

**The City of Lake Forest
Building Review Board Agenda**

Regular Meeting

**Wednesday, July 7, 2021
Municipal Services Facility – Lower Level**

6:00 P.M.

*John Looby III
Scott Renken*

*Jim Diamond, Chairman
Richard Walther
Joanne Bluhm*

*Sally Downey
Timothy G. Franzen*

1. Introduction of Board members and City staff, overview of meeting procedures – Chairman Diamond.
2. Consideration of the minutes from past meetings of the Board.
3. Consideration of a request for approval of a new residence on a vacant lot, tree removals, a conceptual landscape plan and overall site plan. The property is addressed as **455 Oak Knoll Drive** and is in the Oak Knoll Woodlands Subdivision.
Property Owner: Fidelity Wes of Oak Knoll LLC (Mike DeMar, 100%)
Contract Purchasers: [REDACTED]
Project Representatives: Rick Swanson, architect
Jeff Letzter, project manager
4. Consideration of a request for approval of a new residence on a vacant lot, tree removals, a conceptual landscape plan, and overall site plan. The property is addressed as **1535 Sage Court** and is in the Oak Knoll Woodlands Subdivision.
Property Owner: Fidelity Wes of Oak Knoll LLC (Mike DeMar, 100%)
Contract Purchaser: Brian and Betsy Heckenbach
Project Representatives: Rick Swanson, architect
Jeff Letzter, project manager

Other Items

6. Opportunity for the public to address the Building Review Board on non-agenda items.
7. Additional information from staff.

Mandatory Adjournment time is 11:00 p.m.

MEETING PROCEDURES
Building Review Board meetings follow the procedures outlined below. In the spirit of fairness to all parties, any of these procedures may be modified for a particular item at the discretion of the Chairman.

1. Introduction of the Item by the Chairman
2. Declaration of Conflicts of Interest and Ex Parte Contacts by members of the Board.
3. Presentation by the Petitioner – 10 minutes.
4. Identification of Issues by Staff - 5 minutes.
5. Questions or requests for clarification from Board to Petitioner or Staff.
6. Public Testimony - 5 minutes per speaker.
7. Staff response to public testimony- 5 minutes.
8. Petitioner Rebuttal - 10 minutes.
9. final Questions from Board to Petitioner or Staff
10. Board Discussion and Comment
11. Board Action

*Mandatory Adjournment time
11:00 p.m.*

Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, may contact the Community Development Department at 847-810-3503.