

CHICAGO LOOP ALLIANCE | DESIGN & ADVOCACY COMMITTEE

Signage Review Checklist

As part of the City of Chicago's signage permitting process, you may be asked to provide evidence of community support. The Chicago Loop Alliance (CLA), a not-for-profit association of business owners, cultural institutions, universities, theaters and other stakeholders, holds ad-hoc Design & Advocacy Committee meetings to review signage proposals and other development projects in the Central Business District south of the Chicago River. Due to the impact of the COVID-19 pandemic, meetings take place virtually. To be placed on the agenda, please email michael@chicagoloopalliance.com or call CLA at (312) 782-9160 and ask for Michael Edwards.

Before appearing before the committee for a signage review, we ask that presenters take the following steps:

□ Familiarize yourself with the applicable City of Chicago Signage Ordinances. To ensure conformity with zoning ordinances, signage is reviewed for location, placement, setback, height, and other characteristics (such as signage erected on landmarked buildings. American Legal Publishing has an online version at:

http://www.amlegal.com/nxt/gateway.dll/lllinois/chicagozoning/chicagozoningordinanceandlanduseordinanc?f=templates\$fn=default.htm\$3.0\$vid=amlegal:chicagozoning_il. Expand the zoning ordinance menu to the left and go to Chapter 17-12 Signs.

A quick guide to the State Street/Wabash Avenue and Michigan Avenue signage overlay districts is found at https://loopchicago.com/assets/State-Street-Commission-Meeting-Minutes/ebfc1bd5fe/Signage-Guidelines-for-State-St-Wabash-and-Michigan-Ave.pdf

For more information regarding signage on landmarked buildings, see http://webapps.cityofchicago.org/landmarksweb/web/home.htm and

ordinances referenced above contain the formula for calculation.)

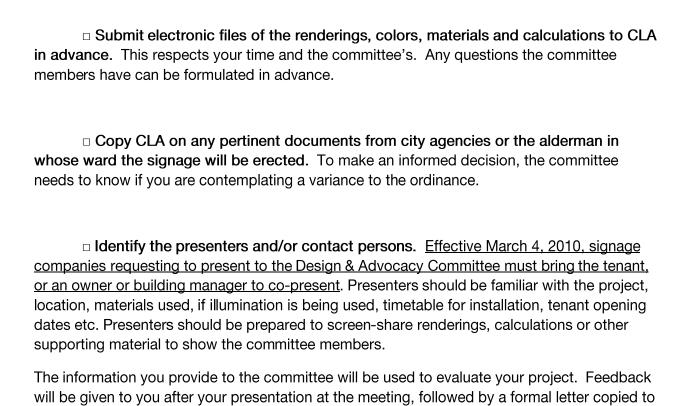
https://www.cityofchicago.org/content/dam/city/depts/zlup/Historic_Preservation/Publications/Standards_for_Rehab_2015.pdf

requests that this permission be submitted in	writing or	n the	owner's l	etterhead	in advan	ce.
□ Calculate the amount of allowable	signage f	or th	ne entire k	ouilding ar	nd the ar	nount

of signage specific to your project and provide calculations to CLA. (The signage

□ Secure permission to install or change the signage from the building owner. CLA





the alderman and other appropriate city agencies.