

CITY OF WASHINGTON

PLANNING & DEVELOPMENT DEPARTMENT

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MEMORANDUM

TO: Mayor Manier and Committee of the Whole
FROM: Jon R. Oliphant, AICP, Planning & Development Director
SUBJECT: Square Off-Premise Sign Final Design
DATE: October 5, 2017

Summary: Attached is the final design of the sign proposed by the Square Specialty Business Owners to be placed at the northeast corner of the 223 property. Staff seeks acceptance of this design while awaiting final IDOT approval in order to have the sign installed this construction season.

Background: The Square Specialty Business Owners had previously submitted a request to place a vinyl directional sign on the 24 corridor to promote and direct traffic to the Historic Washington Square. Staff has received the final sign design and seeks approval prior to its installation. The Council had previously authorized approval in May of the payment of the sign at a not-to-exceed cost of \$5,875 with staff to receive any input from the Council on the final design after it was completed. The TIF fund would pay for the sign and installation. The cost has subsequently been reduced to \$5,375. The Specialty Business Owners have also planned on having a sign installed elsewhere in the region with its own funding. This sign would be placed near the northeast corner of the 223 property next to the Crossroads Church property.

It is proposed to be a 10'x23' sign that is 10' off the ground and is double-sided. It would contain five wood posts with concrete footings. The eastbound sign would direct travelers to turn right at N. Main to access the Square. The westbound sign would be more generic and have a message that states "Specialty Shops, Boutiques, Good Eats & Treats." The overall height would be 20' and would be installed with concrete footings. The sign is not proposed to be lighted.

IDOT controls jurisdiction on signs along its corridor. It has given preliminary approval of the design and is currently completing its final review of the "notification application." The 223 property is an acceptable site and IDOT would consider this to be an "Official Sign" as long as there is no commercial advertising. Our public works staff would assist in clearing any scrub trees on the 223 property while Martin Sign Service out of Metamora does the sign installation.

The Finance and Personnel Committee discussed this at its meeting on April 17 and recommended approval of this request followed by Council approval on May 1. Staff seeks feedback on the final design of the Official Sign at the October 9 Committee of the Whole meeting.

Attachment

SHOP • EAT • STAY

ON HISTORIC WASHINGTON SQUARE



TURN RIGHT AT THE STOPLIGHT ▶▶▶

SHOP • EAT • STAY

ON HISTORIC WASHINGTON SQUARE



Specialty Shops, Boutiques, Good Eats & Treats