

**Ordinance 2026-03**

**An Ordinance Granting a Special Permit for a Ground Sign  
with an Electronic Message Board in the IB District  
(Northbrook Community Center – 3323 Walters Avenue)  
(Docket No. PCD-25-17)**

Passed by the Board of Trustees, 01/13/2026  
Printed and Published 01/14/2026

Printed and Published in Pamphlet Form  
by Authority of the  
President and Board of Trustees  
VILLAGE OF NORTHBROOK  
COOK COUNTY, ILLINOIS

I hereby certify that this document  
was properly published on the date  
stated above.

/s/ Sam Reiss  
\_\_\_\_\_  
Deputy Village Clerk

## Ordinance 2026-03

BE IT ORDAINED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois, THAT:

### **An Ordinance Granting a Special Permit for a Ground Sign with an Electronic Message Board in the IB District (Northbrook Community Center – 3323 Walters Avenue) (Docket No. PCD-25-17)**

shall be, and is hereby, adopted as follows:

#### Section 1. BACKGROUND.

The Northbrook Park District (“**Applicant**”) is the owner of the property commonly known as 3323 Walters Avenue (“**Property**”). The Applicant proposes to construct and maintain a ground sign on the Property incorporating an electronic message board (“**EMB Sign**”). The proposed EMB Sign will display Park District related communications. As the proposed EMB Sign is located within 250 feet of a principal residential structure, a special permit is required.

The Applicant submitted an application to the Village and requests that the Village grant a special permit for a ground sign incorporating an electronic message board for the Property (“**Requested Relief**”).

The Board of Trustees has determined that it is in the best interest of the Village and its residents to grant the Applicant the Requested Relief in accordance with the terms and conditions of this Ordinance.

#### Section 2. DESCRIPTION OF PROPERTY.

The Property is commonly known as 3323 Walters Avenue, which is legally described in **Exhibit A** attached to and, by this reference, made a part of this Ordinance. The Property is located within the IB Institutional Building District.

#### Section 3. PUBLIC MEETINGS & HEARINGS.

A public notice for the Applicant’s Requested Relief was duly published on December 26, 2025 on Northbrook Public Notice webpage and a public hearing was held at the Village Board of Trustees regular meeting on January 13, 2026.

#### Section 4. EMB SIGN SPECIAL PERMIT.

Subject to, and contingent upon the conditions, restrictions, and provisions set forth in Section 5 of this Ordinance, a special permit for a ground sign with an electronic message board is hereby granted to the Applicant for the Property in accordance with and pursuant to Article 2 of the Zoning Code and the home rule powers of the Village of Northbrook.

#### Section 5. SPECIAL PERMIT CONDITION.

The special permit granted in Section 4 of this Ordinance is contingent upon the following conditions:

1. The development, use, and maintenance of the EMB Sign on the Property being in substantial compliance with the Sign Plan, prepared by Wight & Company, consisting of three pages, with the most recent revision date of October 28, 2025, attached to, and by this reference, made a part of this Ordinance as ***Exhibit B***.
2. The EMB Sign on the Property may not be illuminated between the hours of 10:00 p.m. and 7:00 a.m.

Section 6.        **FAILURE TO COMPLY WITH CONDITIONS.**

Upon failure or refusal of the Applicant to comply with any or all of the conditions, restrictions or provisions of this Ordinance, the special permit granted in Section 4 of this Ordinance (the “***Granted Relief***”) shall, at the sole discretion of the Board of Trustees, by ordinance duly adopted, be revoked and become null and void; provided, however, that the Board of Trustees may not so revoke the Granted Relief unless it shall first provide the Applicant with two months advance written notice of the reasons for revocation and an opportunity to be heard at a regular meeting of the Board of Trustees. In the event of revocation, the development and use of the Property shall be governed solely by the regulations of the IB Institutional Building District, as the same may, from time to time, be amended. Further, in the event of such revocation of the Granted Relief, the Village Manager and Village Attorney are hereby authorized and directed to bring such zoning enforcement action as may be appropriate under the circumstances. The Applicant acknowledge that public notices and hearings have been held with respect to the adoption of this Ordinance, have considered the possibility of the revocation provided for in this Section, and agrees not to challenge any such revocation on the grounds of any procedural infirmity or any denial of any procedural right, provided that the notice to the Applicant required by this Section has been given.

Section 7.        **BINDING EFFECT; TRANSFERABILITY.**

The privileges, obligations, and provisions of each and every Section of this Ordinance, are for the sole benefit of, and shall be binding on, the Applicant, except as otherwise expressly provided in this Ordinance. Nothing in this Ordinance shall be deemed to allow this Ordinance to be transferred to any person or entity unless and until such person or entity (“***Transferee***”) receives approval by the Board of Trustees for such transfer by resolution duly adopted.

Section 8.        **EFFECTIVE DATE.**

- A. This Ordinance shall be effective only upon the occurrence of all of the following events:
- i. passage by the Board of Trustees of the Village of Northbrook by a majority vote in the manner required by law;
  - ii. publication of this Ordinance in pamphlet form in the manner required by law;

Adopted: 01/13/26

<b>RESULT:</b>	<b>ADOPTED AS AMENDED [6 – 0]</b>
<b>MOVER:</b>	Robert Israel, Trustee
<b>SECONDER:</b>	Joy Ebhomielen, Trustee
<b>AYES:</b>	Israel, Ross, Hebl, Ebhomielen, Kohler, Cassidy
<b>NAYES:</b>	None
<b>ABSTAIN:</b>	Kathryn Ciesla, President
<b>ABSENT:</b>	None

/s/ Kathryn Ciesla  
Village President

ATTEST:

/s/ Sam Reiss  
Deputy Village Clerk

## **EXHIBIT A**

### **LEGAL DESCRIPTION OF PROPERTY**

**PARCEL 1:**

THE WEST 438.45 FEET OF THE NORTH 794.87 FEET AS MEASURED ON THE NORTH AND WEST LINES THEREOF (EXCEPT THE WEST 350 FEET OF THE SOUTH 350 FEET) AND (EXCEPT THAT PART TAKEN FOR WALTERS AVENUE), OF THE SOUTH EAST  $\frac{1}{4}$  OF THE SOUTHWEST  $\frac{1}{4}$  OF SECTION 8, TOWNSHIP 42 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

**PARCEL 2:**

THE EAST 219.22 FEET OF THE WEST 656.67 FEET OF THE NORTH 794.87 FEET (EXCEPT THAT PART TAKEN FOR WALTERS AVENUE), (AS MEASURED ON THE NORTH AND WEST LINES THEREOF) OF THE SOUTHEAST  $\frac{1}{4}$  OF THE SOUTHWEST  $\frac{1}{4}$  OF SECTION 8, TOWNSHIP 42 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

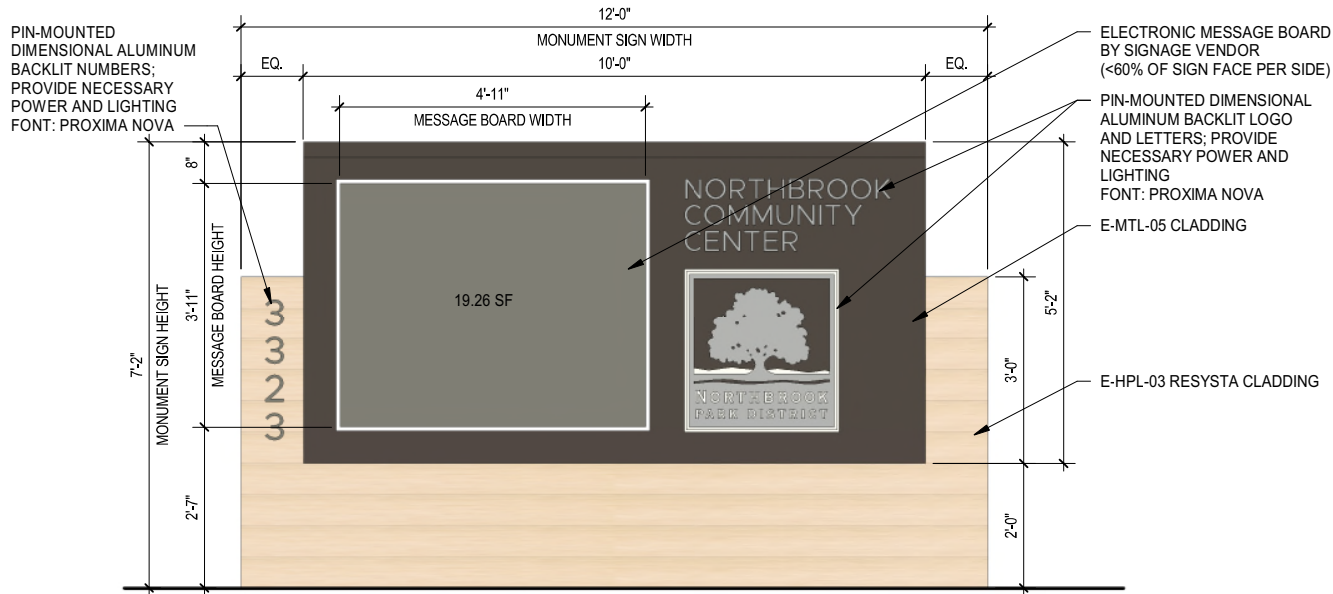
Commonly known as 3323 Walters Avenue, Northbrook, IL 60062

P.I.N.s: 04-08-303-006-0000; 04-08-303-034-0000; and 04-08-303-038-0000

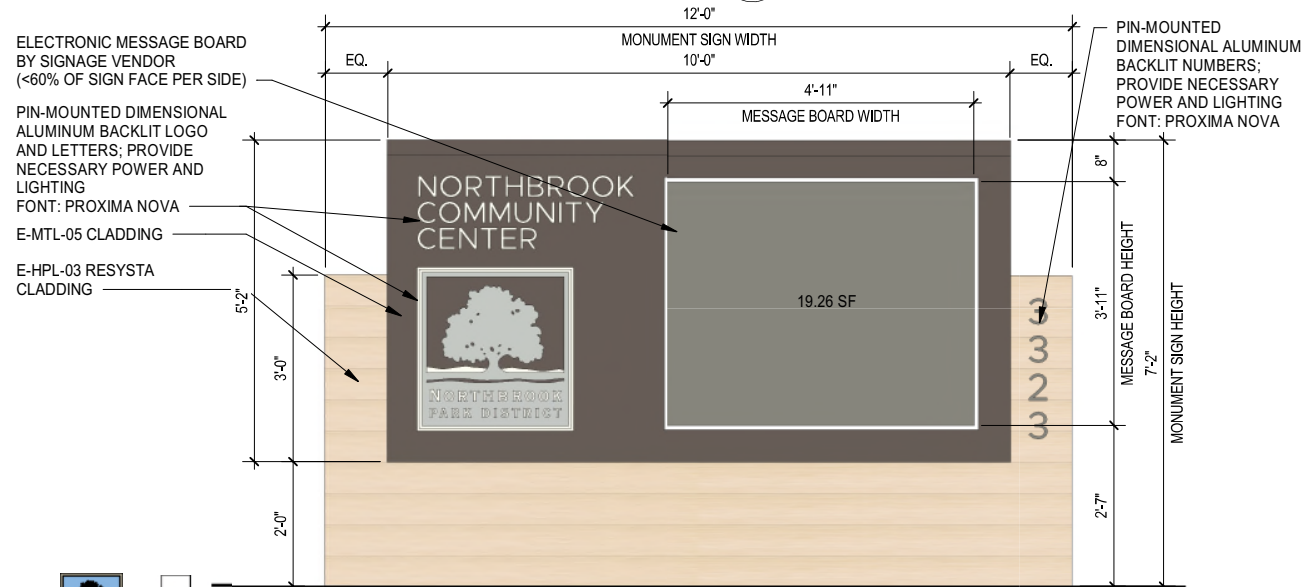
**EXHIBIT B**

**SIGN PLAN**

## SIGNAGE MONUMENT SIGN



**2a** MONUMENT SIGN WEST ELEVATION  
1/2" = 1'-0"



**2b** MONUMENT SIGN EAST ELEVATION  
1/2" = 1'-0"

EXISTING MONUMENT SIGN TO BE REMOVED AND RELOCATED AS SHOWN ON PROPOSED SITE PLAN

NEW MONUMENT SIGN TO BE COMPLIANT WITH APPLICABLE REQUIREMENTS OF SECTION 9-106-L-1-E OF THE VILLAGE OF NORTHBROOK ZONING CODE WITH SPECIAL PERMITS AS NOTED

- OVERALL SIZE: 12'-0" WIDE X 7'-2" TALL
- ELECTRONIC MESSAGE BOARD SIZE: 4'-11" WIDE X 3'-11" TALL (23.62% OF SIGN FACE PER SIDE)
- CAPABLE OF FULL-COLOR CONTENT, IN TEXT OR GRAPHICS
- ALL MESSAGING TO BE STATIC AND MESSAGE CHANGES TO BE INSTANTANEOUS WITHOUT SCROLLING, SWEEPING, DISSOLVES, OR OTHER SUCH ANIMATIONS
- ILLUMINATION TO BE AUTOMATED TO DIM IN CONJUNCTION WITH THE AMBIENT LIGHTING AT VARIOUS TIMES OF THE DAY
- DISPLAYED MESSAGE MAY CHANGE BY INTERMITTENT LIGHTING CHANGES LESS THAN SIX (6) TIMES PER MINUTE
- SIGN TO HAVE TEMPERATURE PROBE TO DISPLAY TIME/ TEMP
- ELECTRONIC DISPLAY TO COMPLY WITH THE RESTRICTIONS ON HOURS AND INTENSITY OF ILLUMINATION ESTABLISHED IN 9-106D(1) OF THE VILLAGE OF NORTHBROOK ZONING CODE

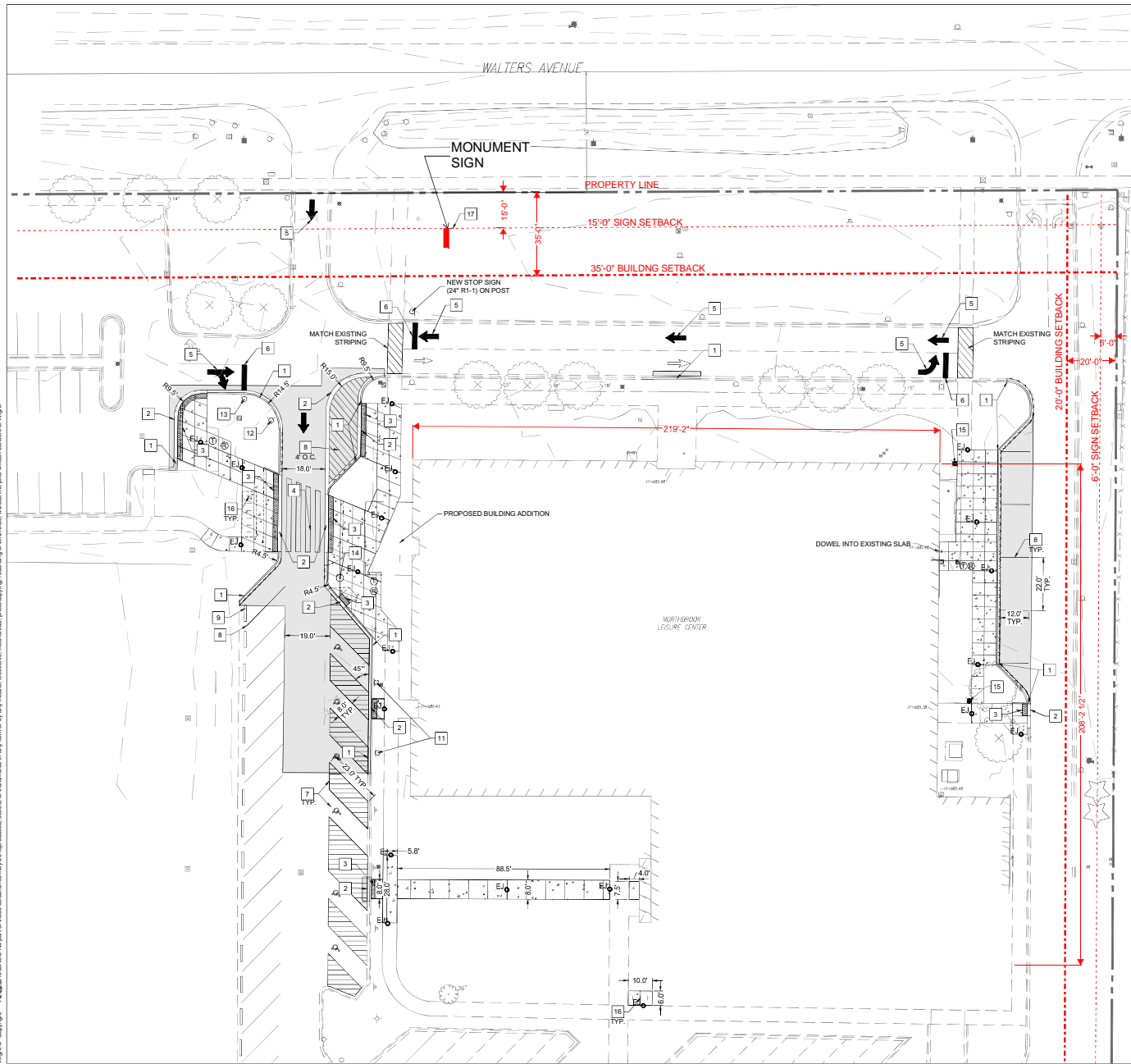
**SPECIAL PERMIT REQUIRED**

- INSTITUTIONAL BULLETIN BOARD SIGN WITH ELECTRONIC DISPLAY IS TO BE LOCATED WITHIN 250 FEET OF A PRINCIPAL RESIDENTIAL STRUCTURE
- ELECTRONIC MESSAGE BOARD PROPOSED ON BOTH SIDES OF MONUMENT SIGN
- ELECTRONIC MESSAGE BOARD CAPABLE OF FULL-COLOR CONTENT, IN TEXT OR GRAPHICS



REVISED 10/01/2025

S:\Darien\Northbrook Park District\240057\_Leisure Center Renovation\01\11 Drawings\02 CD\240057 C2.00 SITE PLAN.dwg njinenez Sep 29, 2025 4:01:01 pm  
Wight & Company All rights reserved. No part of these documents may be reproduced, stored, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, or otherwise, without the prior written consent of Wight.



## LEGEND

- FULL DEPTH HMA PAVEMENT AND STONE BASE
- CONCRETE PAVING AND STONE BASE
- CONCRETE CONTROL JOINTS
- CONCRETE EXPANSION JOINT
- TRASH/RECYCLE RECEPTACLE
- PROPERTY LINE
- REVERSE PITCH CURB AND GUTTER

## SITE KEY NOTES

1	B6.12 CURB AND GUTTER
2	DEPRESSED CURB
3	DETECTABLE WARNING
4	CROSSWALK STRIPING
5	PAVEMENT ARROW
6	2' STOP BAR
7	ADA PARKING STRIPING
8	4' SOLID WHITE PARKING STRIPE
9	REINSTALL EXISTING WHEELSTOP
10	REINSTALL EXISTING SENIOR CENTER SIGN ON NEW POST
11	REINSTALL EXISTING ADA PARKING SIGN ON NEW POST
12	REINSTALL EXISTING ONE WAY/CAUTION SIGN ON NEW POST
13	REINSTALL EXISTING STOP SIGN ON NEW POST
14	REINSTALL FLAG POLE
15	REINSTALL LIGHTPOLE
16	INSTALL BIKE RACKS
17	MONUMENT SIGN

## SITE PLAN NOTES

- INSTALL ALL IMPROVEMENTS IN ACCORDANCE WITH AGENCY REQUIREMENTS. IN CASE OF DISCREPANCY BETWEEN THESE PLANS AND THE AGENCY REQUIREMENTS, THE MOST STRINGENT REQUIREMENTS WILL APPLY.
- ALL EXISTING CURB TO BE REMOVED UNLESS OTHERWISE SPECIFIED.
- ALL DIMENSIONS ARE TO THE BACK OF CURB/EDGE OF PAVEMENT UNLESS OTHERWISE SHOWN. ALL RADI DIMENSIONS ARE TO THE BACK OF CURB/EDGE OF PAVEMENT.
- ALL DISTURBED AREAS ON-SITE AND IN THE RIGHT-OF-WAY SHALL BE RESTORED TO EXISTING CONDITION. ALL ITEMS DISTURBED SHALL BE REPLACED INCLUDING ALL LANDSCAPING, CURB, SIDEWALK, PAVEMENT, ETC.
- ALL EXISTING TREES TO REMAIN AND TO BE PROTECTED UNLESS OTHERWISE NOTED.
- CONTRACTOR TO COORDINATE WITH OWNER ON FINAL LOCATIONS OF SIGNS.

## LAYOUT NOTE:

- ALL LAYOUT FOR SITE IMPROVEMENTS SHALL BE COMPLETED BY A PROFESSIONAL LAND SURVEYOR HIRED BY THE CONTRACTOR. LAYOUT SHALL BE COMPLETED USING THE ELECTRONIC CAD FILES PROVIDED BY THE ENGINEER.

REQUIRED SPACES = 123  
REQUIRED ADA = 5

EXISTING SPACES = 149  
EXISTING ADA = 9

PROPOSED SPACES = 138  
PROPOSED ADA = 7



# Wight

Wight & Company  
wightco.com  
2500 North Frontage Road  
Darien, IL 60541  
P 630.969.7000  
F 630.969.7979

REVISED 10/28/2025

REVISED 10/01/2025

PERMIT REVIEW COMMENTS 1 03/21/2025

ISSUE FOR PERMIT 02/07/2025

REV DESCRIPTION DATE

## LEISURE CENTER RENOVATION

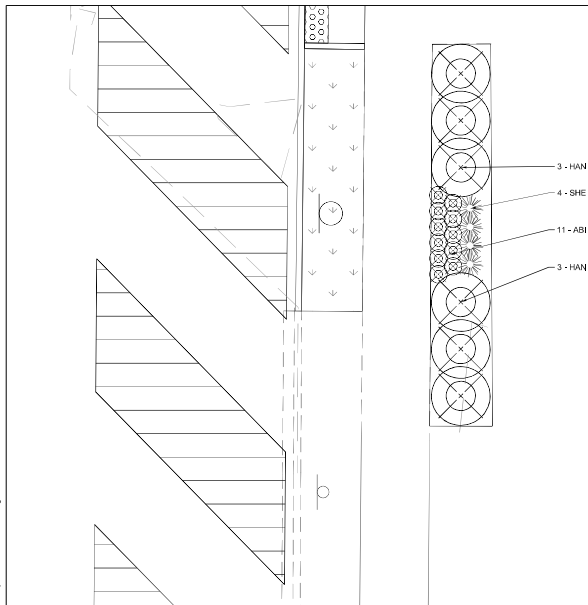
3323 WALTERS AVENUE  
NORTHBROOK, IL 60062

## SITE PLAN

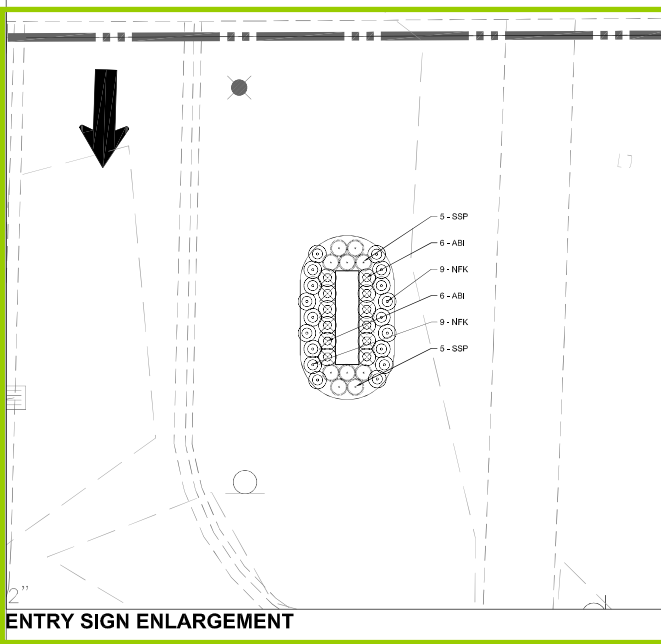
Project Number: 240057  
Drawn By: VL  
Sheet: C2.00



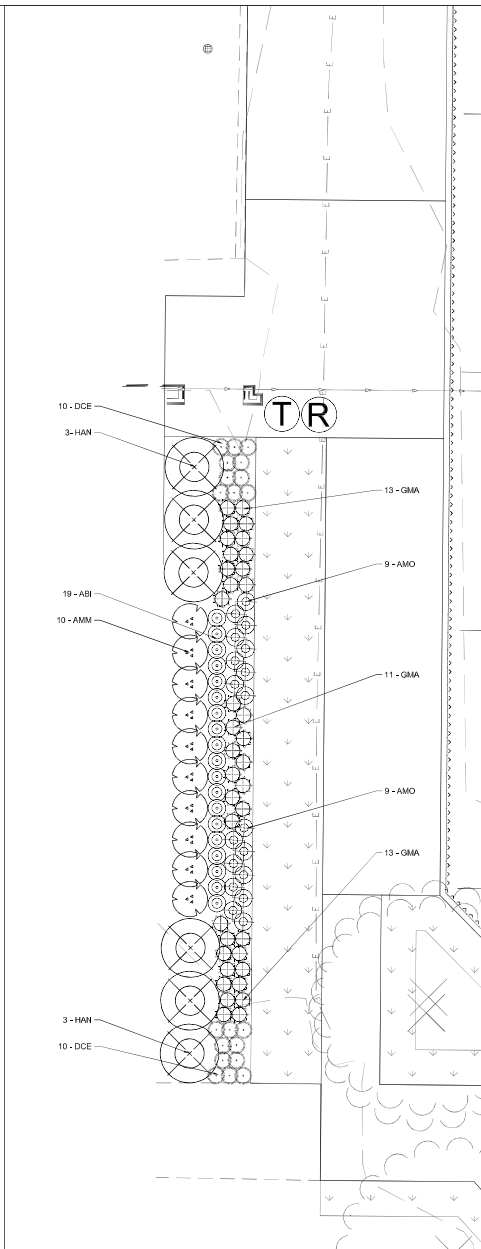




## BUILDING ENLARGEMENT - WEST



## ENTRY SIGN ENLARGEMENT

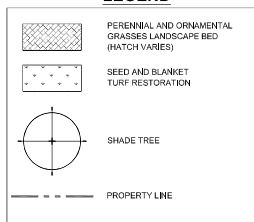


### DROP-OFF ENLARGEMENT - EAST

**TREE PRESERVATION NOTES:**

- [illegible]

### LEGEND



**LANDSCAPE NOTES:**

- [illegible]

**PLANT LIST: SEE SHEET L2.00**



wight

**Wight & Company**  
wightco.com

2500 North Frontage Road  
Darien, IL 60561

P 630.969.7000  
F 630.969.7979

## LEISURE CENTER RENOVATION


3323 WALTERS AVENUE  
NORTHBROOK, IL 60062

LANDSCAPE PLAN  
ENLARGEMENTS

Project Number:  
240057  
Drawn By:  
DW  
Sheet:

1" = 5'

0' 2.5' 5' 10'

 NORTH

**L1.02**