

MEMORANDUM

To: Village Board of Trustees
From: Village Manager Cara Pavlicek
Date: 2026-02-10
Subject: An Ordinance Establishing a Moratorium on the Issuance of Reservations for the Placement of Displays within the Shermer Road and Walters Avenue Parkway

Overview

As discussed at the January 27, 2026 Regular Meeting, an Ordinance has been prepared by the Village Attorney should the Village Board deem it in the best interest of the Village to institute a temporary moratorium on the placement of signs/displays at the Public Forum for a period of time during which further Board and public discussion may be scheduled.

Fiscal Impact

N/A.

Recommendation

Policy Decision.

Background

On January 27, 2026 as part of the Regular Meeting of the Village Board, a discussion was held and the Board directed staff to schedule further public discussion on February 10, 2026 at Village Hall at 6 p.m. to begin a process to study the best use of the Shermer-Walters property in order to balance the administrative burden of the existing process to reserve space on the Public Forum for a sign/display and the limited public participate allowed currently as well as the Village's commitment to protecting and supporting the First Amendment rights of all individuals. Pursuant to the Board discussion, this meeting includes, under a separate agenda item, the following discussion items:

1. Review of historical background related to Northbrook's Shermer-Walters Public Forum;
2. Review of the current Village rules for signs/displays at the Shermer-Walters Public Forum and Federal laws the Village must adhere to; and
3. Review of possible alternative Village rules/uses of the property as generally described [in this memo to the Village Board](#).

This item is a Ordinance for which the Board may choose to take action on, and if approved, a

temporary moratorium would pause the display of signs/displays as follows:

- a. Any and all reservations that have been properly completed and submitted to the Village Manager prior to the date of adoption of the Ordinance would be fulfilled.
- b. As of the effective date of the Ordinance, no new reservations will be honored or accepted during the moratorium period.
- c. The temporary moratorium would apply to all potential applicants and users, *without any exceptions*.
- d. If approved, it is recommended that the temporary moratorium remain in effect as defined in the Ordinance for one-year or earlier should the Village Board approve successor action.

[Ordinance Establishing a Moratorium on the Issuance of Reservations for Placement of Displays within the Shermer Road and Walters Avenue Parkway](#)