

10/29/2023

To the Plan Commission,

This is the application of Rebecca Gabel submitted for approval to install a designed sign on the lower left area at 106 N St Clair St. The sign is a unique design of a solid 36" disc with the name of the business (Paisley Place) removed. Considering the square footage of the storefront this sign falls well within the regulation.

The sign was originally to be placed on the October meeting. City Hall closed because the staff developed COVID. I personally was out ten days and returned on Oct 3<sup>rd</sup>. I take full responsibility for not getting this placed on the agenda and out to everyone.

Rebecca Gabel needed to have the sign installed on a certain day and the awning couldn't go up until the sign went up. I gave her permission to install everything to meet her grand opening. If the Plan Commission doesn't officially recommend the sign I have personally stated I will cover the cost of removing the sign.

The awning was approved by the building/zoning department as it was considered typical remove and replace maintenance.

Sincerely,

Luanne Holper

City Clerk

APPLICATION FOR CERTIFICATE OF SIGN COMPLIANCE, ZONING CODE

CITY OF LEBANON  
312 W. ST. LOUIS STREET  
LEBANON, ILLINOIS 62254  
(618) 537-4976

Application Number: \_\_\_\_\_ Fee: \$ 25.00 Date Fee Paid: 9/15/23

IMPORTANT INSTRUCTIONS

Before constructing or installing any sign regulated by the Lebanon Zoning Code, the owner of the property on which the sign is to be constructed or installed, or the person, firm, or corporation constructing or installing the sign, must submit this application for sign compliance and be issued a certificate which indicated compliance. This certificate proves that the plans for a proposed sign have been reviewed by the Zoning/Building Official and found to be in compliance with the Zoning Code.

The Zoning/Building Official may, in some cases, find that plans for a specific sign do not agree with the zoning regulations. When that happens, the Zoning/Building Official will notify the applicant who can: 1) modify the plans to bring them into compliance; or 2) appeal the decision of the Zoning/Building Official [if the decision is one of interpretation]; or 3) request a variation from the regulations [if a variation is allowable in this situation]; or 4) request to have the zoning regulations amended.

After completion of the construction or installation authorized by the certificate, the actual sign must be reviewed by the Zoning/Building Official who confirms that the sign was erected as planned and approved.

APPLICANT NAME: Rebecca Gabel - Paisley Place Phone #: 618-610-2509

Address: 106 N Saint Clair St City: Lebanon State: IL Zip: 62254

CHECK IF:  Property Owner  Contract Purchaser  Lessee  Other ( \_\_\_\_\_ )

OWNERS NAME: Dr Meagan Graul Phone # 618-537-2017

ADDRESS OF PROPERTY: 106 N Saint Clair Street

PERMANENT TAX NUMBER: \_\_\_\_\_ LOT # \_\_\_\_\_ ZONING DISTRICT: C-2

TYPE OF SIGN(S) TO BE CONSTRUCTED OR INSTALLED:

- Freestanding sign
- Flush mounted sign
- Projecting sign
- Roof mounted sign
- Canopy or marquee sign MAINTENANCE
- Mobile marquee
- Off-property freestanding sign
- Other \_\_\_\_\_

FOR EVERY PROPOSED SIGN, ATTACH DETAILED DRAWINGS WHICH INCLUDE THE FOLLOWING INFORMATION AS APPLICABLE:

- Sign height from ground to top of sign
- Sign height from ground to bottom of sign
- Sign projection from wall to which it is attached
- Type of illumination and electrical plans. (Illumination signs have a \$80.00 electrical inspection fee.)
- Sign length and width
- Number of message faces
- Sign message for each face

PROVIDE THE NAMES OF THE FOLLOWING AS APPLICABLE:

SIGN COMPANY: Traube Awnings Phone # \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

ELECTRICIAN: \_\_\_\_\_ Phone # \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

SITE PLAN

Draw a plan of the property to scale, including the following: (a larger plan may be substituted)

Check each item once you have included it in you plan.

- The names and locations of all adjoining streets and the locations of all right-of-way
- The location and dimensions of all lot lines, easements, underground utilities, etc.
- The location and dimensions of all existing and proposed buildings, driveways, and parking areas
- The distances between all lot lines and every building or structure, and between buildings
- The location of every sign and the distances between free-standing signs and property lines.

Indicate North  
Scale = \_\_\_ ft.

SEE ATTACHMENT

YOU MUST ALSO SUBMIT THE FOLLOWING ATTACHMENTS WITH YOUR APPLICATION:

\_\_\_ Detailed plans and drawings for every sign                      \_\_\_ The legal description for property in question

BY MY SIGNATURE BELOW, I CERTIFY THAT ALL OF THE ABOVE STATEMENTS AND THE INFORMATION CONTAINED IN ANY DOCUMENT OR PLANS SUBMITTED HEREWITH, ARE TRU AND ACCURATE. I HEREBY CONSENT TO THE ENTRY IN OR UPON THE PREMISES DESCRIBED HEREIN, BY ALL AUTHORIZED OFFICIALS OF THE CITY OF LEBANON FOR THE PURPOSE OF INVESTIGATING THIS APPLICATION, INSPECTING THE PROPOSED WORK, AND POSTING, MAINTAINING, AND REMOVING ANY NOTICES REQUIRED BY ORDINANCE.

APPLICANT: Rebecca Haled                      DATE: 9/7/23

OWNER: Dr Meagan Graul (see email)                      DATE: 9/7/23

BUILDING/ZONING OFFICIAL: [Signature]

Approved                       Disapproved

awning  
sign needs PC



AWNING IS MAINTENANCE R+R

## Clerk

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**From:** Rebeca Gabel <paisleyplace106@gmail.com>  
**Sent:** Thursday, September 07, 2023 12:00 PM  
**To:** graulmeagan@gmail.com  
**Cc:** Clerk  
**Subject:** Approval Request for Paisley Place Sign  
**Attachments:** Proof with Outdoor Sign over Awning.jpg

You don't often get email from paisleyplace106@gmail.com. [Learn why this is important](#)

Hi Dr. Graul,

I reviewed the City of Lebanon historical district guidelines you gave me, and have submitted an application with a picture of the design to the City Planning Commission for their approval at the October council meeting. The sign will be black metal (36 inches round) with the logo lasered out and stand 1.5 inches off of the building with three bolts.

If you can please reply to all (City Clerk Luane Holper Cc'd) in this email with your approval for the sign design, she can include your approval with my request.

The design is also attached for reference.

Thank you!

Rebeca

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All the best,

Rebeca Gabel

**Paisley Place**

**106 N St Clair St**

**Lebanon IL 62254**

**618-610-2509 (Cell)**

