

**Village of Gurnee  
Planning and Zoning Board Minutes  
April 15, 2026**

**1. Call to Order and Roll Call**

The meeting was called to order at 7:00 p.m.

Planning and Zoning Board Members Present: Chairman James Sula, R. Todd Campbell, David Nordentoft, Edwin Paff, and Liliana Ware

Planning and Zoning Members Absent: Dane Morgan

Other Officials Present: David Ziegler, Community Development Director, Jacob Litz, Assistant Community Development Director, Shannon Coleman, Associate Planner, and Bryan Winter, Village Attorney

**2. Pledge of Allegiance**

**3. Public Comment (Non-Public Hearing Agenda Items)**

*(Per Gurnee Municipal Code Section 2-90, Public Comment at the beginning of the agenda is for agenda items only that are not subject to a public hearing. A total of 30 minutes is allotted. Individuals are allowed to speak once during this Public Comment for no longer than 3 minutes. See rule posted at gurnee.il.us or in the Council Chambers for additional information.)*

Chairman Sula opened the floor for public comment and explained that this segment was only for non-public hearing items. The public had no comments for this portion and Chairman Sula closed the floor to the public.

**4. Approval of the PZB's March 4, 2026, Meeting Minutes**

Chairman. Sula asked if there were any questions or comments regarding the minutes. As there were none, he suggested a motion to approve them as submitted would be in order.

Mr. Paff, seconded by Mr. Campbell, motioned to approve the minutes as submitted.

Approved.

Voice vote:

All "ayes," no "nays," and none abstaining.

Motion carried 5-0-0

**5. Minor Sign Exception: Zoning Map Amendment: Trio (BP) – 1.89 Acres located at 4885 Grand Avenue**

*Ms. Coleman introduced this item by stating that the petitioner, Paul Mickus, Project Architect for WT Group, AEC, on behalf of Graham Enterprises requests a Minor Sign Exception regarding Trio (BP) gas station and convenience store to 1) Construct a second monument sign, and 2) Increase their sign height by 25%. She stated that the Village of Gurnee Zoning Ordinance states that only one freestanding sign is allowed per 1,000 feet of street frontage, unless a Minor Sign Exception is approved to allow two freestanding signs on street frontage that is less than 1,000 feet. The uncommon shape of the subject property (having three street frontages) created the need for a freestanding sign to be located at the intersection of Grand Avenue and Milwaukee Avenue, and at the intersection of Grand Avenue and Riverside Drive. Additionally, the petitioner is requesting to increase the height of both signs by 25%; from a 12' maximum height to a*

*proposed 15' maximum height. A Minor Sign Exception will allow a 50% maximum increase in the height of the freestanding signs.*

Community Direct David Ziegler clarified the property line land-swap between Trio BP gas station and Primo restaurant to straighten out the property line to make it more workable for both sides.

The petitioner, Paul Mickus, addressed the PZB. He addressed sign material type as being a "high-quality sign", stating that the entire face of the proposed sign will be mason and covered with cultured stone.

Chairman Sula stated that he was comfortable with the exception as it is a high-quality masonry sign. He also stated he was comfortable with there being two signs on the property.

Attorney Winter questioned the positioning of the sign at the corner of Milwaukee Avenue and Grand Avenue questioning if it would be highly visible. Mr. Campbell concurred with Mr. Winter; however, he also stated that he had no objections with the proposed sign's location.

Mr. Mickus explained that the purpose of that particular sign was to mostly capture the east-west traffic.

Ms. Ware stated that she had concerns about the height of the proposed signs, stating that she had driven to the property and saw the original sign (which will be removed), and that it was tall enough.

Chairman Sula clarified that the proposed signs will be about four feet lower than the original.

No additional concerns were raised by the Planning Zoning Board.

Chairman Sula suggested that the PZB make two separate motions to vote on each individual request.

A motion was made by Mr. Cambell, seconded by Mr. Nordentoft, to approve the request by Paul Mickus, Project Architect for WT Group, AEC, on behalf of Graham Enterprises, for a Minor Sign Exception to allow the construction of a second monument sign.

Roll call vote:

Ayes: Campbell, Nordentoft, Paff, Ware, and Sula

Nays: None

Abstain: None

Motion carried: 5-0-0

A motion was made by Mr. Cambell, seconded by Mr. Nordentoft, to approve the request by Paul Mickus, Project Architect for WT Group, AEC, on behalf of Graham Enterprises, for a Minor Sign Exception to allow the increase their sign height by 25% on property located at 4885 & 4821 Grand Avenue.

Roll call vote:

Ayes: Campbell, Nordentoft, Paff, Ware, and Sula

Nays: None

Abstain: None

Motion carried: 5-0-0

**6. PUBLIC HEARING: Special Use Permit, Advia Credit Union – 0.72± acres located at 5103 Washington Street**

The petitioner was not present for the meeting therefore Chairman Sula addressed the members of the Board to ascertain if they wanted to hear the petition or continue the petition to another time. The Board members all agreed to move forward and hear the petition.

*Ms. Coleman introduced this item by stating that the petitioner, Steve Vandersloot, on behalf of SignArt Inc, is requesting 1) A Minor Sign Exception for a reduction in setbacks and, 2) A Special Use Permit for approval of an Electronic Message Center sign. She stated that Advia Credit Union has one existing monument sign located on the Washington Street frontage. According to the Zoning Ordinance, freestanding signs must be set back at least 10' from all public rights-of-way. SignArt Inc, is proposing an Electronic Message Center (EMC) sign, to be constructed at the existing location of the current sign which, at 0' sign setback, is right on the property line. The proposed EMC sign cannot be relocated because the lot is situated between a culvert detention to the north and a retention pond and trees to the east. The proposed 12' height EMC sign meets the maximum height allowance as the zoning code dictates.*

*The EMC portion of the unit is 24.77 sq. ft. with 6mm resolution capable of text and images, and the Watchfire software is programmable to conform to any code set by the Village. The base will be constructed of masonry with limestone cap, completely surrounded by landscaping with an area of foliage at least as large as the sign area.*

Mr. Campbell stated the proposed sign was appropriate given the site constraints and felt the height was appropriate. Mr. Nordentoft concurred that the layout of the property restricted the relocation of the sign. Ms. Ware stated that the relandscaping of the proposed sign will make the site look better and she had no issues with the proposal.

A motion was made by Mr. Nordentoft, seconded by Mr. Campbell, to approve the request for a Minor Sign Exception to allow a 0' sign setback for the purpose of replacing the existing sign with a new Electronic Message Center sign in the existing location on property located at 5103 Washington Street.

Roll call vote:

Ayes: Campbell, Nordentoft, Paff, Ware, and Sula  
Nays: None  
Abstain: None

Motion carried: 5-0-0

Mr. Nordentoft made a motion, seconded by Mr. Campbell to approve the petition and recommend the Village Board approve the request for an Electronic Message Center sign on property located at 5103 Washington Street, subject to the following conditions:

1. No portion of the image may flash, scroll, twirl, change color, or imitate movement.
2. The Electronic Message Center sign must have an automatic dimmer and photocell, which shall constantly monitor ambient light conditions and adjust sign brightness accordingly.
3. The use of bright, white backgrounds for electronic message display is prohibited; the use of an amber color for the electronic message on a dark background is encouraged.
4. All portions of the electronic image/message must have a minimum duration of 30 seconds. The message duration shall be reviewed by the Village Board in 6 months from the date of approval of the Special Use Permit to determine whether it should be adjusted.
5. The electronic message board shall be shut off between midnight and 6 a.m.
6. The minimum height of the electronic letters/numbers shall be no less than 6 inches as to make the sign easier to read.
7. The transition time between messages shall be instantaneous.

8. The entire message shall be contained on one screen; there shall not be any two-part messages or continuations.
9. The electronic sign shall have a resolution of 6mm.

Roll call vote:

Ayes: Campbell, Nordentoft, Paff, Ware, and Sula  
Nays: None  
Abstain: None

Motion carried: 5-0-0

### **7. Next Meeting Date: May 6, 2026**

Mr. Ziegler stated that there is one Public Hearing scheduled for that day.

### **8. Public Comment**

*(Per Gurnee Municipal Code Section 2-90, Public Comment at the end of the agenda is for agenda items or items that are within the Village's responsibility. A total of 60 minutes is allotted. Individuals are allowed to speak once during this Public Comment for no longer than 3 minutes. See rule posted at gurnee.il.us or in the Council Chambers for additional information.)*

Mr. Sula opened the floor to the public. As there was no one in the audience, Mr. Sula then closed the floor to the public.

### **9. Adjournment**

Mr. Nordentoft motioned, seconded by Mr. Paff, to adjourn the meeting.

Voice vote:

All "ayes," no "nays, and none abstaining

Motion carried: 5-0-0

The meeting was adjourned at 7:24 p.m.

Respectfully Submitted,

Jacob Litz  
Assistant Community Development Director