

**The City of Lake Forest
Building Review Board
Proceedings of the May 7, 2025 Meeting**

A regular meeting of the Lake Forest Building Review Board was held on Wednesday, May 7, 2025, at 6:30 p.m., at the Municipal Services Building, 800 Field Drive, Lake Forest, Illinois.

Building Review Board members present: Chairman John Looby and Board members, Eric Lohmueller, Scott Renken, Sarah Lamphere, and Justin Stamer

Building Review Board members absent: Sally Downey and Joanne Bluhm

Staff present: Luis Prado, Assistant Planner and Catherine Czerniak, Director of Community Development

1. Introduction of Board members and staff, overview of meeting procedures – Chairman Looby

Chairman Looby reviewed the role of the Building Review Board, and the meeting procedures followed by the Board. He asked the members of the Board and staff to introduce themselves.

2. Consideration of the minutes from the April 2, 2025 Building Review Board meeting.

The minutes of the April 2, 2025 meeting were approved as presented.

3. Continued consideration of a request for a recommendation in support of substantial demolition, alterations, a first-floor addition, and hardscape and landscape plans for property at 980 Melody Road.

Property Owner: Karzatron Holdings LLC (Karl Svensson 50%, Marzena Svensson 50%)
Representative: Karl Svensson

Chairman Looby asked the Board members for any Ex Parte contacts or conflicts of interest. Hearing none, he invited a presentation from the petitioner.

Mr. Svensson stated that since the February meeting, the project is significantly scaled down in response to the Board's comments. He stated that the ranch style of the existing home is now maintained with additions to the rear of the house. He stated that the goals of the project are to create a functional floor plan, maintain the Mid-Century Modern style of the home, and reuse substantial parts of the existing structure. He stated that the previously proposed second floor addition was eliminated, the stone access was lowered and extended around the home, and windows around the home are more uniform. He stated that the proposed design maintains the asymmetric design of the existing house. He noted that rear additions are proposed to expand the master suite, family room, and kitchen. He stated that windows are located to take advantage of the wooded backyard and to minimize

exposure to Waukegan Road. He stated that the goal is to preserve as many of the mature trees as possible but noted that the trees that are negatively impacting the foundation will be removed. He stated that foundation plantings will be added and a dense buffer of vegetation will be preserved along Waukegan Road. He stated that a small porch is located adjacent to the master suite and a similar porch is located off of the family room. He noted that the existing siting is being largely maintained aside from the proposed rear additions.

Mr. Prado reviewed that the Board continued the petition at the February meeting and challenged the petitioner to consider the potential benefits of completely demolishing the house rather than trying to work with the existing compromised structure. He noted that the Board's comments from the previous meeting and the petitioner's responses are detailed in the staff report. He confirmed that since the last meeting, the scope of the project was reduced with the elimination of the previously proposed second floor addition and noted that the ranch appearance is being preserved, more closely aligning the reimagined home with the character of the neighborhood. He stated that, instead of a second floor, the petitioner now proposes two rear additions. He stated that the petitioner refined the relationship of the windows to walls across the elevations to make the design of the home more consistent with the City's Residential Design Guidelines. He noted that the windows on the east and west elevations could benefit from further study and refinement. He commented that overall, the petitioner responded well to the Board's previous comments.

Chairman Looby invited questions and comments from the Board.

Board member Stamer thanked the petitioner for responding to the Board's previous comments and for keeping the overall style of the home consistent with the original ranch style of the home. He suggested consideration of masonry rather than limestone for the chimney. He asked for clarification on the roofing material.

Board member Renken acknowledged the effort made to keep the home in scale with neighboring homes. He noted that the front gable, according to the roof plan, appears asymmetrical and asked for clarification on the intention. He suggested consideration of a stone, rather than masonry, chimney to match the stone on the house. He asked for clarification on the material and color of the fascia and gutters. He complimented the west elevation. He suggested consideration of shifting the window on the east elevation to make it symmetrical with the peak.

Board member Lamphere agreed with the comments of the other Board members and complimented the decision to retain the ranch style of the home. She asked for clarification on the trim material around the windows. She suggested further consideration of the material for the chimney.

Board member Lohmueller stated support for the project overall. He noted that the stone band on the lower portion of the wall stops at the garage and is inconsistent on

the rear elevation. He suggested considering more natural places to terminate the stone. He suggested considering a full height sidelight adjacent to the front door to balance the entry.

Chairman Looby invited a response to the comments and questions raised by the Board from the petitioner.

In response to questions and comments from the Board, Mr. Svensson stated that limestone can be used on the chimney. He stated that to the extent possible, the existing limestone on the front of the house will be reused. He clarified that the front gable will be symmetrical and agreed to study the height of the gable further. He stated that the front gable will have vents, not windows. He agreed to explore ways to make the windows on the east elevation symmetrical. He stated that the soffit material is cedar to pop against the black. He agreed to reconsider the location and stopping points of the stone band. He stated that the budget does not allow for a stone band. He agreed to consider adding some detail to the front door and to consider full height skylights.

Hearing no further questions from the Board, Chairman Looby invited public comment. Hearing none, he invited final comments from the Board.

Board member Stamer made a motion to recommend approval of substantial demolition of the existing residence, a first floor addition, alterations and material changes around the house, and hardscape and landscape changes for property at 980 Melody Road. He stated that the motion is based on the findings detailed in the staff report and incorporates the Board's comments as additional changes. He stated that the motion is subject to the following conditions of approval.

1. Submit plans and obtain permits to re-enforce the foundation and overall structure as determined to be needed based on a condition report prepared by a structural engineer. Upon completion of the work, provide an updated condition report from a structural engineer and schedule the required inspections prior to proceeding with the additions and alterations presented to the Building Review Board.
2. Prior to submitting plans for permit for the additions and alterations:
 - a. Refine the windows on the east and west elevations to balance the relationship between solids and voids.
 - b. Specify the chimney material as masonry.
3. Plans submitted for permit shall clearly document the extent of all proposed demolition activity. If the extent of demolition constitutes more than 50% of the home in total as calculated by the City, the project will be considered a complete demolition for purposes of calculating the fees.

4. All modifications to the plans including those detailed above and any others made in response to Board direction or as the result of final design development, shall be clearly called out on the plans submitted for permit. Staff is directed to review any changes, in consultation with the Chairman as appropriate, to determine whether the modifications are in conformance with the Board's direction and approval prior to the issuance of any permits.
5. The following materials shall be included in the submittal for permit and will be subject to review and approval prior to the issuance of permits.

Tree Removal and Landscaping

- a. An up to date tree survey detailing species, size and condition of all trees in areas that may be impacted by construction shall be submitted and will be subject to review and approval by the City's Certified Arborist. The plan shall identify trees proposed for removal and trees identified for protection and preservation.
- b. A plan shall be submitted identifying the proposed location of tree protection fencing to be installed prior to the start of construction and describing any pre and post construction treatments planned to increase the chances of long term survival of trees intended for preservation located close to construction activity.
- c. A detailed landscape plan. The plan shall, at a minimum, meet the landscaping standards for new residences detailed in the Code and in addition, provide all required replacement tree inches to account for trees removed to the extent possible using good forestry practices. If on site planting of the required replacement inches is not feasible, at the discretion of the City, a payment in lieu of on site planting may be accepted by the City. The landscape plan must include the quantity, species, and size at the time of planting for all new landscaping.

Drainage and Grading

- d. A detailed drainage and grading plans. Grading or filling is limited to the minimum necessary to meet accepted engineering standards and practices. The property must continue to accept water that is tributary to the site and runoff from new construction must be addressed to avoid increasing stormwater runoff on to neighboring properties.

Exterior Lighting

- e. An exterior lighting plan detailing all lights existing and proposed on the residence and garage, and all lights on the site. Cut sheets for all light fixtures shall be provided and all fixtures, except those illuminated by natural gas at low light levels, shall direct light down and the source of the light shall be fully shielded from view. All exterior lights shall be set on

automatic timers to go off no later than 11 p.m. except for security motion detector lights.

Construction Parking and Staging

- f. A plan for contractor parking and material and equipment staging. No construction access, parking, or staging is permitted on Waukegan Road. Mellody Road and driveways in the neighborhood must remain fully passable, unobstructed and free of dirt and debris at all times.

The motion was seconded by Board member Lamphere and approved by a vote of 5 to 0.

4. Consideration of a request for a recommendation in support of revisions to previously approved plans for additions and alterations to a residence at 821 Northmoor Road. A building scale variance is also requested.

Property Owner: Black House LLC – Series 821 Northmoor (Patrick Shaver, 100%)
Representative: Patrick Shaver, President of Black House LLC

Chairman Looby asked the Board for any Ex Parte contacts or conflicts of interest. Hearing none, he invited a presentation from the petitioner.

Mr. Shaver summarized the changes made to the residence based on previous comments from the Board. He stated that the overall height of the residence is reduced, the highest element and primary suite are lower, and the square footage overage is reduced by five percent. He stated that the primary suite is pulled in from the side yard two feet contributing to the square footage reduction. He stated that the foyer was removed entirely. He stated that the clerestory windows are minimized and flush with the second floor. He stated that to minimize spillover light from inside the house, downward directed trumpet light fixtures on dimmers are proposed. He reviewed the enhanced landscape plan and stated that arbor vitae will be planted on the south and west sides of the property to provide privacy and screening for the neighboring properties. He stated a willingness to work with the neighbors to determine the optimum locations for the trees and to consult with the City's Certified Arborist. He stated that landscaping is planned around the home. He stated that once the required approvals are in place, construction will begin immediately with the goal of finishing the home before the end of the calendar year. He stated that all of the exterior lights will be shielded to direct light downward. He stated that there will be no side or front facing illumination. He presented a sample of the stucco planned for the siding. He stated that the materials and colors were selected to fit into the neighborhood. He stated that he has worked diligently to address the concerns raised. He stated that his goal is to finish the project expeditiously and to be respectful of the neighbors and City standards.

Mr. Prado reviewed the history of the petition noting that the Board originally approved plans for significant alterations and additions to the existing residence several years ago. He noted however that construction did not proceed in

accordance with the approved plans and the City issued a Stop Work Order. He stated that the petitioner returned to the Board requesting approval of revised plans in July and October 2024. He stated that in an effort to move the project forward, Chairman Looby appointed a subcommittee of the Board. He stated that the revised plans as now presented are the result of the subcommittee meetings and are endorsed by the subcommittee. He reviewed that the second story roof will be lowered, and the tallest element of the residence removed resulting in a reduction in overall height of about three feet. He noted that on the east elevation, the mudroom will be removed, and some articulation will be added. He stated that the second floor will be moved in, away from the side yard property lines about two feet on each side. He noted that the changes will reduce the overall square footage of the residence. He stated that large Arborvitae are planned along the south and east property lines and noted that the subcommittee encouraged coordination with the neighboring property owners and the City's Certified Arborist. He stated that a detailed exterior lighting plan will need to be submitted and will be subject to review to ensure that all proposed lighting is consistent with the neighborhood. He stated that the subcommittee urged completion of the project as soon as possible given the length of time the property has been in an incomplete state.

Chairman Looby stated that he and Board member Lohmueller served on the subcommittee and invited comments from Board member Lohmueller.

Board member Lohmueller stated that the subcommittee met with the petitioner and staff twice since the last Board discussion on this project. He acknowledged that the project has been and continues to be a challenge. He stated that the goals of the subcommittee were to find a way to move the project to completion and bring it back closer to what was originally approved. He stated that in his opinion, the plans now presented appear to be the best path forward.

Chairman Looby stated that the subcommittee was specific about the changes that needed to be made. He stated that large Arborvitae along the south and east property lines are required to provide privacy for the neighbors and to minimize off site light impacts. He stated that in his opinion, upon completion, the structure will be reasonably similar to the contemporary house that was originally located on the site.

Board member Stamer stated empathy for the neighbors who have lived next to and near the stalled project for a long time. He stated that he is not supportive of the square footage overage or of the project as presented.

Board member Renken stated support for finding a way to move the project forward to completion. He stated with the proposed changes the house will be closer to the plans originally approved by the Board and will be significantly different from what exists today. He stated that lowering the entire second floor by 10 inches will make a visible difference.

Board member Lamphere stated support for moving the project to completion. She

stated that the exterior lighting needs to be carefully reviewed. She expressed continued concern about the windows that are close to the neighboring properties. She encouraged careful attention to minimize light spillover.

Chairman Looby stated that the exterior light fixtures need to be set deep to avoid off site light impacts. He noted that with the number and size of the windows, measures will need to be taken to mitigate light spillover from inside the house as well.

In response to questions from the Board, Mr. Shaver stated that there will be three light fixtures on the front of the house. He stated that there will be no exterior lights on the east or west elevations. He pointed out that the side entry on the east side of the house was eliminated. He acknowledged that the light fixtures require approval by staff. He explained that the primary suite is ten inches lower to allow all of the roof framing to be dropped. He stated that the windows in the primary bathroom are eight feet tall and will be covered with an opaque film and the lights in the ceiling will be flush with the dry wall. He stated that ten foot tall arborvitae will be planted.

Hearing no further questions from the Board, Chairman Looby invited public comment.

Gregory Pienkosz, 822 Highview Terrace, stated that his property is adjacent to the rear of the subject property. He expressed concern that the City is making exceptions for this petition noting that a 20 percent square footage overage is significant. He asked that the landscaping along the perimeter of the property be enhanced with 15 foot tall Arborvitae at the time of planting adding that his six foot tall fence offers no protection from the tall home. He suggested that the City require a deposit for three years to ensure that the trees survive. He pointed out that the house is very tall and has floor to ceiling windows.

Anne Doppenberg, 140 Wooded Lane, pointed out that the petitioner did whatever he wanted to do and did not go through the proper process. She questioned why the City is rewarding him with a new building permit. She stated if the house was originally presented as now proposed, it would not have been approved. She stated that in her opinion, the petitioner is trying to save money by not tearing the house down. She stated that raising the ceiling resulted in additional square footage beyond that approved and noted that lowering the garage into the grade, which was also not part of the original approval, did not decrease the appearance of mass at the front of the house. She stated that the Board should require the petitioner to tear the house down and build a house in compliance with the Code. She stated that in her opinion, the house as now proposed will always appear oppressive in the neighborhood. She questioned how the City will ensure that construction proceeds in compliance with the approvals this time. She stated that the neighborhood has put up with the project for three years and asked that no variances be granted.

Hearing no further requests to speak from the public, Chairman Looby stated support for requiring 15 foot tall Arborvitae at the time of planting and a three year financial

guarantee to ensure that the trees thrive. He stated support for reducing the size of the bathroom windows. He invited final comments from the Board.

Board member Lohmueller commented that although unfortunate, in his opinion, concessions need to be made at this point to move the project to completion. He stated that as a member of the subcommittee, he focused on what is reasonable, and changes that will make a difference.

Board member Renken stated support for reducing the size of the windows in addition to applying a sight obscuring film to the glass. He suggested lowering the head of the windows, raising the bottom, and making the windows narrower.

Board member Lamphere stated support for making the windows smaller. She noted that the Board has granted variances for square footage overage for other projects in the past. She stated that exterior lighting should be minimized and the landscaping enhanced.

Board member Lohmueller noted that the front of the house appears imposing because of the lowered garage and suggested significant landscaping around the foundation to help minimize the visual impact of the front of the house.

In response to questions from Board member Lohmueller, Mr. Shaver acknowledged that the original house on the site, prior to modifications, did not have much visual presence on the street. He noted that the pre-existing garage was expanded and lowered to accommodate today's vehicles. He stated that decorative trees will be planted in front of the house.

Commissioner Stamer stated that the square footage as now proposed is way too much in his opinion.

Chairman Looby reiterated that the subcommittee worked to balance various interests with a focus on moving the project to completion. He stated that the windows should be reduced in size. He stated that the landscaping should be enhanced with input from the neighbors and the City's Certified Arborist. He stated support for 15 foot tall Arborvitae at the time of planting and a requirement for a three year financial guarantee to ensure that the trees and landscaping thrive.

Hearing no further comments from the Board, Chairman Looby invited a motion.

Board member Lohmueller made a motion to recommend approval of revisions to previously approved plans for additions and alterations to a residence at 821 Northmoor Road and approval of a building scale variance. He stated that the motion is based on the findings detailed in the staff report and incorporates the comments of the Board as additional findings. He stated that the motion is subject to the following conditions of approval.

1. Prior to submitting plans for permit, revise the plans to address the following:

West and South Elevations

- a. Reduce the size of the bathroom window on the south elevation and specify a treatment for the glass, film or louvers for example, to mitigate the potential for light spillover to and views from neighboring properties.
 - b. Submit samples of the material proposed to cover the white strip at the top of the west elevation.
2. All modifications to the plans including those detailed above and any others made in response to Board direction or as the result of final design development, shall be clearly called out on the plans submitted for permit. Staff is directed to review any changes, in consultation with the Chairman as appropriate to determine whether the modifications are in conformance with the Board's direction and approval prior to the issuance of any permits.

Landscape Plan

3. No later than 30 days from the date a permit approving the revised plans is issued, submit a detailed landscape plan in accordance with the following:
 - c. Submit a detailed landscape plan to the City and the immediate neighbors for review and input.
 - d. Prior to planting, specific locations of plant material shall be staked on the site and will be subject to City staff on site review and approval.
 - e. The arborvitae shall be a minimum of 12 to 15 feet tall at the time of planting unless otherwise approved by the City's Certified Arborist.
 - f. The detailed landscape plan shall identify all existing vegetation intended to remain on the site, vegetation intended to be removed, and the species, location, and size at time of planting of all proposed vegetation and trees.
 - g. A financial guarantee shall be posted in an amount determined by staff to support replacement of any Arborvitae that are failing to thrive in the sole determination of the City's Certified Arborist. The financial guarantee shall be held for a period of three years after the issuance of the final Certificate of Occupancy.

Tree Protection

4. A plan shall be submitted identifying the location of tree protection fencing to be installed prior to the start of construction and describing pre and post construction treatments proposed to increase the chances of long-term survival of the trees intended for preservation if determined to be necessary by the City's Certified Arborist.

Drainage and Grading

5. Detailed drainage and grading plans must be submitted reflecting all changes made on site and any proposed that differ from the previously approved drainage and grading plan. Grading or filling is limited to the minimum necessary

to meet accepted engineering standards and practices. The property must continue to accept water that is tributary to the site and runoff from new construction must be addressed to avoid increasing stormwater runoff on to neighboring properties.

Exterior Lighting

6. Details of exterior lighting shall be submitted with the revised plans submitted for permit. Cut sheets for all light fixtures shall be provided and all fixtures, except those illuminated by natural gas at low light levels, shall direct light down and the source of the light shall be fully shielded from view. No uplighting of the structure is permitted. All exterior lights shall be set on automatic timers to go off no later than 11 p.m. except for security motion detector lights.
- h. A sight obscuring film shall be applied to the large windows to mitigate light spillover to neighboring properties and the streetscape.

Contractor Parking and Material and Equipment Staging

7. A plan for contractor parking and material and equipment staging shall be submitted for review and will be subject to approval by the City's Certified Arborist, City Engineer and Director of Community Development.

Other

8. Construction shall begin within five days of issuance of a permit approving the revised plans and must proceed diligently to completion. If work is not completed by the expiration date on the permit, daily fines may be assessed.
9. Beginning immediately and continuing throughout the construction period, the entire property must be maintained including, but not limited to, mowing parkway grass, controlling weeds and vegetation throughout the property, and regular removal of debris and unneeded construction materials.

The motion was seconded by Board member Renken and was approved by a vote of 4 to 1 with Board member Stamer voting nay for the reasons previously stated.

5. Continued consideration of a request for a recommendation in support of a new single family residence, attached garage, hardscape and landscape on a vacant lot at 375 Deerpath Square.

Property Owner: Daniel and Adriana Axeunte
Representative: John Nelson, Architect

Chairman Looby asked the Board members for any Ex Parte contacts or conflicts of interest. Hearing none, he invited a presentation from the petitioner.

Chairman Looby asked the Board members for any Ex Parte contacts or conflicts of interest. Hearing none, he invited a presentation from the petitioner.

Mr. Nelson stated that since the last Board meeting, the plans were revised in response to the Board's comments. He stated that the residence was moved 70 feet

to the south, the height of the house was lowered, the transom windows eliminated, and the garage refined to appear as secondary to the house. He described the texture and composition of the siding and trim. He stated that the batten strips are now positioned 24 inches on center. He stated that the metal roof panels are proposed to be 16 inches wide. He noted that the cantilevered element at the rear of the house and the porch on the front of the house require zoning variances because of the narrow configuration of the buildable area. He stated that since the last meeting, the garage has been set back from the front plane of the house and the design of the gables was refined. He reviewed building sections, the floor plans, landscape plan, and the preliminary engineering plan. He described the color palette.

Mr. Prado stated that the Board's comments from the April meeting are detailed in the staff report. He reviewed that in response to the Board's comments, the house was shifted to the south, the windows and dormers were refined, the roof lowered, and the garage shifted back from the front of the house. He stated that overall, the house now appears less stark than before. He stated that staff recommends Board consideration of the use of narrower panels for the siding and metal roof panels and the use of natural material for the trim. He stated that findings in support of the petition are detailed in the staff report.

Chairman Looby invited questions and comments from the Board.

Board member Lamphere complimented the changes made in response to the previous Board comments. She asked for additional details on the windows and encouraged the use of sound attenuating windows on the east side of the house. She encouraged the use of 12 inch metal roof panels to achieve a residential scale.

Board member Lohmueller asked for clarification on the material below the arch, above the window on the west elevation and the thought behind the cantilevered element on the east elevation. He suggested lining up the windows on the north elevation.

Board member Stamer stated that the project is moving in the right direction. He asked for clarification on the color of the standing seam roof. He noted that on the north elevation, the windows as reflected on the elevation do not appear to align with the floor plan. He asked for clarification on the fireplace in the family room.

Board member Renken complimented the changes noting that the house as now designed appears to fit into the neighborhood better than as originally presented. He stated that shifting the house to the south is a good solution. He commented that the horizontal elements help to break up the vertical appearance.

Chairman Looby complimented the changes. He stated that lowering the roof overall and stepping the garage back are significant improvements. He encouraged the petitioner to be sure to insulate the wall and windows on the east elevation given

the adjacency to Route 41.

In response to questions and comments from the Board, Mr. Nelson described the windows as fiberglass clad simulated divided lites. He stated that sound insulating windows, with storm windows or triple panes, will be used. He agreed to use 12 inch wide panels for the metal roof. He stated that the cantilevered element is used to provide additional space on the second floor while providing articulation and a shadow line on the east elevation. He agreed to study the north elevation and improve the alignment of the windows. He stated that the standing seam roof and trim will be a charcoal color. He stated that a direct vent fireplace is planned in the family room.

Hearing no further questions from the Board, Chairman Looby invited public comment. Hearing none, he invited final comments from the Board and a motion.

Board member Stamer made a motion to recommend approval of a new single family residence, attached garage, hardscape, and landscape on a vacant lot at 375 Deerpath Square. He stated that the motion is based on the findings detailed in the staff report and incorporates the Board's comments as additional findings. He stated that the motion is subject to the following conditions of approval.

1. Revise the plans in accordance with the Board's direction prior to submitting the plans for permit.
 - a. Align the windows on the north elevation.
 - b. Specify a natural material for the trim.
 - c. Specify standing seam roof panels no wider than 12 inches.
 - d. Incorporate sound mitigating materials on the east elevation.
2. All modifications to the plans, including those detailed above and any others made in response to Board direction or made as the result of final design development, shall be clearly called out on the plans submitted for permit. Staff is directed to review any changes, in consultation with the Chairman as appropriate, to determine whether the modifications are in conformance with the Board's direction and approval prior to the issuance of any permits.
3. Prior to the issuance of a building permit:

Tree Removal and Landscape Plan

- a. Submit detailed plans indicating all trees and areas of vegetation proposed for removal, trees and vegetation to remain, and all proposed landscaping. Species, location, and size at time of planting, and the required replacement inches shall be specified on the plans.

Tree Protection

- b. A plan shall be submitted identifying the location of tree protection fencing to be installed prior to the start of construction and describing pre and post

construction treatments proposed to increase the chances of long term survival of the trees intended for preservation which are located close to construction activity if determined to be necessary by the City's Certified Arborist.

Drainage and Grading

- c. Detailed drainage and grading plans must be submitted. Grading or filling is limited to the minimum necessary to meet accepted engineering standards and practices. The property must continue to accept water that is tributary to the site and runoff from new construction must be addressed to avoid increasing stormwater runoff on to neighboring properties.

Exterior Lighting

- d. Details of exterior lighting shall be included with the plans submitted for permit. Cut sheets for all light fixtures shall be provided and all fixtures, except those illuminated by natural gas at low light levels, shall direct light down and the source of the light shall be fully shielded from view. All exterior lights shall be set on automatic timers to go off no later than 11 p.m. except for security motion detector lights.

Contractor Parking and Material and Equipment Staging

- e. A plan for contractor parking and materials' staging shall be submitted for review and will be subject to approval by the City's Certified Arborist, City Engineer, and Director of Community Development. The public street must remain unobstructed, passable, and clean at all times. No parking, construction access, or staging of construction vehicles is permitted on Deerpath.

- 4. Submit as built drawings while construction is in progress to confirm that the height of the residence does not exceed the maximum allowable height of 30 feet, as measured from the lowest existing grade to the tallest peak of the roof and conforms to the approved plans.

The motion was seconded by Board member Lamphere and approved by a vote of 5 to 0.

6. Consideration of a request for a recommendation in support of a new single family residence, detached garage, hardscape, and landscape on the site of a previous demolition at 30 Washington Circle.

Property Owners: John and Robyn Suba

Representative: Jeffrey Letzter, President of Aspect Design, Inc.

Chairman Looby asked the Board members for any Ex Parte contacts or conflicts of interest. Hearing none, he invited a presentation from the petitioner.

Mr. Letzter stated that the site is vacant noting that the prior house was demolished several years ago by the previous owner. He stated that a white painted brick residence is proposed on the site. He stated that the roof is proposed as charcoal colored asphalt shingles. He stated that the fascia and trim will be wood painted the

same color as the bricks. He stated that the chimney will be masonry with a clay chimney pot. He pointed out the covered front porch noting the relatively flat roof. He stated that in response to the staff report, the double gable was eliminated and replaced with a triple window. He presented a map of the neighborhood and photos of the neighboring homes. He pointed out that the lot is narrow, 50 feet by 200 feet, similar to other properties in the neighborhood. He stated that the driveway is proposed on the east side of the home to avoid over powering the adjacent smaller home. He reviewed the elevations, noting that the two story massing is broken up by the roof forms and detailing. He stated that in response to the staff report, consideration can be given to further breaking up of the side elevations by perhaps increasing the height of the windows or adding a double casement window. He reviewed the rear elevation noting the back door which leads to the detached garage. He reviewed the floor plans, roof plan, and cross sections. He stated that no variances are requested. He stated that the detached garage will match the home with brick and detailing. He presented some inspirational photos. He acknowledged the recommendation in the staff report to add landscape screening near the garage apron to mitigate the impact of headlights on the neighboring home.

Mr. Prado stated that the property is on the south side of Washington Circle, in an established neighborhood, and near a house recently approved by the Board which is under construction. He confirmed that the previous house on the subject property was demolished due to poor condition several years ago. He noted that the staff report suggests further refinement of the rear half of the east elevation to break up the expanse of solid wall and to mitigate the impact of the large mass on the smaller home to the east. He stated that the brick should be a minimum of four inches thick. He recommended the addition of landscaping adjacent to the garage apron to provide a buffer from vehicles for the neighboring home.

Chairman Looby invited questions and comments from the Board.

Board member Renken stated that it is refreshing to see an all brick house and garage. He stated support for the front elevation but noted that a slightly sloped roof on the front porch would enhance the elevation. He suggested consideration of raising the sill of the window and making the French doors wider for consistency with the vertical orientation of other elements on the house and to add natural light. He stated that the dormer above the porch appears narrow and suggested widening it to allow space for casings. He suggested widening the front door by three to four inches. He agreed that the east elevation will be improved with the addition of windows and suggested consideration of windows in the primary bathroom. He suggested a softer color for the brick, not a stark white and a contrasting color for the trim.

Board member Stamer asked for clarification on the color of the soffits and fascia, the French doors in the study, and the windows on the east elevations. He suggested adding a window in the banquette to provide additional natural light. He pointed out that neither bathroom has windows and suggested adding a window in each.

Board member Lamphere complimented the house. She suggested further study of the roof forms to achieve greater consistency overall. She agreed that adding a slight slope to the roof over the front porch could improve the front elevation. She asked that additional foundation plantings be added to the west side of the house.

Board member Lohmueller complimented the house overall. He encouraged the petitioner to consider the comments offered by the Board. He noted that given the selected architectural style, the width of the soffits could be reduced to allow the roof to be pulled in.

Chairman Looby complimented the house and invited the petitioner to respond to the Board's questions.

In response to questions and comments from the Board, Mr. Letzter stated that a final decision has not yet been made on the color of the brick and stated that he will discuss the possibility of leaving the brick natural with the owners. He agreed to consider adding or enlarging the windows on the east elevation and stated that the French doors can be increased in width by six inches on each side to achieve a more vertical appearance. He agreed to study whether there is space to add a slight pitch to the roof of the porch to allow shingles to be used consistent with the rest of the house. He agreed to consider widening the radius of the front door. He stated that the landscape plan will be enhanced to add plantings near the garage apron.

Chairman Looby invited public comment, hearing none, he invited final comments or a motion from the Board.

Board member Renken made a motion to recommend approval of a new single family residence, detached garage, hardscape and landscape on the site of a previous demolition at 30 Washington Circle. He stated that the motion is based on the findings detailed in the staff report and incorporates the Board's comments as additional findings. He stated that the motion is subject to the following conditions of approval.

1. Consider leaving the brick natural, unpainted and refine the overall color palette to be less stark
2. *Prior to* submittal for permit, revise the plans as detailed below.
 - a. Refine the rear half of the east elevation to break up the large expanse of unbroken wall to mitigate the impact of the two-story home on the adjacent smaller home.
 - b. Note on the plans that the brick must be a minimum of four inches in thickness.
 - c. Refine the front elevation as follows.
 - i. Use a sloped shed roof on the front porch.
 - ii. Widen the French doors to match the two-across window pattern of the other windows.

- iii. Widen the wall width on each side of the dormer to improve the proportions across the elevation.
 - iv. Widen the front entrance.
3. All modifications to the plans including those detailed above and any others made in response to Board direction or as the result of final design development, shall be clearly called out on the plans submitted for permit. Staff is directed to review any changes, in consultation with the Chairman as appropriate to determine whether the modifications are in conformance with the Board's direction and approval prior to the issuance of any permits.
4. Prior to the issuance of a building permit:

Tree Removal and Landscaping

- a. A tree plan shall be submitted and will be subject to review and approval by the City's Certified Arborist. The plan shall identify any trees proposed for removal and trees identified for protection and preservation.
- b. A plan shall be submitted identifying the location of tree protection fencing to be installed prior to the start of construction and describing pre and post construction treatments proposed to increase the chances of long term survival of the trees intended for preservation which are located close to construction activity.
- c. A detailed landscape plan shall be submitted and will be subject to review and approval by the City's Certified Arborist. At a minimum, the plan must reflect foundation plantings around the entire structure, plantings near the garage apron to mitigate the impact of headlights and back up lights on neighboring properties, and at least the number of trees required by the Code for new construction and in addition, an required replacement inches. The landscape plan shall specify the quantity, species, and size at the time of planting for all new landscaping. Consideration shall be given to the City's recommended planting list.

Drainage and Grading

- d. Detailed drainage and grading plans must be submitted. Grading or filling is limited to the minimum necessary to meet accepted engineering standards and practices. The property must continue to accept water that is tributary to the site and runoff during construction and from the new construction must be addressed to avoid increasing stormwater runoff on to neighboring properties.

Exterior Lighting

- e. Details of exterior lighting shall be included with the plans submitted for permit. Cut sheets for all light fixtures shall be provided and all fixtures, except those illuminated by natural gas at low light levels, shall direct light down and the source of the light shall be fully shielded from view. All

exterior lights shall be set on automatic timers to go off no later than 11 p.m. except for security motion detector lights.

Contractor Parking and Material and Equipment Staging

- f. A plan for contractor parking and material and equipment staging shall be submitted for review and will be subject to approval by the City's Certified Arborist, City Engineer and Director of Community Development. The public street and all private driveways must remain unobstructed, passable, and clean at all times. Due to the narrow, curving street, off site contractor parking in public parking lots may be required at the discretion of the City.

The motion was seconded by Board member Stamer and approved by a vote of 5 to 0.

7. Opportunity for the public to address the Building Review Board on non-agenda items.

No additional public testimony was presented to the Board.

8. Additional information from staff.

No additional information was provided by staff.

The meeting was adjourned at 8:47 p.m.

Respectfully submitted,

Catherine J. Czerniak
Director of Community Development