be approved as a special fence pursuant to Section 3.13(8) of this Code. Owners and installers of fences and natural screening are jointly and severally responsible for installing such materials in the proper location. The Village will not be responsible for any improperly located fence or natural screening

Section 3.13(11)(h) On a corner lot open and semiprivate fences not more than four feet in height may be erected in a corner side yard but only to a line which is perpendicular to the rear face of the residence and shall align with the front facing facade,

Section 3.13(12)(b)(ii) Where the front facing design facade of the residence (the side containing the main entrance) faces the corner lot side yard (as opposed to the front yard), the screening shall be restricted and maintained to no more than four feet in height for the area bounded by a line extended parallel to the rear elevation of the principal building; a line extended parallel to the front elevation of the principal building; the corner lot side property line; and the facade of the building facing the corner lot side yard. In all other corner lot side yard locations, the screening shall be restricted and maintained to no more than eight feet in height.

Section 3.13(20)(b) Safe passage. A fence or natural screening shall not impede the safe passage of pedestrian traffic on sidewalks.

Failure to contact the Village and resolve the issues outlined above will result in the issuance of a citation for one or more of the referenced code violations. If a citation is issued, you will be required to appear at the Village's adjudication hearing, where a judge will review the case and may impose fines. Please be advised that penalties for each offense or violation may be assessed at up to \$2,500 per day, as authorized under Chapter 14, Building Regulations, Article 18 – Penalties of the Village Code and the Annual Fee Resolution A25.

Again, feel free to reach out to me if you want to set up a meeting to go over the permit submittal or this Notice of Violation.

Sincerely,

Joseph Wallace III, RA, CBO
Building Official

CC: John Welch, Public Works Director
Patrick Ainsworth, Community Development Director
Rati Akash, Assistant Community Development Director

Hi,

My name is Ayelet Mermelstein,
(daughter of Ahuva + Menachem Shabat). I live
at 3322 W. Arthur with my husband and
three young kids. We've had a few incidents
recently making us feel unsafe, including people
coming onto our property. Our children's safety
should be the highest priority!

Thank you for doing what you can!

Honorable representatives of Lincolnwood Village,

We live on 6509 N Christiana Ave.

Due to its close proximity to McCormick- there are constantly people walking through the alley in back.

My children were terrified recently when a "stranger" tried to talk to them. This situation is very nerve wracking for us parents.

We appreciate the various efforts the village makes to keep our neighborhood safe. We respectfully request that you assess the situation and see if there's more to do

Thank you very much

Roy and Miriam Jaeger

hi
my is Queen.

I live on 6451 N. Christiana

We do not have fence in our

yard so we always have

stranger coming in and out

of my yard and always

see foot prints in the

snow in winter just last

week a masked man wearing

hoodie and dark glasses

was roaming in our yard

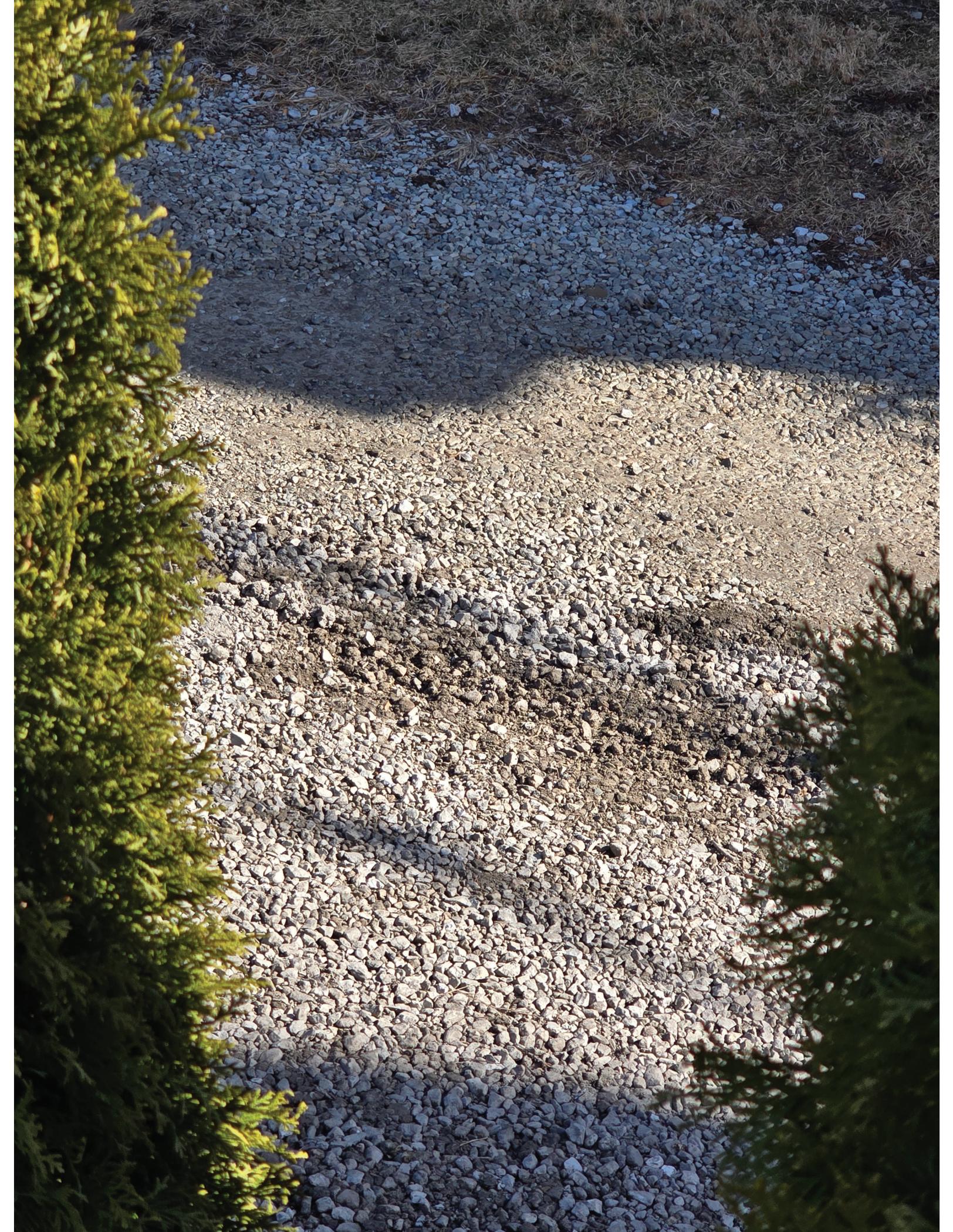
When I asked what's going on

he said he's looking for somebody
really?? and this is ~~happening~~ going on
all over Lincolnwood











Plan Commission / Zoning Board of Appeals Staff Report Case #VAR-01-26

March 4, 2026

Subject Property

7118 N Karlov

Zoning District

R3 Residential District

Petitioner

Rana and Sabah Khan, Property Owners

Nature of Request

Variation to allow for an existing expansion of a driveway to exceed the maximum permissible width of 20 feet.

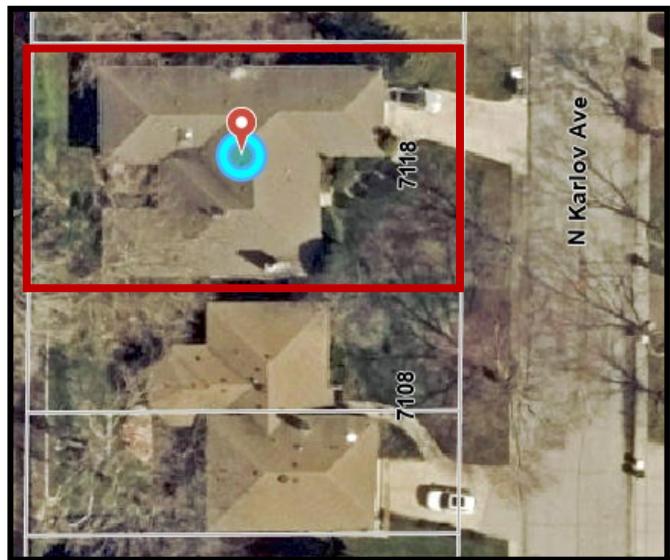


Figure 1 – Location

Notification

Notice was published in the Lincolnwood Review on Thursday, January 29, 2026. Public hearing signs were installed at the subject property, and legal notices dated Monday, January 15, 2026, were mailed to properties within 250 Feet.

Background

Note: This case was called on its originally scheduled meeting date of February 17th, 2026, but due to the petitioners being absent, a continuance was granted. Staff was not informed prior to the meeting that they would be absent. Subsequent attempts to reach out to the petitioner have not been successful and as of this report no further contact with the petitioner has been achieved.

The subject property is located within the R3 Residential District and is improved with a one-story house with attached garage and driveway.

On April 15, 2025, the Village issued a STOP WORK order after a Village Inspector observed that the homeowner had begun installing an expansion to the existing driveway before obtaining a permit. The inspection determined that the driveway expansion exceeded the permitted required 20 feet.

Following the STOP WORK, the homeowner was instructed to submit a permit application to document the work. Upon review, the permit was returned for revisions three times and is yet to be issued.

Subsequently, the homeowner elected to apply for a variation as the only potential means of obtaining approval to retain the expanded portion of the driveway.

The property owner at 7118 N. Karlov Ave. widened a 20-foot driveway without permits by approximately 2.5 feet on each side to become a 25-foot driveway. Staff initially advised the owner to pursue a reasonable accommodation application because the stated purpose of the widening is to support a household member with a mobility impairment. The owner instead elected to pursue a variation to legalize the as-built condition.



Figure 2 – Expanded Driveway

Summary of the Request

The petitioner is requesting a variation from Table 7.13.01 to allow a maximum driveway width of twenty-five (25) feet, whereas the Zoning Ordinance currently limits the width of

non-circular single-family residential driveways to a maximum of twenty (20) feet (the lesser of one-third (1/3) of the lot frontage or twenty (20) feet).

According to the petitioner, the expansion is intended to promote safety and easement of mobility for individuals living at the property.

Variation Required

Variation from Section 7.13.01 of the Zoning Code to allow the expansion of an existing driveway to exceed the maximum permissible width of 20 feet.

Section 7.13 states that the maximum width of circular driveways is the lesser of 1/3 of the lot frontage, or 12 feet

Incomplete Documentation

A completed Hard Surface calculation worksheet was never provided by the applicant.

In their original building permit application, the applicant submitted an incomplete Hard Surface Calculation Worksheet.

Staff asked for a completed Hard Surface Calculation Worksheet multiple times throughout the permit process as well as two separate times during the public hearing process (12/17/2025 and 1/8/2026). As of the creation of this report no updated Hard Surface Calculation Worksheet has been provided.

Additionally, staff did a site visit and measured that the width of the driveway is actually 25 feet and not 23 feet as the petitioner indicated as part of their application.

Considerations

The Plan Commission/Zoning Board of Appeals (PC/ZBA) may consider the following when determining the appropriateness of the requested variation:

Variation Standards



Section 5.15 (7) of the Zoning Ordinance establishes standards specifically related to the review of a Variation request. That section states that, “In determining whether, in a specific case, there are practical difficulties or particular hardships in the way of carrying out the strict letter of this Zoning Ordinance, there shall be taken into consideration the extent to which the following facts are established:

The requested major variation is consistent with the stated intent and purposes of this Zoning Ordinance and the Comprehensive Plan;

- a) *The particular physical surroundings, shape or topographical conditions of the subject property would bring a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of this Zoning Ordinance is enforced;*
- b) *The conditions upon which the petition for the variation is based would not be applicable generally to other property within the same zoning district;*
- c) *The variation is not solely and exclusively for the purpose of enhancing the value of or increasing the revenue from the property*
- d) *The alleged difficulty or hardship has not been created by any person presently having an interest in the property;*
- e) *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;*
- f) *The variation granted is the minimum change to the Zoning Ordinance standards necessary to alleviate the practical hardship on the subject property;*
- g) *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*

Prior Similar Requests

The [PC/ZBA](#) recently heard a variation case for [4833 W Pratt](#) to allow the expansion of a circular driveway to exceed 12 feet. The PC/ZBA recommended denial of the variation. The Village Board approved the variation for the driveway to exceed 12 feet but required the petitioner to remove impervious surface from the front yard to be in compliance with the 50% coverage requirement. [Village Board Packet](#). [Village Board Minutes](#).

Public Comment

Staff has not received any public comments.

Recommendation

Staff requests that the PC-ZBA make a recommendation to either approve or deny the requested variations. The PC-ZBA's recommendation will be forwarded to the Village Board for final consideration and action.

Documents Attached

1. Stop Work Order
2. Plat of Survey
3. Property Photos
4. Petitioner's Response to Variation Standards
5. Incomplete Zoning Worksheet



LEGAL NOTICE

DATE: 4/15/25

WHEREAS, violations of Article _____, Section _____ of the Zoning Ordinance Chapter R105 Section 7 of the Building Code have been found

on these premises, IT IS HEREBY ORDERED in accordance with the above Code that all persons cease, desist from, and

STOP WORK

Flatwork expansion @ Driveway

immediately pertaining to construction, alterations, or repairs on these premises known as:

7118 N. Karlov

All persons acting contrary to this STOP WORK order or by removing or mutilating this notice are subject to penalties as prescribed by law unless such action is authorized by the Building Official. For legal removal of this STOP WORK order, a permit must be applied for within the next 5 days. The base price of the permit will be calculated at twice the regular permit fee rate. Continuing to perform work shall result in an additional fine \$375 for a single-family residence, \$750 for multiple family or commercial property for each infraction and resulting fees shall also be added to the permit fees prior to then restarting work. Article 14, Section 14-6 and Section 15-8 of the Village of Lincolnwood Code or Ordinances.

Per Section 105.2 of the IBC and 105.1.2 of the IRC, failure to submit a permit (including an application with required supporting documents) within 30 days of this notice and/or failure to pay for and be issued a permit (including all contractor's having a valid Contractor's License with the Village) within 60 days of this notice shall result in additional fines or penalties. \$100 for failure to submit for a permit and \$250 for failure to obtain a permit.

Any person who is served with a STOP WORK order shall have the right to appeal the issuance of the STOP WORK order to the Village Manager, by filing a written appeal within seven (7) days after the issuance of the STOP WORK order. The Village Manager shall, within seven (7) days after receipt of the properly filed appeal, either (a) affirm the issuance of the STOP WORK order, or (b) rescind or modify the STOP WORK order. The failure of the Village Manager to render a decision within seven (7) days shall be deemed as an affirmation by the Village Manager of the issuance of the STOP WORK order.

Village of Lincolnwood

6900 Lincoln Ave.
Lincolnwood, IL 60712
Phone: 847-673-7402

[Signature]
Code Official or Village Inspector



Apply online by using the QR code or by going to lincolnwood.onlma.com

4/15/2025 2:36:10 PM



4/15/2025 2:37:10 PM



4/15/2025 2:36:10 PM



4/15/2025 2:36:16 PM



RECEIVED
AUG 18 2025
LINCOLNWOOD
COMMUNITY DEVELOPMENT

PLAT OF SURVEY

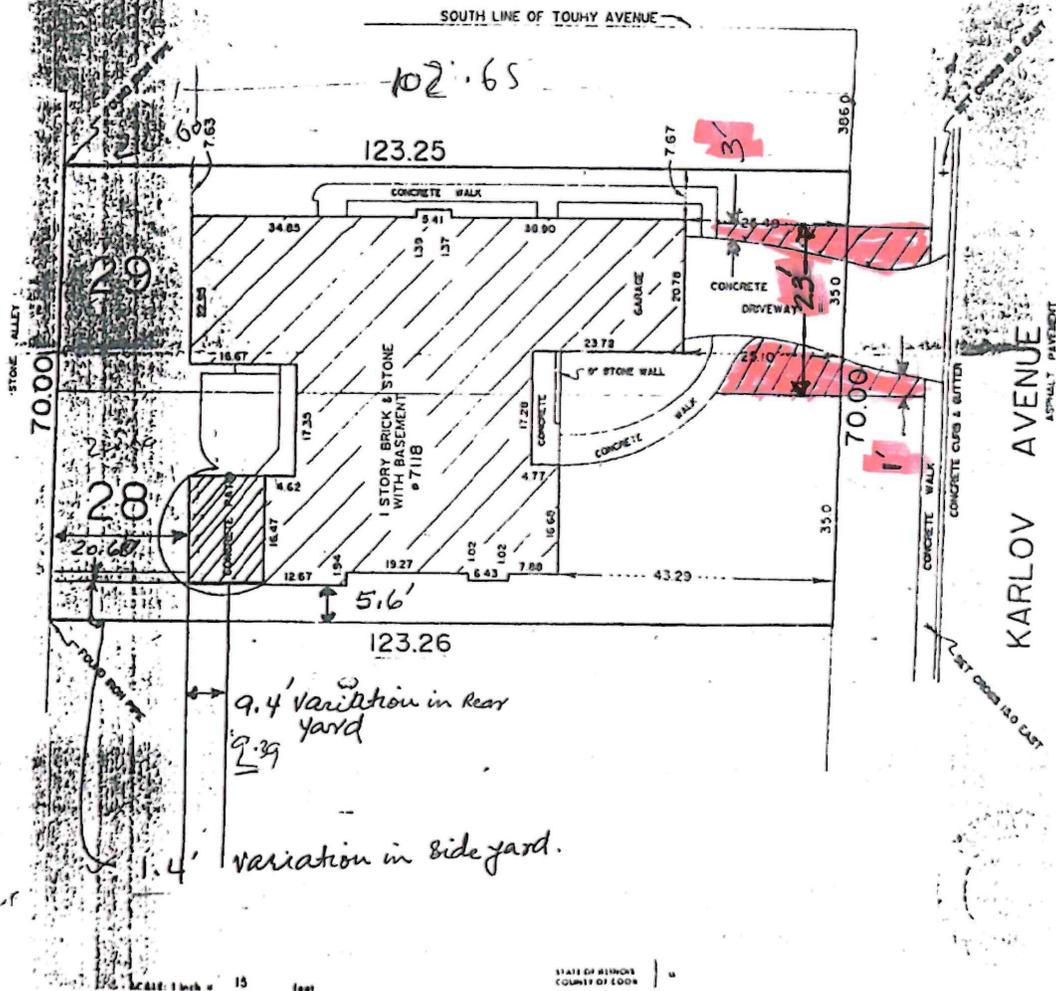
—BY—

SAMBORSKI, MATTIS, INC.
LAND SURVEYORS
4332 OAKTON STREET SKOKIE, ILL. 60076
(708) 674-7373
OF

LOTS 28 AND 29 IN BLOCK 1 IN HOLLOWAY'S KIMLWORTH AVENUE SUBDIVISION OF THE NORTHEAST QUARTER OF THE NORTH EAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 34, TOWNSHIP 43 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN.

IMP. OF DRIVEWAY: STONE BASE/CONCRETE 4"
(SEE HIGHLIGHT AREA)

HARD SURFACE CALCULATION & COST OF WORK
PROVIDED EARLIER ON LAMA WEBSITE.





7118



Variation Standards

To be approved, each Variation request must meet certain specific standards. These standards are listed below. After each listed standard, explain how your Variation request satisfies the listed standard.

Project Address	7118 N Karlov Ave
-----------------	-------------------

1. The requested Variation is consistent with the stated intent and purposes of the Zoning Ordinance and the Comprehensive Plan.

The request legalizes a minor, $\approx 3'$, width increase at the lot line for a single-family home to ensure safe on-site maneuvering and door-swing clearance. Neighborhood character, traffic, intensity, and drainage remain unchanged. Granting limited relief preserves public safety and reasonable residential use without adverse community impacts.

2. The particular physical surroundings, shape or topographical conditions of the subject property would bring a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of this Zoning Ordinance is enforced.

Strict application of the 20' width limit creates practical difficulty due to this lot's 70' frontage, front-load attached garage, and the original non-linear driveway alignment that constrained turning paths near the lot line. In this configuration, a 20' width impairs safe ingress/egress and door-swing clearance. The modest increase to $\sim 23'$ at the lot line alleviates those site-specific constraints.

3. The conditions upon which the petition for the Variation is based would not be applicable generally to other property within the same Zoning District.

The property has a 70-foot frontage with a front-facing attached garage and the original driveway was not straight; it curved in a way that made turning and opening doors at the lot line tight, especially with a household member who has a mobility impairment. At the code-allowed 20 feet at the property line, this configuration created a practical difficulty for safe day-to-day use.

On the same block, several nearby properties with similar frontage widths have driveways that are wider at their widest points. For example, a neighbor at 7125 N Karlov is approximately 28 feet wide, a neighbor at 7108 N Karlov is about 22 feet wide, and a neighbor at 7111 N Karlov is about 36 feet wide. We are requesting recognition of an as-built width of approximately 23 feet, which is narrower than two of these

4. The Variation is not solely and exclusively for the purpose of enhancing the value of or increasing the revenue from the property.

The requested relief is not for income or value enhancement. It is limited to a functional safety need for maneuvering and door-swing clearance associated with daily residential use.

5. The alleged difficulty or hardship has not been created by any person presently having an interest in the property.

Although the widening was completed before the permit process, the underlying difficulty stems from long-standing physical conditions (garage location/frontage geometry and original alignment) that pre-date the current work. The variation addresses those pre-existing constraints and the need for safe, reliable access, including mobility-related door-swing/vehicle transfer needs for a household member.

6. 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.

There is no encroachment into the public right-of-way or easements; no curb-cut change; no drainage complaints (post-work); and no increase in traffic, noise, or light. The driveway remains at grade and residential in character. Neighboring properties retain the same access, light, and air.

7. The Variation granted is the minimum change to the Zoning Ordinance standards necessary to alleviate the practical hardship on the subject property.

Relief is narrowly tailored: from 20' to approximately 23' at the lot line, a ~3' increase, to accommodate safe turning and door swing at this specific location. No additional expansions are sought. At this time, further trimming or removal of other hard surface is not feasible due to structural and practical constraints.

8. 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 improvement is a flush, at-grade surface with no vertical massing. It does not obstruct sight lines or airflow, does not increase fire or safety risk, and is consistent with the single-family character of the block; therefore, it will not substantially diminish or impair property values.



VILLAGE OF LINCOLNWOOD

6900 Lincoln Ave. | Lincolnwood, IL 60712 | Phone: 847-673-7402
www.lincolnwoodil.org | commdev@lwd.org

Hard Surface Calculation Worksheet - Exterior Flatwork

Complete this form for all permit requests for Flatwork (driveways, sidewalks, patios, etc.). Identify below in the tables the existing and proposed square footage coverage of all impervious (hard) surfaces on the Subject Property. All measurements should be entered as square footage unless otherwise noted.

Property Address:

Total Lot Area:	Width (Ft.)	<input type="text" value="39"/>	x	Length (Ft.)	<input type="text" value="25"/>	=	<input type="text" value="975"/>	Sq. Feet
Front Yard Area:	Width (Ft.)	<input type="text"/>	x	Length (Ft.)	<input type="text"/>	=	<input type="text"/>	Sq. Feet
Rear Yard Area:	Width (Ft.)	<input type="text"/>	x	Length (Ft.)	<input type="text"/>	=	<input type="text"/>	Sq. Feet

SECTION 1: PERMITTED ZONING COVERAGE TOTALS

	Total Area					Permitted	
60% Total Lot Coverage (Lot area)	<input type="text" value="975"/>	Sq. Ft.	X	0.60 (60%)	=	<input type="text" value="585"/>	Sq. Ft.
35% Building Coverage (Lot area)	<input type="text" value="975"/>	Sq. Ft.	X	0.35 (35%)	=	<input type="text" value="341.25"/>	Sq. Ft.
50% Front Yard Building Coverage (Front Yard)	<input type="text"/>	Sq. Ft.	X	0.50 (30%)	=	<input type="text"/>	Sq. Ft.
30% Rear Yard Building Coverage (Rear yard)	<input type="text"/>	Sq. Ft.	X	0.30 (30%)	=	<input type="text"/>	Sq. Ft.

SECTION 2: MAIN BUILDING COVERAGE

Currently Existing Proposed Change Total Proposed

SECTION 3: FRONT YARD CALCULATIONS

	Existing	Proposed Changes	Proposed Total
Driveway / Apron			
Sidewalk			
Porches/Steps			
Other Coverage*			
Front Yard Coverage			

*Identify Other Front Yard Coverage

SECTION 4: SIDE YARD CALCULATIONS

	Existing	Proposed Changes	Proposed Total
Driveway			
Sidewalks			
Patio			
Detached Garage / Shed			
Other Coverage*			
Total Side Yard Coverage			

*Identify Other Side Yard Coverage

SECTION 5: REAR YARD CALCULATIONS

	Existing	Proposed Changes	Proposed Total
Driveway			
Sidewalks			
Patio			
Detached Garage / Shed			
Other Coverage*			
Total Rear Yard Coverage		0	

*Identify Other Rear Yard Coverage

SECTION 6: Driveway Changes

Existing Width at Property line

Ft.

Proposed Width at Property line

Ft.

SECTION 7: PROPOSED COVERAGE TOTALS

	Total Proposed Area	Permitted From Section 1	Zoning Compliant Yes, If Permitted coverage is Greater or equal to Proposed
60% Total Lot Coverage - From Sections 3 + 4 + 5	<input type="text"/>	585	Yes
35% Building Coverage - Include totals for all buildings/structures	<input type="text"/>	341.25	Yes
50% Front Yard Building Coverage - From Section 3 + 4 + 5	<input type="text"/>	<input type="text"/>	Yes
30% Rear Yard Building Coverage - From Sections 3 + 4 + 5	<input type="text"/>	<input type="text"/>	Yes

I hereby attest that the above information concerning the subject property is true and accurate.

--	--	--

Signature (*Owner/Authorized Agent*)

PRINT NAME

DATE



Plan Commission / Zoning Board of Appeals

Staff Report

Case #VAR-04-26

March 4th, 2026

Subject Property

7260 N Lincoln Ave

Zoning District

B3 governed by PUD

Petitioner

Olympik Signs on behalf of Springhill Suites/Residence Inn, Marriott

Nature of Request

Variations from Section 11.04 of the Zoning Ordinance to approve a sign design package.

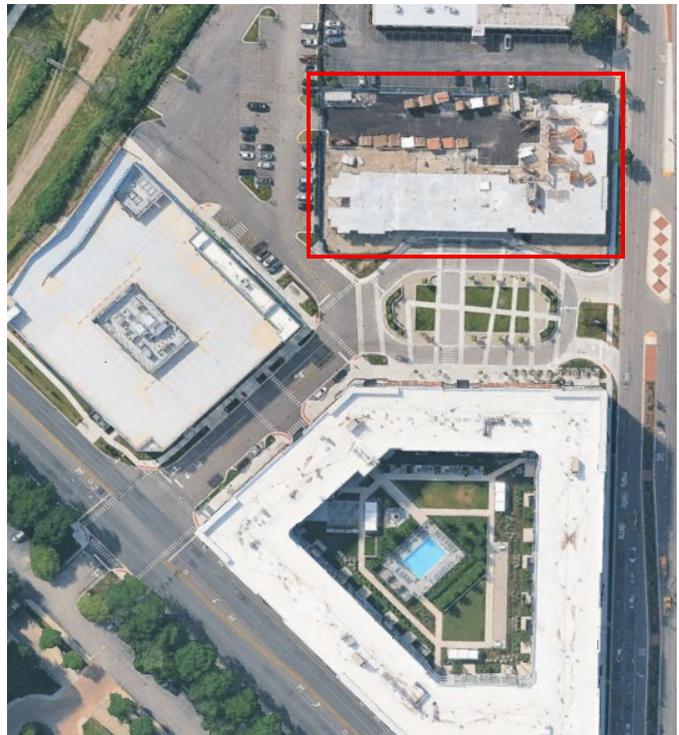


Figure 1 – Aerial Image of the Marriott Hotel

Notification

Notice was published in the Lincolnwood Review on Thursday, February 12, 2026. Public hearing signs were installed at the subject property, and legal notices dated were mailed to properties within 250 Feet.

Background

The subject property is located within the B-3 Village Center Planned Development (PD) zoning district and is governed by a Planned Unit Development (PUD) originally approved in 2019. The property is improved with a dual-branded Marriott hotel (SpringHill Suites

and Residence Inn) consisting of more than 150 guest rooms, an indoor pool, business center, and fitness center.

The surrounding zoning context is as follows: properties to the north and east are zoned Office; properties to the south are part of the District 1860 Planned Development and include a mixed-use building containing commercial and residential units, as well as the Village Green; and to the southwest is the grocery store building, also part of District 1860.

In 2022, the Village approved a Unified Center Sign Plan governing signage for the mixed-use building located at the corner of Lincoln Avenue and Touhy Avenue, as well as the grocery store building along Touhy Avenue. The Unified Sign Plan was amended in 2024; however, the hotel property was not incorporated into that plan. Accordingly, signage on the hotel property is regulated under the general provisions of Article 11 of the Zoning Ordinance, with the exception of the multi-tenant pylon sign panels, which remain subject to the District 1860 Unified Sign Plan.

Summary of the Request

The petitioner has submitted a comprehensive sign package consisting of ten signs on the hotel property, along with two new tenant panels on the existing District 1860 multi-tenant pylon sign.

For developments of this scale and visibility, particularly dual-branded hotels operating along a major arterial corridor, it is common for multiple elevations to include identifying signage in order to provide appropriate brand recognition from adjacent streets, parking areas, and public spaces. As part of a coordinated sign package, such signage is often reviewed collectively to ensure consistency in design, scale, and placement.

The proposed package includes illuminated wall signs on all four building elevations to identify both the Residence Inn and SpringHill Suites brands. In addition, the petitioner proposes a double-faced monument sign located near the Village Green frontage. While the overall design, size, and materials of the signs are consistent with the character of the development, the number of wall signs per façade and the placement of the monument sign closer to the interior property line than permitted require variations from Section 11.04 of the Zoning Ordinance.

Variations Required

Variations from Section 11.04(2)(i) of the Zoning Ordinance to permit an additional wall sign on the same street frontage and façade.

“A maximum of one wall sign per street frontage per business establishment shall be permitted, and a maximum of one wall sign may be applied to each facade facing a frontage”

Variation from Section 11.04(2)(i)(2) of the Zoning Ordinance to permit more than one wall sign on a wall not facing a street

“The Zoning Officer may authorize one wall sign on walls not facing a street, provided that the wall is adjacent to nonresidential property and is not visible from the street;”

Variation from Section 11.04(1)v) to permit the installation of a monument sign closer to the interior property line than permitted.

“No monument sign shall be located closer than five feet to a street curblin, nor closer than one foot to an exterior property line, nor closer than 50 feet to an interior property line”

Proposed Sign Package

The petitioner proposes a comprehensive sign package consisting of:

- Nine (9) wall signs
- One (1) double-faced monument sign
- Two (2) new tenant panels on an existing District 1860 pylon sign

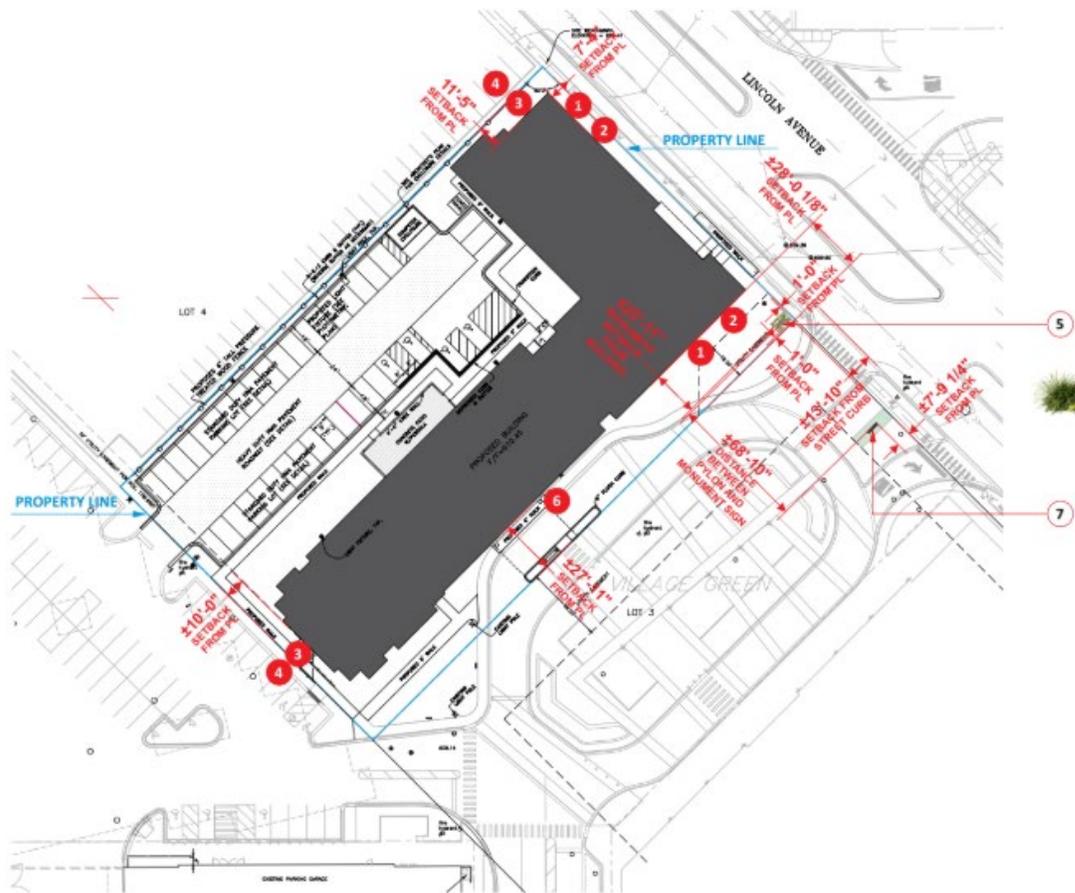


Figure 2 – Site Plan

Signs Permitted By Right

Under Section 11.04, only **one wall sign per façade** is permitted by right. Each elevation currently proposes two separate brand signs.

Southeast Elevation (Front – Facing Village Green)

Proposed Signs on this Façade:

- Sign #1 – Residence Inn (Illuminated Channel Letters)
- Sign #2 – SpringHill Suites (Illuminated Channel Letters)
- Sign #6 – Non-Illuminated Aluminum Wall Mounted Sign (Exempt)

Permitted by Right:

- One of the two illuminated brand signs (#1 or #2)
- Sign #6 (exempt from Article 11)

Variation Required:

- The second illuminated brand sign on this façade

Northeast Elevation (Side – Facing Office District/Lincoln Ave)

Proposed Signs:

- Sign #1 – Residence Inn (Illuminated Channel Letters)
- Sign #2 – SpringHill Suites (Illuminated Channel Letters)

Permitted by Right:

- One of the two brand signs

Variation Required:

- The second brand sign

Northwest Elevation (Rear – Facing Parking Lot)

Proposed Signs:

- Sign #3 – Residence Inn (Illuminated Channel Letters)
- Sign #4 – SpringHill Suites (Illuminated Channel Letters)

Permitted by Right:

- One of the two brand signs

Variation Required:

- The second brand sign

Southwest Elevation (Side – Facing Parking Lot)

Proposed Signs:

- Sign #3 – Residence Inn (Illuminated Channel Letters – Standard Layout)
- Sign #4 – SpringHill Suites (Illuminated Channel Letters – Standard Layout)

Permitted by Right:

- One of the two brand signs

Variation Required:

- The second brand sign

Signs Requiring Variation

Wall Signs

Signs #1, #2, #3, and #4 – Second Brand wall sign Per Façade, which requires a variation.

As outlined in the façade breakdown:

- Each of the four elevations proposes two separate illuminated brand signs (Residence Inn and SpringHill Suites).
- Section 11.04 permits only one wall sign per façade.

As the brand names are not enclosed within a common border, they are considered separate signs under the Ordinance.

Variation Required:

Variation Required for Additional Wall Signs

To permit the second illuminated brand sign on each of the following façades:

- **Southeast Elevation (Facing the Village Green)**
Signs #1 and #2

- **Northeast Elevation (Facing the Office District)**
Signs #1 and #2

- **Northwest Elevation (Facing the Hotel Parking Lot)**
Signs #3 and #4

- **Southwest Elevation (Facing the Hotel Parking Lot)**
Signs #3 and #4

Total wall sign variations requested is four in total.

All proposed wall signs otherwise comply with:

- Height requirements
- Area limitations
- Mounting location standards
- Illumination standards

The only deviation is the number of wall signs per façade.

Monument Sign

The proposed monument sign is located near the Village Green frontage.

Section 11.04(1)(v) requires:

- Minimum 50-foot setback from an interior property line
- Minimum 1-foot setback from an exterior property line
- Minimum 5-foot setback from a street curblin

Although the property is adjacent to District 1860, the hotel was not incorporated into the District 1860 Unified Sign Plan. Due to separate ownership and the fact that the interior lot line directly abuts the Village Green, the monument sign is not considered part of a unified business center and must comply with the general monument sign regulations.

Proposed:

- Monument sign setback: 1 foot from the interior property line

Required:

- 50 feet

Variation Required:

To reduce the interior property line setback from 50 feet to 1 foot.

The monument sign otherwise complies with:

- Height requirements
- Area limitations
- Landscaping requirements
- Street setback requirements



Figure 3 – Proposed Monument Sign Design

District 1860 Multi-Tenant Pylon Sign

The petitioner proposes two new tenant panels on the existing District 1860 multi-tenant pylon sign.

These panels are governed by the District 1860 Unified Sign Plan, not Article 11.

Staff Review Findings:

The proposed panels comply with:

- Location
- Material
- Color requirements

However:

The proposed text size exceeds the maximum 9-inch height permitted under the Unified Sign Plan.

Variation Required:

To permit text height greater than 9 inches for the two tenant panels.

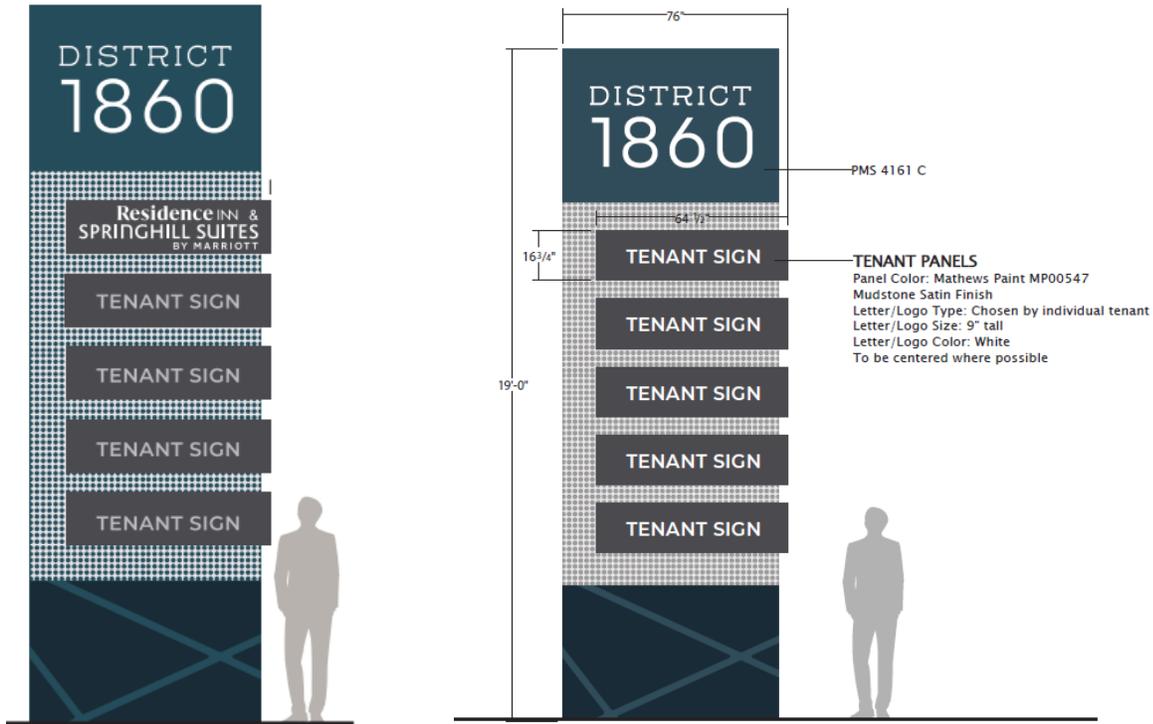


Figure 4 –Left side shows proposed sign additions, the right side shows regulations for the sign type in the Unified Sign Plan.



Figure 4 – The image above shows the size of the proposed tenant panels

Considerations

The Plan Commission/Zoning Board of Appeals (PC/ZBA) may consider the following when determining the appropriateness of the requested variation:

Article 11 Regulations for Wall and Monument Signs

The proposed wall signs meet all other height, area, location, and relevant requirements listed in Section 11.04(2). The proposed monument sign also meets all other height, area, landscaping, and building clearance requirements in Section 11.04(1).

Unified Sign Plan Regulations

The proposed additions to the multi-tenant pylon sign meet the color, material and location regulations set forth in the plan.

Variation Standards

Section 5.15 (7) of the Zoning Ordinance establishes standards specifically related to the review of a Variation request. That section states that, "In determining whether, in a specific case, there are practical difficulties or particular hardships in the way of carrying out the strict letter of this Zoning Ordinance, there shall be taken into consideration the extent to which the following facts are established:

The requested major variation is consistent with the stated intent and purposes of this Zoning Ordinance and the Comprehensive Plan;

- a) *The particular physical surroundings, shape or topographical conditions of the subject property would bring a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of this Zoning Ordinance is enforced;*
- b) *The conditions upon which the petition for the variation is based would not be applicable generally to other property within the same zoning district;*
- c) *The variation is not solely and exclusively for the purpose of enhancing the value of or increasing the revenue from the property*
- d) *The alleged difficulty or hardship has not been created by any person presently having an interest in the property;*
- e) *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;*
- f) *The variation granted is the minimum change to the Zoning Ordinance standards necessary to alleviate the practical hardship on the subject property;*
- g) *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

Prior Similar Requests

Address and Year	Request	PC/ZBA Decision	VB Decision
3944 West Touhy; 2017	Variations to permit two new wall signs on the east façade of the building at 3944 West Touhy Avenue. The requested Variations are: 1) to allow two wall signs on a facade where a wall sign is not permitted and to exceed the maximum number of signs on one wall; 2) to allow a wall sign that is not located within a permitted signable wall area; and 3) to allow a wall sign that exceeds the maximum permissible height.	By a vote of 5-2, ZBA recommended that the requested variation be granted.	By a vote of 4-0, VB recommended that the requested variation be granted.
7100 McCormick Blvd; 2011	Variation to permit two wall signs on the premises, one each on the east and north elevations.	By a vote of 5 to 0, ZBA recommended that a variation be granted.	By a vote of 7-0, VB recommended the request be granted.
7120 N Ridgeway; 2026	Variation from Section 11.04 of the Zoning Ordinance to allow for two wall signs on a façade.	By a vote 4-0, ZBA recommended that a variation be granted.	Case goes to VB on 3/3/26.
6825 N Lincoln; 2012	Variation to permit two signs on the west elevation facing Lincoln Avenue.	By a vote of 4 to 0, ZBA recommended that a variation be granted,	By a vote of 6 to 0, VB recommended that the requests be granted.

Public Comment

Staff has not received any public comments.

Recommendation

Staff requests that the Plan Commission/Zoning Board of Appeals make a recommendation to approve or deny the following requested variations:

1. Variation from Section 11.04(2)(i)

To permit a second illuminated brand wall sign on each façade of the building, specifically on:

- Southeast Elevation (facing the Village Green) – Signs #1 and #2
- Northeast Elevation (facing the Office District) – Signs #1 and #2
- Northwest Elevation (facing the parking lot) – Signs #3 and #4
- Southwest Elevation (facing the parking lot) – Signs #3 and #4

2. Variation from Section 11.04(1)(v)

To permit the proposed monument sign (Sign #5) to be located one (1) foot from the interior property line, where a minimum setback of fifty (50) feet is required.

3. Variation from the District 1860 Unified Sign Plan

To permit text height exceeding the maximum nine (9) inches allowed for the two proposed tenant panels (Sign #7) on the existing District 1860 multi-tenant pylon sign.

The PC-ZBA’s recommendation will be forwarded to the Village Board for final consideration and action.

Documents Attached

1. Proposed Site Plan
2. Proposed Sign Package
3. District 1860 Sign Package
4. Petitioner’s Response to Variation Standards

Project ID
JM3-63235K

Residence Inn Springhill Suites
7260 Lincoln Ave.
Lincolnwood, IL

Sign Item

Date: 11-06-2024
Scale: 1/64" = 1'-0"
Contact: J. McKercher
Designer: Claudia Vogt

Revision Note

- R1 (CV) - 11.07.2024
- added signs on left and rear
- R2 (CV) - 06.02.2025
- added monument sign
- R3 (CV) - 07.15.2025
- removed signs from right elevation
- R4 (CV) - 07.25.2025
- added pylon
- R5 (CV) - 10.22.2025
- added signs on right elevation
- R6 (CV) - 11.06.2025
- added landscape area to monument sign
- R7 (CV) - 01.08.2026
- revised address as per city
- R8 (CV) - 01.22.2026
- added setback dimensions

Information Required for Production

Text box

Customer Approval

Signature _____

MM/DD/YYYY _____

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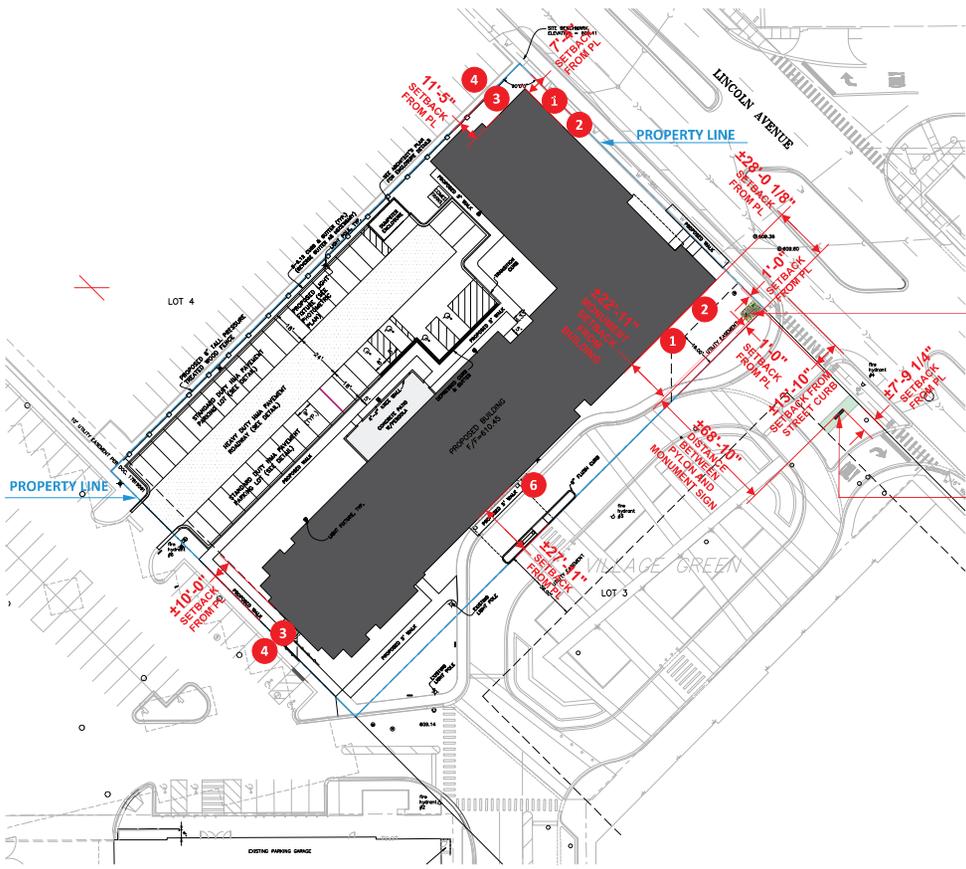
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Site Plan

- | # | Description |
|----|--|
| 1. | 27" illuminated channel letters "Residence INN" (custom layout) see page 4
Sign area: 69.15 ft ² |
| 2. | 22" illuminated channel letters "SPRINGHILL SUITES" see page 4
Sign area: 69.67 ft ² |
| 3. | 27" illuminated channel letters "Residence INN" (standard layout) see page 5
Sign area: 69.78 ft ² |
| 4. | 18" illuminated channel letters "SPRINGHILL SUITES" see page 5
Sign area: 48.37 ft ² |
| 5. | D/F illuminated monument sign see page 6 & 7
Sign area: 28.63 ft ² |
| 6. | Non-illuminated wall mounted sign see page 8
Sign area: 48.00 ft ² |
| 7. | Replacement faces for existing pylon sign see page 9 |



NOTE: TECHNICAL SURVEY HAS NOT BEEN PERFORMED. DIMENSIONS MUST BE VERIFIED PRIOR TO PRODUCTION.



Site Plan

Project ID
JM3-63235K

Residence Inn Springhill Suites
7260 Lincoln Ave.
Lincolnwood, IL

Sign Item

Date: 11-06-2024
Scale: 1/64" = 1'-0"
Contact: J. McKercher
Designer: Claudia Vogt

Revision Note

- R1 (CV) - 11.07.2024
- added signs on left and rear
- added monument sign
- R2 (CV) - 06.02.2025
- removed signs from right elevation
- added signs on right elevation
- added sign #6
- R4 (CV) - 07.25.2025
- added pylon
- R5 (CV) - 10.22.2025
- moved monument sign and show set backs
- R6 (CV) - 11.06.2025
- added landscape area to monument sign
- R7 (CV) - 01.08.2026
- revised address as per city
- R8 (CV) - 01.22.2026
- added setback dimensions

Information Required for Production

Text box

Customer Approval

Signature

MM/DD/YYYY

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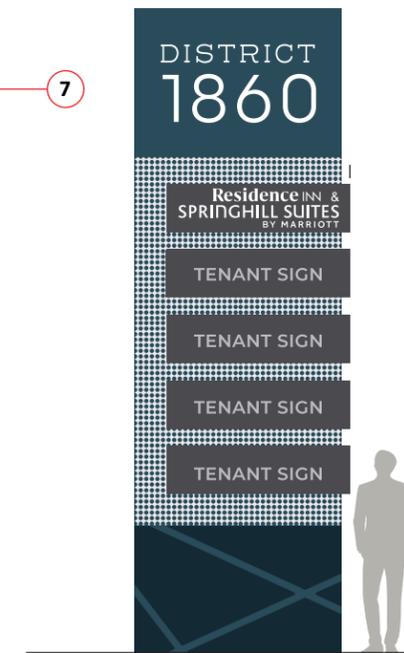
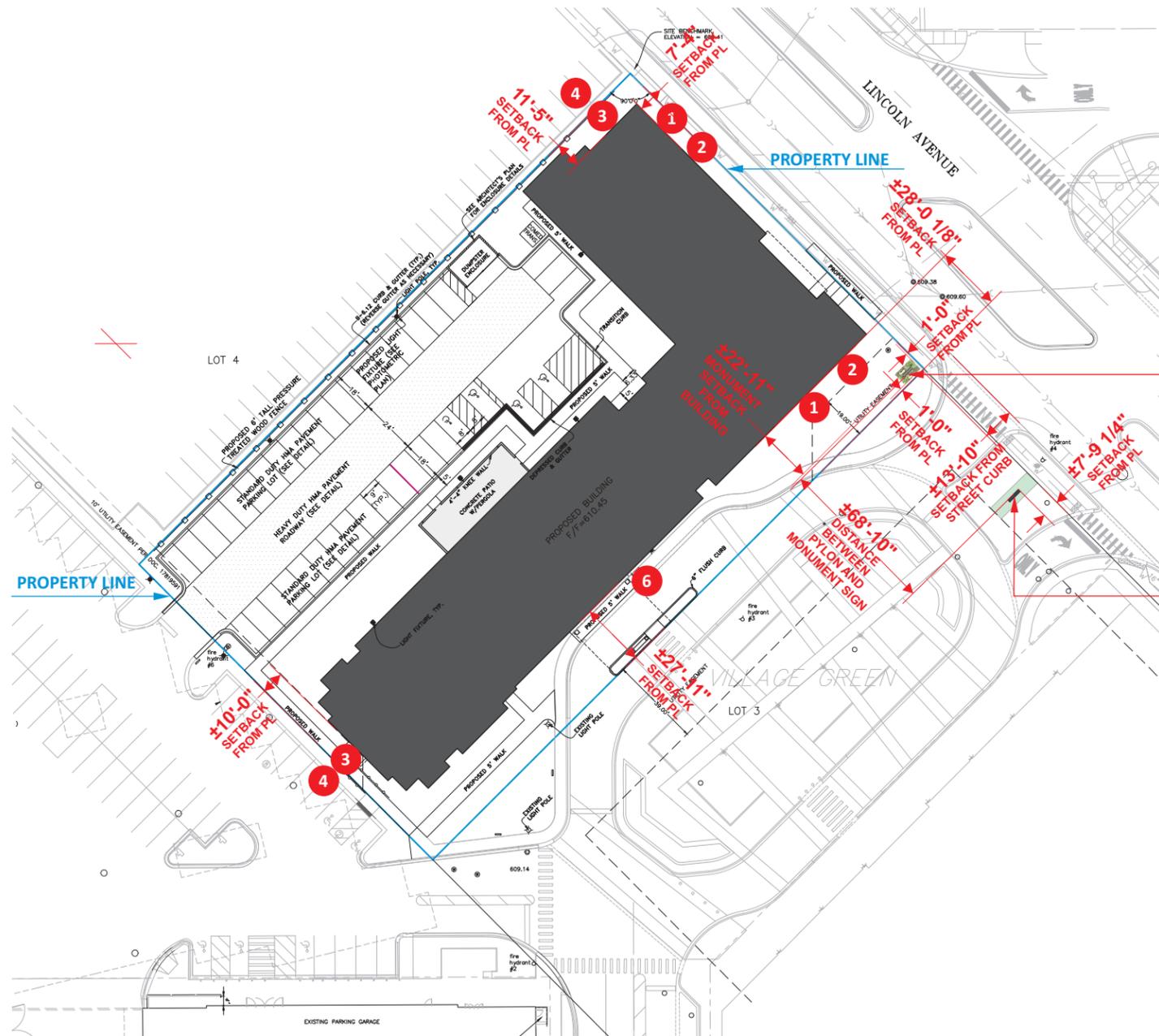
It is the Customer's responsibility to ensure that the sign installation location is suitable to accept and support the installation of the signs being ordered. Notify Pattison ID immediately if further details are required.

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#	Description
1.	27" Illuminated channel letters "Residence INN" (custom layout) see page 4 Sign area: 69.15 ft ²
2.	22" illuminated channel letters "SPRINGHILL SUITES" see page 4 Sign area: 69.67 ft ²
3.	27" Illuminated channel letters "Residence INN" (standard layout) see page 5 Sign area: 69.78 ft ²
4.	18" illuminated channel letters "SPRINGHILL SUITES" see page 5 Sign area: 48.37 ft ²
5.	D/F illuminated monument sign see page 6 & 7 Sign area: 28.63 ft ²
6.	Non-illuminated wall mounted sign see page 8 Sign area: 48.00 ft ²
7.	Replacement faces for existing pylon sign see page 9



NOTE: TECHNICAL SURVEY HAS NOT BEEN PERFORMED. DIMENSIONS MUST BE VERIFIED PRIOR TO PRODUCTION.

Exterior Elevation

Project ID
JM3-63235K

#	Description
1.	27" Illuminated channel letters "Residence INN" (custom layout) see page 4 Sign area: 69.15 ft ²
2.	22" illuminated channel letters "SPRINGHILL SUITES" see page 4 Sign area: 69.67 ft ²
3.	Non-illuminated wall mounted sign see page 8 Sign area: 48.00 ft ²

Residence Inn Springhill Suites
7260 Lincoln Ave.
Lincolnwood, IL

Sign Item

Date: 11-06-2024
Scale: 1/32"=1'-0"
Contact: J. McKercher
Designer: Claudia Vogt

Revision Note

- R1 (CV) - 06.02.2025
- removed signs from right elevation
- R2 (CV) - 07.15.2025
- added signs on right elevation
- added sign #3
- R3 (CV) - 08.11.2024
- adjusted sign placement as per mark-up
- R4 (CV) - 01.22.2026
- added dimensions

Information Required for Production

Text box

Customer Approval

Signature

MM/DD/YYYY

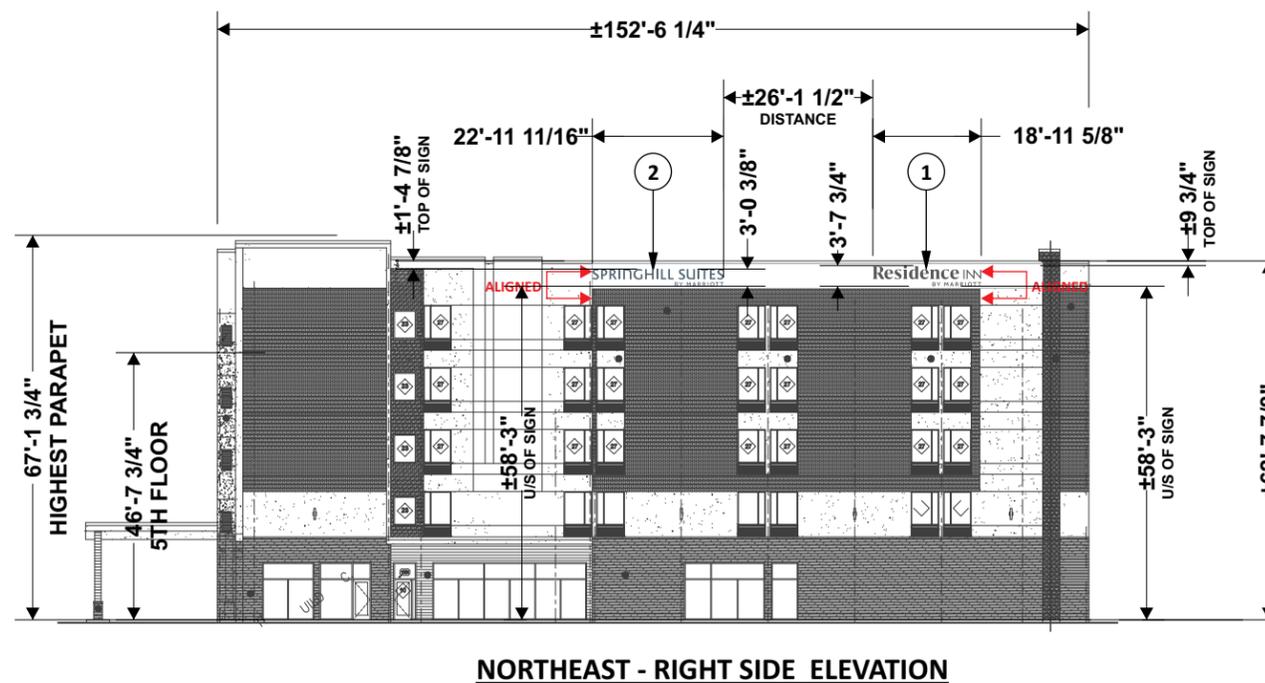
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1.	27" Illuminated channel letters "Residence INN" (standard layout) see page 5 Sign area: 69.78 ft²
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Project ID
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Residence Inn Springhill Suites
7260 Lincoln Ave.
Lincolnwood, IL

Sign Item

Date: 11-06-2024
Scale: 1/32"=1'-0"
Contact: J. McKercher
Designer: Claudia Vogt

Revision Note

R1 (CV) - 11.07.2024
- added page
R2 (CV) - 08.11.2024
- adjusted sign placement as per mark-up
R3 (CV) - 01.22.2026
- added dimensions

Information Required for Production

Text box

Customer Approval

Signature

MM/DD/YYYY

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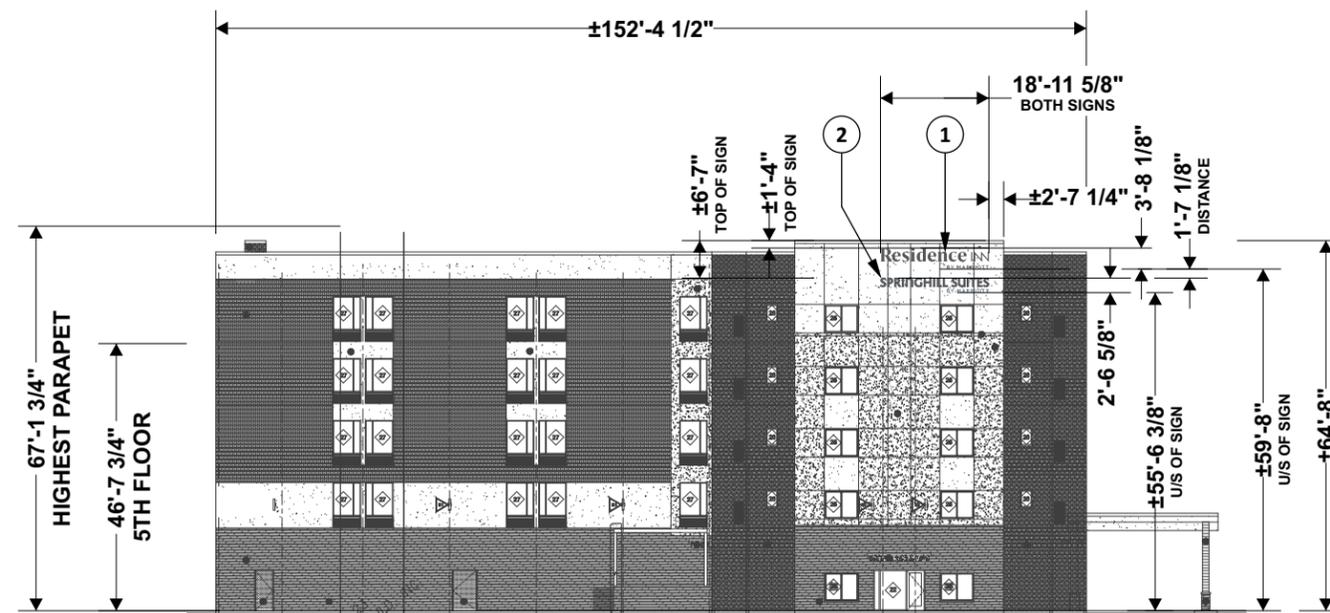
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NORTHWEST- REAR ELEVATION FACING PARKING LOT



SOUTHWEST - LEFT SIDE ELEVATION FACING PARKING LOT

NOTE: TECHNICAL SURVEY HAS NOT BEEN PERFORMED. DIMENSIONS MUST BE VERIFIED PRIOR TO PRODUCTION.



FRONT VIEW
SCALE: 3/8"=1'-0"

SIDE VIEW



FRONT VIEW
SCALE: 3/8"=1'-0"

SIDE VIEW

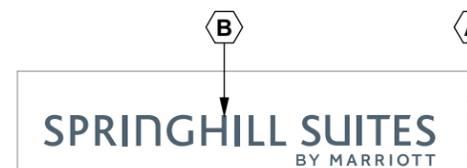
Illuminated channel letters

- | # | Description |
|------------------------------|--|
| 1. | 3/16" TK. white acrylic face with vinyl application on first surface |
| 2. | Painted aluminum returns |
| 3. | Painted 1" trim cap retainer |
| 4. | Black 1" trim cap retainer |
| * ACM backing | |
| * Illuminated with white LED | |



Colors:

- | | |
|---|--|
| A | Painted Gray PMS 425 C satin finish |
| B | Digitally printed dual-color film to match PMS 425C grey/ digital print in PMS 425 C grey onto 3M dual-color 3635-210 (t.b.d.) |



Colors:

- | | |
|---|-------------------------------------|
| A | Painted Carbon black |
| B | Blue dual-color vinyl 3M #3635-7994 |

Project ID
JM3-63235K

Residence Inn Springhill Suites
7260 Lincoln Ave.
Lincolnwood, IL

Sign Item

SG1 & 2

Date: 11-06-2024
Scale: 3/8"=1'-0"
Contact: J. McKercher
Designer: Claudia Vogt

Revision Note

- R1 (CV) - 06.02.2024
- removed 1 set each
- R2 (CV) - 07.15.2024
- added 1 set each
- R3 (CV) - 08.11.2024
- adjusted "BY MARRIOTT" to have equal sizes

Information Required for Production

- custom sizes to match width on provided original elevation-
- custom "BY MARRIOTT" size and spacing

Customer Approval

Signature _____

MM/DD/YYYY _____

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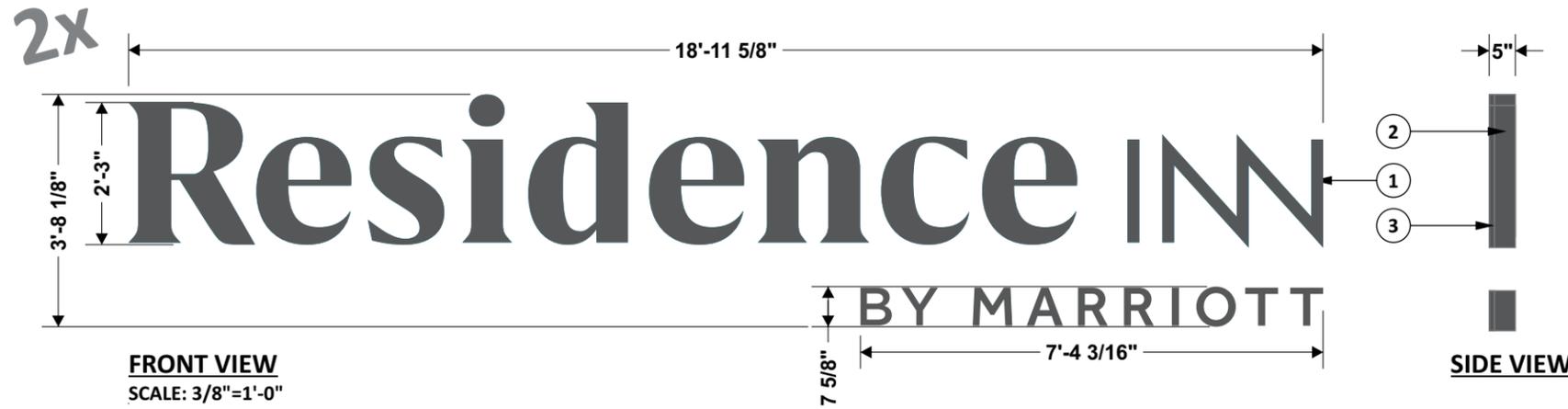
NIGHT VIEW

NOTE: TECHNICAL SURVEY HAS NOT BEEN PERFORMED. DIMENSIONS MUST BE VERIFIED PRIOR TO PRODUCTION.

Pattison

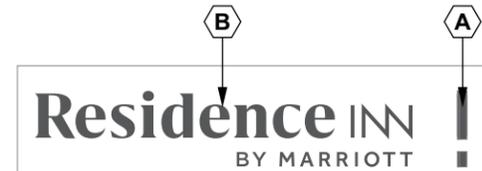


1.866.635.1110
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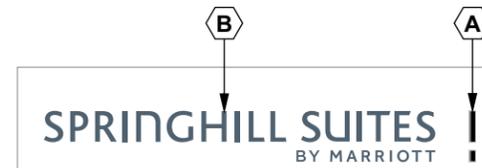
Illuminated channel letters

- | # | Description |
|------------------------------|--|
| 1. | 3/16" TK. white acrylic face with vinyl application on first surface |
| 2. | Painted aluminum returns |
| 3. | Painted 1" trim cap retainer |
| 4. | Black 1" trim cap retainer |
| * ACM backing | |
| * Illuminated with white LED | |



Colors:

A	Painted Gray PMS 425 C satin finish
B	Digitally printed dual-color film to match PMS 425C grey/ digital print in PMS 425 C grey onto 3M dual-color 3635-210 (t.b.d.)



Colors:

A	Painted Carbon black
B	Blue dual-color vinyl 3M #3635-7994

Project ID
JM3-63235K

Residence Inn Springhill Suites
7260 Lincoln Ave.
Lincolnwood, IL

Sign Item

SG3 & 4

Date: 11-06-2024
Scale: 3/8"=1'-0"
Contact: J. McKercher
Designer: Claudia Vogt

Revision Note

R1 (CV) - 11.07.2024
- added page
R2 (CV) - 08.11.2024
- adjusted "BY MARRIOTT" to have equal sizes

Information Required for Production

- custom sizes
- custom "BY MARRIOTT" size

Customer Approval

Signature _____

MM/DD/YYYY _____

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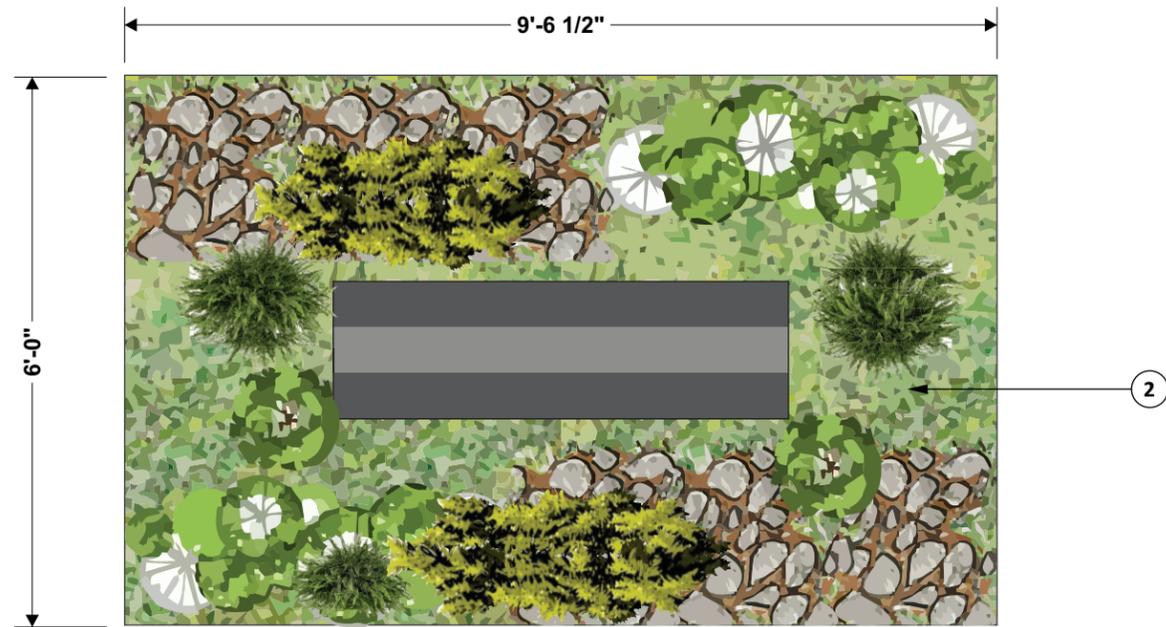
It is the Customer's responsibility to ensure that the sign installation location is suitable to accept and support the installation of the signs being ordered. Notify Pattison ID immediately if further details are required.

Pattison



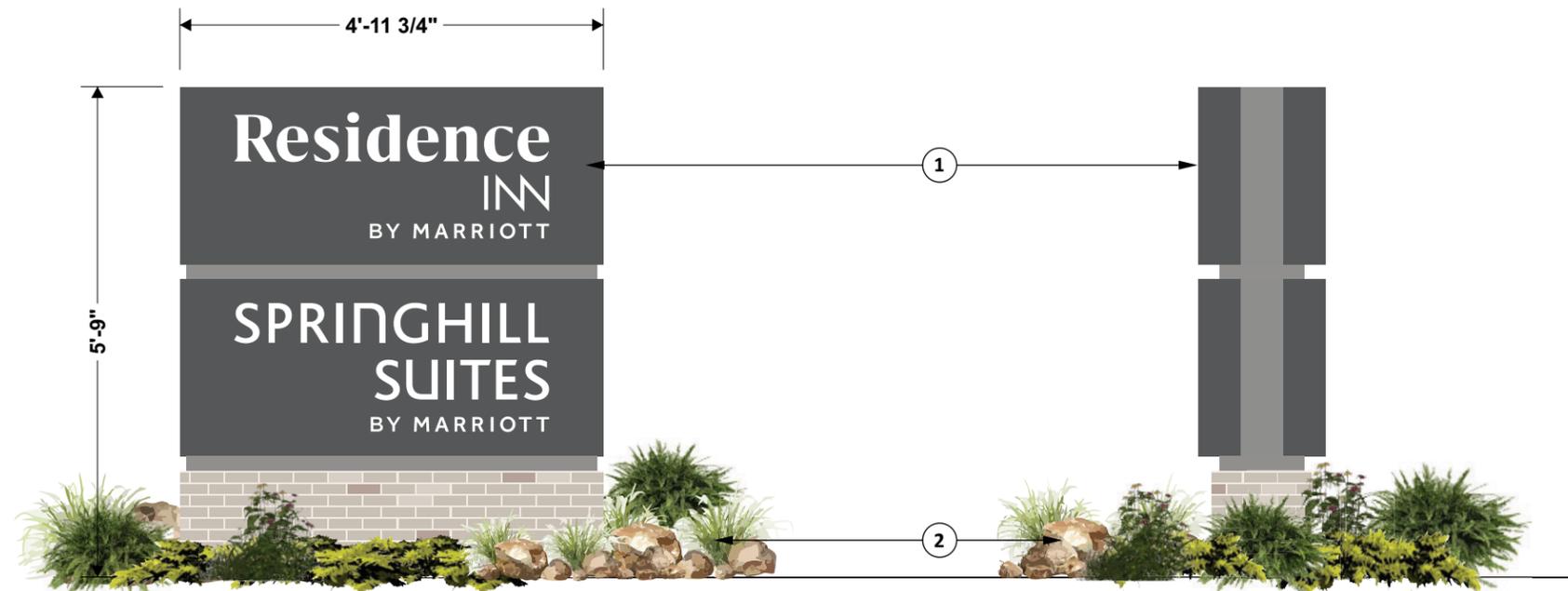
1.866.635.1110
pattisonid.com

NOTE: TECHNICAL SURVEY HAS NOT BEEN PERFORMED. DIMENSIONS MUST BE VERIFIED PRIOR TO PRODUCTION.



TOP VIEW

Landscape area: 57.26 ft²



FRONT VIEW

SCALE: 1/2"=1'-0"

Sign area: 28.63 ft²

SIDE VIEW

**D/F Illuminated monument sign
with landscape area**

#	Description
1.	D/F illuminated monument sign see previous page
2.	Landscaped area - illustrative - by others

**Project ID
JM3-63235K**

Residence Inn Springhill Suites
7260 Lincoln Ave.
Lincolnwood, IL

Sign Item

SG5

Date: 11-06-2024
Scale: indicated
Contact: J. McKercher
Designer: Claudia Vogt

Revision Note

R1 (CV) - 11.06.2025
- added page

**Information Required
for Production**

- text

Customer Approval

Signature

MM/DD/YYYY

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S/F non-illuminated
wall mounted sign

Project ID
JM3-63235K

Residence Inn Springhill Suites
7260 Lincoln Ave.
Lincolnwood, IL

Sign Item

SG6

Date: 11-06-2024
Scale: 1"=1'-0"
Contact: J. McKercher
Designer: Claudia Vogt

Revision Note

R1 (CV) - 07.15.2025
- added page
R2 (CV) - 08.11.2024
- adjusted "BY MARRIOTT" to have
equal sizes

**Information Required
for Production**

- custom "BY MARRIOTT" size

Customer Approval

Signature

MM/DD/YYYY

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*** CUSTOM SIGN - FABRICATION T.B.V. - CLIENT TO APPROVE***



Colors:	
A	Painted Gray PMS 425 C satin finish (t.b.v.) - opaque
B	Painted Mathews 41342SP satin finish - opaque

NOTE: TECHNICAL SURVEY HAS NOT BEEN PERFORMED. DIMENSIONS MUST BE VERIFIED PRIOR TO PRODUCTION.



*** SURVEY REQUIRED - FABRICATION T.B.V.-
CUSTOM GRAPHIC T.B.A OR PROVIDED***



Replacement faces

#	Description
1.	Routed aluminum face backed with white 3/16" Polycarbonate face

Colors:	
A	Painted Mathews Paint Mp00547 "Mudstone" - satin finish - opaque

Project ID
JM3-63235K

Residence Inn Springhill Suites
7260 Lincoln Ave.
Lincolnwood, IL

Sign Item

SG7

Date: 11-06-2024
Scale: 1"=1'-0"
Contact: J. McKercher
Designer: Claudia Vogt

Revision Note

R1 (CV) - 07.25.2025
- added page
R2 (CV) - 08.05.2025
- show 1 panel only
R3 (CV) - 08.18.2025
- revised graphic as per mark-up

Information Required for Production

- custom graphic
- survey required
- production feasibility t.b.v.

Customer Approval

Signature

MM/DD/YYYY

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Pattison



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Project



Tenant Sign Plan

4500 W. TOUHY AVE.
LINCOLNWOOD, IL 60712

Scale: AS NOTED

Original Page Size: 11" x 17"

Notes

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Electrical Sign Contractor
ES 12000915

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Revisions

REV	DESCRIPTION	BY	DATE
1	adjusted sf table	rm	10-7-22

Rep.: DR

Orig. Date: 09/19/22

Drawn By: RM

Sign Type



--



Building A & B Unified Sign Plan

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Revisions

REV	DESCRIPTION	BY	DATE
1	adjusted sf table	rm	10-7-22

Rep.: DR Orig. Date: 09/19/22

Drawn By: RM

Sign Type

CONTENTS

PAGE 01	Cover	PAGE 11	Tenant Signs Northeast	PAGE 21	District 1860 Parking	PAGE 31	Monument D/S
PAGE 02	Table of Contents	PAGE 12	Volta Charging Station	PAGE 22	District 1860 Entry	PAGE 32	Monument S/S
PAGE 03	Building A Sign Location Plan	PAGE 13	Volta Charging Station	PAGE 23	District 1860 vinyl		
PAGE 04	Building B Sign Location Plan	PAGE 14	Volta Charging Station	PAGE 24	Building B Elevations		
PAGE 05	Tenant Sign	PAGE 15	Volta Charging Station	PAGE 25	Building B Elevations		
PAGE 06	Tenant Sign Examples	PAGE 16	Volta Charging Station	PAGE 26	Building B Channel Letters		
PAGE 07	Projecting Tenant Sign	PAGE 17	Volta Charging Station	PAGE 27	Building B Channel Letters		
PAGE 08	Tenant Signs South	PAGE 18	District 1860 Sign Specs	PAGE 28	Building B Channel Letters		
PAGE 09	Tenant Signs West	PAGE 19	District 1860 Pylon	PAGE 29	Building B Channel Letters		
PAGE 10	Tenant Signs Northwest	PAGE 20	District 1860 flags	PAGE 30	Dimensional Letters		

WIDTH CHANGES
PER TENANT NAME

TENANT

36"
MAX
HEIGHT

COPY/
LOGO
VARIES

TENANT SIGN
SCALE: 3/4"=1'-0"



NIGHT VIEW
SCALE: 3/4"=1'-0"



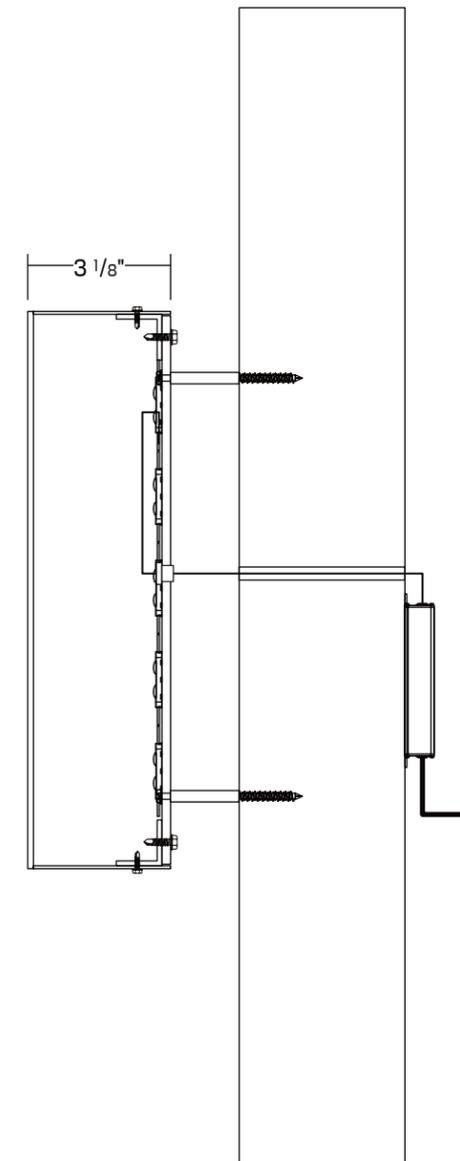
PAN ON ELEVATION WALLS
SCALE: 3/32"=1'-0"

TENANT SIGN

- Reverse channel letters
- Letters are all aluminum construction with 1/8" aluminum faces. .080 returns and painted SW 6002 Essential Gray with 3/16" polycarbonate backs. White LED internal illumination with remote power supply in enclosure. Install 1 1/2" from wall.
- Fasteners per wall conditions

SW 6002
Essential
Gray

PAGE
05



PAN ON ELEVATION WALLS
SCALE: 3"=1"

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Revisions

REV	DESCRIPTION	BY	DATE
1	adjusted sf table	rm	10-7-22

Rep.: DR

Orig. Date: 09/19/22

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Sign Type

CL

CHANNEL LETTER

EXAMPLES OF REVERSE CHANNEL LETTERS

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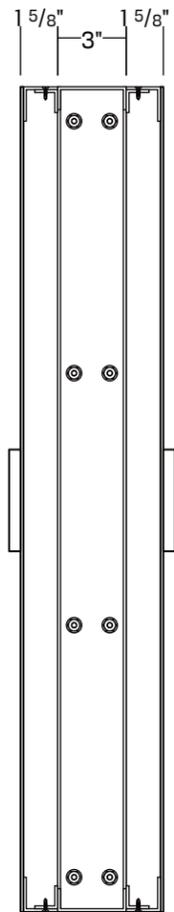
Drawn By: RM

Sign Type

EX

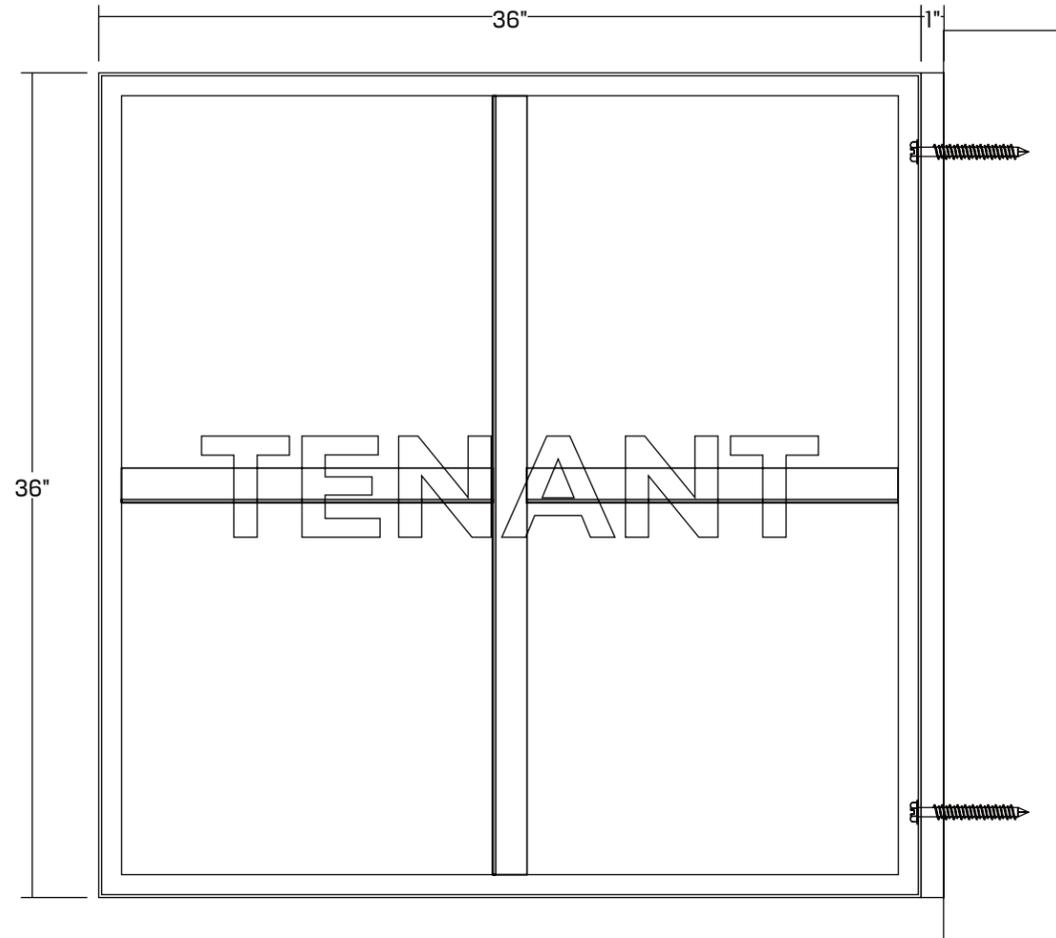
CHANNEL LETTER EXAMPLES





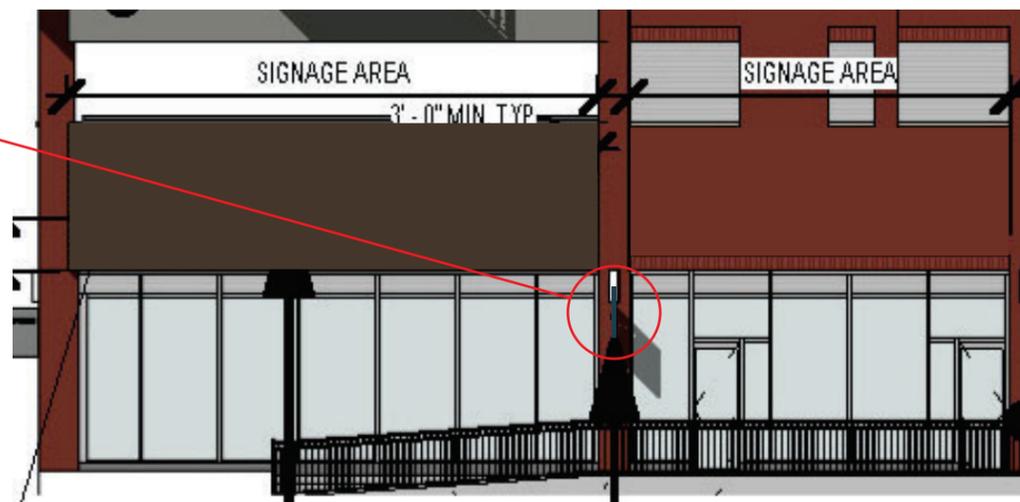
DOUBLE SIDED PROJECTING WALL SIGN

- 3" x 1" aluminum channel frame with 1" aluminum angle inset frame with 3" x 1" aluminum rectangular tube mounting bracket
- (2) 1 1/2" aluminum angle face frame with 1/8" aluminum face and 3/4" dimensional tenant name and/or logo
- Paint PMS 4161
- Install 8'-0" AFF



SECTION VIEW
SCALE: 1 1/2"=1'-0"

FRAMING
SCALE: 1 1/2"=1'-0"



PROJECTING SIGN
SCALE: 3/32"=1'-0"



PROJECTING DOUBLE SIDED TENANT SIGN
SCALE: 1"=1'-0"



NIGHT VIEW
SCALE: 1"=1'-0"

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Tenant Sign Plan

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Revisions

REV	DESCRIPTION	BY	DATE
1	adjusted sf table	rm	10-7-22

Rep.: DR
Drawn By: RM

Orig. Date: 09/19/22

Sign Type

PS

PROJECTING SIGN

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1	adjusted sf table	rm	10-7-22

Rep.: DR Orig. Date: 09/19/22
Drawn By: RM

Sign Type

SE
SOUTH ELEVATION

TENANT SIGN SQUARE FOOTAGE TABLE

TENANT	ELEV SF	PROJECTING SIGN	TOTAL
A	228	9	237
B	52	9	61
C	54	9	63
D	55	9	64
E	96	9	105
F	51	9	60
G	54	9	63
H	83	9	92
I	112	9	121
J	57	9	66
K	64	9	55
L	34	9	73
M	54	9	63
N	54	9	63
O	96	9	105
P	55	9	64
Q	51	9	60
R	55	9	64
S	113	9	122
T	165	9	174
U	166	9	175
V	34.74	9	43.74

Projecting wall signs will maintain 9 SF. Wall signs can have a maximum of the square footage shown with a maximum height of 3'-0"



SOUTH ELEVATION

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Revisions

REV	DESCRIPTION	BY	DATE
1	adjusted sf table	rm	10-7-22

Rep.: DR Orig. Date: 09/19/22
Drawn By: RM

Sign Type

NWE

NORTHWEST ELEVATION

TENANT SIGN SQUARE FOOTAGE TABLE

TENANT	ELEV SF	PROJECTING SIGN	TOTAL
A	228	9	237
B	52	9	61
C	54	9	63
D	55	9	64
E	96	9	105
F	51	9	60
G	54	9	63
H	83	9	92
I	112	9	121
J	57	9	66
K	64	9	55
L	34	9	73
M	54	9	63
N	54	9	63
O	96	9	105
P	55	9	64
Q	51	9	60
R	55	9	64
S	113	9	122
T	165	9	174
U	166	9	175
V	34.74	9	43.74

Projecting wall signs will maintain 9 SF. Wall signs can have a maximum of the square footage shown with a maximum height of 3'-0"



NORTHWEST ELEVATION

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Rep.: DR Orig. Date: 09/19/22

Drawn By: RM

Sign Type

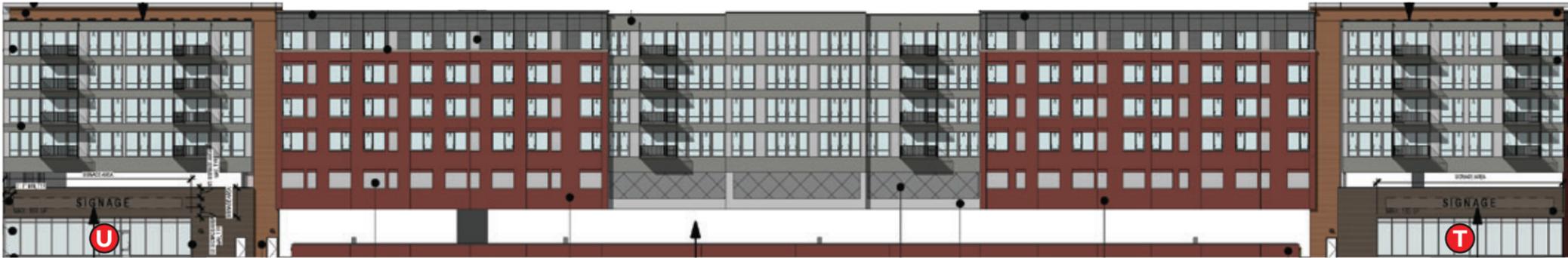
NEE

NORTHEAST ELEVATION

TENANT SIGN SQUARE FOOTAGE TABLE

TENANT	ELEV SF	PROJECTING SIGN	TOTAL
A	228	9	237
B	52	9	61
C	54	9	63
D	55	9	64
E	96	9	105
F	51	9	60
G	54	9	63
H	83	9	92
I	112	9	121
J	57	9	66
K	64	9	55
L	34	9	73
M	54	9	63
N	54	9	63
O	96	9	105
P	55	9	64
Q	51	9	60
R	55	9	64
S	113	9	122
T	165	9	174
U	166	9	175
V	34.74	9	43.74

Projecting wall signs will maintain 9 SF. Wall signs can have a maximum of the square footage shown with a maximum height of 3'-0"



NORTHEAST ELEVATION

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Project



Tenant Sign Plan

4500 W. TOUHY AVE.
LINCOLNWOOD, IL 60712

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Notes

Florida State Certified
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ES 12000915

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Revisions

REV	DESCRIPTION	BY	DATE
1	adjusted sf table	rm	10-7-22

Rep.: DR Orig. Date: 09/19/22

Drawn By: RM

Sign Type

VOLTA



Level 2 Media Station

Matching charging speed with business needs.
Charging Designed For You™

Volta Charging is driving the transition to clean electric transportation by transforming properties with electric vehicle charging. No longer will people drive to fuel, but fuel where they go.



Placing the right chargers for each property's businesses and customers.

Volta's turn-key electric vehicle charging is tailored to each location's needs and desired customer experience to increase traffic and customer engagement. Our fully integrated EV chargers include high-impact digital media screens that provide properties with branding and messaging as well as additional revenue opportunities.

Key features

- Turn-Key Solution, White Glove Service**
 - All installation costs covered by Volta (chargers, engineering, permitting, construction services)
 - Ongoing networking, maintenance & monitoring
 - Over-the-air station software updates
 - 24/7 customer support
- Volta Media Advantage**
 - Dual 55" digital displays with dynamic media content
 - Curated brand & community messaging opportunities
 - Engagement opportunities & QR capabilities
- Cloud-Based Partner Portal**
 - Real-time station status
 - Accessible partner portal reporting utilization insights, data & ESG analytics

- Level 2 Charging**
 - Charges up to 10kW (up to 40 miles of range/hour)
 - Dwell times of ~2 hours
 - Universal J1772 connector
- Dedicated Mobile App**
 - Real-time station availability
 - Check-in & charging session details
 - Supports Apple Pay, Google Pay & credit card
- Flexible Payment Options (in development)**
 - Tap or Call
 - Volta app, Apple Pay, Google Wallet & credit card
- Patented & Award-Winning Station Design**
 - Weather-resistant enclosure
 - ETL listed and UL recognized
 - Designed for ADA compliance



Tech specs

Station Rating	10 kW
AC Input	
Input Voltage	208 VAC, 1-phase
Input Current	48 A
Input Wiring	3-wire (L1, L2, GND)
Input Frequency Range	60 Hz
Circuit Breaker	60 A, 2-pole
AC Input (Auxiliary)	
Input Voltage	120 VAC, 1-phase
Input Current	6 A
Input Wiring	3-wire (L1, N, GND)
Circuit Breaker	20 A
Protection	
Ground Fault Protection	Yes
Ground Monitor Protection	Yes
Protection	Over-Voltage, Over-Current, Over-Temperature, Short-Circuit
Environment Conditions	
Operating Temperature	-30°C to +50°C
Operating Altitude	6500 ft.
Humidity	95% Non-Condensing
Physical Characteristics	
Station Dimension	42.5" W x 15.5" D x 85" H
Station Weight	700 lbs
Enclosure Rating	NEMA 3R
Compliance	
Safety	FCC, UL 2231/2, UL 2594, NEC Article 625, CSA C22.2 No. 280-16
ADA	Yes

Features	
Connector Type	J1772
Cable Length	15 feet
Cable Management System	Yes
Contactless Reader	Yes, NFC
Display	55-inch w/ Ambient Light Sensor
Network Interface	OCPP 1.6J
Network Connectivity	Cellular
Demand Response	Yes, OpenADR 2.0b

VOLTA SQUARE FOOTAGE IS 25 SF EACH X2 FOR A TOTAL OF 50 SF



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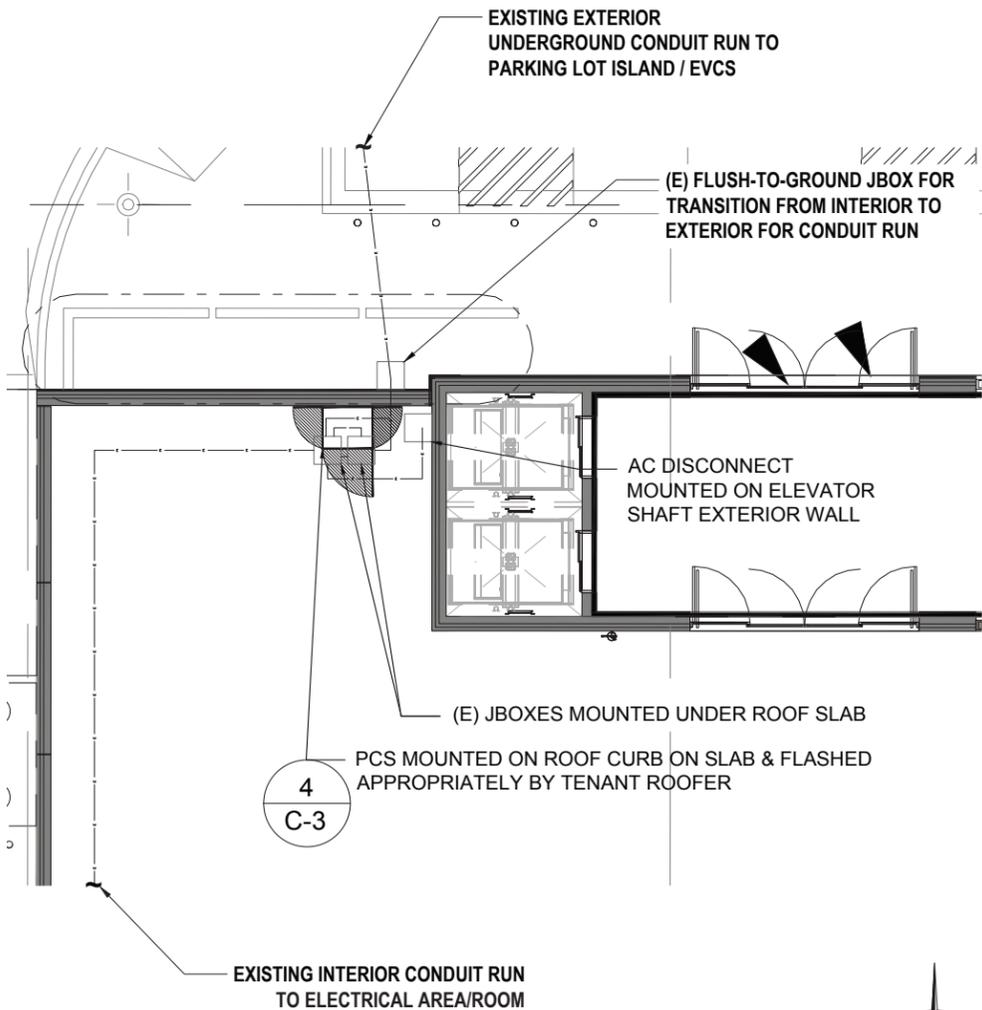
Drawn By: RM

Sign Type

VOLTA

GENERAL NOTES:

1. CONTRACTOR RESPONSIBILITIES INCLUDE CHARGING STATION MOUNTING, OVERHEAD CONDUIT INSTALLATION, AND WIRING.
2. CONTRACTOR TO PAINT PROPOSED EV PARKING SPACES PER JURISDICTIONAL REQUIREMENTS.
3. CONTRACTOR TO FIELD SCAN/XRAY EXISTING CONCRETE SLAB TO ENSURE NO REINFORCEMENT IS DAMAGED DURING EQUIPMENT OR CONDUIT ANCHORING. ENSURE 1" GAP MIN. BETWEEN REBAR AND ANCHORAGE.
4. EXACT STATION PLACEMENT AND ROTATION ANGLE MAY VARY SLIGHTLY UPON INSTALLATION DEPENDING ON SITE CONDITIONS
5. UNDERGROUND CONDUIT PATH TO BE VERIFIED BY GPR PRIOR TO INSTALLATION.
6. OVERALL CONDUIT ROUTE TO BE VERIFIED IN FIELD BY CONTRACTOR AND PROPERTY OWNER.
7. 3/4" MINIMUM FOR ALL CONDUIT
8. ROOFTOP CONDUIT UTILIZING NON-PENETRATING SUPPORTS MAY BE USED IN ADDITION IF APPROVED BY PROPERTY OWNER

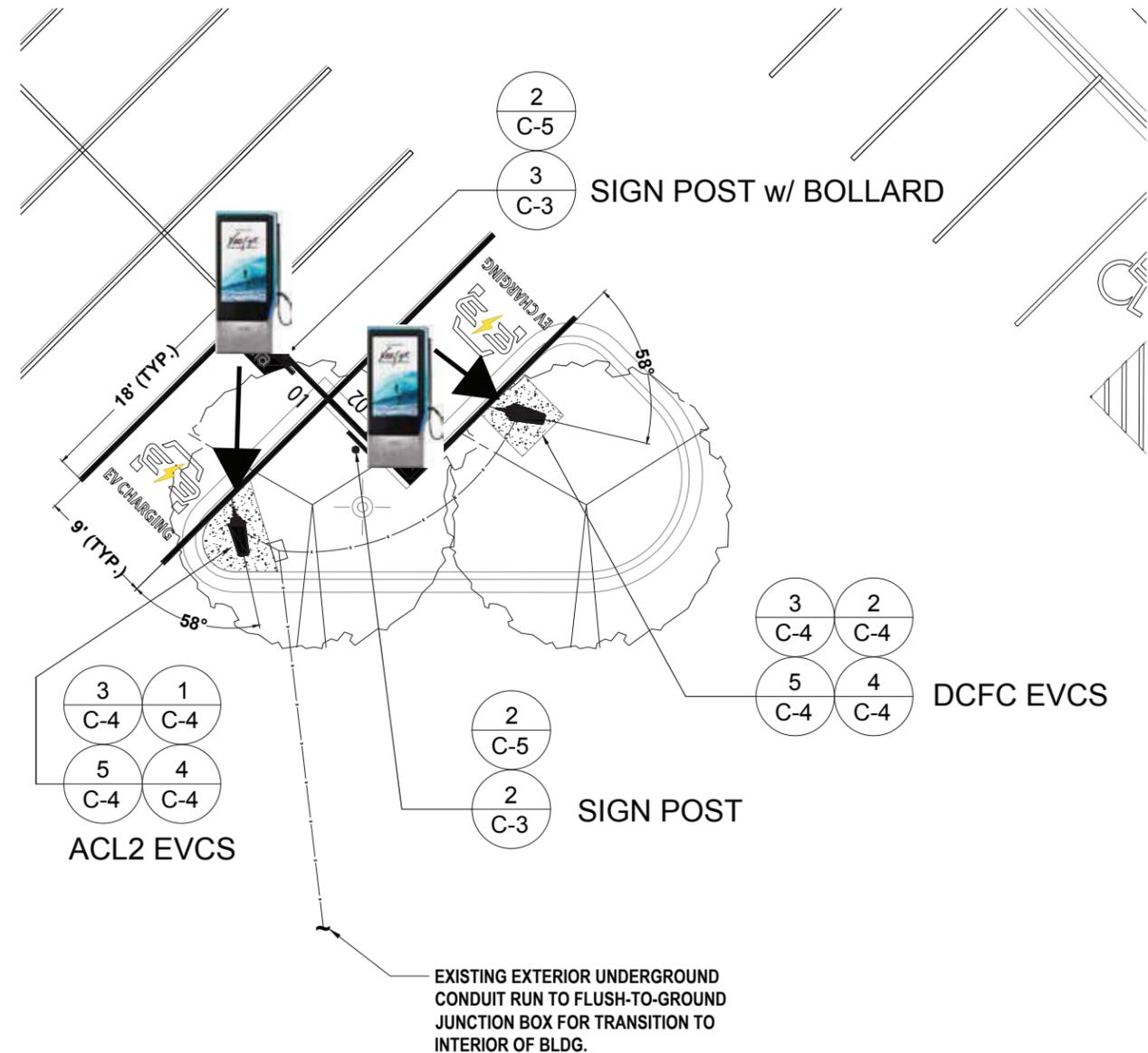


ENLARGED SITE PLAN - PCS TO ELECTRICAL ROOM

SCALE: 3/16" = 1'-0" (24x36)

1

ENLARGED SITE PLAN - EVCS IN PARKING LOT



SCALE: 3/16" = 1'-0" (24x36)

2

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Revisions

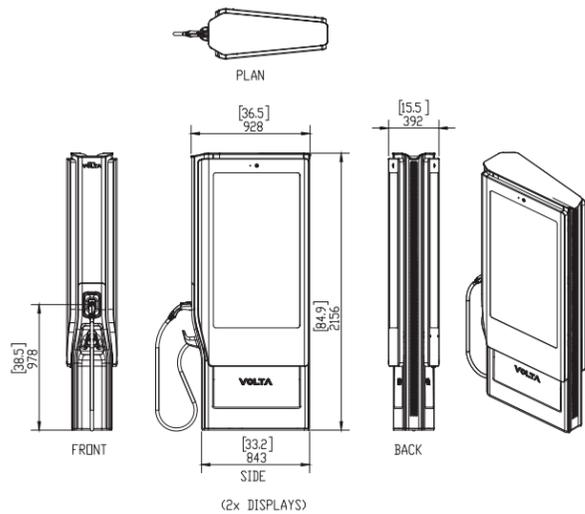
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Sign Type

VOLTA



CHARGER SPECIFICATIONS

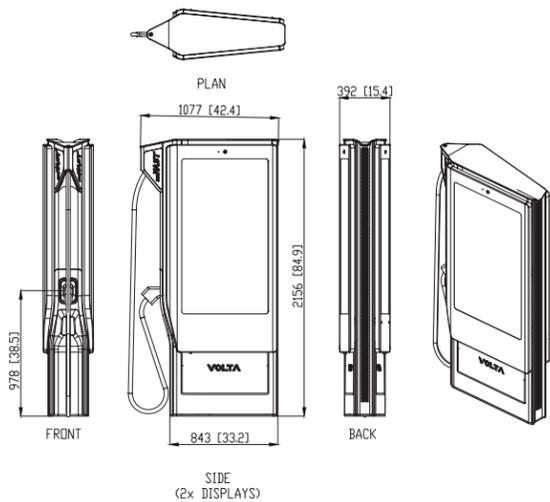
SIZE: H 85.0" X W 36.5" X D 15.5"
CORD LENGTH: 12.5'
POWER OUTPUT: 208-240VAC,
48A (MAX), 10 kW MAX
PLUG: SAE J1772 COMPLAINT
LISTINGS: UL E354307
MAX. EQUIPMENT WEIGHT: 700#

POWER REQUIREMENTS:

CHARGING UNIT: 60A/2P
208Y/240V BREAKER
STATION AUX POWER: 20A/1P
120V BREAKER

NOTES

THE GRIP RANGE FOR THE CHARGE CABLE BEGINS AT 38.5" ABOVE PARKING SURFACE



CHARGER SPECIFICATIONS

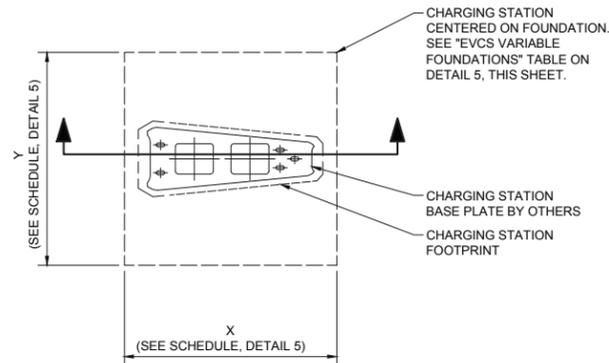
SIZE: H 85.0" X L 42.5" X W 15.5"
CORD LENGTH: 12.5'
POWER OUTPUT: 270-840VDC,
200A (MAX), 60 kW MAX
PLUG: CCS1 COMPLIANT
CONNECTOR
LISTINGS: UL 2202, 2231, 50E
MAX. EQUIPMENT WEIGHT: 700#

POWER REQUIREMENTS:

CHARGING UNIT: 90A/3P
480Y/277V BREAKER
STATION AUX POWER: 20A/1P 120V
BREAKER

NOTES

THE GRIP RANGE FOR THE CHARGE CABLE BEGINS AT 38.5" ABOVE PARKING SURFACE



NOTES:

1. CHARGING STATION FOUNDATION TO EXTEND FROM BACK OF CURB TO BACK OF CURB WHEN PLACED IN LANDSCAPE ISLAND.

V4 L2 EVCS (60A/2P BREAKER)

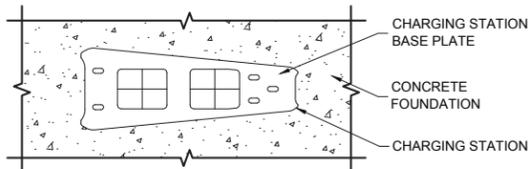
SCALE N.T.S. 01

V4 DC FAST CHARGER EVCS

SCALE N.T.S. 02

VOLTA V4 FOUNDATION

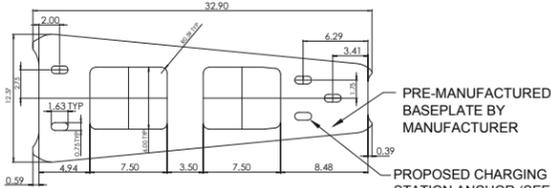
SCALE N.T.S. 03



CHARGING STATION BASE PLAN VIEW

NOTES:

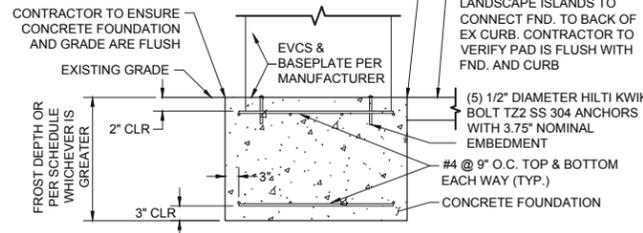
- CONTRACTOR TO VERIFY POST INSTALLATION OR CAST IN PLACE ANCHOR AS LISTED BELOW BASED ON FIELD MEASUREMENTS AND JURISDICTIONAL REQUIREMENTS.
- CONTRACTOR TO VERIFY EXISTING CONCRETE SLAB THICKNESS AND MAINTAIN 2" MINIMUM COVER OF CONCRETE BELOW EMBEDDED ANCHORS.
- CAST IN PLACE ANCHOR: MINIMUM EFFECTIVE EMBEDMENT OF 2" OR ENGINEER APPROVED EQUAL.
- POST INSTALLATION MECHANICAL ANCHOR: (4) 1/2" DIAMETER HILTI KWIK BOLT TZ-SS304 ANCHOR ROD WITH MINIMUM EFFECTIVE EMBEDMENT OF 3-1/4" OR ENGINEERING APPROVED EQUAL.



CHARGING STATION BASE PLATE PLAN VIEW

EVCS VARIABLE FOUNDATIONS		
DEPTH (D) (FT)	LENGTH (Y) (FT)	WIDTH (X) (FT)
1.00	4.00	4.00
2.00	3.50	3.50
3.00	3.25	3.25
4.00	3.00	3.25

NOTES:
* ASSUMES 1.5 KSF SOIL BEARING PRESSURES.



NOTE:

- EXISTING GRADE AROUND EVCS'S INSTALLED IN ISLANDS CAN BE GRASS OR FILLED WITH REINFORCED CONCRETE AT #4 @ 12" O.C. PROVIDE 1/2" COMPRESSIBLE JOINT FILLER AND POURED SEPARATELY.
- F'C CONCRETE SHALL BE 3,000 PSI, NO SI REQUIRED

VOLTA V4 BASEPLATE ANCHORAGE

SCALE N.T.S. 04

V4 EVCS FOUNDATION SECTION A-A

SCALE N.T.S. 05

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Sign Type

VOLTA

HCS SERIES PRODUCT OVERVIEW

Call ClipperCreek Today!
877-694-4194
www.clippercreek.com

What Mount Consideration Included

ELECTRICAL SPECIFICATIONS

- Certifications** - ETL, cETL Listed
- Service** - 208V to 240V - 20A to 80A, single phase, 2 wire w/ground
- Charge Current Output Power** - 208V to 240V- 16A to 64A, continuous (3 30W to 15.4kW)
- Service Ground Monitor** - Continuously checks for presence of proper safety ground
- Automatic Circuit Breaker** - After minor power faults
- Charge Circuit Interruption Device** - Ground fault protection with fully automated self-test eliminates manual user testing

MATERIAL SPECIFICATIONS

- 25 feet charging cable
- Three year warranty
- Install hardware or plug-in
- Indoor/outdoor rated fully sealed (NEMA 4) enclosure
- Operating temperatures -22°F to 122°F (-30°C to 50°C)
- Wall mount holder included

ACCESS CONTROL OPTION AVAILABLE *78 additional

ChargeGuard® Reliable key-based access control designed for fleet, workplace, multi-family, hospitality and residential charging.

MULTIPLE CONFIGURATIONS

MODEL	WCS-01	WCS-02	WCS-03	WCS-04	WCS-05	WCS-06	WCS-07	WCS-08	WCS-09
CIRCUIT BREAKER RATING	20A	30A	40A	50A	60A	70A	80A	100A	125A
MAXIMUM CURRENT	16A	24A	32A	40A	48A	56A	64A	80A	100A
PRICE (STARTING AT)	\$395	\$495	\$595	\$695	\$795	\$895	\$995	\$1195	\$1395

**Price varies on available or in-additional options*

RECOMMENDED OPTION AVAILABLE \$100 additional
HCS-40R, HCS-40RP, HCS-60R and HCS-60R

- 5-year warranty
- Impact and crush resistant SAE J1772™ connector
- Type 4X watertight and corrosion resistant rubber encased EV connector
- Available for plug-in installations with NEMA 14-30 or NEMA 14-50 plugs (HCS-40 only)

SHIELD™ OPTION
 Maximize your Infrastructure Investment!

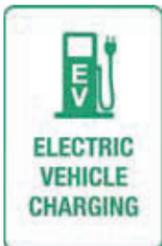
- Turn one charging spot into two with HCS Shields™
- Full power charging for one vehicle, split power charging for two vehicles
- Compatible with ChargeGuard™ enabled and Registered HCS stations
- Power Sharing from a single circuit between two charging stations

CLIPPER CREEK SPECIFICATIONS

SCALE N.T.S. **01**

SIGNAGE

STANDARD EV STATIONS



SIGNAGE AT EACH EV STATIONS STALL

SIGN INSTALLATION HEIGHT
 ALL SIGNS TO BE INSTALLED AT 60" ABOVE FINISH FLOOR. IF SIGNS ARE LOCATED WITHIN AN ACCESSIBLE ROUTE, THEY WILL BE INSTALLED AT 80" ABOVE FINISHED FLOOR. MEASUREMENTS ARE TAKEN FROM BOTTOM OF LOWEST SIGN

SCALE N.T.S. **02**

BTC PCS CLEARANCES & CUTSHEET

100W High Power DC Charge INSTALLATION AND SERVICEMANUAL

INSTALLATION

4.2.1 Clearances Around the Unit

Clearance surrounding the unit must be provided for proper ventilation and service accessibility. Refer to the installation drawing on illustrated below.

Power Box / Power Distribution Drawing

BTC POWER
 1700 S. Redwood Ave., Suite 100, CA 95070

Modular HPC System: 50, 100, 150, 200, 350 kW

System	50 kW	100 kW	150 kW	200 kW	350 kW
Power Rating	50 kW	100 kW	150 kW	200 kW	350 kW
Number of Power Modules	1	2	3	4	8
Dimensions (H x W x D)	48" x 24" x 24"	48" x 48" x 24"	48" x 72" x 24"	48" x 96" x 24"	48" x 144" x 24"
Weight (LBS)	150	300	450	600	1050
Max. Cable Length	100'	100'	100'	100'	100'
Max. Cable Weight	100'	100'	100'	100'	100'
Max. Cable Diameter	100'	100'	100'	100'	100'
Max. Cable Voltage	100'	100'	100'	100'	100'
Max. Cable Amps	100'	100'	100'	100'	100'
Max. Cable Current	100'	100'	100'	100'	100'
Max. Cable Voltage	100'	100'	100'	100'	100'
Max. Cable Amps	100'	100'	100'	100'	100'
Max. Cable Current	100'	100'	100'	100'	100'

BTC POWER
 1700 S. Redwood Ave., Suite 100, CA 95070

SCALE N.T.S. **03**

Level 2 Media Station

Matching charging speed with business needs. Charging Designed For You™

Volta Charging is driving the transition to green electric transportation by transforming properties with secure wireless charging. No longer will people drive to fuel, but fuel where they go.

Placing the right chargers for each property's business and customer.

Volta's turn-key electric vehicle charging solutions feature the most powerful results and highest customer experience to maximize profit and customer engagement. Our fully integrated EV chargers include high-impact digital media screens that provide properties with branding and messaging as well as additional revenue opportunities.

Key Features

- High-impact digital media screens
- All installation costs covered by Volta (chargers, engineering, permitting, installation services)
- Charging network, maintenance & monitoring
- Over-the-air system software updates
- 24/7 customer support
- Real-time station status
- Automatic payment portal supporting activation, receipts, data & 100 analytics

Level 2 Media Station

Station Height	30" or 48"
Input Voltage	208 VAC, 3 phase
Input Current	20 A
Input Wiring	3-wire (L, N, G) #12
Input Frequency Range	50-60 Hz
Ground Protection	Yes
Ground Fault Protection	Yes
Operating Temperature	-22°F to 122°F
Operating Humidity	5% to 95% non-condensing
Station Dimensions	30" H x 18" W x 18" D
Station Weight	60 lbs
Station Height	30" or 48"
Station Width	18"
Station Depth	18"
Station Weight	60 lbs
Station Height	30" or 48"
Station Width	18"
Station Depth	18"

VOLTA V4 L2 EVCS

SCALE N.T.S. **04**

VOLTA DC FAST CHARGER EVCS

SCALE N.T.S. **05**

50 kW DC Fast Media Station

Future-proof your property with DC Fast Charging Designed For You™

Volta Charging is driving the transition to green electric transportation by transforming properties with secure wireless charging. No longer will people drive to fuel, but fuel where they go.

Volta's specialized software maintains charging speed to match your property needs.

Volta's turn-key electric vehicle charging solutions feature the most powerful results and highest customer experience to maximize profit and customer engagement. Our fully integrated EV chargers include high-impact digital media screens that provide properties with branding and messaging as well as additional revenue opportunities.

Key Features

- High-impact digital media screens
- All installation costs covered by Volta (chargers, engineering, permitting, installation services)
- Charging network, maintenance & monitoring
- Over-the-air system software updates
- 24/7 customer support
- Real-time station status
- Automatic payment portal supporting activation, receipts, data & 100 analytics

50 kW DC Fast Media Station

Station Height	60" or 84"
Input Voltage	480 VAC, 3 phase
Input Current	100 A
Input Wiring	3-wire (L, L, L, G) #4
Input Frequency Range	50-60 Hz
Ground Protection	Yes
Ground Fault Protection	Yes
Operating Temperature	-22°F to 122°F
Operating Humidity	5% to 95% non-condensing
Station Dimensions	60" H x 30" W x 18" D
Station Weight	150 lbs
Station Height	60" or 84"
Station Width	30"
Station Depth	18"
Station Weight	150 lbs
Station Height	60" or 84"
Station Width	30"
Station Depth	18"

50 kW DC Fast Media Station

Station Height	60" or 84"
Input Voltage	480 VAC, 3 phase
Input Current	100 A
Input Wiring	3-wire (L, L, L, G) #4
Input Frequency Range	50-60 Hz
Ground Protection	Yes
Ground Fault Protection	Yes
Operating Temperature	-22°F to 122°F
Operating Humidity	5% to 95% non-condensing
Station Dimensions	60" H x 30" W x 18" D
Station Weight	150 lbs
Station Height	60" or 84"
Station Width	30"
Station Depth	18"
Station Weight	150 lbs
Station Height	60" or 84"
Station Width	30"
Station Depth	18"

50 kW DC Fast Media Station

Station Height	60" or 84"
Input Voltage	480 VAC, 3 phase
Input Current	100 A
Input Wiring	3-wire (L, L, L, G) #4
Input Frequency Range	50-60 Hz
Ground Protection	Yes
Ground Fault Protection	Yes
Operating Temperature	-22°F to 122°F
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Electrical Sign Contractor
ES 12000915**

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Revisions

REV	DESCRIPTION	BY	DATE

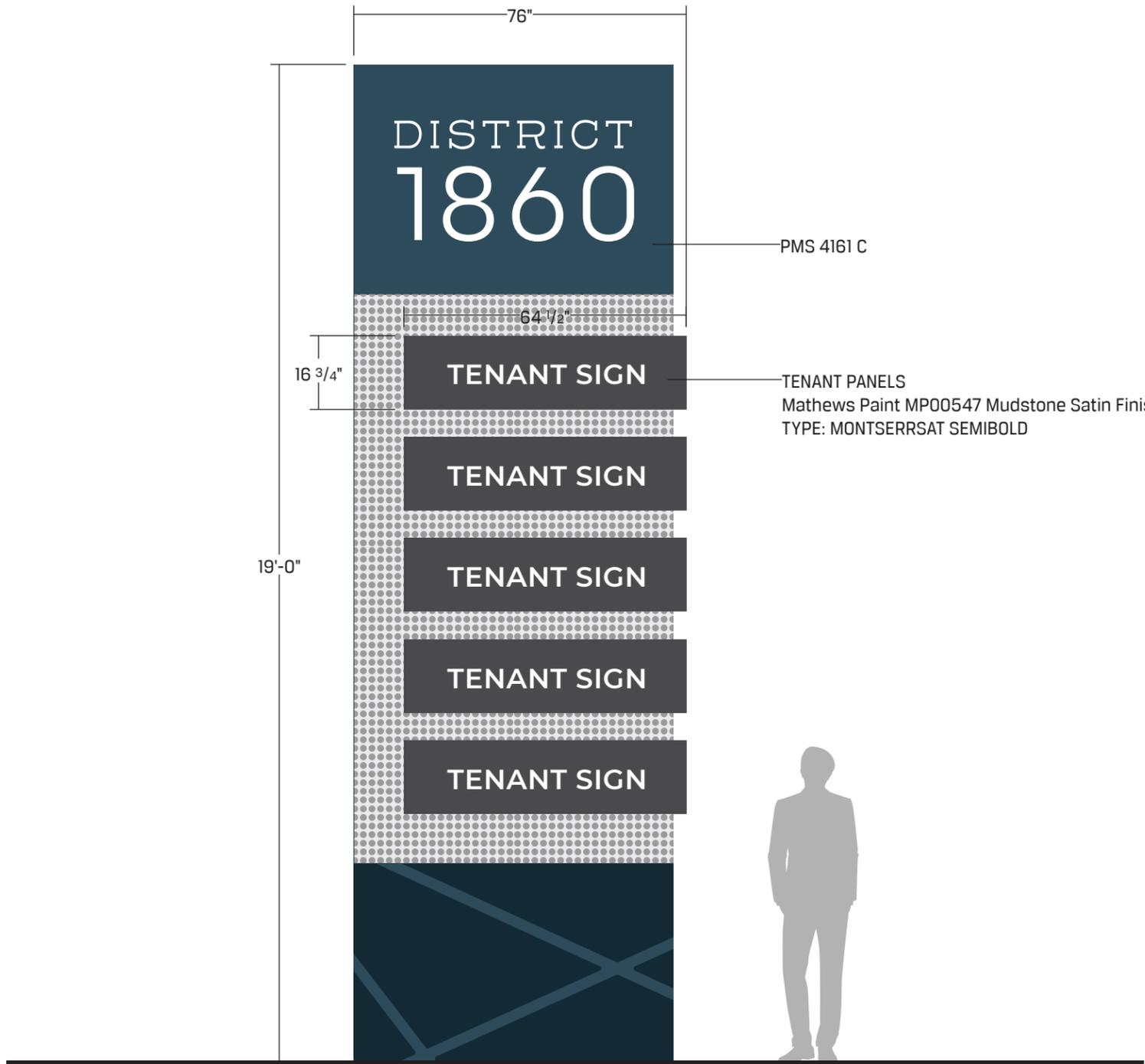
Rep.: DR

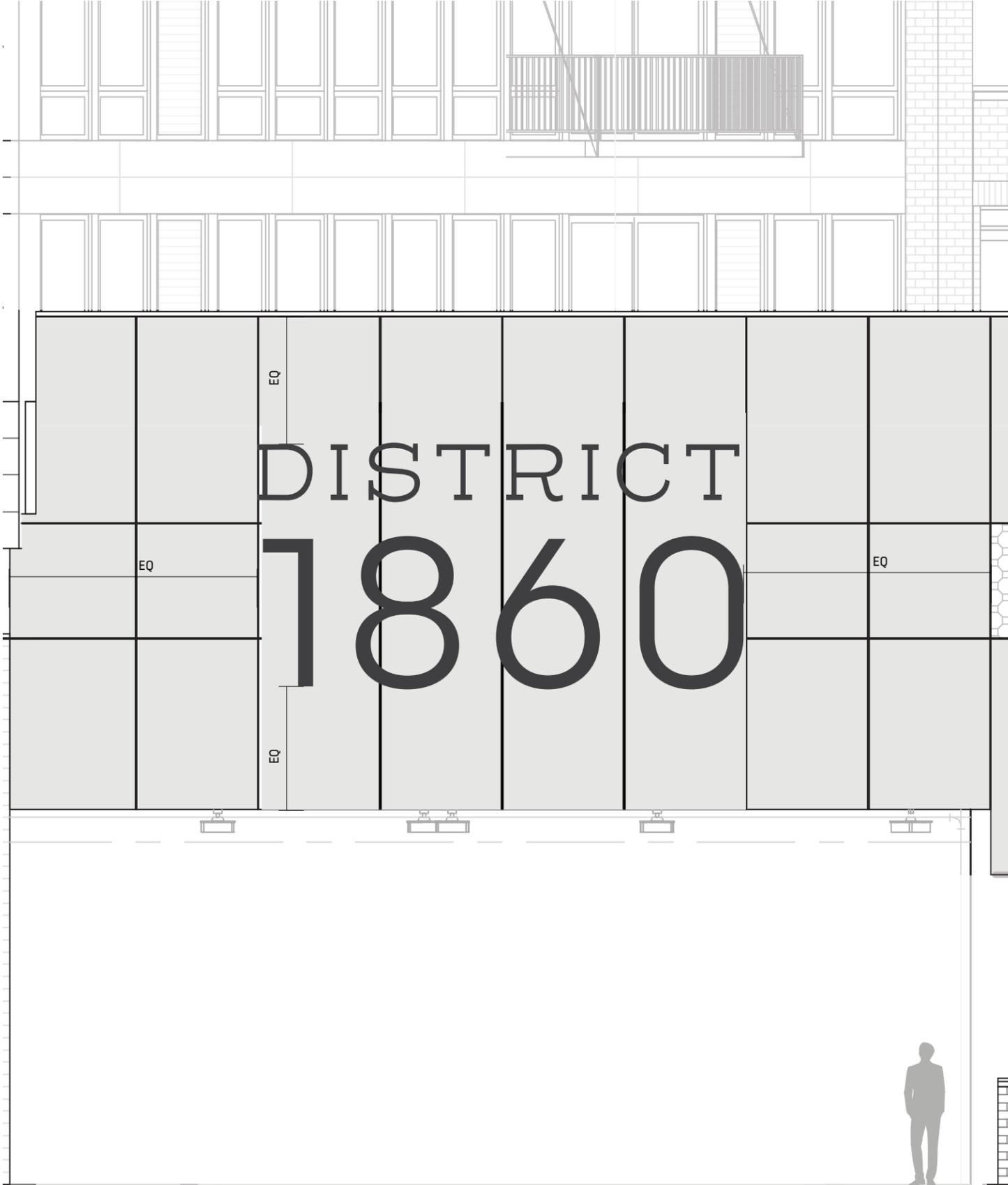
Orig. Date: 09/19/22

Drawn By: RM

Sign Type

PYL
PYLON





1 Context Elevation
Scale: 3/16"=1'-0"

GENERAL NOTES:

1. Logo on Facade
Fabricated pin-mounted painted aluminum reverse channel letters (halo and internally illuminated).
Letters to be mounted to existing metal panel system.

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Project



Tenant Sign Plan

4500 W. TOUHY AVE.
LINCOLNWOOD, IL 60712

Scale: AS NOTED

Original Page Size: 11" x 17"

Notes

Florida State Certified
Electrical Sign Contractor
ES 12000915

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Revisions

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Drawn By: RM

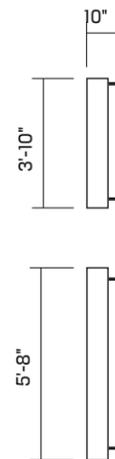
Sign Type

CL

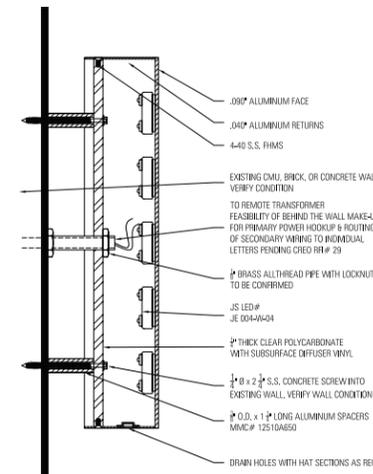
CHANNEL LETTERS



4 Detailed Elevation
Scale: 3/16"=1'-0"



2 Side View
Scale: 3/16"=1'-0"



3 Typical Halo-Lit Letter Detail
NTS

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Revisions

REP.	DESCRIPTION	BY	DATE
DR			09/19/22
RM			

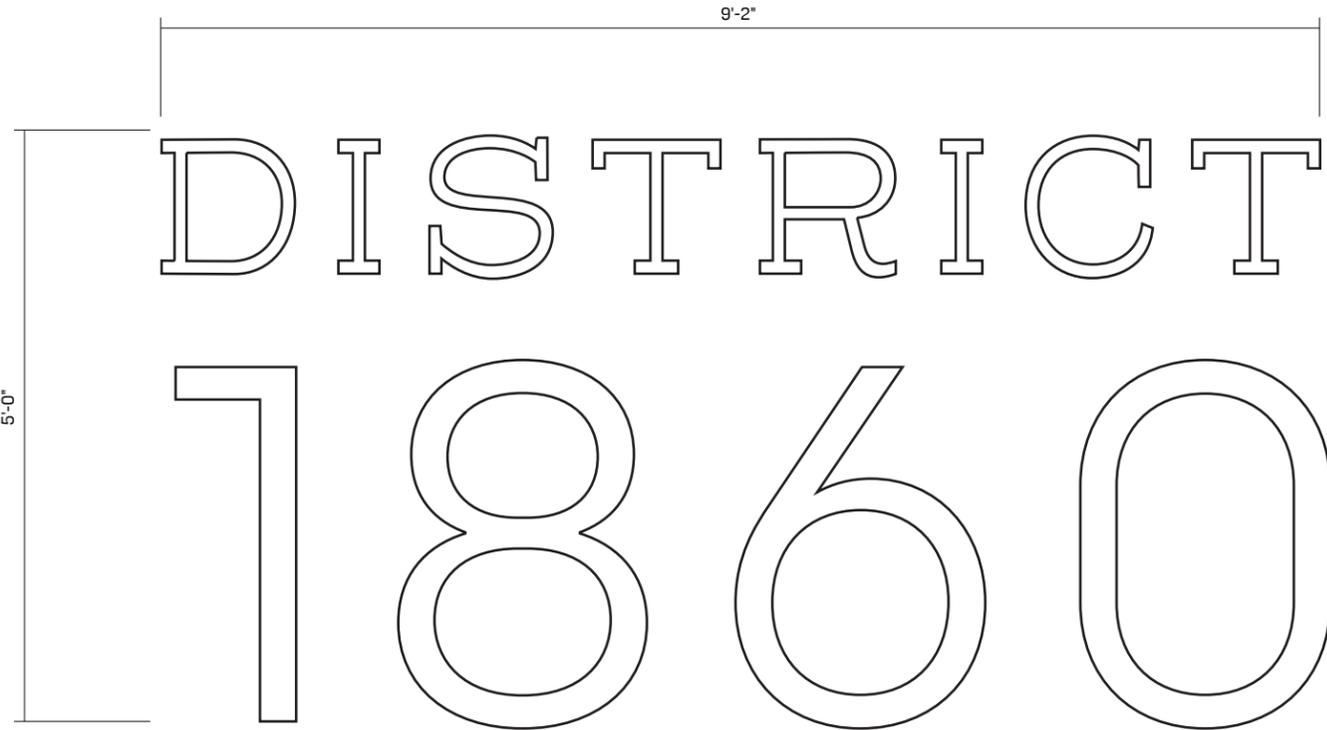
Rep.: DR Orig. Date: 09/19/22

Drawn By: RM

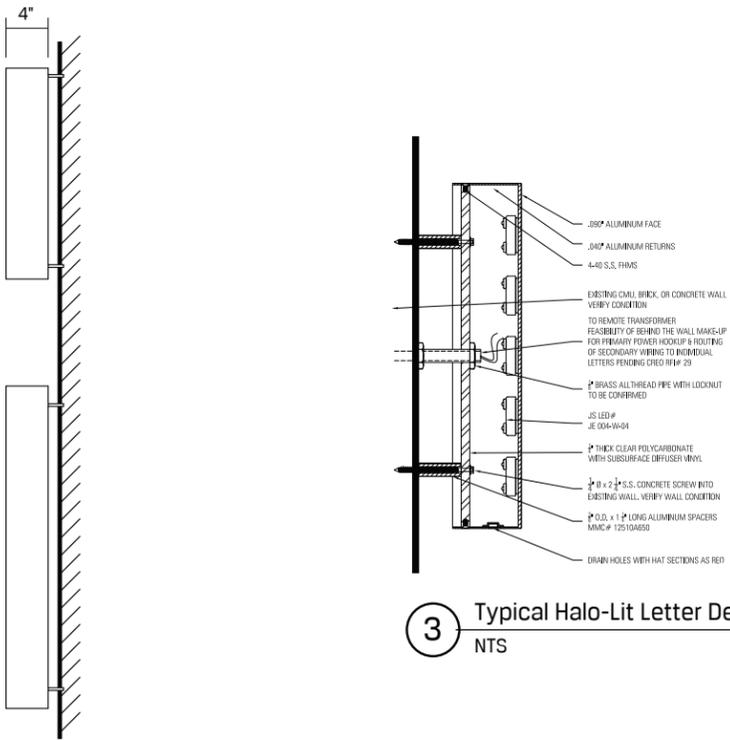
Sign Type

CL

CHANNEL LETTERS



4 Detailed Elevation
Scale: 3/4"=1'-0"



3 Typical Halo-Lit Letter Detail
NTS

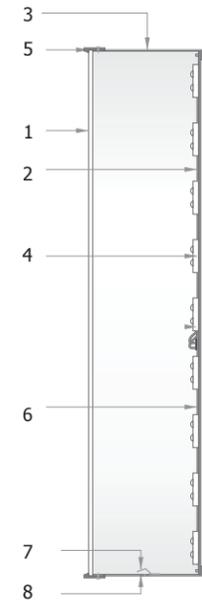
2 Side View
Scale: 3/4"=1'-0"



1 Context Elevation
Scale: 3/16"=1'-0"

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AF-60-CLL-F-W

SCOPE

Manufacture and install (1) set of face-illuminated channel letters flush mount with remote power sources.

DESCRIPTION

- Channel letters constructed of aluminum: pre-finished black returns
- “amazon” and smile faces of .177" white (7328) polycarbonate
- “fresh” faces of .177" white (7328) polycarbonate with full-coverage, 1st surface application of translucent green vinyl (see color chart)
- Internal illumination of ALL components provided by white LED modules.
- Power supplies located remotely - behind fascia. All wiring UL approved.
- All components installed flush to exterior with non-corrosive fasteners (specific hardware TBD)

COLOR SCHEDULE

- “amazon” & “fresh” Faces: 7328 White Polycarbonate
- “fresh” Vinyl Application : 3M 3630-106 Brilliant Green
- All Trimcaps: Pre-finished Black
- All Returns: Pre-finished (black) Aluminum

- 1 3/16" polycarbonate face
- 2 letter backs to be .063" aluminum
- 3 3" returns to be .040" aluminum
- 4 illumination to be provided by (see below)
- 5 1" trim cap
- 6 mounting varies upon location and wall material
- 7 weep hole cover to be white pre-finished alum.
- 8 1/4" weep hole

LED SPECIFICATION:

All components are illuminated with white 12V GE Tetra MAX Modules (GEMX2471-W1) with a Kelvin Temperature of 7100K

Project



Tenant Sign Plan

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LINCOLNWOOD, IL 60712

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Notes

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ES 12000915

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Revisions

REV	DESCRIPTION	BY	DATE

Rep.: DR Orig. Date: 09/19/22
Drawn By: RM

Sign Type

CL

CHANNEL LETTERS

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Revisions

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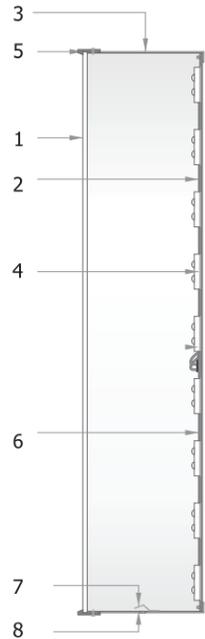
Sign Type

CL

CHANNEL LETTERS



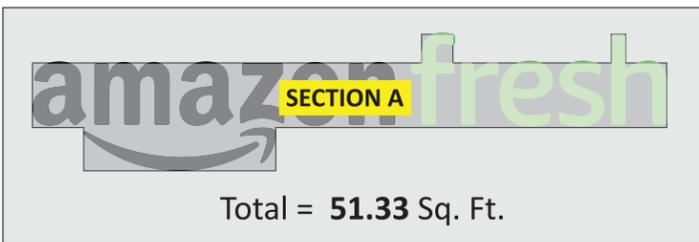
Scale: 3/8" = 1'-0"



- 1 3/16" polycarbonate face
- 2 letter backs to be .063" aluminum
- 3 3" returns to be .040" aluminum
- 4 illumination to be provided by (see below)
- 5 1" trim cap
- 6 mounting varies upon location and wall material
- 7 weep hole cover to be white pre-finished alum.
- 8 1/4" weep hole

LED SPECIFICATION:

All components are illuminated with white 12V GE Tetra MAX Modules (GEMX2471-W1) with a Kelvin Temperature of 7100K



Total = 51.33 Sq. Ft.

Allowable Per Code, 1/3 of signable area. **NTE 110 SF**
Allowable S.F. 85.68
Proposed S.F. 51.33

Sign Area #1
1/3 of 108'-0" = 36.00
1/3 of 7'-2" = 2.38
36.00 x 2.38 = 85.68 ft²
Sq. Ft. Limit = 110.00
Allowed = 85.68

AF-36-CLL-F-W

SCOPE

Manufacture and install (1) set of face-illuminated channel letters flush mount with remote power sources.

DESCRIPTION

- Channel letters constructed of aluminum: pre-finished black returns
- "amazon" and smile faces of .177" white (7328) polycarbonate
- "fresh" faces of .177" white (7328) polycarbonate with full-coverage, 1st surface application of translucent green vinyl (see color chart)
- Internal illumination of ALL components provided by white LED modules.
- Power supplies located remotely - behind fascia. All wiring UL approved.
- All components installed flush to exterior with non-corrosive fasteners (specific hardware TBD)

COLOR SCHEDULE

- "amazon" & "fresh" Faces: 7328 White Polycarbonate
- "fresh" Vinyl Application : 3M 3630-106 Brilliant Green
- All Trimcaps: Pre-finished Black
- All Returns: Pre-finished (black) Aluminum

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S05 (1) Flat Cut-Out Letters on Flat Cut-Out Backer



Front Elevation

Scale: 3/8" = 1'-0"

21.95 Square Feet

SCOPE

Clip Mount 96" x 48" Dual Dibond Panel sign with 1st Surface Copy installed Right of Main entrance onto existing wall.

COLOR SCHEDULE

- Copy: Matthews White 3/8" F.C.O. letters
- Background (MAP Satin Painted): Grey PMS #425C

Sign Area #2

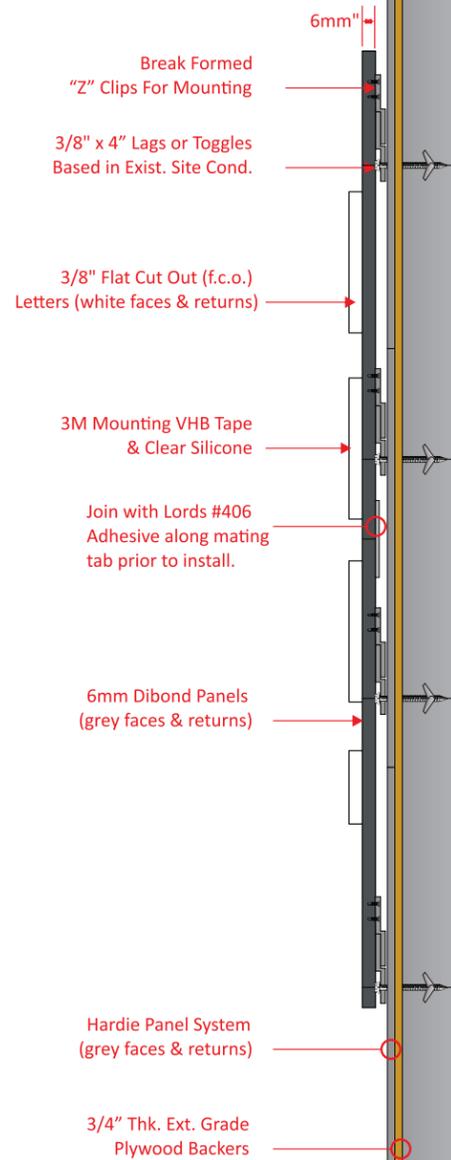
$$1/3 \text{ of } 14'-4" = 4.77$$

$$1/3 \text{ of } 16'-0" = 5.33$$

$$4.77 \times 5.33 = 25.48 \text{ ft}^2$$

$$\text{Sq. Ft. Limit} = 110.00$$

$$\text{Allowed} = 25.48$$



SECTION DETAILS

Project



Tenant Sign Plan

4500 W. TOUHY AVE.
LINCOLNWOOD, IL 60712

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Notes

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Electrical Sign Contractor
ES 12000915

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Revisions

REV	DESCRIPTION	BY	DATE

Rep.: DR Orig. Date: 09/19/22
Drawn By: RM

Sign Type

DG

DIMENSIONAL LETTERS

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LINCOLNWOOD, IL 60712

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Notes

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ES 12000915

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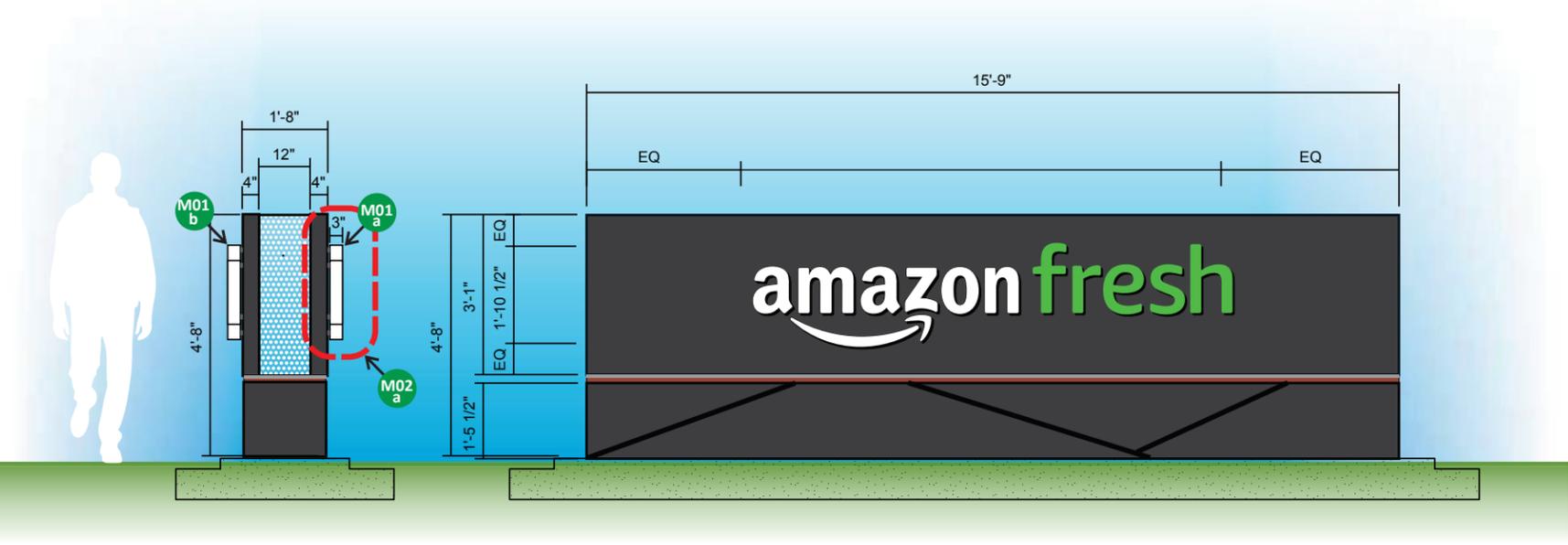
Rep.: DR Orig. Date: 09/19/22

Drawn By: RM

Sign Type

MON
MONUMENT

M1 (3) Sets Of Halo Illuminated Channel Letters - For Existing Monument Faces
(3) letter sets total

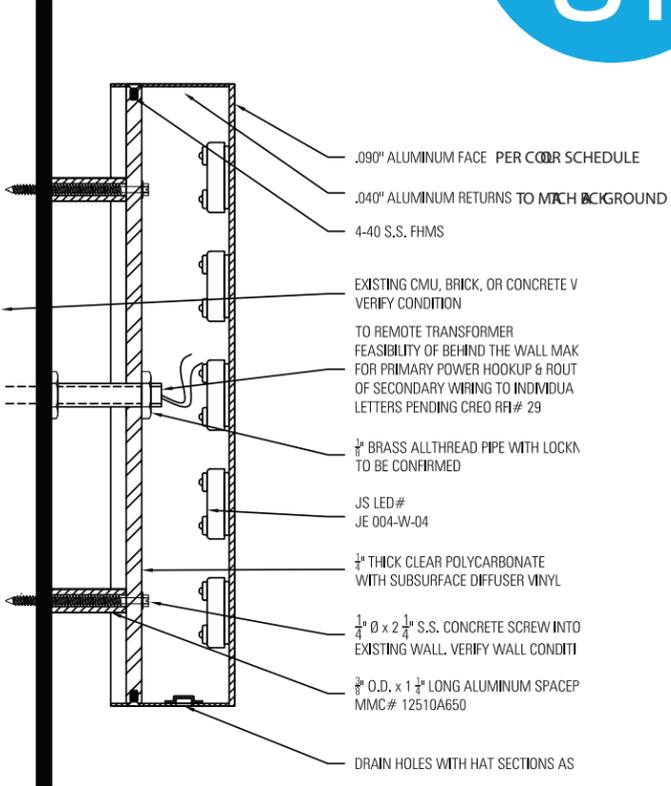


1 Side View
Scale: 3/8"=1'-0"

2 Elevation
Scale: 3/8"=1'-0"



Nighttime Simulation



SCOPE

Reface existing monument tenant panels with new copy & logo.

DESCRIPTION

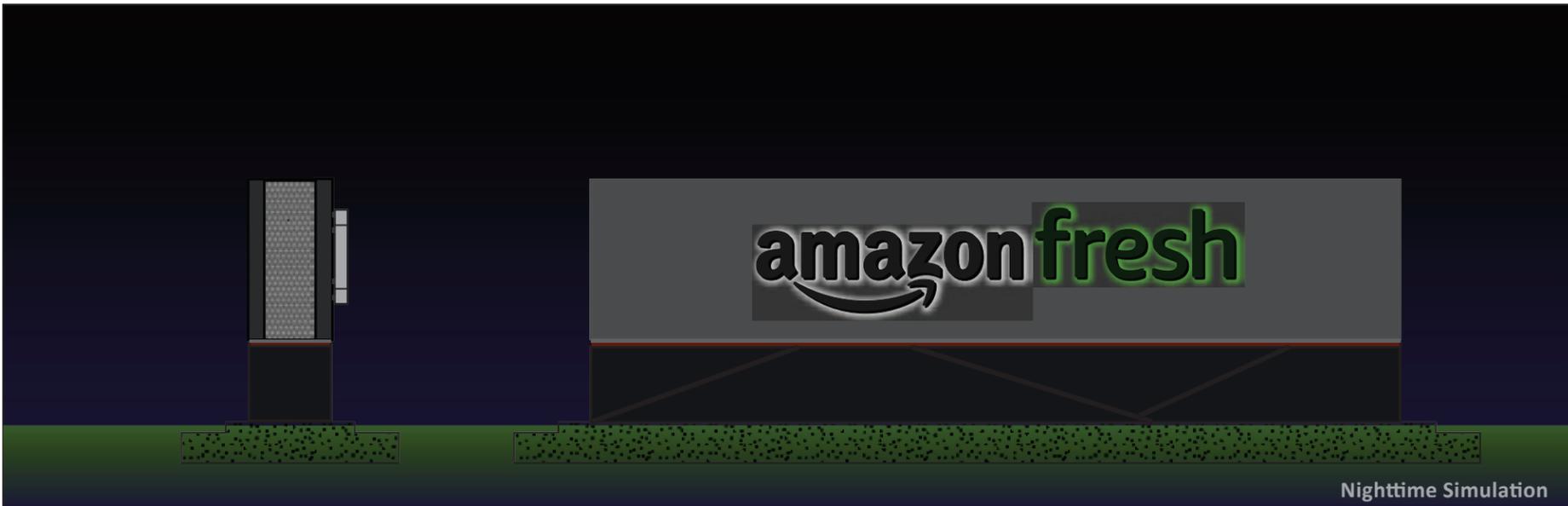
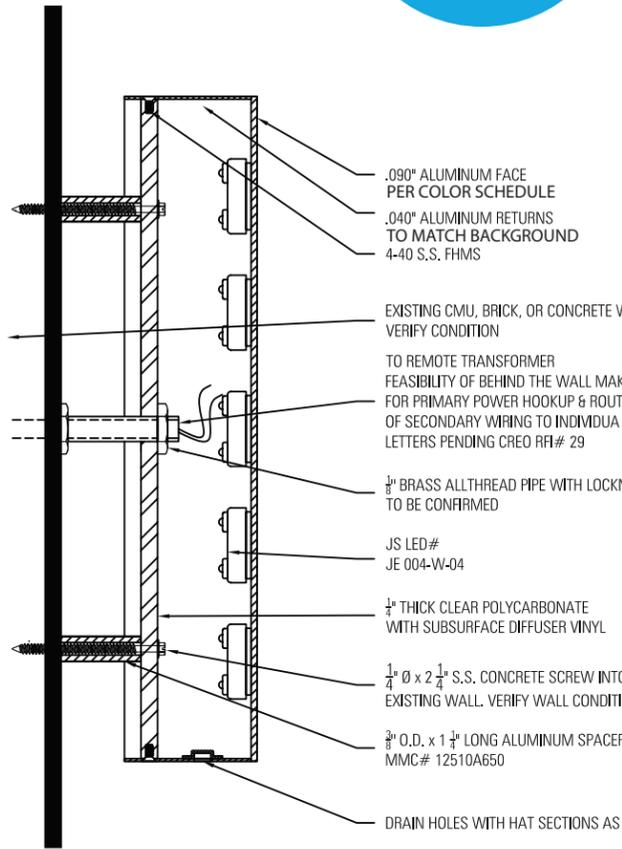
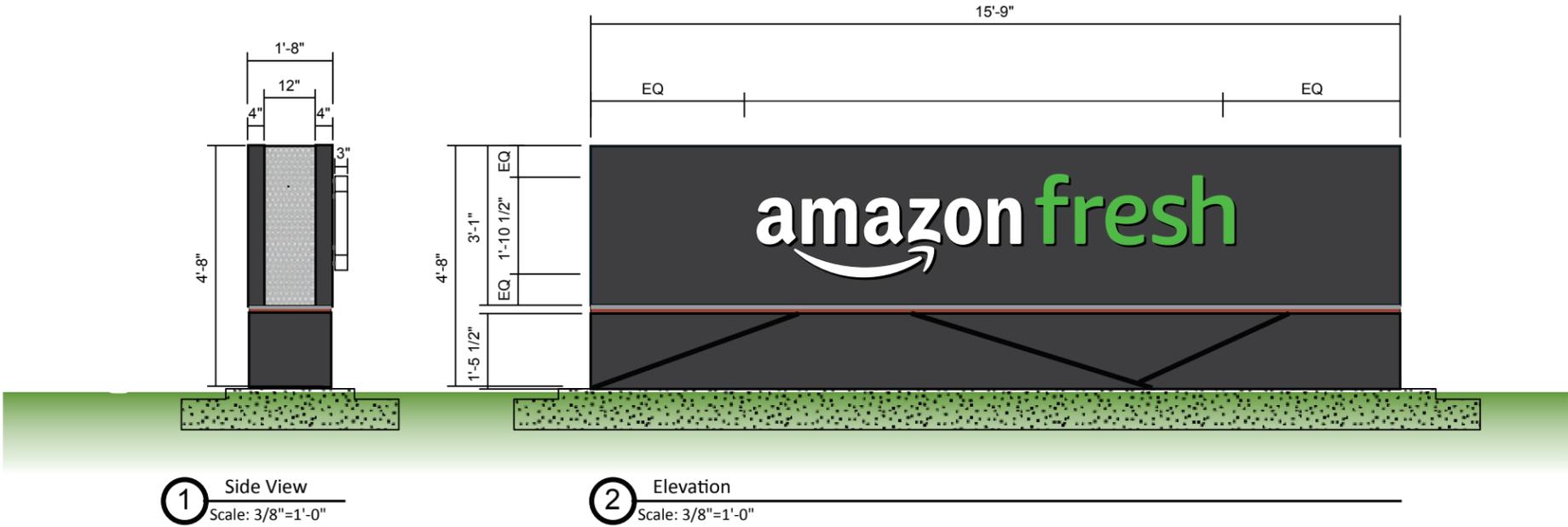
- Manufacture & Install (3) sets of monument mounted, halo illuminated, reverse channel letter sets to match corporate branding

COLOR SCHEDULE

- "amazon" & smile: MAP White Satin Finish
- "fresh": PMS #368 Green Satin Finish
- Matthews Paint MP00547 Mudstone Satin Finish

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M2 (1) SINGLE SIDED MONUMENT SIGN AT LINCOLN AND TOUHY



SCOPE

Reface existing monument tenant panels with new copy & logo.

DESCRIPTION

- Manufacture & Install (2) sets of monument mounted, halo illuminated, reverse channel letter sets to match corporate branding

COLOR SCHEDULE

- "amazon" & smile: MAP White Satin Finish
- "fresh": PMS #368 Green Satin Finish
- Matthews Paint MP00547 Mudstone Satin Finish

Project



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Revisions

REV	DESCRIPTION	BY	DATE

Rep.: DR Orig. Date: 09/19/22
Drawn By: RM

Sign Type

MON
MONUMENT



Variation Standards

To be approved, each Variation request must meet certain specific standards. These standards are listed below. After each listed standard, explain how your Variation request satisfies the listed standard.

Project Address	7260 LINCOLN AVE
-----------------	------------------

1. The requested Variation is consistent with the stated intent and purposes of the Zoning Ordinance and the Comprehensive Plan.

THE PROPOSED SIGNS MEET ALL OTHER ASPECTS OF THE CODE; OVER ALL HEIGHT + SQUARE FOOTAGE. + WILL NOT POSE ANY HARDSHIPS TO THE SURROUNDING PROPERTIES

2. The particular physical surroundings, shape or topographical conditions of the subject property would bring a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of this Zoning Ordinance is enforced.

THE DUE TO THE BUILDING FOOT PRINT ON THE PROPERTY THE REQUIRED SOFT SETBACK FOR THE PROPOSED MONUMENT SIGN CANNOT BE ACHIEVED. THE PROPOSED POSITION IF ALLOWED WILL NOT BLOCK ANY VISION FOR EITHER PEDESTRIAN OR VEHICULAR TRAFFIC BUT WILL BE VISIBLE TO BOTH PEDESTRIAN + VEHICULAR TRAFFIC SO THEY CAN IDENTIFY THE HOTEL + SAFELY ENTER THE PROPERTY

3. The conditions upon which the petition for the Variation is based would not be applicable generally to other property within the same Zoning District.

YES, THIS IS A MARRIOTT OWNED PROPERTY + AS PART OF THEIR NEW CORPORATE PLAN THEY ARE BRANDING THIS LOCATION BOTH RESIDENCE INN + SPRING HILL SUITES.

4. The Variation is not solely and exclusively for the purpose of enhancing the value of or increasing the revenue from the property.

THIS VARIATION IF APPROVED WILL ALLOW MARRIOTT TO IDENTIFY THAT THIS LOCATION IS DUAL BRANDED. THE PROPOSED SIGNAGE WILL ALLOW CUSTOMERS TO SEE THE DUAL BRANDING SO THEY SAFELY IDENTIFY, + ENTER THE PROPERTY BASED ON THE BRAND THEY HAVE BOOKED WITH

5. The alleged difficulty or hardship has not been created by any person presently having an interest in the property.

THE DIFFICULTY IS SOLEY BASED ON THE SIGN CODE ITSELF. BASED ON STAFFS COMMENTS THESE PROPOSED SIGNS WOULD NOT REQUIRE A VARIATION IF THEY WERE DISPLAYED TOGETHER ON A MUTUAL RACEWAY, TO CALL OUT EACH SEPERATE BRAND THE SIGNS ARE BEING PROPOSED AS TWO SEPERATE ENTITIES TO ALLOW EACH BRAND TO BE MORE RECOGNIZABLE

6. 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.

THE PROPOSED SIGNS WILL NOT EXCEED YOUR CODES SQUARE FOOTAGE REQUIREMENTS OR OVERALL HEIGHT MAXIMUMS. THE SIGNS WILL HAVE NO NEGATIVE IMPACTS ON THE SURROUNDING NEIGHBORHOOD OR ADJACENT PROPERTIES.

7. The Variation granted is the minimum change to the Zoning Ordinance standards necessary to alleviate the practical hardship on the subject property.

YES, AS STATED PRIOR, THE VARIATION REQUIREMENT IS BEING TRIGGERED SOLELY BY YOUR SIGN CODE. PER STAFFS REVIEW IF THESE SIGNS WERE ATTACHED TO A MUTUAL RAILWAY NO VARIATION WOULD BE REQUIRED, SINCE THEY ARE SEPERATE THEY ARE BEING CONSIDERED AS TWO SIGNS WHICH REQUIRES APPROVAL OF THIS VARIATION REQUEST

8. 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.

THESE SIGNS IF ALLOWED WILL IN NO WAY HAVE A NEGATIVE IMPACT ON THE ABOVE MENTIONED CONCERNS

Sign Variation Standards

For all Sign Variation and/or Special Sign requests, the Applicant shall also complete Questions 9 through 12.

9. The proposed Variation is consistent with the statement of purpose set forth in Section 11.01 of the Zoning Ordinance.

THE PROPOSED SIGNS MEET ALL OTHER ASPECTS OF YOUR CODE, + WILL ALLOW MARRIOTT TO DISPLAY BOTH OF THEIR BRANDS FOR EASY VISUAL CUSTOMER IDENTIFICATION BOTH ON THE BUILDING + ON THE GROUND

10. The proposed sign complies with any additional standards or conditions set forth in Article XI of the Zoning Ordinance.

YES

11. The proposed sign will substantially enhance the architectural integrity of the building or other structure to which it will be attached, if any.

THE SIGNS IF ALLOWED WILL BE DISPLAYED IN A ~~ESTETICLY~~ AESTHETICALLY PLEASING WAY AS SHOWN ON THE ATTACHED DRAWINGS WITH LANDSCAPING AT THE BASE OF THE PROPOSED MONUMENT SIGN

12. The proposed sign conforms with the design and appearance of nearby structures and signs.

THE PROPOSED SIGNS IF ALLOWED WILL BE IN HARMONY WITH SIGNAGE IN THE SURROUNDING AREAS

Once you have completed the responses to the standards above, please return to your online application and upload this document to that application.