

PERMANENT SIGN

Village of Carol Stream

500 N. Gary Avenue, Carol Stream, IL 60188
Tel: 630-871-6230 Fax: 630-665-1064

CHECKLIST

Completed by Permit Applicant and reviewed by Community Development Staff at submittal.
Additional items required will be circled by Community Development Staff.

- _____ Completed **Application For Sign Permit**
- _____ Two (2) copies of the drawing of the proposed **wall** sign including its exact dimensions and the dimensions of the wall or façade where it will be located; **OR**
Two (2) copies of the drawing of the proposed **ground** sign including its exact dimensions and two (2) copies of a plat of survey showing the location where it will be located with dimensions to the property lines

Completed by Community Development Staff:

- _____ All documentation required for the permit application has been submitted.
- _____ Items circled have not been properly submitted and we are returning your submittal for completion of these items.

Building permit submittal checked by: _____

For questions regarding building permit requirements for a Permanent Sign, please contact the Village of Carol Stream Community Development Department at (630)871-6230.

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Permanent Wall Sign Installation Requirements

MAXIMUM SIGN AREA

Wall signs are limited to an area equal to the percentage allowed per facade in each zoning classification.

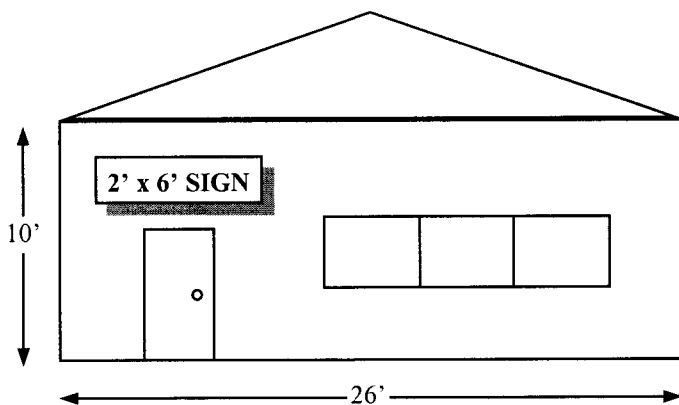
If there are multiple signs per facade, the area calculation must include the total area of each sign plus the area between each sign. Also, the placement of all signs cannot extend above or below the largest sign.

Wall Sign Area Limitations*

Zoning Classification	Maximum Percent of Facade Area Covered
B-1, B-2, or B-3	10%
B-4	8%
I	12%

*Sign Code contains additional regulations that may apply to the total area of signage allowed on any premises.

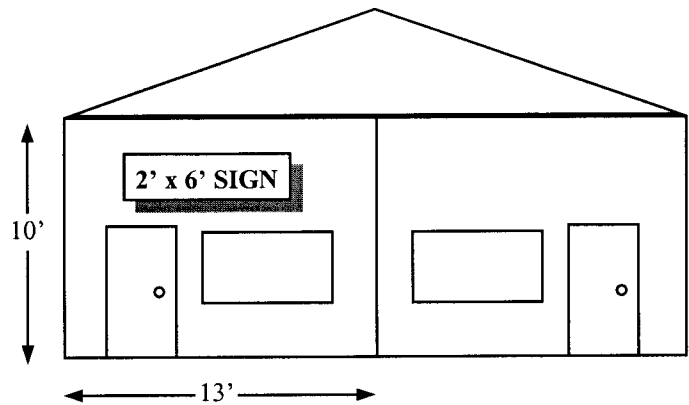
Single Tenant Building



Building Facade Area = 26' x 10' = 260 s.f.
Sign Area = 2' x 6' = 12 s.f.
Percent of Facade Area Covered = 12 s.f. ÷ 260 s.f. = 4.6%

Maximum Percent of Facade Area Covered Varies by Zoning Classification

Multi-Tenant Building



Facade Area of Occupied Space = 13' x 10' = 130 s.f.
Sign Area = 2' x 6' = 12 s.f.
Percent of Facade Area Covered = 12 s.f. ÷ 130 s.f. = 9.2%

Maximum Percent of Facade Area Covered Varies by Zoning Classification

-A Permit is Required Before Any Sign is Erected or Modified-

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Permanent Ground Sign Installation Requirements

MAXIMUM SIGN AREA

The maximum overall area of ground signs is established separately in each zoning classification.

CALCULATION OF SIGN AREA

Sign area must be measured using the area which can wholly enclose the surface area of the sign. On a double faced sign, only one side of the sign is included in the area calculations.

MAXIMUM SIGN HEIGHT

The maximum overall height of ground signs is established separately in each zoning classification. However, the maximum overall height of ground signs adjacent to the North Avenue right-of-way is always ten feet (10').

There must be a maximum clearance of two feet (2') between the bottom edge of a ground sign and the natural grade level directly below the sign.

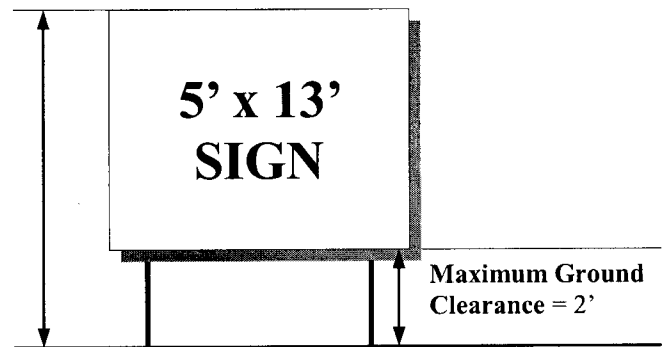
REQUIRED SETBACK

Ground signs must be set back a minimum of five feet (5') from all property lines.

GROUND SIGNS FOR MULTI-TENANT BUILDINGS

Only one permanent ground sign is permitted for a multi-tenant building. This ground sign must be a directory type sign which contains the names and/or addresses for all businesses located within the building, or accommodation for the addition of signage for each business.

Maximum Sign Height Varies by Zoning Classification

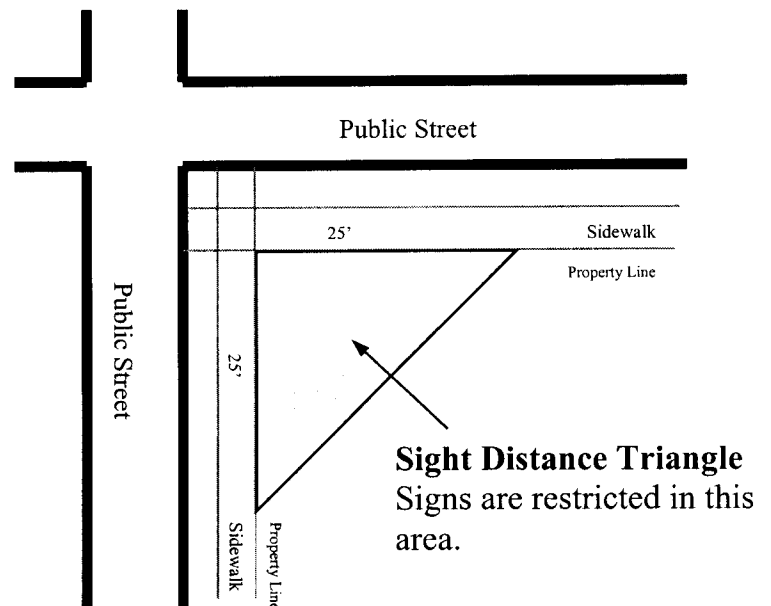


Sign Area = 5' x 13' = 65 s.f.

Maximum Sign Area Varies by Zoning Classification

SIGHT DISTANCE TRIANGLE

Ground signs must not be located within the sight distance triangle.



Ground Sign Size Limitations

Zoning Classification	Maximum Height	Maximum Area
B-1, B-2, B-3 or B-4	6 ft.	72 s.f.
I (If Property < 10 acres)	10 ft.	96 s.f.
I (If Property > 10 acres)	10 ft.	160 s.f.

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