



VILLAGE OF MORTON GROVE
APPEARANCE COMMISSION
FLICKINGER MUNICIPAL CENTER
6101 Capulina Avenue, Morton Grove, IL 60053

November 1, 2021 - 7:00 P.M.

AGENDA

I. CALL TO ORDER

II. APPROVAL OF MINUTES OF: October 4, 2021

III. PUBLIC MEETING

CASE: **AC 21-07**

APPLICANT: Theodore Hortis, owner
8212 W. Summerdale Avenue
Chicago, IL 60656

Epic Architecture Construction Development Inc.
Kirk Alexakos, agent for property owner

LOCATION: Washington Commons Shopping Center
7901-65 Golf Road
Morton Grove, IL 60053

PETITION: Request for Appearance Certificate for remodeling involving the exteriors of an existing structure for the property commonly known as 7901-65 Golf Road in Morton Grove, Illinois (09-13-100-073-0000).

CASE: **AC 21-08**

APPLICANT: Casey's General Store
3305 SE Delaware
Albany, Iowa 50023

All Right Sign, agent for property owner

LOCATION: 9544 Waukegan Road
Morton Grove, Illinois 60053

PETITION: Request for Appearance Certificate for material changes involving the exteriors of an existing structure and a waiver to select sign requirements (Section 10-10) for the property commonly known as 9544 Waukegan Road in Morton Grove, Illinois (10-18-100-030-0000)

IV. OTHER BUSINESS: None

V. CLOSE MEETING

Note that all persons are welcome to attend the public meeting in-person as regularly scheduled. Social distancing measures will be in place to ensure the safety of the public and Village staff. **All persons attending the meeting in-person must wear a face covering.** All persons in attendance will have the opportunity to be heard during periods of public comment. *We ask that individuals not attend public meetings if they have, within the past 14 days, tested positive for COVID-19, have been in contact with another person who has tested positive for COVID-19 during the past 14 days, or have any symptoms associated with COVID-19.*

**MINUTES OF THE OCTOBER 4, 2021
MEETING OF THE MORTON GROVE APPEARANCE COMMISSION
VILLAGE HALL 6101 CAPULINA, MORTON GROVE, IL 60053**

Pursuant to proper notice in accordance with the Open Meetings Act, the regular meeting of the Appearance Commission was called to order at 7:00 PM by Chairperson John Pietron. Acting Secretary Zoe Heidorn called the roll.

Commissioners Present: Pietron, Block, Hedrick, Ingram, Manno, Minx, Zimmer

Commissioners Absent: None

Village Staff Present: Zoe Heidorn, Zoning Administrator/Land Use Planner;
Anne Ryder Kirchner, Assistant Land Use Planner

Trustees Present: Rita Minx

Chairperson Pietron proceeded to seek approval of the July 7, 2021, minutes, he noted that the minutes seemed reduced and would prefer to have more discussion and comments included.

Board Member Minx moved to approve the minutes of July 7, 2021. Board Member Ingram seconded the motion.

Chairperson Pietron called for the vote.

Commissioner	Block voting	aye
Commissioner	Hedrick voting	aye
Commissioner	Ingram voting	aye
Commissioner	Manno voting	aye
Commissioner	Minx voting	aye
Commissioner	Zimmer voting	abstain
Chairperson	Pietron voting	aye

Minutes approved.

Chairperson Pietron called for the first case.

CASE AC 21-05

APPLICANT: Dot Sugar Pastry Café, IR Design, agent for owner
7915 Golf Road
Morton Grove, IL 60053

LOCATION: 7915 Golf Road
Morton Grove, IL 60053

PETITION: Request for an Appearance Certificate for landscaping and screening associated with an outdoor seating area at an existing structure for the property commonly known as 7915 Golf Road in Morton Grove, Illinois.

Assistant Land Use Planner Anne Kirchner reviewed the request, stating that the 6 -8 person seating area will be surrounded by a decorative fence and possibly seasonal planters. The area does not interfere with foot traffic and does not require the removal of parking spaces.

Ms. Chiu with IR Design said the seating will be located under the building's canopy and enclosed by the fence. Dot Sugar expects to be very busy and will need the outdoor space. The owners are taking great care to finish the inside location as they will with the outside.

Commissioner Block asked if there will be outside heaters.

Ms. Chiu said they planned to use the outdoor area in warmer months, March to November. Heaters may be used.

Chairman Pietron asked if planter boxes would be installed.

Ms. Chiu said they may be added to the plan and if so, they will go above and beyond what is required.

Commission Block asked when they expect to open.

Ms. Chiu said seating would not be open until next spring. Dot Sugar needs to extensively train a chef, which requires 2 to 3 months.

The Commissioners agreed that the metal fencing and seating area would be attractive.

Commissioner Block then moved to approve the request, seconded by Commissioner Ingram.

Chairperson Pietron called for the vote.

Commissioner Block voting aye

Commissioner Hedrick voting aye

Commissioner Ingram voting aye

Commissioner Manno voting aye

Commissioner Minx voting aye

Commissioner Zimmer voting aye

Chairperson Pietron voting aye

Motion passed 7-0.

CASE AC 21-06

APPLICANT: M-K Signs, agent for owner
6001 Dempster Street
Morton Grove, IL 60053

LOCATION: 6001 Dempster Street
Morton Grove, IL 60053

PETITION: Request for waivers to select sign requirements for the property commonly known as 6001 Dempster Street in Morton Grove, Illinois.

Anne Kirchner provided overview of the project, noting the waivers for sign setback and size of landscape bed. Staff is concerned that the sign may be hit by truck traffic due to the 10 ft. clearance under the south portion of the sign.

Mr. Cilia said they plan to re-install the sign as a pylon, almost the same as the original pole sign. This sign will be more uniform in color. He will provide a detailed landscape plan with the permit.

Chairman Pietron asked about the 10- foot clearance.

Mr. Cilia said it will not be an issue as the space under the sign is for car parking. The owner does not want to lose a parking space.

Commission Zimmer said the sign will be an improvement and that the landscape plan is welcomed.

Commissioner Block then moved to approve the request, seconded by Commissioner Zimmer.

Chairperson Pietron called for the vote.

Commissioner Block voting	aye
Commissioner Hedrick voting	aye
Commissioner Ingram voting	aye
Commissioner Manno voting	aye
Commissioner Minx voting	aye
Commissioner Zimmer voting	aye
Chairperson Pietron voting	aye

Motion passed 7-0.

Chairperson Pietron asked for any other business or discussion. Hearing none, Commissioner Minx moved to adjourn the meeting. The motion was seconded by Commissioner Block

The motion to adjourn the meeting was approved unanimously pursuant to a voice vote at 7:20 pm.

Minutes by: Zoe Heidorn

To: Chairperson Pietron and Members of the Appearance Commission

From: Zoe Heidorn, Community Development Administrator; Anne Ryder Kirchner, Assistant Land Use Planner

Date: October 25, 2021

Re: Appearance Commission Case AC 21-07
Theodore Hortis, applicant/owner of Washington Commons – Request for Appearance Certificate for remodeling involving the exterior of an existing structure for the property commonly known as 7905-7965 Golf Road in Morton Grove, Illinois (19-13-100-073-0000)

Project Overview

Theodore Hortis of Capital Property Management & Associates Inc., the property owner, submitted a complete application to the Department of Community and Economic Development requesting approval of an Appearance Certificate for remodeling involving the exterior of an existing structure at 7905-7965 Golf Road, in accordance with Section 12-16-2:C of the Unified Development Code. The subject property is located at the southeast corner of Washington Street and Golf Road, and is zoned within a C-1 General Commercial District. The lot is improved with a large retail strip center and accessory parking lot, which were constructed in 1989.



Building Elevations

The owner is seeking to update the existing building by removing the stucco exterior finish and replacing it with a new fiber cement board veneer. The applicant is proposing to refinish the public-facing facades, add canopies, and increase the heights of the parapets on the north, east, and west building elevations. Proposed dominant materials include cement board siding along the north, east, and west elevations. Metal canopies will be added to select storefront entrances on the north and east elevations.

Specifically, proposed project materials include:

- James Hardie Fiber Cement Reveal Panel System with EZ Trim in the following colors:
 - Khaki Brown
 - Timber Bark
 - Aged Pewter
 - Pearl Gray
 - Arctic White
 - Light Mist
 - Boothbay Blue
 - Evening Blue
- Metal canopy finishes in brown

Signage

All existing wall and parapet signage will be removed and reinstalled following the exterior renovation. The existing signage currently complies and will continue to comply with the Village's sign regulations. No modifications are proposed to the two existing multi-tenant monument signs located on the property.

Appearance Commission Review

In accordance with Unified Development Code Section 12-16-2:C.1, an Appearance Certificate is required for any renovation or remodeling involving the exterior of any existing structure before a building permit may be issued. Further, per Section 12-16-2:C.2, the Appearance Commission is charged with reviewing the exterior elevations, sketches, and materials and other exhibits as to whether they are appropriate to or compatible with the character of the immediate neighborhood and whether the submitted plans comply with the provisions of the regulations and standards set forth in chapter, 12 "Design Standards," of this title.

The Design Standards (Sec. 12-12-1:D.) established in the Code are as follows:

- D. Criteria and Evaluation Elements: The following factors and characteristics relating to a unit or development and which affect appearance, will govern the appearance review commission's evaluation of a design submission:
1. Evaluation Standards:
 - a. Property Values: Where a substantial likelihood exists that a building will depreciate property values of adjacent properties or throughout the community, construction of that building should be barred.
 - b. Inappropriateness: A building that is obviously incongruous with its surroundings or unsightly and grotesque can be inappropriate in light of the comprehensive plan goal of preserving the character of the municipality.
 - c. Similarity/Dissimilarity: A builder should avoid excessively similar or excessively dissimilar adjacent buildings.
 - d. Safety: A building whose design or color might, because of the building's location, be distracting to vehicular traffic may be deemed a safety hazard.
 2. Design Criteria:
 - a. Standards: Appearance standards as set forth in this chapter.
 - b. Logic Of Design: Generally accepted principles, parameters and criteria of validity in the solution of design problems.
 - c. Architectural Character: The composite or aggregate of the components of structure, form, materials and functions of a building or group of buildings and other architectural and site composing elements.
 - d. Attractiveness: The relationship of compositional qualities of commonly accepted design parameters such as scale, mass, volume, texture, color and line, which are pleasing and interesting to the reasonable observer.

- e. Compatibility: The characteristics of different uses of activities that permit them to be located near each other in harmony and without conflict. Some elements affecting compatibility include intensity of occupancy as measured by dwelling units per acre; floor area ratio; pedestrian or vehicular traffic generated; parking required; volume of goods handled; and such environmental effects as noise, vibration, glare, air pollution, erosion, or radiation.
- f. Harmony: A quality which produces an aesthetically pleasing whole as in an arrangement of varied architectural and landscape elements.
- g. Material Selection: Material selection as it relates to the evaluation standards and ease and feasibility of future maintenance.
- h. Landscaping: All requirements set forth in chapter 11, "Landscaping and Trees", of this title. (Ord. 07-07, 3-26-2007)

Recommendation

If the Appearance Commission approves the request for an Appearance Certificate for remodeling involving the exterior of an existing structure for the property commonly known as 7905-7965 Golf Road in Morton Grove, Illinois, staff recommends the following conditions of approval:

1. *Prior to filing any Building Permit Application, the Owner/Applicant shall provide the Village with final elevations and material specifications for review and approval. Final elevations and materials must be deemed consistent with the approved elevations and materials, as determined by the Land Use Planner and Chairperson of the Appearance Commission. If such designs are deemed to be inconsistent with the approved plans or if materials are deemed to be of a lower quality than the approved materials, then the Owner/Applicant will be required to file an application for an amendment to the Appearance Certificate.*



Appearance Commission Application

Village of Morton Grove Department of Community & Economic Development

6101 Capulina Avenue, Morton Grove, Illinois 60053 | 847-663-3063 | commdev@mortongroveil.org

Case Number: _____ Date Application Filed: _____

APPLICANT INFORMATION

Applicant Name: Mr Theodore Hortis

Applicant Address: 8212 W Summerdale Ave.

Applicant City / State / Zip Code: Chicago, IL 60656

Applicant Phone: (773) 255-2296 Mobil / Other: ()

Applicant Email: tdh1@sbcglobal.net

Applicant Legal Interest in Property (Owner, Tenant, Etc.): Owner

Applicant Signature: *Td Hortis*

PROPERTY INFORMATION

Common Address of Property: 7905 - 7965 GOLF RD.

Property Identification Number (PIN): 09-13-100-073-000

Zoning District: C-1 Property's Current Use: Retail Strip Center

APPLICANT'S REQUEST (ATTACH ADDITIONAL SHEETS AS NECESSARY):

1. Applicant is requesting Appearance Commission approval for the following:

Remove existing stucco wall/parapet finish and replace with new
fiber-cement board veneer. Raise existing parapets, per plans.

2. Provide detailed information to explain the reason for the request (attach additional sheets as necessary):

The reason for the request is to update the building's aesthetic
value, keeping up with more modern trends. The existing building
facade has not changed since it was initially built in 1989.

Updating the facade would bring the building a fresh new look it
has not had in over 30+ years.

WASHINGTON COMMONS SHOPPING CENTER

7905-7965 GOLF RD. MORTON GROVE, IL

EXISTING SITE PLAN - AERIAL VIEW



GOLF ROAD

WASHINGTON ROAD

REFINISH FACADE AND RAISE PARAPETS
IN LOCATIONS OUTLINED ABOVE IN RED

EXISTING NORTH ELEVATION

PROPOSED NORTH ELEVATION



EPIC ACD inc.

ARCHITECTURE CONSTRUCTION DEVELOPMENT

DATE: 10-11-2021

p 847.269-2219 e kirk@epic-acd.com

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WASHINGTON COMMONS SHOPPING CENTER

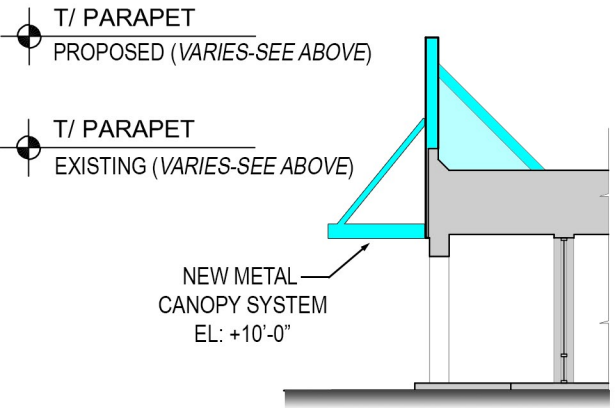
7905-7965 GOLF RD. MORTON GROVE, IL



EXISTING NORTH ELEVATION

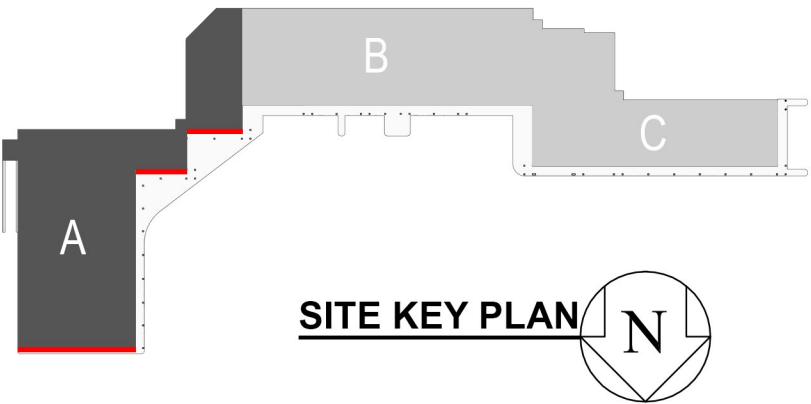


PROPOSED NORTH ELEVATION



TYP. SECTION @ PARAPETS

NOTE: ALL EXISTING SIGNAGE SHALL BE REMOVED AND PROTECTED DURING CONSTRUCTION AND REPLACED WITH SAME SIGNAGE. NOT SHOWN FOR CLARITY.



SITE KEY PLAN

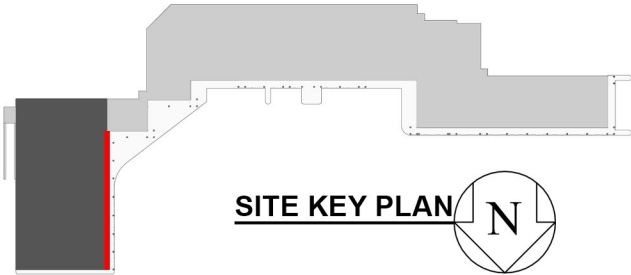


EXISTING EAST ELEVATION



PROPOSED EAST ELEVATION

NOTE: ALL EXISTING SIGNAGE SHALL BE REMOVED AND PROTECTED DURING CONSTRUCTION AND REPLACED WITH SAME SIGNAGE. NOT SHOWN FOR CLARITY.



SITE KEY PLAN

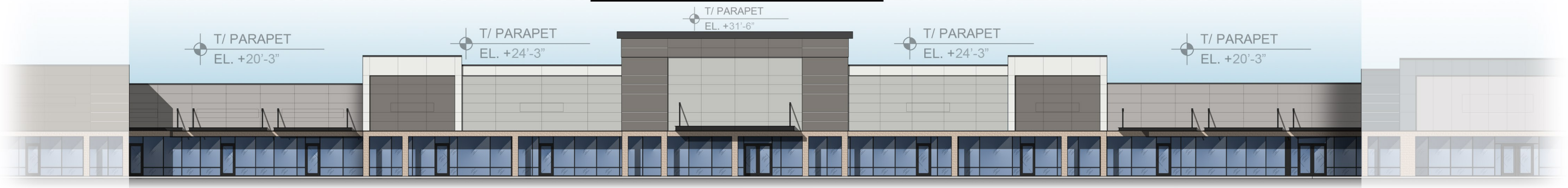
DATE: 9-30-2021

WASHINGTON COMMONS SHOPPING CENTER

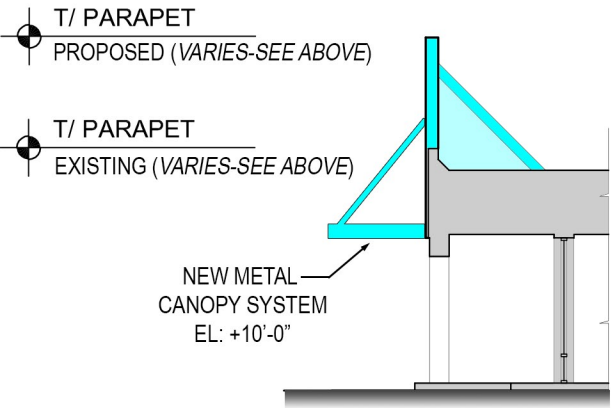
7905-7965 GOLF RD. MORTON GROVE, IL



EXISTING NORTH ELEVATION

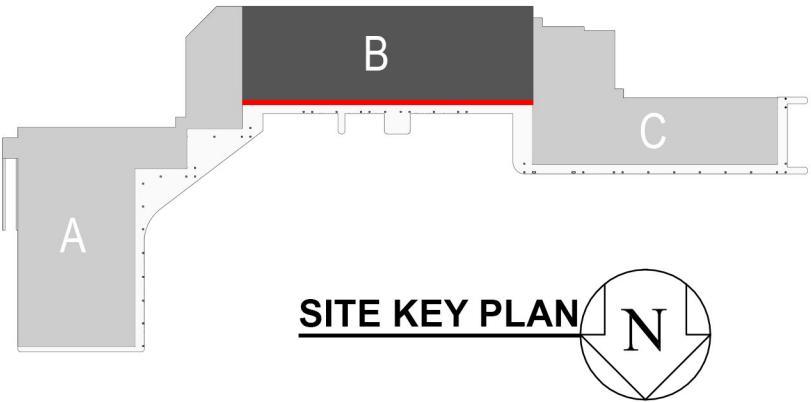


PROPOSED NORTH ELEVATION



TYP. SECTION @ PARAPETS

NOTE: ALL EXISTING SIGNAGE SHALL BE REMOVED AND PROTECTED DURING CONSTRUCTION AND REPLACED WITH SAME SIGNAGE. NOT SHOWN FOR CLARITY.



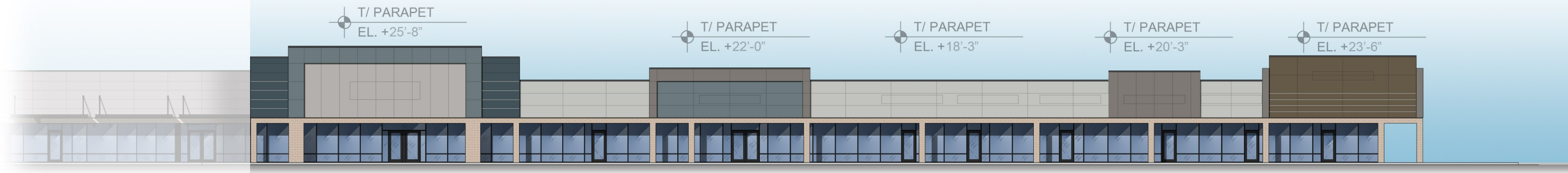
SITE KEY PLAN

WASHINGTON COMMONS SHOPPING CENTER

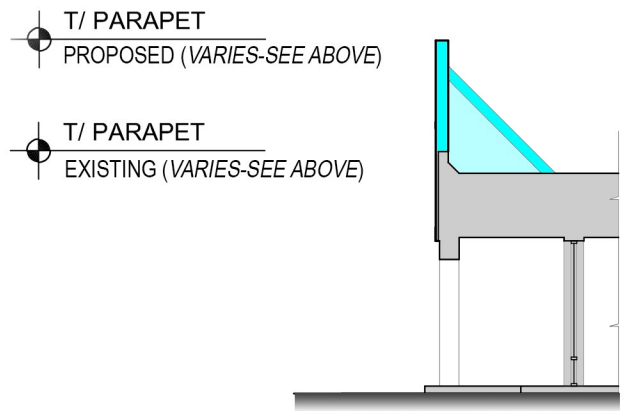
7905-7965 GOLF RD. MORTON GROVE, IL



EXISTING NORTH ELEVATION

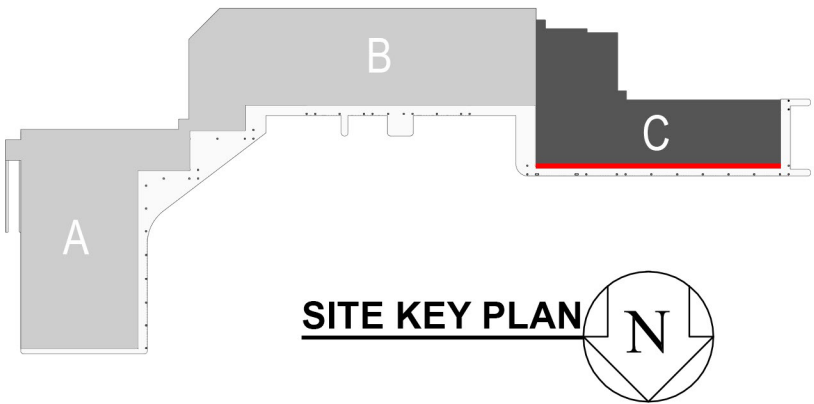


PROPOSED NORTH ELEVATION



TYP. SECTION @ PARAPETS

NOTE: ALL EXISTING SIGNAGE SHALL BE REMOVED AND PROTECTED DURING CONSTRUCTION AND REPLACED WITH SAME SIGNAGE. NOT SHOWN FOR CLARITY.



SITE KEY PLAN

WASHINGTON COMMONS SHOPPING CENTER

7905-7965 GOLF RD. MORTON GROVE, IL

 **JamesHardie™** MFR. **FIBER CEMENT REVEAL PANEL SYSTEM** WITH **EZ TRIM**



KHAKI BROWN



TIMBER BARK



AGED PEWTER



PEARL GRAY



ARCTIC WHITE



LIGHT MIST



BOOTHBAY BLUE



EVENING BLUE

To: Chairperson Pietron and Members of the Appearance Commission

From: Zoe Heidorn, Community Development Administrator;
Anne Ryder Kirchner, Assistant Land Use Planner

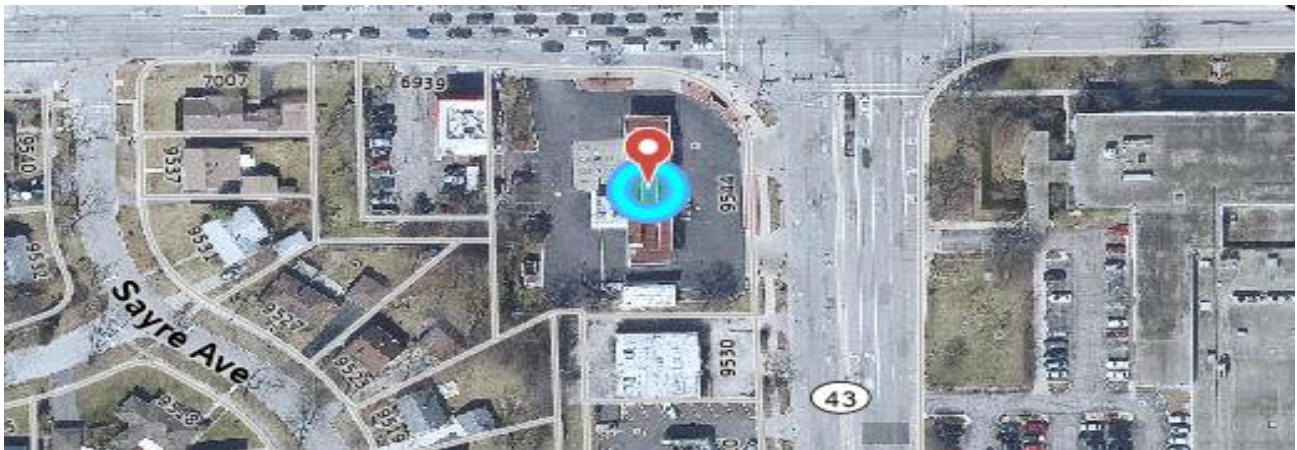
Date: October 26, 2021

Re: Appearance Commission Case AC 21-08
All Right Sign, agent for property owner – Request for Appearance Certificate for material changes involving the exterior of an existing structure and a waiver to select sign requirements (Section 10-10) at 9544 Waukegan Road in Morton Grove, Illinois (10-18-100-030-0000)

Introduction

All Right Sign, ("Applicant") filed a complete application for the Appearance Commission's review and approval of an Appearance Certificate and a waiver to the sign requirements for new canopy panels and replacement signage for an existing non-conforming pylon sign proposed at the property commonly known as 9544 Waukegan Road, which is located in a C-1 General Commercial District. The Applicant is a contractor of Casey's General Store, the property's owner of record ("Owner").

The subject property is located at the southwest corner of Waukegan and Golf Roads. The property has approximately 354 feet of street frontage along abutting roadways. Properties to the north, east, west and south also located in the C1 General Commercial District, with the exception of the Village of Glenview limits to the northeast.



Subject Property Location Map

The Applicant and Owner are proposing to change the sign face for a digital gas price display, a new car wash logo, and a new brand logo on an existing non-conforming pylon sign at the northeast corner of the property along Waukegan Road. They also are changing the canopy panels (requiring a building permit), removing canopy signage, re-branding the convenience store signage, and reducing the pump signage.

Per Section 10-10-7:G.1, one pylon sign is allowed for each 150 feet of street frontage. For corner lots, street frontage includes all lot lines fronting on a public street. With 354 feet of combined street frontage, the property qualifies for one pylon sign. Staff notes a waiver is required for the existing setback of the sign from Waukegan Road, 5 feet is required, it is currently setback 2 feet.

The site plan submitted for the pylon sign includes a landscape bed. Staff recommends as a condition of approval a final landscape plan that must be submitted to staff for administrative review to ensure that the plantings are of an adequate height and species to provide full and year-round screening of the sign's base from the view of the public right-of-way. This landscape plan should be reviewed and approved prior to the issuance of any sign permit.

Appearance Commission Responsibility

The Appearance Commission may approve waivers to the technical requirements of Title 10, Chapter 10. For proposed signage, review shall be based on the standards established in Section 10-10-3:E. The Commission may grant an Appearance Certificate as required in Section 12-12-1:C prior to the issuance of a building permit for the canopy panels.

Application Summary

The Applicant submitted a sign package with a request for a waiver to setback requirements (Section 10-10) for review and approval by the Appearance Commission. The Applicant is proposing to change the sign face for a digital gas price display, a new car wash logo, and a new brand logo on an existing non-conforming pylon sign at the northeast corner of the property along Waukegan Road.

The following table compares the proposed pylon signage with the Village's pylon sign requirements for the C-1 General Commercial District, per Section 10-10 of the Municipal Code:

Current Pylon Signage

DIMENSIONAL CONTROL	CODE REQUIREMENT	CURRENT SIGN	WAIVER REQUESTED
Number of Pylon Signs per Street Frontage (Sec. 10-10-7:G.2)	1 pylon sign per 150 ft. of street frontage with a maximum of 3 signs	Approx. 354 ft. street frontage, 1 pylon sign	<i>Compliant</i>
Max. Permitted Height (Sec. 10-10-7:G.2)	Overall maximum height of 25 ft.	Overall height of 10 ft.	<i>Compliant</i>
Max. Permitted Combined Pylon Sign Face Area (Sec. 10-10-7:G.2, 10-10-6:H.3)	Max. 50 sq. ft. per side	47 sq. ft. for east and west faces	<i>Compliant</i>
Min. Required Setback from Public Right-of-Way (Sec. 10-10-7:G.6)	Distance less than one-half (1/2) its height or four feet (4') from the public right-of-way whichever is greater = 5 ft. minimum setback from right-of way required	2 ft. along Waukegan Road.	<i>Waiver of 3 ft. to required setback along Waukegan Road.</i>

As outlined in the table above, the proposed changes to the current pylon signage requires one waiver to the following sections of the Morton Grove Municipal Code:

- Section 10-10-7:G.6 - A waiver of 3 feet to the required setback along Waukegan Road to allow a setback of 2 feet.

The applicant is requesting an Appearance Certificate for the replacement of the canopy panels, which are proposed as red and without signage.

Discussion

At the Appearance Commission hearing, the applicant should describe the proposed plantings and maintenance plan for the existing landscape bed. With the understanding that this request is generally for the replacement of a pre-existing sign and canopy material, staff has no other concerns relating to this application.

The Sign Variance Standards (Sec. 10-10-3:E) established in the Code are as follows:

1. *In the opinion of the appearance commission the proposed sign displays a level of creativity which might not be achieved if strict adherence to the technical requirements of this chapter were imposed; or*
2. *There are special circumstances unique to the property that would create practical difficulties if the technical requirement of this chapter were imposed. By way of example, but not by way of limitation, such circumstances include the size, shape, topography, location or surroundings affecting the property; however,*
3. *Under no circumstances may a sign be approved if the proposed sign violates the standards set forth in subsection D2 or D3 of this section. (See below)*
4. *The appearance commission may approve and amend a sign plan for a building or development with multiple tenants. Upon such approval, the village administrator shall approve all signs for such building or developments which conform to said plan without further design review by the appearance commission.*

As referenced in Section 10-10-3:E, the standards established in subsections D2 and D3 are as follows:

- D. *Standards for Permit Approval: The village administrator shall approve an application if all of the following standards have been met or can be met with conditions as may be included in a conditional approval:*
2. *The sign as proposed does not violate any other applicable code provisions and/or standards of the village of Morton Grove, state of Illinois, or federal government; and*
 3. *The sign will not:*
 - a. *Cause substantial injury to the value of other properties in the vicinity, or*
 - b. *Be detrimental to the public safety or welfare in the neighborhood where it is located, or*
 - c. *Unreasonably impair the visibility to adjacent property or public right of way, or*
 - d. *Be inconsistent with any approved plan for the building or the district or area where it is located, or*
 - e. *Be inconsistent with other signs on the property, or with the architectural character of the building, or*
 - f. *Alter the essential character of the neighborhood, or*
 - g. *Violate the purpose, spirit, or intent of this code.*

Recommendation

If the Appearance Commission makes a motion to approve an Appearance Certificate and the request for a waiver to the pylon sign requirements at 9544 Waukegan Road, staff recommends the following motion and conditions of approval:

Motion to approve Case AC 21-08, a request for an appearance certificate and waiver to pylon sign requirements at 9544 Waukegan Road in Morton Grove, Illinois, subject to the following conditions:

1. *The Applicant or Owner shall file a final landscape plan for staff's review and approval prior to issuance of a sign permit that demonstrates the landscape bed will be planted or maintained with shrubs at least three feet (3') in height at planting. The plan may also include perennials, turf, or other live ground cover in accordance with Section 10-10-7:G.5.*
2. *All landscaping shall be continually maintained in accordance with the approved landscape plan and all planting areas shall be kept free of weeds and debris.*



Incredibly Close  Amazingly Open

Appearance Commission Application Packet

Village of Morton Grove
Department of Community and Economic Development
6101 Capulina Avenue
Morton Grove, Illinois 60053
commdev@mortongroveil.org
(phone) 847.663.3063
(fax) 847.965.4162

PROCESS OVERVIEW

An Appearance Commission request typically takes one (1) month for Village review; longer review time sometimes results if applicants change their plans, provide inaccurate or incomplete information, or similar instances. All requests are subject to the application deadlines and Appearance Commission meeting schedule as provided by the Village of Morton Grove.

The process generally consists of submittal of the application and associated documents, Staff review of the request, and a public meeting with the Appearance Commission (AC). The Appearance Commission's public meeting consists of the applicant's presentation of their request, followed by review, questions, and discussion by the Commission. The Commission will conclude their review with a vote on the request.

The Commission meets once a month, usually on the first Monday of the month unless there is a conflict with a recognized holiday.

The primary types of review conducted by the Appearance Commission include the following:

- Design review (for landscaping, site development, and other improvements associated with a new construction project or site redevelopment);
- Appearance Certificate (for the exterior of any building, including existing buildings where major exterior modifications are proposed); and
- Sign variation approval (for signs that do not meet applicable requirements of the Village's Sign Code).

APPLICANT / PETITIONER RESPONSIBILITIES FOR APPEARANCE COMMISSION

- The applicant is required to attend the public meeting of the Appearance Commission where the application is reviewed. The owner (if different than the applicant) should also be present at this meeting. If the owner cannot be present, then written authorization allowing the applicant to act on the owner's behalf must be provided. The applicant's attendance is needed to present their case to the Appearance Commission and to respond to any questions or issues regarding the application.
- The applicant must submit a completed application with appropriate exhibits for processing.
- The applicant must respond to requests for additional information, revised information, or clarification from Village Staff.

PRE-APPLICATION MEETING

Applicants may find it helpful to contact and meet with the Village's Director of Community Development (the "Director") on proposed requests before submitting an application. Staff is available by appointment at the Village Hall typically Monday through Friday from 8:30 a.m. to 5:00 p.m.

This initial meeting will provide the applicant with an opportunity to learn more about the Appearance Commission process and to have Staff review the proposal. This will also allow the Director to determine what items will be required for submitting the application, and to suggest

any necessary adjustments to the request. This step is important in order to save time, effort, and expense throughout the rest of the process!

COMPLETE APPLICATION SUBMITTAL

The applicant must submit a complete application to the Director to start the process, including **9** copies of each document for processing. **Additional and/or revised copies may be required at any time during the review process.** Once the application is determined to be complete, it will be scheduled for a public meeting, subject to the deadlines and meetings noted in the Appearance Commission's Schedule, which is provided in this application package.

The following items and information are required as part of the Appearance Commission application. Additional items or information may also be required, if identified as necessary by the specified by the Director. :

(Any sheet larger than 11" X 17" shall have one 11" x 17" copy with it.)

- 1) Completed Appearance Commission application with authorized signatures.
- 2) The following items and information based on specific type of review:

Appearance Certificate

Building plans and elevation drawings, fully dimension (showing building heights and dimensions, windows, doors, materials, etc.) and drawn to scale. Drawings are to show all colors and materials to be used. (Samples of the actual building materials need to be brought to the Appearance Commission meeting for Commission review.)

Sign variation

Scaled sign drawings, and scaled site/building plans indicating sign placement on site or on building. Sign drawings need to indicate all proposed colors, letters, fonts and other details.

Design Review

Site plans with dimensions, and drawn to scale not smaller than one (1) inch equals twenty (20) feet, showing the property boundary and footprint of all existing and proposed buildings.

Landscape plans showing all existing and proposed plantings

- 3) Proof of ownership (tax bill, sales contract) or interest. Copies of originals are acceptable. If applicant is not owner, written authorization from the property owner to file application and accept conditions of approval regarding the project and the property.

Improper, insufficient, or inaccurate completion of this application or required attachments shall constitute sufficient grounds for continuing or delaying the scheduled hearing, or refusing publication.

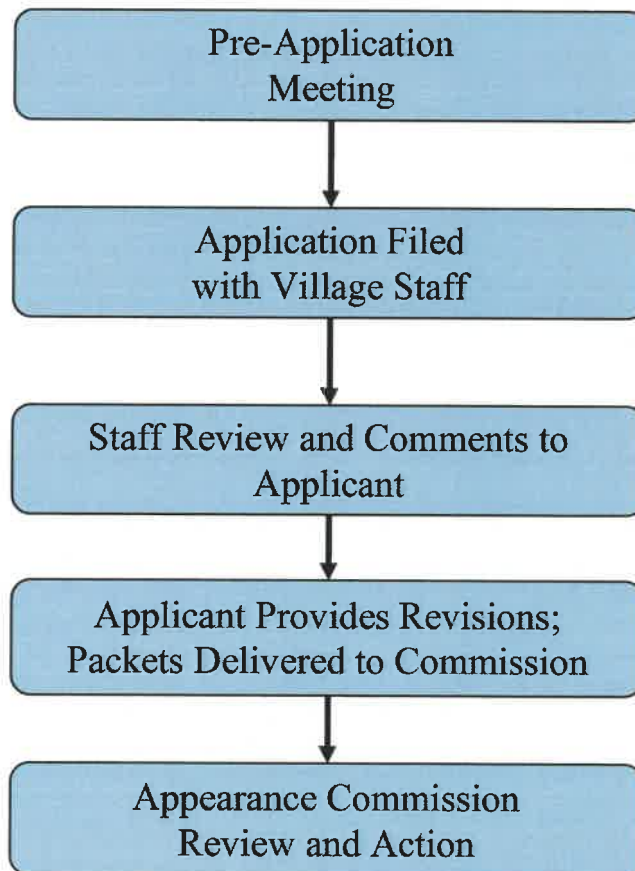
The filing of this Application with the Village of Morton Grove shall not constitute acceptance for scheduling a public meeting before the Morton Grove Appearance Commission until it is reviewed and approved by the Director.

VILLAGE STAFF REVIEW

Each Appearance Commission application will be reviewed by Village Staff for comment. Village Staff will forward comments from this review to the applicant. The applicant is responsible for responding to any and all issues noted during the Village review and prior to Appearance Commission review.

This review process is intended to allow Village Staff the ability to review, discuss and resolve site problems and more directly communicate Morton Grove requirements to applicants **before** they go to the Appearance Commission meeting. By identifying comments during this review, costly delays from oversights or incomplete applications may be avoided. Once all Village issues have been addressed, the case will be placed on the next available Appearance Commission meeting agenda.

APPEARANCE COMMISSION PROCESS





Incredibly Close ✨ Amazingly Open

Appearance Commission Application

Village of Morton Grove Department of Community & Economic Development

6101 Capulina Avenue, Morton Grove, Illinois 60053 | 847-663-3063 | commdev@mortongroveil.org

Case Number: _____ Date Application Filed: _____

APPLICANT INFORMATION

Applicant Name: Caseys General Store / All Right Sign

Applicant Address: 9544 Waukegan rd.

Applicant City / State / Zip Code: Morton Grove

Applicant Phone: (708) 754-6366 Mobil / Other: (____)

Applicant Email: elivingston@allrightsign.com

Applicant Legal Interest in Property (Owner, Tenant, Etc.): _____

Applicant Signature: [Signature]

PROPERTY INFORMATION

Common Address of Property: 9544 Waukegan rd.

Property Identification Number (PIN): _____

Zoning District: _____ Property's Current Use: _____

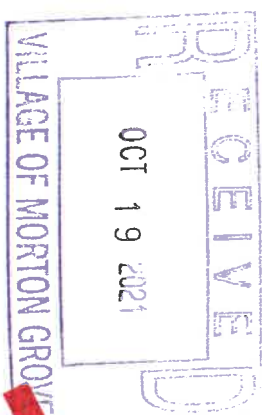
APPLICANT'S REQUEST (ATTACH ADDITIONAL SHEETS AS NECESSARY):

1. Applicant is requesting Appearance Commission approval for the following:

material changes to canopy, pumps
& pylon sign

2. Provide detailed information to explain the reason for the request (attach additional sheets as necessary):

Change of signage



Casey's General Stores, Inc.

CGS.6416

Morton Grove, IL 60053

September 29, 2021

Allen Industries

YOUR BRAND AT ITS BEST TM

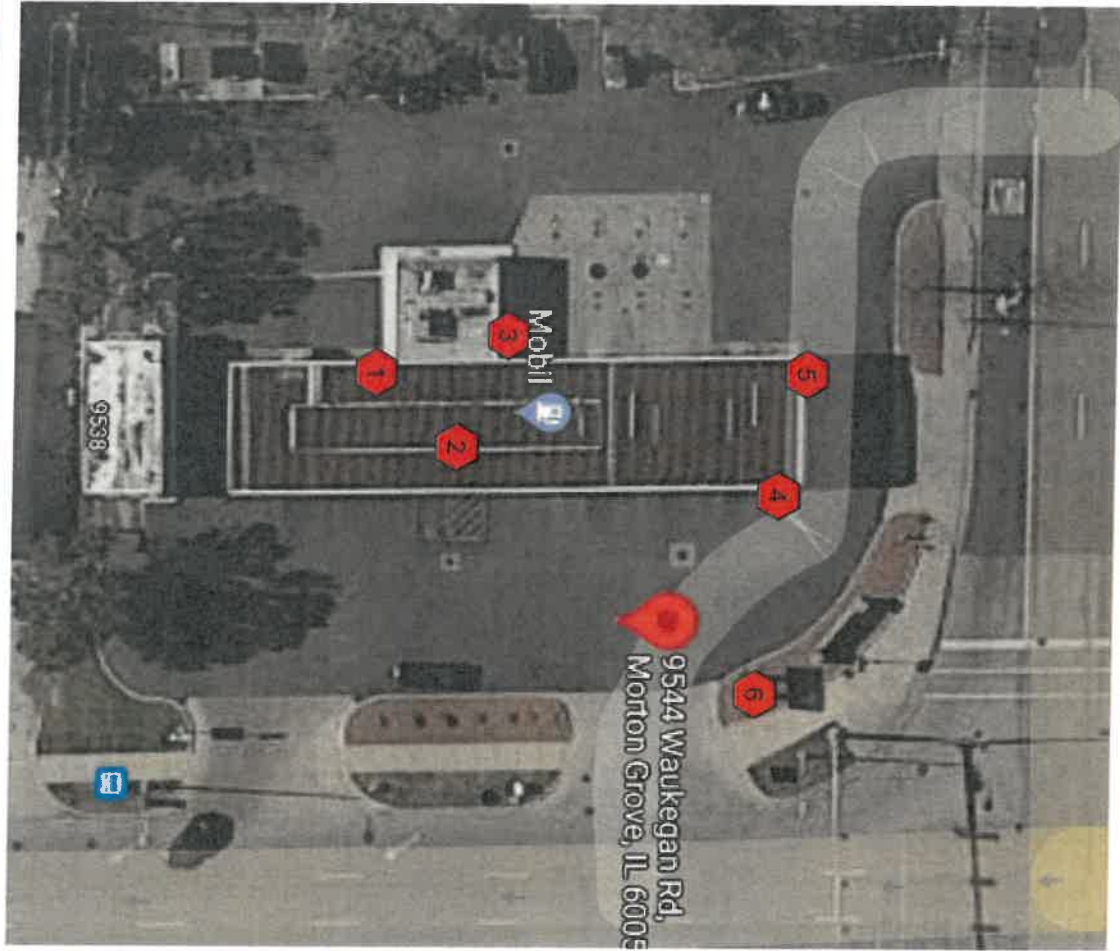
1-800-967-2553

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Customer Approval / Signature

Signature: _____

Date: _____

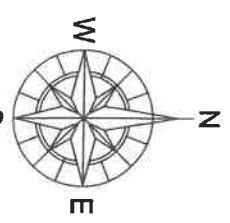


Site Plan

Proposed

SITE PLAN LEGEND

- 1 STORE LEFT - GOODSTOP PANEL SIGN - CENTERED
- 2 STORE FRONT - GOODSTOP PANEL SIGN - CENTERED
- 3 STORE RIGHT - GOODSTOP PANEL SIGN - RIGHT
- 4 GAS CANOPY FRONT - 22" MOBIL CHANNEL LETTERS - REMOVE
- 5 GAS CANOPY RIGHT - 22" MOBIL CHANNEL LETTERS - REMOVE
- 6 MID SIGN - REPLACEMENT FACES AND REPLACEMENT GAS PRICER



Site Plan
Not to Scale



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Client:		Casey's General Stores, Inc.	
Address:		9544 WAUKEGAN RD MORTON GROVE IL, 60053	
Date:		08/27/21	Page 2 of 14
File Name:		CGS-6416 Morton Grove, IL 303	
Sales:		House	RL
Design:		RL	PM
House:		RL	KR
#		1	08/08/21
Date:		08/17/21	Added Sushma Rendering
Description:		08/29/21	Monument Update
Initial:		RL	Allen Industries, Inc. requires that an approved drawing be obtained from the client prior to any production release or production release revision.
Client Signature:			Approval Date:

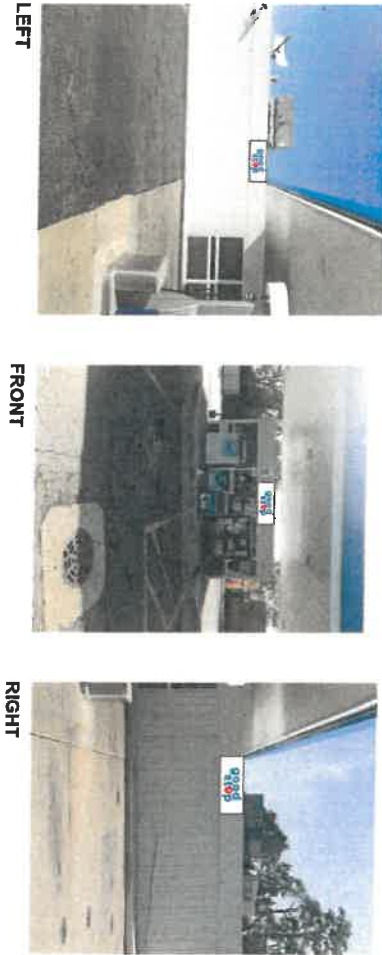
EXISTING BUILDING
FASCIA LENGTH: 24'-0" X LENGTH: 38'-5"

Scope of Work
Main Building



PROPOSED BUILDING

PHOTO ELEVATION DEPICTION INTENDED FOR GENERAL CONCEPT ILLUSTRATION. ACTUAL SIZING, COLORS & PERSPECTIVE WILL VARY FROM IMAGE.



Remove & Discard (3) 2'-0" x 5'-0" Bucky's panels
Install (3) 2'-0" x 5'-0" Good Stop panels

EXISTING SIGNS TO BE REMOVED:

LOCATION:	DESCRIPTION:	ILLUMINATION:	HEIGHT:	LENGTH:	SQ. FT.
1, 2, 3	Bucky's Panels	Non-ILLUMINATED	2'-0"	5'-0"	10.00

PROPOSED SIGNS:

LOCATION:	DESCRIPTION:	ILLUMINATION:	HEIGHT:	LENGTH:	SQ. FT.
1, 2, 3	Good Stop Panels	Non-ILLUMINATED	2'-0"	5'-0"	10.00

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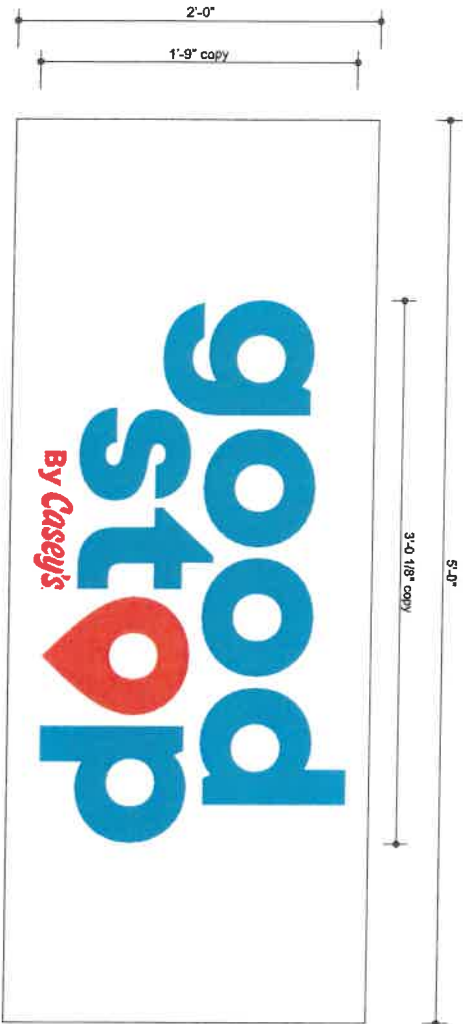
Client: Casey's General Stores, Inc.
Address: 9544 WAIKEGAN RD
MORTON GROVE IL, 60053

Date: 08/27/21
File Name: CGS 6416 Morton Grove, IL 303
Stage: House
Design: RL
Pkg: KR

Date Description
1 08/08/21 Changed Building Signs
2 09/17/21 Added Sunshine Rendering
3 09/29/21 Monument Update
4 -
5 -
6 -

Initial: RL
Client Review Status: RL
drawing to be obtained from the client prior to any production release or production release revision.
Client Signature: _____
Approval Date: _____

goodstop Panel
Attach Flush to Wall



Weather Vane Layout
Scale: 1 1/2"=1'-0"

- Specifications**
- Logo:** Pre-finished White .080" Aluminum
 - Fab:**
 - Paint:** Digitally Printed Flat Surface
 - Quantity:** (3) THREE
 - Mounting:** Flush to Surface with screws

Color Specifications

- Pantone 3546C Red
- Pantone 3125C Blue
- Pantone White

All paint finishes to be Satin unless otherwise specified

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Client		Date		Project	
Casey's General Stores, Inc.		08/27/21		4.0714	
Address		File Name		Project Name	
8544 WAUKEGAN RD MORTON GROVE IL, 60053		CGS-5416		Morton Grove, IL 303	
Sales	Design	Rev	Rev	Rev	Rev
House	RL	KR			

#	Date	Description
1	08/08/21	Changed Building Signs
2	08/17/21	Added Sunlines Rendering
3	08/28/21	Monument Update

Initial	Client Review Status
RL	Allen Industries, Inc. requires that an approved drawing be obtained from the client prior to any production release or production release revision.
T.F.D.	
RL	
Client Signature:	Approval Date:

EXISTING GAS CANOPY
FASCIA LENGTH: 30'-4 1/2" x LENGTH: 134'-4 1/2"

Scope of Work
Gas Canopy



PROPOSED GAS CANOPY

PHOTO ELEVATION DEPICTION INTENDED FOR GENERAL CONCEPT ILLUSTRATION. ACTUAL SIZING, COLORS & PERSPECTIVE WILL VARY FROM IMAGE.



REAR/LEFT

FRONT

FRONT

RIGHT/REAR

LEFT/FRONT

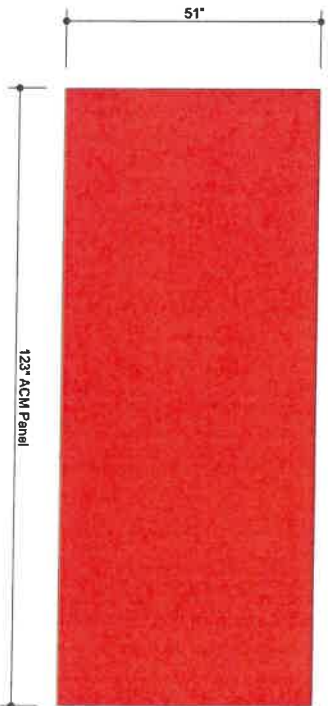
EXISTING SIGNS TO BE REMOVED:

LOCATION:	DESCRIPTION:	ILLUMINATION:	HEIGHT:	LENGTH:	SQ. FT.
4.5	Mobil push thru letterset		1'-10"	N/A	N/A

Remove & Discard (2) sets 227 Mobil push thru lettersets on 36'-1/2" x 100" white ACM panel & all ACM down to one even plane
 Install (48) sheets 51" x 123" BTR Red ACM
 Remove & Discard all existing Lane ID's
 Install (12) new lane identifiers numbered to match existing
 Secure unnecessary power lead
 Remove all red arches, red flags & red advertising signs from canopy columns- secure all unnecessary power
 Patch holes after removals

Client: Casey's General Stores, Inc.		Date: 08/27/21		Order #: 5 of 14	
Address: 9544 WAUKEGAN RD MORTON GROVE, IL, 60053		Estimate #: CGS-5416		Design: RL	
House:		Sales:		PM: KR	
#		Date		Description	
1		08/08/21		Changed Building Signs	
2		08/27/21		Added Sunline Rounding	
3		09/29/21		Monument Update	
Initial		Client Review Status		Initial	
RL		Allen Industries, Inc. requires that an approved drawing be obtained from the client prior to any production release or production release revision.		RL	
Client Signature:		Approval Date:			

Red ACM Panels
Gas Canopy



Front Elevation
Scale: 1/2"=1'-0"

Specifications

Fascia: Alpolic 3mm BTR Red ACM panels
Install: Mounted with the necessary screws
Quantity: (40) 51" x 123" BTR Red ACM PANELS REQUIRED FOR EXISTING

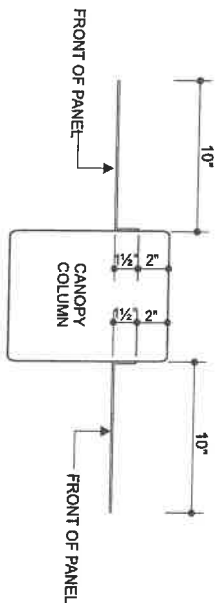
General Note:

Install Blocking Behind Panels Where New Letters Are Being Mounted To Prevent ACM From Being Sucked In When Mounting New Letters.

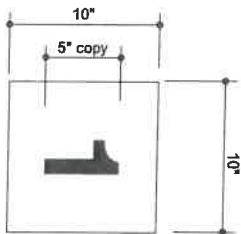
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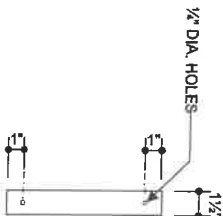
Client:	Casey's General Stores, Inc.	Date:	08/27/21	Page:	6 of 14
Address:	9544 WAIKEGAN RD MORTON GROVE, IL 60053	File Name:	CGS 6416 Morton Grove, IL 303		
Sales:	House	Design:	RL	Plot:	KR
#	Date	Description	Initial	Client Review Status	
1	08/08/21	Changed Building Signs	RL	Allen Industries, Inc. requires that an approved drawing be obtained from the client prior to any production release or production release revision.	
2	08/17/21	Added Surname Rendering	RL		
3	08/23/21	Monument Update			
4	-	-			
5	-	-			
6	-	-			
Client Signature:			Approval Date:		



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



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



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

SPECIFICATIONS:

.080 ALUMINUM Painted Pantone White
BOTH SIDES w/ BLACK NUMERALS.

NOTE:
MOUNT 2 ABOVE PUMP TOPPER

Casey's/Bucky's PROGRAM COLORS



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Client: Casey's General Stores, Inc.
Address: 9544 Waukegan Rd
Morton Grove, IL 60053

Date: 08/27/21
File Name: CCS 6416 Morton Grove, IL 303
Sales: RL
House: RL

1
Date: 08/08/21
Description: Changed Building Sign
2 08/17/21 Added Signage Rendering
3 08/29/21 Monument Update
4
5

Client Review Status
RL: Allen Industries, Inc. requires that an approved drawing be obtained from the client prior to any production release or production release revision.
Client Signature: _____
Approval Date: _____

SIDE VIEW ONE

SIDE VIEW TWO

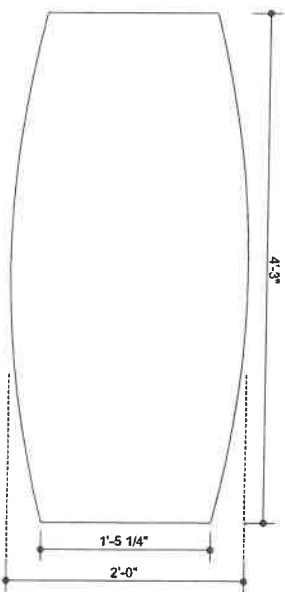
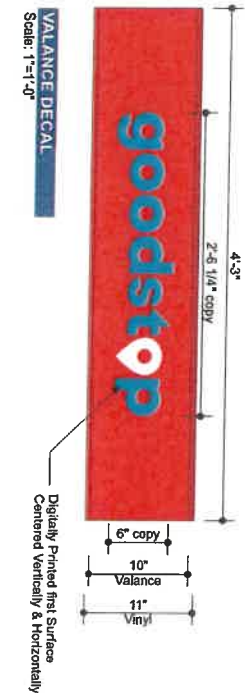
SIDE VIEW ONE

SIDE VIEW TWO

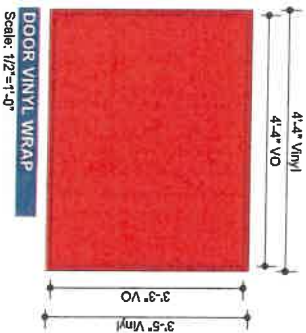
1	1	7	7
2	2	8	8
3	3	9	9
4	4	10	10
5	5	11	11
6	6	12	12

Lane Identifiers
Replacements

Scope of Work
Pump Graphics



Gas Topper Top View
Scale: 1"=1'-0"



DOOR VINYL WRAP
Scale: 1/2"=1'-0"

Color Specifications

- Pantone 3546C Red
- Pantone 3125C Blue
- Pantone White

All paint finishes to be Satin unless otherwise specified

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Client		Date		Page #		Initial	
Casey's General Stores, Inc.		08/27/21		9 of 14		RL	
Address:		File Name:		# Date		Description	
3544 WAUKESGA RD		CGS-6416		1 09/08/21		Changed Building Signs	
MORTON GROVE IL, 60053		Morton Grove, IL 303		2 09/17/21		Added Sunshine Rendering	
Series		Design		3 09/29/21		Monument Update	
House		RL		4 -		-	
				5 -		-	
				6 -		-	

EXISTING MID



PROPOSED MID



MID OAH: 10'-0"

**Remove & Discard existing MobilWash n Run faces
Install new Good Stop faces**

TRIM SIZE: 38-1/2" x 58-1/8"
VO SIZE: 35-15/16" x 56"
Retainer: 1-3/4"

Retainer :

Install new 1-3/4" Tbar

Install new Express Wash faces

TRIM SIZE: 19" x 58-1/8"

Retainer: 1-3/4"

Retainer :

Remove & Discard existing radius (2) Product LED price faces
Install new (3) product (UNLEADED/PREMIUM PLUS/DIESEL) LED price faces

TRIM SIZE: 58" x 58-1/8"

Retainer: 1-3/4"

Retainer :

Remove (10) 60" lamps and all ballasts
Install (10) 60" GE LineFits and (1) 300 watt power supplies

Scope of Work

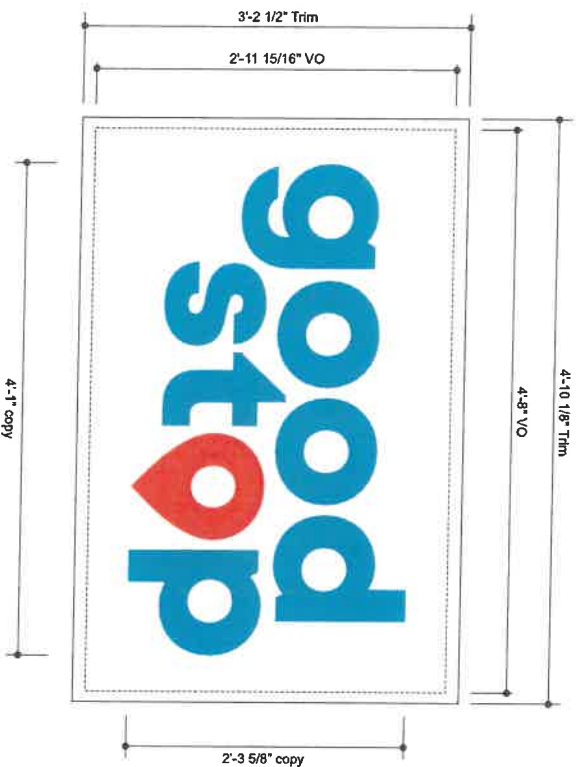
PROPOSED MID: PHOTO DEPICTION INTENDED FOR GENERAL CONCEPT ILLUSTRATION, ACTUAL SIZING, COLORS & PERSPECTIVE WILL VARY FROM IMAGE

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Client Casey's General Stores, Inc.					
Address 9944 WAKEGAN RD MORTON GROVE IL, 60053					
Date	Bill To				
08/27/21	TO OF 14				
File Name:		#	Date	Description	Initial
CSS-6416 Morton Grove, IL 303		1	08/08/21	Changed Building Signs	RL
		2	09/17/21	Add Sunlight Rendering	TFO.
		3	09/20/21	Monument Update	RL
Sales	Design	PMA			
House	RL	KR			
Client Review Status					
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Client Signature			Approval Date		

Monument Faces Face Replacement



Front Elevation
Scale: 1"=1'-0"

Cabinet: Exaling Cabinet
 Retainer: 1 3/4"
 Face: .150 Clear Solar Grade Polycarbonate Face
 Decoration: Digitally Printed (2nd Surface)
 Quantity: (2) TWO REPLACEMENT FACES

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Client: Casey's General Stores, Inc.
 Address: 554 Waukegan Rd
 Morton Grove, IL 60053

Date: 08/27/21
 Page #: 11 of 14
 Design: RL
 PM: KR

#	Date	Description
1	08/17/21	Changed Building Signs
2	08/27/21	Added Staircase Rendering
3	-	-
4	-	-
5	-	-

Initial: RL
 TFD: RL
 Client Signature: _____
 Approval Date: _____

Color Specifications

- Pantone 3546C Red
- Pantone 3125C Blue
- Pantone White

All paint finishes to be satin unless otherwise specified

Allen Industries
 11111 Allen Industries Way
 Dallas, TX 75243
 Phone: 817 917 5100
 Email: info@allenindustries.com

Technical drawing of the Express Wash sign showing dimensions and layout:

- Top dimension: 1'-7" (TRIM)
- Second dimension from top: 1'-5 7/16" (VO)
- Sign text: EXPRESS WASH
- Bottom dimension: 4 3/4" (E)
- Right side dimensions (from top to bottom):
 - 4'-10 1/8" Trim
 - 4'-9" VO
 - 4'-4" Copy

Cabinet:	Existing Cabinet
Retainer:	1 3/4"
Face:	.150 Clear Solar Grade Polycarbonate Face
Decoration:	Digitally Printed (2nd Surface) Pantone 286C Blue - Background Copy (White)
Quantity:	(2) TWO REPLACEMENT FACES

Pantone 286C Blue
Pantone White



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Client: Casey's General Stores, Inc.

Address: 9544 Waukegan Rd
Morton Grove IL, 60053

Date: 06/27/21

Est. #: 12 of 14

File Name: CGS_6416 Morton Grove, IL 303

Sales: _____ **Design:** _____ **Plt:** _____

House: _____ **RL:** _____ **KR:** _____

#	Date	Description	Initial
1	06/06/21	Changed Building Signs	RL
2	06/17/21	Added Sunshine Rendering	TFD
3	06/29/21	Monumental Update	RL
4			
5			
6			

Client Signature: _____

Approval Date: _____

Allen Industries
Call us at 1-800-967-2553

Local Office: 2160 S. Highway 101, Suite 207
Channahon, IL 61515
Phone: 815-417-7510

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EXISTING CAR WASH



PROPOSED CAR WASH



Remove & discard fuel discount banner from Car Wash



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Client		Casey's General Stores, Inc.	
Address:	3604 WAUKESHA RD MORTON GROVE IL, 60053		
Date:	08/27/21	Page #:	14 of 14
File Name:	COS-6416 Morton Grove, IL-303		
Series:	House	Design:	RL
		Drawn:	KR
#	Date	Description	Initial
1	08/03/21	Changed Building Signs	RL
2	08/17/21	Added Shopping Rendering	RL
3	08/23/21	Monument Update	RL
Client Review Status			
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Client Signature:			Approval Date: