

**THE CITY OF LAKE FOREST  
CITY COUNCIL AGENDA**

Monday, July 7, 2025  
220 E. Deerpath  
Lake Forest, IL 60045

**CALL TO ORDER AND ROLL CALL**

**6:30pm**

Honorable Mayor, Stanford R. Tack

Nancy Novit, Alderman First Ward

Alice Levert, Alderman Third Ward

Peter Clemens, Alderman First Ward

Nick Bothfeld, Alderman Third Ward

Edward U. Notz, Jr., Alderman Second Ward

Eileen Looby Weber, Alderman Fourth Ward

John Powers, Alderman Second Ward

Richard Walther, Alderman Fourth Ward

**PLEDGE OF ALLEGIANCE**

**REPORTS OF CITY OFFICERS**

**1. COMMENTS BY MAYOR**

**A. Resolution of Appreciation for Retiring Building Inspector Christine Teresi**

A copy of the resolution can be found on **page 10**

COUNCIL ACTION: Approve the resolution of appreciation.

**2. COMMENTS BY CITY MANAGER**

**A. Deerpath Streetscape Project- Monthly Update**  
- Byron Kutz, Engineering Superintendent

**B. New Police Station Status Update**  
- John Burke, Chief of Police

**C. Residential Lead Service Line Updates**  
- Jim Lockefefer, Assistant Public Works Director

**3. OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL**

**4. COMMITTEE REPORTS**

**5. ITEMS FOR OMNIBUS VOTE CONSIDERATION**

**1. Approval of the Monday, June 16, 2025 City Council meeting minutes**

A copy of the minutes can be found beginning on **page 11**

COUNCIL ACTION: Approval of June 16, 2025, City Council Meeting Minutes

**2. Approval of FY26 Special Event Funding for Friends of Lake Forest Parks and Recreation in the amount of \$70,000**

STAFF CONTACT: *Keri Kaup, Assistant to the City Manager (847-810-3677)*

**PURPOSE AND ACTION REQUESTED:** As affirmed by the City Council Finance Committee on March 10, 2025, it is requested that the City Council authorize \$70,000 in funding to the Friends of Lake Forest Parks and Recreation to support special events scheduled in FY26.

**BACKGROUND/DISCUSSION:** At its March meeting, the City Council Finance Committee heard a request from the Foundation to provide annual funding for special events in the amount of \$70,000 for FY26. This is equal to the previous funding request of \$70,000 in FY25. The Foundation has returned to a fundraising model rather than an event planning model and has implemented fundraising software to assist in their efforts. The Foundation also eliminated the Music Festival in 2024. The request for \$70,000 in FY26 would provide funding for the Festival & Fireworks (\$40,000) as well as the Tree Lighting (\$30,000).

**PROJECT REVIEW/RECOMMENDATIONS:**

Reviewed	Date	Comments
City Council Finance Committee	3/10/25	Affirmation of FY26 funding request for special events.

**BUDGET/FISCAL IMPACT:**

Has City staff obtained competitive pricing for proposed goods/services? **NO**

If no, indicate the specific exception or waiver requested:

Administrative Directive 3-5, Section 6.1I – Existing Relationship

Below is an estimated summary of Project budget:

FY2025 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
City Council – Special Events 101-1101-484.84-61	\$70,000	\$70,000	Y

COUNCIL ACTION: Approval of FY26 Special Event Funding for Friends of Lake Forest Parks and Recreation in the amount of \$70,000

**3. Consideration of Ordinances Approving Recommendations from the Building Review Board for 30 Washington Circle, 821 Northmoor Road, 772 Oak Knoll Drive, 1030 Oak Grove Lane, 663 Circle Lane, and 375 Deerpath Square. (First Reading and if Desired by the City Council, Final Approval)**

STAFF CONTACT: *Catherine Czerniak,  
Director of Community Development (810-3504)*

**PURPOSE AND ACTION REQUESTED:** The following recommendations from the Building Review Board are presented to the City Council for consideration as part of the Omnibus Agenda.

**BACKGROUND**

30 Washington Circle - The Board recommended approval of a new single family residence with a detached garage on the site of a previous demolition. No public testimony was presented on this item. (Approved - 5 to 0)

821 Northmoor Road - The Board recommended approval of modifications to a previously approved plan for additions and alterations to the residence, and a building scale variance. Public testimony was presented by three neighbors expressing concern about the overall height of the structure and lack of progress on the site. As directed by the Board, the overall height of the residence was lowered. The petitioner committed to diligently pursuing completion of the project upon approval of the modifications. (Approved - 5 to 0)

772 Oak Knoll Drive - The Board recommended approval of the demolition of the existing single family residence and approval of a new single family residence with an attached garage. No public testimony was presented on this item. (Approved - 6 to 0)

1030 Oak Grove Lane - The Board recommended approval of an addition and modifications to the residence. No public testimony was presented on this item. (Approved - 6 to 0)

663 Circle Lane - The Board recommended approval of a partial demolition, additions, and alterations to the residence and a building scale variance. Two letters of support were submitted by neighboring property owners who also asked for careful attention to construction parking and staging to minimize disruption in the neighborhood. (Approved - 6 to 0)

375 Deerpath Square - The Board recommended approval of a new single family residence on a vacant lot. No public testimony was presented on this item. This item was also heard by the Zoning Board of Appeals as detailed in the following agenda item. (Approved - 5 to 0)

Ordinances approving the petitions as recommended by the Building Review Board with key exhibits attached are included in the Council packet beginning on **page 15**. The Ordinances, complete with all exhibits, are available for review in the Community Development Department.

**COUNCIL ACTION:** If determined to be appropriate by the City Council, waive first reading and grant final approval of the Ordinances approving the petitions for 30 Washington Circle, 821 Northmoor Road, 772 Oak Knoll Drive, 1030 Oak Grove Lane, 663 Circle Lane, and 375 Deerpath Square in accordance with the Building Review Board's recommendations.

**4. Consideration of an Ordinance Approving a Recommendation from the Zoning Board of Appeals in Support of Setback Variances at 375 Deerpath Square. (First Reading, and if Desired by the City Council, Final Approval)**

STAFF CONTACT: Catherine Czerniak,  
Director of Community Development (810-3504)

**PURPOSE AND ACTION REQUESTED:** The following recommendation from the Zoning Board of Appeals is presented to the City Council for consideration as part of the Omnibus Agenda along with the associated Ordinance.

**BACKGROUND** 375 Deerpath Square – The Zoning Board of Appeals recommended approval of an Ordinance granting variances from the east and west property lines for a new single family residence and driveway to be constructed on a vacant lot. The Building Review Board also considered this petition and recommended approval as detailed in the previous agenda item. (Board vote: 4-0, approved)

The Ordinance approving variances as recommended by the Zoning Board of Appeals, with key exhibits attached, is included in the Council packet beginning on **page 103**. The Ordinance, complete with all exhibits, is available for review in the Community Development Department.

**COUNCIL ACTION:** If determined to be appropriate by the City Council, waive first reading and grant final approval of the Ordinance approving variances from zoning setbacks and driveway width limitations for 375 Deerpath Square in accordance with the Zoning Board of Appeals' recommendation.

**5. Consideration of an Ordinance Approving a Recommendation from the Historic Preservation Commission in Support of Granting a Building Scale Variance for a Pool Pavilion at 1460 Lake Road. (First Reading and if Desired by the City Council, Final Approval)**

*STAFF CONTACT: Catherine Czerniak,  
Director of Community Development (810-3504)*

**PURPOSE AND ACTION REQUESTED:** The following recommendation from the Historic Preservation Commission is presented to the City Council for consideration as part of the Omnibus Agenda.

**BACKGROUND:** 1460 Lake Road – The Commission recommended approval of an Ordinance granting a building scale variance for a pool pavilion. The Commission has final authority over design related decisions however City Council action is required when variances are requested. Public testimony was presented by a neighbor expressing support for the project and requesting careful management of construction traffic and contractor parking. (Approved - 6 to 0)

An Ordinance approving a building scale variance for 1460 Lake Road with key exhibits attached is included in the Council packet beginning on **page 115**. The Ordinance with complete exhibits is available for review in the Community Development Department.

**COUNCIL ACTION:** If determined to be appropriate by the City Council, waive first reading and grant final approval of an Ordinance approving a building scale variance for a pool pavilion at 1460 Lake Road as recommended by the Historic Preservation Commission.

**COUNCIL ACTION:** Approve the five (5) Omnibus items as presented



## 6. OLD BUSINESS

### 1. Presentation of a Report on Wireless Service in the City of Lake Forest.

#### STAFF CONTACT/INTRODUCTION:

*Catherine Czerniak, Director of Community Development (810-3504)*

*PRESENTATION: Adam Parrish, Kimley-Horn and Associates, Inc.*

**PURPOSE AND ACTION REQUESTED:** Presentation of a report and recommendations from Kimley-Horn and Associates, Inc. relating to the coverage and quality of wireless service in the community.

**BACKGROUND/DISCUSSION:** In November 2024, the City Council tabled consideration of a recommendation from the Plan Commission relating to amendments to the wireless infrastructure provisions in the City Code. After hearing considerable testimony in opposition, the Plan Commission recommended against amending the Code to identify a portion of the Telegraph Road train station parking lot as a permitted location for a telecommunication tower. The Commission recommended further study to verify whether, in fact, there is a deficiency in wireless service coverage in the area or in other parts of the community, and if so, recommended further study around the available technologies for enhancing service.

In April 2025, the City Council authorized the City Manager to engage a consultant from an independent engineering firm, Kimley-Horn, not a tower building company or wireless service provider, to conduct a study of wireless service in the community. The consultant was charged with the following:

- Conduct an analysis of the quality and adequacy of wireless service throughout the community.
- If deficiencies are found, identify options for improving the coverage and quality of wireless service considering all available technologies, types of infrastructure, and feasible locations.
- Review of appropriate and available roles for the City in facilitating wireless service improvements throughout the community.

Kimley-Horn has completed the necessary research and the report summarizing the findings, including service coverage maps for the three major wireless carriers is included in the Council packet beginning on **page 131**. A representative of Kimley-Horn will review and interpret the maps at the Council meeting. In summary, the coverage study revealed a deficiency in wireless service for all three carriers in the vicinity of the intersection of Waukegan and Everett Roads. The report acknowledges that the lack of telecommunication infrastructure in this area is impacting the ability of wireless infrastructure in other areas of the community to provide the intended coverage and reliability in areas they are intended to serve.

The report speaks about the technology available to address the deficiency and offers recommendations for steps the City can take to encourage wireless providers to invest in the community to provide enhanced service. Amending the Zoning Code to streamline the process for telecommunication companies that may be willing to invest in additional telecommunications infrastructure in the community is a key recommendation.

**COUNCIL ACTION:** If determined to be appropriate by the City Council:

- 1) Accept the report as presented by Kimley-Horn and acknowledge the deficiency in wireless service coverage in the 4<sup>th</sup> Ward, specifically in the vicinity of Waukegan and Everett Roads.

AND

- 2) Direct the Plan Commission to reconsider a Code amendment identifying one or more permitted locations for a telecommunications monopole or stealth tower within the search ring identified in the report with the full understanding that subsequent to any amendment, any proposal coming forward would be required to demonstrate completion of all required studies and compliance with all applicable regulations.

2. Consideration of a Recommendation from the Plan Commission of an amendment to Section 159.154, Personal Wireless Service Facilities Overlay District, of the City Code as it Pertains to the City's Compost Center at 1381 Kennedy Road.

*PRESENTED BY Catherine Czerniak, Director of Community Development  
(847-810-3504)*

**PURPOSE AND ACTION REQUESTED:** Council consideration of a previously tabled recommendation from the Plan Commission is requested.

**BACKGROUND/DISCUSSION:** As noted in the previous agenda item, in November 2024, the Plan Commission held a public hearing to consider amendments to provisions in the Zoning Code that designate specific areas of the City as permitted locations for cell towers and antennas. In a 4 to 2 vote, the Plan Commission voted to recommend approval of an amendment designating a portion of the City's compost center on Route 60 as a permitted location for a stand-alone tower.

Currently, two wireless service providers, AT&T and T-Mobile have antenna arrays mounted on top of the City's water tower. Cables to support the existing antennas run through the cylinder that extends from the ground upward to the water tank. The cables share that tight space with the riser pipe that directs water to the tank and make access for maintenance of the water tower challenging. Ground equipment to support the antennas is located at the base of the water tower.

A third carrier, Verizon, has expressed interest in locating at the compost center. However, the water tower, a critical piece of City infrastructure, is at capacity and cannot support a third wireless carrier. Designating the buildable portion of the compost center site, the portion that is outside of the designated floodway, for a stand-alone cell tower or monopole, will provide the opportunity to not only add a third carrier at this location improving wireless coverage and quality to some areas of the community, but also to relocate the AT&T and T-Mobile equipment off of the water tower to a stand-alone tower. Importantly, although a cell tower at the compost center will improve wireless service in some areas, it will not adequately address the coverage deficiency that has been identified in the vicinity of the Everett and Waukegan Roads intersection.

An Ordinance amending the Code and an exhibit depicting the area proposed for designation for a stand alone tower at the compost center are included in the Council packet beginning on **page 149**. The Code amendment does not guarantee a tower at this site but sends a clear indication to tower building companies and wireless service providers of the City's interest and is a key step the City can take to facilitate improved wireless service in the community. Any company bringing forward a proposal for a new tower would need to demonstrate that all appropriate due diligence has been completed, technical, environmental, and engineering studies as required, and that all applicable regulations have been adhered to.

**COUNCIL ACTION:** If determined to be appropriate by the City Council waive first reading and grant final approval of an Ordinance amending Section 159.154, Personal Wireless Service Facilities Overlay District, of the City Code to Designate a Portion of the City's Compost Center at 1381 Kennedy Road as a permitted location for a cell tower or monopole, antennas, and related ground equipment

<b>7. NEW BUSINESS</b>
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**1. Consideration of a Business Disruption Grant Program for Businesses Impacted by the Deerpath Streetscape and Bank Lane Projects**

STAFF CONTACT: *Keri Kaup, Assistant to the City Manager (847-810-3677)*

**PURPOSE AND ACTION REQUESTED:** The City has heard from business owners in the Deerpath Streetscape project area that they are experiencing revenue loss as a direct result of the construction. Council is asked to consider approving a business disruption grant program for the businesses that are directly impacted by the Deerpath Streetscape and Bank Lane construction projects.

**BACKGROUND/DISCUSSION:** At the direction of the Mayor, staff researched and evaluated the feasibility of a business disruption grant program for businesses directly impacted by the Deerpath Streetscape and Bank Lane construction projects. After reviewing how other municipalities have handled business assistance during similar streetscape projects, staff developed a grant program modeled off the previously developed COVID-19 business grant program offered by the City in 2020.

The City has funds available in the Deerpath Streetscape project budget due to the construction bids coming back lower than expected. After considering the ITEP grant, the grant non-eligible expenses, construction engineering, and the contingency funds, the City is expecting project savings that can fund the business disruption grant program.

Staff recommends capping the business disruption grant program at \$250,000. In order to be eligible, businesses must have street frontage or primary access on either Deerpath or Bank Lane within the project area that is closed to traffic, and must be reporting sales tax to the Illinois Department of Revenue to the Lake Forest Location Code. Only taxable sales generated and reported to the Lake Forest location code is eligible for the grant (reported on ST-1 or ST-2).

The maximum grant amount will be 50% of the sales revenue lost between January 1 and October 31, 2025 compared to the same period in 2024. The grant will be capped at \$11,650

per business. If a Lake Forest business is otherwise eligible for the program but opened after January 1, 2025, the maximum grant amount will be the greater of 50% of sales or \$5,000. The grant amount will be determined based on the business's eligibility and calculated sales data.

For full details of the business disruption grant program, see the memo on **page 152** of the packet.

**BUDGET/FISCAL IMPACT:**

Below is an estimated summary of the Project budget:

FY2026 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Deerpath Streetscape Project 311-3703-478.78-94	\$2,300,000	\$250,000	Y

**COUNCIL ACTION:** Consideration of a Business Disruption Grant Program for Businesses Impacted by the Deerpath Streetscape and Bank Lane Projects

**8. ADDITIONAL ITEMS FOR DISCUSSION/ COMMENTS BY COUNCIL MEMBERS**

**9. ADJOURNMENT**

A copy of the Decision Making Parameters is included with this agenda following this page.

Office of the City Manager

July 2, 2025

The City of Lake Forest is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and 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, are required to contact City Manager Jason Wicha, at (847) 234-2600 promptly to allow the City to make reasonable accommodations for those persons.



## THE CITY OF LAKE FOREST

### DECISION-MAKING PARAMETERS FOR CITY COUNCIL, AND APPOINTED BOARDS & COMMISSIONS

*Adopted June 18, 2018*

The City of Lake Forest Mission Statement:

*"Be the best-managed, fiscally-responsible and appealing community and promote a community spirit of trust, respect and citizen involvement."*

The Lake Forest City Council, with the advice and recommendations of its appointed advisory Boards and Commissions, Lake Forest Citizens, and City Staff, is responsible for policy formulation and approval. Implementation of adopted strategy, policy, budgets, and other directives of Council is the responsibility of City Staff, led by the City Manager and Senior Staff. The Mayor and Aldermen, and appointed members of Boards and Commissions should address matters in a timely, deliberate, objective and process-driven manner, making decisions guided by the City of Lake Forest Strategic and Comprehensive Plans, the City's Codes, policies and procedures, and the following parameters:

- Motions and votes should comprise what is in the best long-term interests of all Lake Forest citizens, measured in decades, being mindful of proven precedents and new precedents that may be created.
- All points of view should be listened to and considered in making decisions with the long-term benefit to Lake Forest's general public welfare being the highest priority.
- Funding decisions should support effectiveness and economy in providing services and programs, while mindful of the number of citizens benefitting from such expenditures.
- New initiatives should be quantified, qualified, and evaluated for their long-term merit and overall fiscal impact and other consequences to the community.
- Decision makers should be proactive and timely in addressing strategic planning initiatives, external forces not under control of the City, and other opportunities and challenges to the community.

Community trust in, and support of, government is fostered by maintaining the integrity of these decision-making parameters.

*The City of Lake Forest's Decision-Making Parameters shall be reviewed by the City Council on an annual basis and shall be included on all agendas of the City Council and Boards and Commissions.*



## *Resolution of Appreciation*

**WHEREAS, CHRISTINE M. TERESI** has been a dedicated employee of The City of Lake Forest in the Community Development Department since May 17, 2006, for over 19 years; and

**WHEREAS, CHRIS** will honorably retire from the City on July 7, 2025 to pursue new adventures; and

**WHEREAS, CHRIS** demonstrated her knowledge of construction, her great attention to detail, and a passion for learning throughout her time with the department; and

**WHEREAS, CHRIS** took the initiative to continually advance as she moved from an Administrative Assistant at the front counter at the Laurel Avenue Municipal Services Facility, to the Permit Coordinator position, and ultimately, she was promoted to the position of Building Inspector, the first woman in the City's history to hold that position; and

**WHEREAS CHRIS** took all of her responsibilities very seriously, she was an expert in the nuances of the building and zoning codes, and in particular, was extraordinarily attentive to preserving and protecting trees on construction sites; and

**WHEREAS**, we know that in her next chapter of life, **CHRIS** will not sit idle, she will travel, explore many natural wonders, fix things, spend time with family, and she will continue to preserve memories for many through the amazing photographs she takes; and

**WHEREAS**, we wish **CHRIS** breathtaking adventures, trees to hug, and many moments of pure relaxation with no plans to review, no deadlines to meet, and no inspections to make.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKE FOREST** that the Council, on behalf of her colleagues in the Community Development Department, the City administration, the residents of the community, and all of the contractors she has assisted over the years, hereby expresses its appreciation and gratitude to **CHRISTINE M. TERESI** for a public service faithfully performed; and

**BE IT FURTHER RESOLVED** that this Resolution be appropriately inscribed and conveyed to **CHRIS**, with a copy to be included in the official minutes of the July 7, 2025 meeting of the Lake Forest City Council.

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Mayor

The City of Lake Forest  
CITY COUNCIL MEETING  
***Proceedings of Monday, June 16, 2025***  
City Council Meeting – City Council Chambers  
220 E Deerpath, Lake Forest, IL 60045

**DEPUTY CITY CLERK WILL ASK FOR A MOTION TO APPOINT ALDERMAN NOTZ AS MAYOR PRO TEM.**

Alderman Weber made the motion, seconded by Alderman Powers. The motion passed unanimously by voice vote.

**CALL TO ORDER AND ROLL CALL:** Mayor Pro Tem Notz called the meeting to order at 6:30 p.m., and Deputy City Clerk Joyce McAndrews called the roll of Council members.

Present: Mayor Pro Tem Notz, Alderman Novit, Alderman Clemens, Alderman Powers, Alderman LeVert, Alderman Weber, and Alderman Walther.

Absent: Alderman Bothfeld

**PLEDGE OF ALLEGIANCE** was recited by all those present.

**REPORTS OF CITY OFFICERS**

**COMMENTS BY MAYOR**

**COMMENTS BY CITY MANAGER**

City Manager Wicha welcomed Todd Nahigian, CROYA Manager.

**A. Community Spotlight**

***“Spirit of CROYA” Margot Martino Essay Contest Winner***  
**- Todd Nahigian, CROYA Manager**

Mr. Nahigian shared CROYA’s recent goals and successes, and he shared a video and reported on other programs. He then introduced the recipient of the Margo Martino Essay Contest, Mickala Barry, who read their winning essay.

City Manager Wicha introduced Byron Kutz, Superintendent of Engineering.

**B. Lake Woodbine Bridge Update**

**-Byron Kutz, Superintendent of Engineering**

Mr. Kutz started with the good news that the City has an existing grant with ISBP for \$1,945,000 and an additional grant from IDOT for \$1,735,000 for a total of \$3,680,000 in available grant funding. He gave a detailed background to the Council on the Lake Woodbine Bridge. He reviewed precast vs. cast-in-place options and used the current bridge design to show costs, then and now. He stated the City Council has two options: Option 1 with construction in 2026, or partial redesign of the current bridge from precast to cast-in-place with construction in 2027/2028.

The City Council congratulated the Department on the additional grant funding. The Council had a lengthy discussion to include the topics of other bridge work, lowest bidder, cast-in-place vs. precast, risk of delaying work, contingency, and dollars staying in the Capital Fund, loss of grant dollars. Additionally, the Council talked about alternatives other than precast or cast-in-place, interest dollars staying in the same fund, not to same project. Interest earnings are allocated to the Capital Fund. The Council had consensus for option 1.

Mayor Pro Tem Notz offered the opportunity for public comment, seeing none. He moved to the next item.

**OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL**

**COMMITTEE REPORTS**

**FINANCE COMMITTEE**

**1. Consideration of the Annual Appropriation Ordinance for FY2026 and Approval of Rollovers (First Reading)**

Katie Skibbe, Finance Director, asked for the first reading of the appropriation ordinance and reported that while the annual municipal budget represents the City's financial plan for expenditures over the fiscal year, the annual Appropriation Ordinance is the formal legal mechanism by which the City Council authorizes the actual expenditures of funds budgeted in the annual budget. It appropriates specific sums of money by object and purpose of expenditures. She noted that rollovers will be included in the ordinance for its final reading and that the ordinance must be filed by the end of July. There will be a Public Hearing on July 21 at the City Council meeting.

Mayor Pro Tem Notz offered the opportunity for public comment, seeing none. He asked for a motion.

**COUNCIL ACTION: Approve first reading of the FY2026 Appropriation Ordinance. A copy of the ordinance is available for review by the public in the City Clerk's office. A public hearing will be conducted on July 21, 2025 in conjunction with second reading of the ordinance.**

Alderman Walther made a motion to approve the first reading of the FY2026 Appropriation Ordinance. A copy of the ordinance is available for review by the public in the City Clerk's office. A public hearing will be conducted on July 21, 2025, in conjunction with the second reading of the ordinance, seconded by Alderman Clemens. The following voted "Aye": Alderman Novit, Alderman Clemens, Notz, Powers, LeVert, Weber, and Walther. The following voted "Nay": none. 7-Ayes, 0-Nays, motion carried.

**PUBLIC WORKS COMMITTEE**

**1. Approval of a Recommendation from the Public Works Committee to Waive the Public Bid Process and Approve a Five-Year Recycling Material Processing Agreement with Lakeshore Recycling Systems for the Sum of \$650,000**

Jim Lockefer, Assistant Public Works Director, gave an overview and background of the City's recycling materials and how they were collected and transported. Recently, Resource Management notified the City that they are terminating their contract. The City reached out to two firms to negotiate terms on the City's processing of recycled materials. Important to note: Recycling currently costs more to process than the materials are worth. Currently, the City pays the difference between the market value of recyclables and the cost to process them. Recycling processing fees include both fixed and variable cost components. *Current Market Pricing* is based on the current market prices for recyclable materials (like aluminum, paper, and plastics). And *Recycling Processing Fee* is a fixed fee for the material recovery facility's operations, such as labor, equipment, utilities, and transportation.

He reported LRS offers a more efficient and cost-effective solution. By choosing LRS and eliminating the need to haul recyclables to and from the City's Compost & Recycling Center, the City will realize significant cost savings in both transportation and processing.

The City Council had a discussion on operational efficiencies.

Mayor Pro Tem Notz offered the opportunity for public comment.



Diane offered her opinion to the Council on recycling days and items placed for recycling. City Manager Wicha congratulated the Public Works Department for realizing such great savings, and noted there are no changes to current services offered to residents.

Mayor Pro Tem Notz offered the opportunity for public comment, seeing none. He asked for a motion.

**COUNCIL ACTION: Approval of a Recommendation from the Public Works Committee to Waive the Public Bid Process and Approve a Five-Year Recycling Material Processing Agreement with Lakeshore Recycling Systems for the Sum of \$650,000**

Alderman LeVert made a motion to waive the Public Bid Process and Approve a Five-Year Recycling Material Processing Agreement with Lakeshore Recycling Systems for the Sum of \$650,000, seconded by Alderman Powers. The following voted "Aye": Alderman Novit, Alderman Clemens, Notz, Powers, LeVert, Weber and Walther. The following voted "Nay": none. 7-Ayes, 0-Nays, motion carried.

<b>ITEMS FOR OMNIBUS VOTE CONSIDERATION</b>
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1. **Approval of the May 19, 2025 City Council Meeting Minutes**
2. **Approval of the June 2, 2025 City Council Meeting Minutes**
3. **Consideration to Amend the Approved 2025 Regular Meeting Schedule for the Lake Forest City Council.**
4. **Consideration of an Ordinance Amending the City of Lake Forest City Code Regarding the Class D-1 Liquor License (First reading and if appropriate, final approval)**
5. **Approval of a contract with Camp Nageela Midwest, dba Camp Henry Horner, in the amount not to exceed \$37,000.**
6. **Approval of a Recommendation from the Public Works Committee to Award of Bid for the Recreation Center Rooftop HVAC Unit Replacements Project to Cahill Heating, in the Amount of \$34,450, to Include a 10% Contingency in the amount of \$3,500 for a Total Cost of \$38,950**
7. **Approval of a Recommendation from the Public Works Committee to Award a Bid Extension to MK Industries, for a One-Year HVAC Preventive Maintenance Contract in the Amount of \$63,855**
8. **Approval to Waive the Bid Process and Approve a Purchase of a Used 2004 1250kw Caterpillar Mechanical Model Generator from Ravelin North Field GP LLC in the amount of \$100,000.**

Item # 2, correction to the minutes, Item # 1 Ward correction.

Mayor Pro Tem Notz asked if anyone would like an item removed or taken separately. Seeing none, he asked for a motion.

Alderman Clemens made a motion to approve the eight (8) Omnibus items as presented, seconded by Alderman Powers. The following voted "Aye": Alderman Novit, Alderman Clemens, Notz, Powers, LeVert, Weber and Walther. The following voted "Nay": none. 7-Ayes, 0-Nays, motion carried.

*Information such as Purpose and Action Requested, Background/Discussion, Budget/Fiscal Impact, Council Action and a Staff Contact as it relates to the Omnibus items can be found on the agenda.*

<b>OLD BUSINESS</b>
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<b>NEW BUSINESS</b>
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<b>ADDITIONAL ITEMS FOR COUNCIL DISCUSSION/COMMENTS BY COUNCIL MEMBERS</b>
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<b>ADJOURNMENT</b>
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There being no further business, Mayor Pro Tem Notz asked for a motion to adjourn. Alderman Weber made a motion to adjourn, seconded by Alderman Walther. Motion carried unanimously by voice vote at 7:46 p.m.

Respectfully Submitted,  
Margaret Boyer, City Clerk

*A video of the City Council meeting is available for viewing at the Lake Forest Library and on file in the Clerk's office at City Hall. You can also view it on the website by visiting [www.cityoflakeforest.com](http://www.cityoflakeforest.com). Click on I Want To, then click on View, then choose Archived Meetings Videos.*

THE CITY OF LAKE FOREST

ORDINANCE NO. 2025- \_\_\_\_

AN ORDINANCE APPROVING ARCHITECTURAL AND SITE DESIGN FOR THE  
PROPERTY LOCATED AT 30 WASHINGTON CIRCLE

**WHEREAS**, John and Robyn Suba ("**Owners**") are the owners of that certain real property commonly known as 30 Washington Circle, Lake Forest, Illinois and legally described in **Exhibit A**, attached hereto ("**Property**"); and

**WHEREAS**, the Property is located in the GR-3, General Residence Zoning District; and

**WHEREAS**, the Owners desire to construct a new residence and a detached garage and install hardscape and landscape ("**Improvements**") as depicted on the site plan and architectural drawings that are attached hereto as **Group Exhibit B** ("**Plans**"); and

**WHEREAS**, the Owners submitted an application ("**Application**") to permit the construction of the Improvements and were required to present the Plans to the Building Review Board ("**BRB**") for its evaluation and recommendation; and

**WHEREAS**, pursuant to notice duly published, the BRB reviewed and evaluated the Plans at a public hearing held on May 7, 2025 ; and

**WHEREAS**, the BRB, having fully heard and having considered the evidence and testimony by all those attending the public hearing who wished to testify, made the following findings:

1. the Property is located within the GR-3, General Residence District under the City Code,
2. Owners propose to construct the Improvements as depicted on the Plans,

3. the evidence presented indicates that the construction of the Improvements, if undertaken in conformity with the recommended conditions and the Plans, will meet the design standards and requirements of Section 150.147 of the City Code,

and recommended that the City Council approve the Application and the Plans, subject to the terms and conditions hereinafter set forth; and

**WHEREAS**, the Mayor and City Council, having considered Owners' Application to construct the Improvements on the Property, and the findings and recommendations of the BRB, have determined that it is in the best interests of the City and its residents to grant approval to the Application, subject to the terms and conditions hereinafter set forth;

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS**, as follows:

**SECTION ONE: Recitals.** The foregoing recitals are hereby incorporated into and made a part of this Ordinance as if fully set forth.

**SECTION TWO: Approval of Application.** Pursuant to Section 150.147 of the City Code, and subject to the limitations therein and the conditions set forth in Section Three of this Ordinance, the City Council does hereby grant approval of the Application to allow the construction of the Improvements on the Property, as more fully depicted on the Plans.

**SECTION THREE: Conditions on Approval.** The approval granted pursuant to Section Two of this Ordinance shall be, and is hereby, conditioned upon and limited by the following conditions, the violation of any of which shall, in the discretion of the Mayor and City Council, render void the approvals granted by this Ordinance:

- A. No Authorization of Work. This Ordinance does not authorize commencement of any work on the Property. Except as otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.
- B. Compliance with Laws. Chapters 150, regarding buildings and construction, 156, regarding subdivisions, and 159, regarding zoning, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.
- C. Tree Preservation. The Owners will fully comply with Chapter 99 of the City Code, regarding trees, as it relates to the construction of the Improvements.
- D. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans.
- E. Fees and Costs. The Owners shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owners shall reimburse the City for all of its costs (including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within 30 days after delivery of a demand in writing for such payment shall, along with interest and the costs of collection, become a lien upon the Property, and the City shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.
- F. Other conditions. The improvements shall be substantially in conformance with the Board's deliberations as reflected on **Exhibit C**, Notice of Action – Board Recommendation, attached hereto.

**SECTION FOUR: Effective Date.** This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law; provided, however, that this Ordinance shall, in the discretion of the City Council, be of no force or effect if the Owners have not (i) executed and (ii) thereafter filed with the City Clerk, within 90 days following the passage of this Ordinance, the unconditional agreement and consent, in the form attached hereto as **Exhibit D** and by this reference made a part hereof, to accept and abide by each and all of the terms, conditions, and limitations set forth herein.

PASSED THIS \_\_ DAY OF \_\_\_\_\_, 2025.

AYES: (    )

NAYS: (    )

ABSENT: (    )

ABSTAIN: (    )

PASSED THIS \_\_ DAY OF \_\_\_\_\_, 2025.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

**EXHIBIT A**

**Legal Description of Property**

Legal Description:

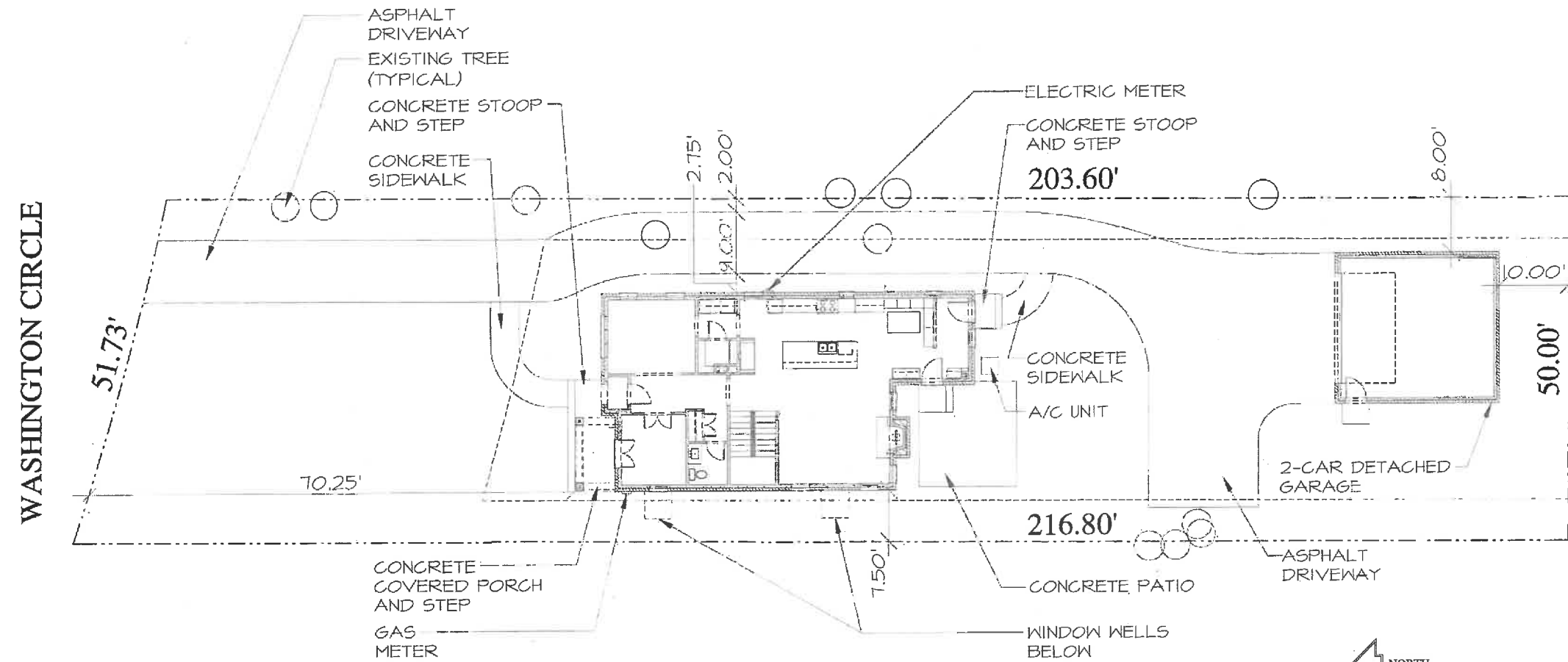
LOT 4 IN ROBERT J. SMITH'S SUBDIVISION, BEING A SUBDIVISION OF PART OF LOT 30 IN LAKE FOREST, IN THE SOUTHWEST  $\frac{1}{4}$  OF THE SOUTHEAST  $\frac{1}{4}$  OF SECTION 33, TOWNSHIP 44 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MARCH 24, 1927 AS DOCUMENT 296136 IN BOOK "R" OF PLATS, PAGE 38, IN LAKE COUNTY, ILLINOIS.

PIN: 12-33-412-009

Commonly known as: 30 Washington Circle

## The Plans

## SITE PLAN



## 1 SITE PLAN

AR 01

NOTE: SEE FINAL APPROVED CIVIL ENGINEERING PLANS FOR ALL EXISTING CONDITIONS AND NEW SITE IMPROVEMENTS.

SCALE:N.T.S.

NOTE: ALL SCALE DESIGNATIONS  
ARE FOR SHEETS PRINTED ON  
24" x 36" SIZE PAPER. (ARCH-D)

© COPYRIGHT 1999

REVIEW ONLY-NOT FOR CONSTRUCTION

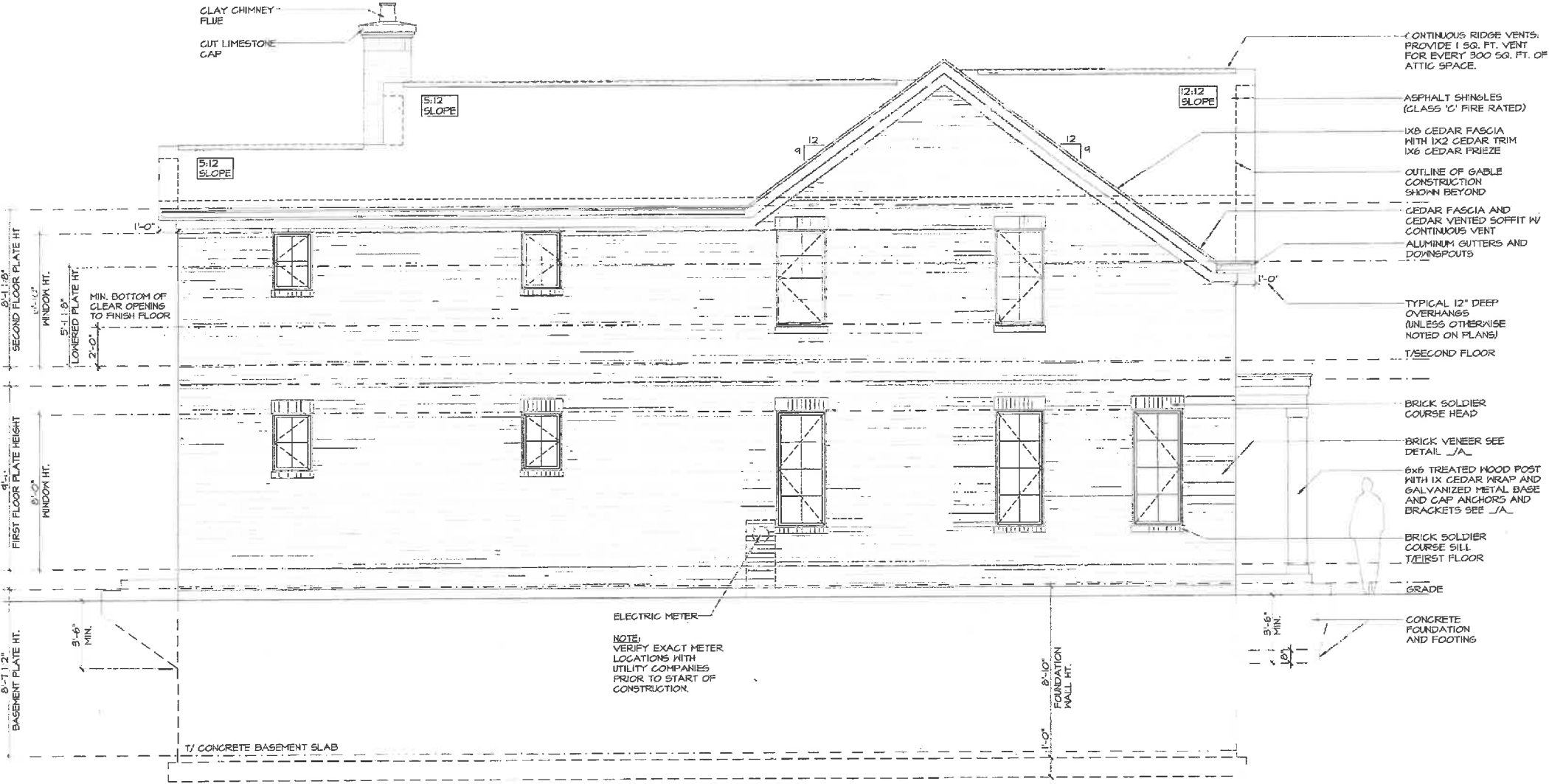
[illegible]





The Plans

EAST ELEVATION



1 LEFT ELEVATION (EAST)  
AR 04

SCALE: 1/4" = 1'-0"  
NOTE: ALL SCALE DESIGNATIONS ARE FOR SHEETS PRINTED ON 24" x 36" SIZE PAPER (ARCH-D)

REVIEW ONLY-NOT FOR CONSTRUCTION

NEW CONSTRUCTION 30 WASHINGTON CIRCLE LAKE FOREST, ILLINOIS 60045	
PROJECT # ADD159 DRAWN BY: DP/MS 30 WASHINGTON CIRCLE EXTERIOR ELEVATIONS AR 04 4 OF 13 TOTAL SHEETS	
DATE: 04/07/2015 DRAWN BY: DP/MS CHECKED BY: DP/MS REVIEWED BY: DP/MS DATE: 04/07/2015	DATE: 04/07/2015 DRAWN BY: DP/MS CHECKED BY: DP/MS REVIEWED BY: DP/MS DATE: 04/07/2015
ASPECT DESIGN INC. ARCHITECTS 10000 COMMERCE DR. SUITE 407 VILLAGE, IL 60075 MAIN: 847-457-3300 FAX: 847-457-3301 WWW.ASPECTDESIGN.COM	

## The Plans

REVIEW ONLY-NOT FOR CONSTRUCTION



SCALE: N.T.S.

NOTE: ALL SCALE DESIGNATIONS  
ARE FOR SHEETS PRINTED ON  
24" x 36" SIZE PAPER (ARCH-D)

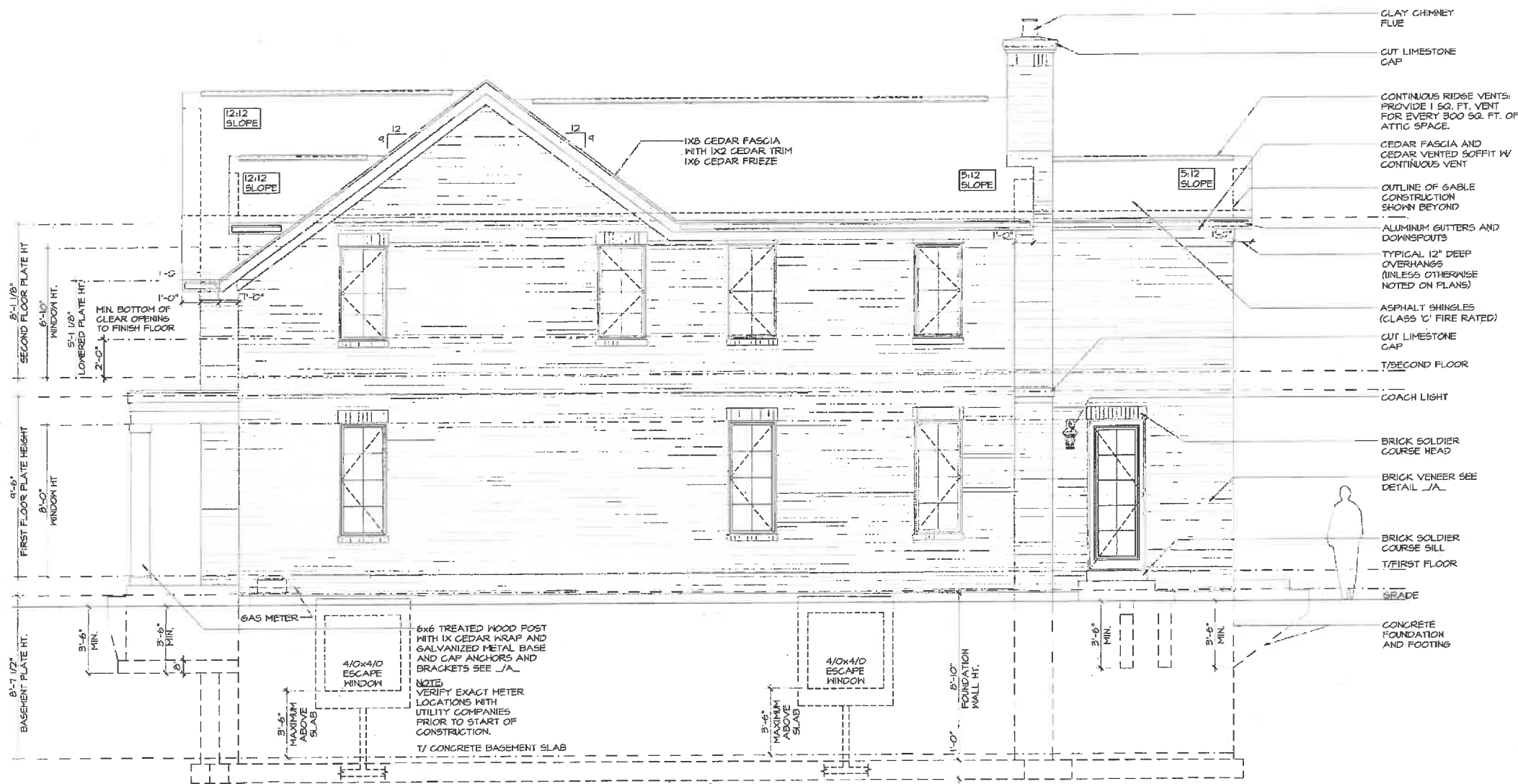
© COPYRIGHT 2000

PROJECT # AD2419  
DRAWN BY: DB/ME  
30 WASHINGTON CIRCLE  
EXTERIOR ELEVATIONS  
**AR 05**  
# 5 OF 13 TOTAL SHEETS

GROUP EXHIBIT B

The Plans

WEST ELEVATION



1 RIGHT ELEVATION (WEST)

AR 06

SCALE: 1/4" = 1'-0"

NOTE: ALL SCALE DESIGNATIONS ARE FOR SHEETS PRINTED ON 24" x 36" SIZE PAPER (ARCH-D)

REVIEW ONLY-NOT FOR CONSTRUCTION

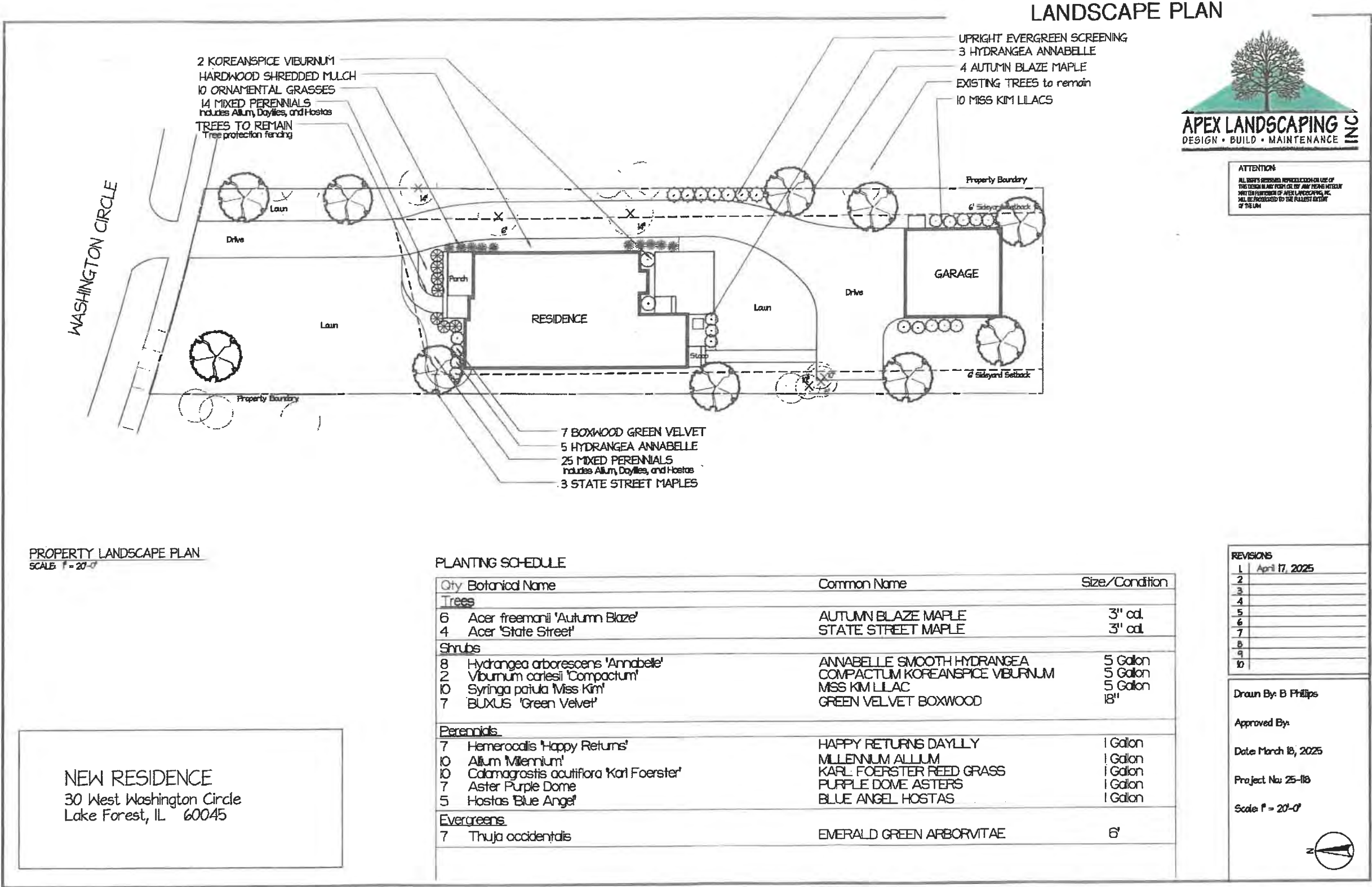
NEW CONSTRUCTION 30 WASHINGTON CIRCLE LAKE FOREST, ILLINOIS 60045	
PROJECT #	AD04193
DRAWN BY:	DB / MD
30 WASHINGTON CIRCLE EXTERIOR ELEVATIONS	
AR 06	
• 6 OF 13 TOTAL SHEETS	

ASPECT DESIGN INC. ARCHITECTS

2457E COMMERCE DR.  
SUITE 607  
LAKE FOREST, IL 60045  
PHONE: 847-457-2500  
WWW.ASPECTDESIGNINC.COM

REVIEW	06/03/2005
REVIEW	06/03/2005
REVIEW	06/03/2005
REVIEW	06/03/2005
REVIEW	06/03/2005

The Plans





## BUILDING REVIEW BOARD Meeting Action Summary

On May 7<sup>th</sup>, 2025 the City of Lake Forest Building Review Board considered the following petition.

Petition Address	30 Washington Circle
Property Owners	John and Robyn Suba
Representative	Jeffrey Letzter, President of Aspect Design, Inc
Project Description:	A new single family residence, detached garage, and hardscape and landscape on the site of a previous demolition.

**Board Action: The Board voted 5 to 0 to recommend approval subject to the follow conditions.**

- 
1. Consider the using a natural color brick and refine the overall color palette.
  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 and consider a gray/taupe colored trim.
    - d. Add landscaping at the garage apron to mitigate the impact of headlights and back up lights on the neighboring properties.
  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. 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.



### *Construction Parking, Staging, and Tree Protection*

- f. A plan for construction 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 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.

---

This approval is valid for a period of 2 years from the date of final approval by the City Council. Upon review of the final plans and a determination that the plans are consistent with the approvals granted and with all applicable Code provisions, permits will be issued to allow work on the site to begin. A building permit must be obtained, and all applicable fees paid prior to the 2-year expiration date.

Following the guidelines below will help expedite the City's review of your plans and the issuance of permits for your project.

- ✓ All construction drawings submitted for permit should accurately reflect the approvals granted and respond to all conditions of approval.
- ✓ If the plans submitted for permit differ from the approvals, all changes including, but not limited to, changes to exterior materials, building massing, the site plan, grading, window or door placement or size, or architectural detailing should be highlighted clearly on the plans.
- ✓ If the plans submitted differ from the approvals granted, further Board and City Council review of the project may be required.
- ✓ Construction must begin within 90 days of the issuance of the permit. All construction must be consistent with the approved plans and must proceed in a diligent manner. If changes are desired or necessary after work is underway, please contact City staff to discuss the process for review of proposed revisions to the approved plans.

If you have any questions or need additional information, please contact Luis Prado, Assistant Planner, at [pradol@cityoflakeforest.com](mailto:pradol@cityoflakeforest.com) or at 847-810-3520.

cc: Property Owner/Architect  
Permit File – BSA



## EXHIBIT D

### Unconditional Agreement and Consent

Pursuant to Section Four of The City of Lake Forest Ordinance No. 2025- \_\_\_\_ ("**Ordinance**"), and to induce the City Code to grant the approvals provided for in such Ordinance, the undersigned acknowledges for themselves and their successors and assigns in title to the Property that they

1. have read and understand all of the terms and provisions of Ordinance No. 2025-\_\_\_\_;
2. hereby unconditionally agree to accept, consent to, and abide by all of the terms, conditions, restrictions, and provisions of this Ordinance, The City of Lake Forest City Code, and all other applicable codes, ordinances, rules, and regulations;
3. acknowledge and agree that the City is not and shall not be, in any way, liable for any damages or injuries that may be sustained as a result of the City's issuance of any permits for the use of the Property, and that the City's issuance of any permit does not, and shall not, in any way, be deemed to insure the Owner against damage or injury of any kind and at any time;
4. acknowledge that the public notices and hearings have been properly given and held with respect to the adoption of the Ordinance;
5. agree to and do hereby hold harmless, defend, and indemnify the City, the City's corporate authorities, and all City elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of these parties with respect to the Property and the City's adoption of the Ordinance or granting the approvals to the Owners pursuant to the Ordinance; and
6. represent and acknowledge that the persons signing this Unconditional Agreement and Consent are duly authorized to do so on behalf of the Owner of the Property.

#### **OWNERS:**

\_\_\_\_\_  
Please Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Please Print Name

\_\_\_\_\_  
Signature

#### **ATTEST:**

\_\_\_\_\_

THE CITY OF LAKE FOREST

ORDINANCE NO. 2025- \_\_\_\_

AN ORDINANCE APPROVING ARCHITECTURAL AND SITE DESIGN FOR THE  
PROPERTY LOCATED AT 375 DEERPATH SQUARE

**WHEREAS**, Daniel and Adriana Axiente ("**Owners**") are the owners of that certain real property commonly known as 375 Deerpath Square, Lake Forest, Illinois and legally described in **Exhibit A**, attached hereto ("**Property**"); and

**WHEREAS**, the Property is located in the R-3, Single Family Residence Zoning District; and

**WHEREAS**, the Owners desire to construct a new residence and install hardscape and landscape ("**Improvements**") as depicted on the site plan and architectural drawings that are attached hereto as **Group Exhibit B** ("**Plans**"); and

**WHEREAS**, the Owners submitted an application ("**Application**") to permit the construction of the Improvements and were required to present the Plans to the Building Review Board ("**BRB**") for its evaluation and recommendation; and

**WHEREAS**, pursuant to notice duly published, the BRB reviewed and evaluated the Plans at a public hearing held on April 2, 2025 and May 7, 2025; and

**WHEREAS**, the BRB, having fully heard and having considered the evidence and testimony by all those attending the public hearing who wished to testify, made the following findings:

1. the Property is located within the R-3, Single Family Residence District under the City Code,

2. Owners propose to construct the Improvements as depicted on the Plans,
3. the evidence presented indicates that the construction of the Improvements, if undertaken in conformity with the recommended conditions and the Plans, will meet the design standards and requirements of Section 150.147 of the City Code,

and recommended that the City Council approve the Application and the Plans, subject to the terms and conditions hereinafter set forth; and

**WHEREAS**, the Mayor and City Council, having considered Owners' Application to construct the Improvements on the Property, and the findings and recommendations of the BRB, have determined that it is in the best interests of the City and its residents to grant approval to the Application, subject to the terms and conditions hereinafter set forth;

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS**, as follows:

**SECTION ONE: Recitals.** The foregoing recitals are hereby incorporated into and made a part of this Ordinance as if fully set forth.

**SECTION TWO: Approval of Application.** Pursuant to Section 150.147 of the City Code, and subject to the limitations therein and the conditions set forth in Section Three of this Ordinance, the City Council does hereby grant approval of the Application to allow the construction of the Improvements on the Property, as more fully depicted on the Plans.

**SECTION THREE: Conditions on Approval.** The approval granted pursuant to Section Two of this Ordinance shall be, and is hereby, conditioned upon and limited by the following conditions, the violation of any of which shall, in the

discretion of the Mayor and City Council, render void the approvals granted by this Ordinance:

- A. No Authorization of Work. This Ordinance does not authorize commencement of any work on the Property. Except as otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.
- B. Compliance with Laws. Chapters 150, regarding buildings and construction, 156, regarding subdivisions, and 159, regarding zoning, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.
- C. Tree Preservation. The Owners will fully comply with Chapter 99 of the City Code, regarding trees, as it relates to the construction of the Improvements.
- D. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans.
- E. Fees and Costs. The Owners shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owners shall reimburse the City for all of its costs (including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within 30 days after delivery of a demand in writing for such payment shall, along with interest and the costs of collection, become a lien upon the Property, and the City shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.

- F. Other conditions. The improvements shall be substantially in conformance with the Board's deliberations as reflected on **Exhibit C**, Notice of Action – Board Recommendation, attached hereto.

**SECTION FOUR: Effective Date.** This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law; provided, however, that this Ordinance shall, in the discretion of the City Council, be of no force or effect if the Owners have not (i) executed and (ii) thereafter filed with the City Clerk, within 90 days following the passage of this Ordinance, the unconditional agreement and consent, in the form attached hereto as **Exhibit D** and by this reference made a part hereof, to accept and abide by each and all of the terms, conditions, and limitations set forth herein.

PASSED THIS \_\_ DAY OF \_\_\_\_\_, 2025.

AYES: (    )

NAYS: (    )

ABSENT: (    )

ABSTAIN: (    )

PASSED THIS \_\_ DAY OF \_\_\_\_\_, 2025.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

## **EXHIBIT A**

### **Legal Description of Property**

#### Legal Description:

LOT 1 IN SECOND ADDITION TO DEERPATH HILLS ESTATES, BEING A SUBDIVISION OF PARTS OF THE SOUTHEAST QUARTER OF SECTION 31 AND THE SOUTHWEST QUARTER OF SECTION 32, ALL IN TOWNSHIP 44 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF, RECORDED MARCH 14, 1929, AS DOCUMENT 33454, IN BOOK "T", OF PLATS, PAGES 56 AND 57 IN LAKE COUNTY, ILLINOIS.

PIN: 12-32-303-001

Commonly known as: 375 Deerpath Square

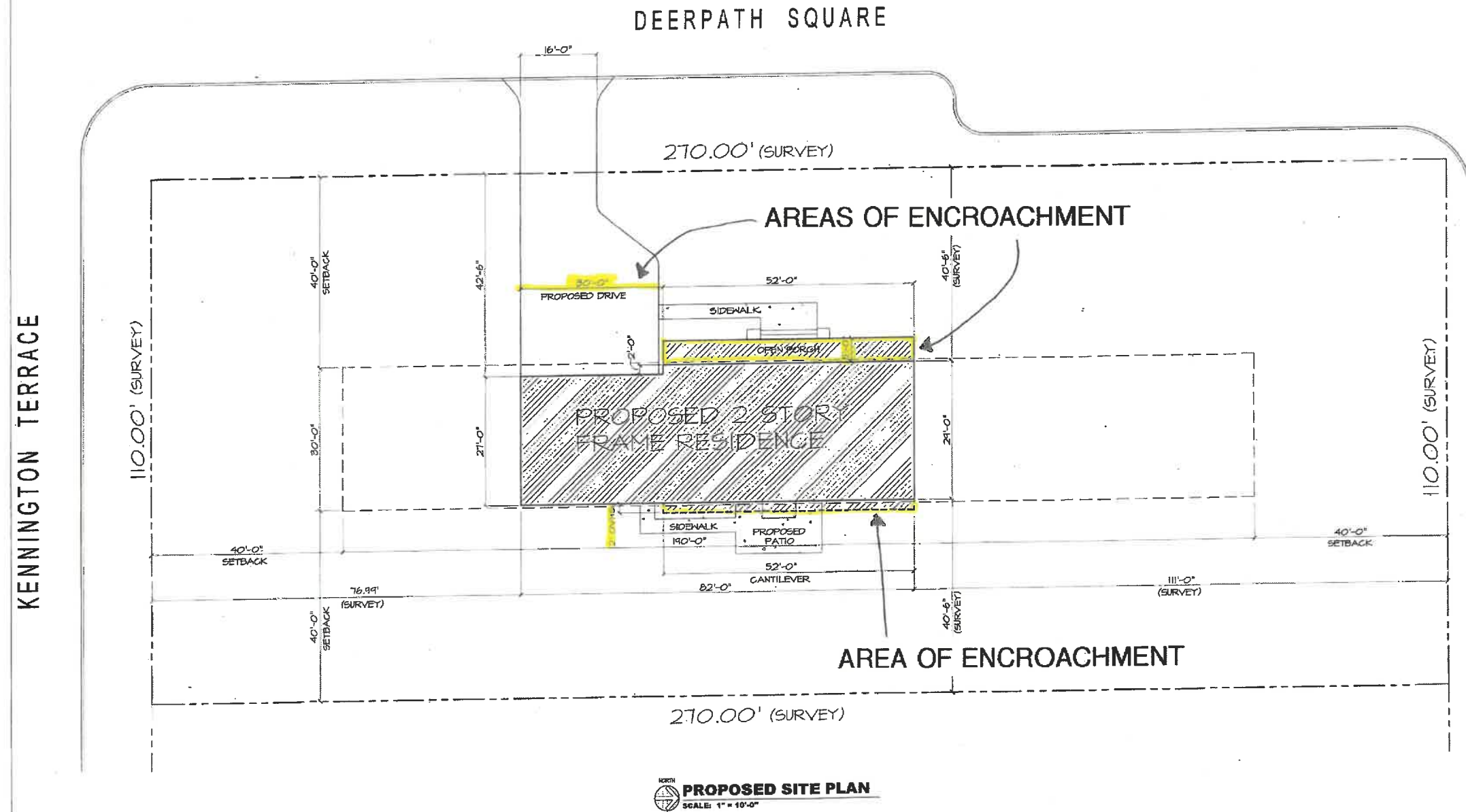
**WARNING:**  
IT IS A VIOLATION OF THE LAW  
FOR ANY PERSON UNLESS ACTING  
UNDER THE DIRECTION OF THE  
ARCHITECT OF RECORD, TO  
ALTER THESE DRAWINGS OR  
SPECIFICATIONS IN ANY WAY.

**PROPOSED NEW SINGLE FAMILY  
RESIDENCE FOR:  
DANIEL & ADRIANA AXENTE  
375 DEER PATH SQUARE  
LAKE FOREST, IL**

DATE	2/17/75	APPEAR. REVIEW
	4/14/75	VILLAGE REVIEW

DATE:	
DRAWN BY:	
CHECKED BY:	
SCALE:	
SHEET TITLE: <b>PROPOSED SITE PLAN</b>	
SHEET NUMBER: OF: TOTAL SHEETS	
<div style="font-size: 48px; text-align: center;">51</div>	

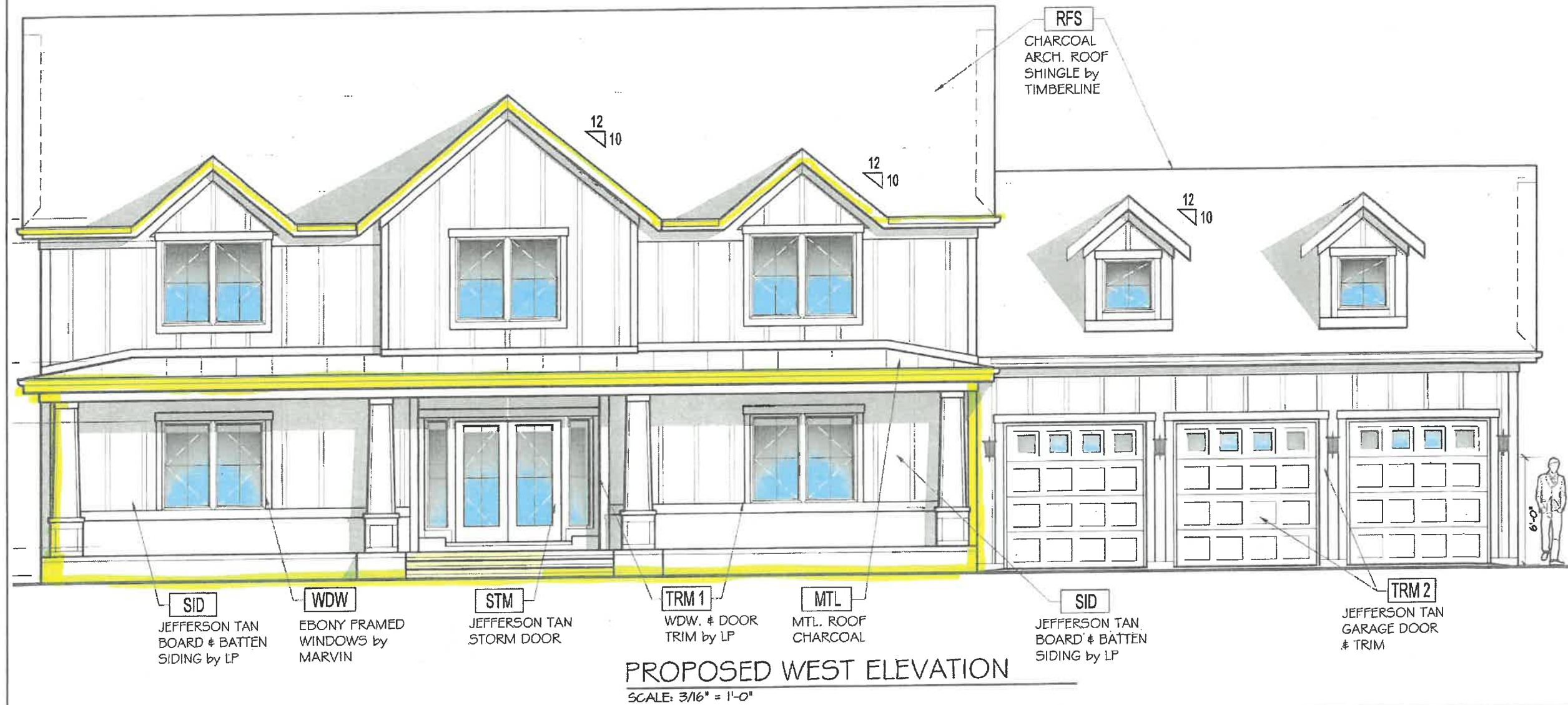
WEST DEERPATH



# GROUP EXHIBIT B

## The Plans

### WEST ELEVATION



**WARNING:**  
IT IS A VIOLATION OF THE LAW FOR ANY PERSON, UNLESS ACTING UNDER THE DIRECTION OF THE ARCHITECT OF RECORD, TO ALTER THESE DRAWINGS OR SPECIFICATIONS IN

**JOHN NELSON - ARCHITECT, INC.**  
1420 WHISPERING SPRINGS CIRCLE  
PALATINE, IL 60074

DATE	
2/11/25	APPEAR. REVIEW
4/14/25	VILLAGE REVIEW

**PROPOSED RESIDENCE FOR;**  
**DANIEL & ADRIANA AXENTE**  
**375 DEER PATH SQUARE**

SHEET DESCRIPTION:  
**PROPOSED**  
**EXT. ELEVATION**

SHEET NUMBER:  
**A3B**



The Plans

EAST ELEVATION



WARNING:  
IT IS A VIOLATION OF THE LAW FOR  
ANY PERSON, UNLESS ACTING UNDER  
THE DIRECTION OF THE ARCHITECT  
OF RECORD, TO ALTER THESE  
DRAWINGS OR SPECIFICATIONS IN

JOHN NELSON - ARCHITECT, INC.  
1420 WHISPERING SPRINGS CIRCLE  
PALATINE, IL 60074

DATE	
2/11/25	APPEAR. REVIEW
4/14/25	VILLAGE REVIEW

PROPOSED RESIDENCE FOR;  
DANIEL & ADRIANA AXENTE  
375 DEER PATH SQUARE

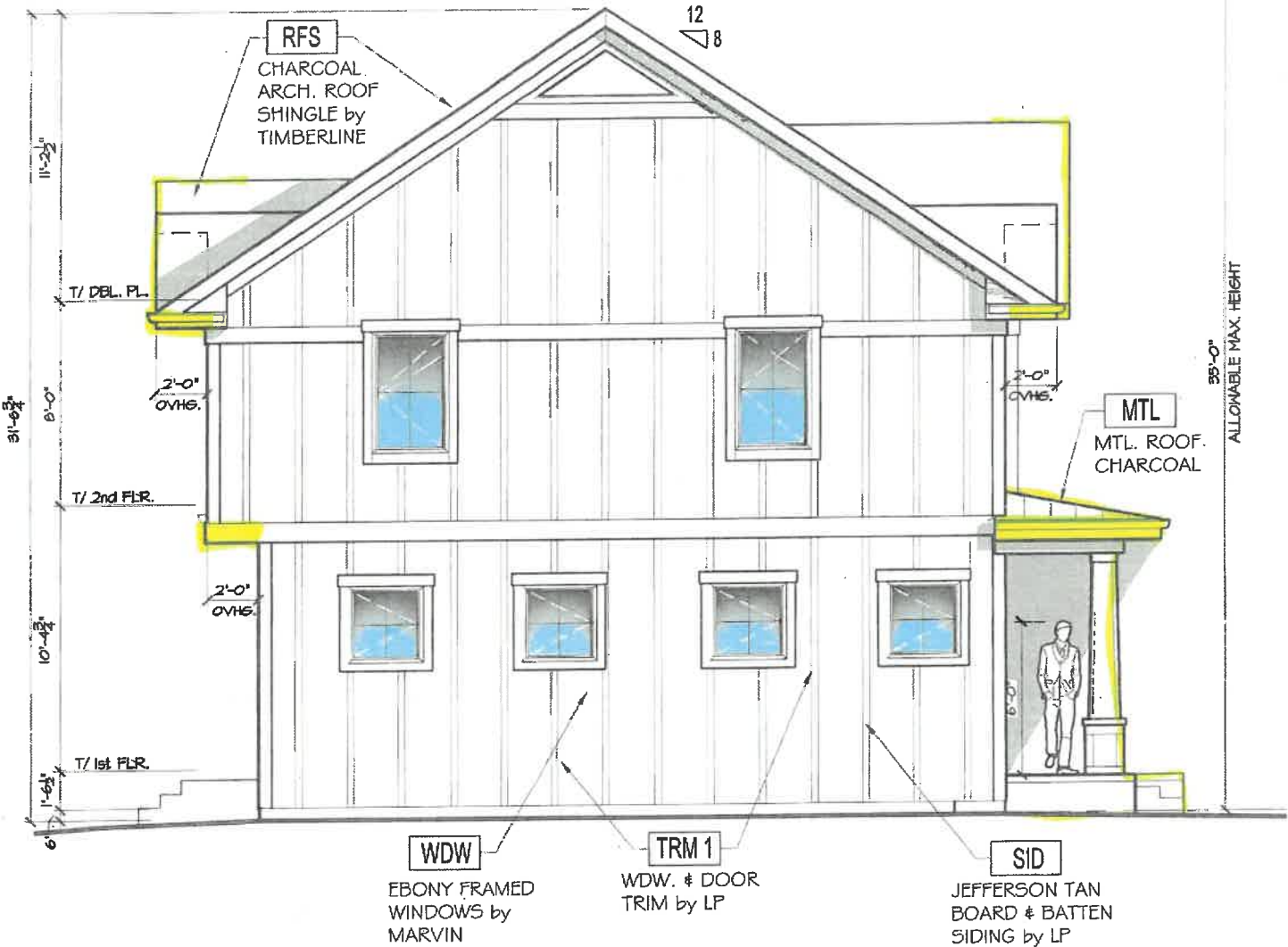
SHEET DESCRIPTION:  
PROPOSED  
EXT. ELEVATION

SHEET NUMBER:  
A3A

GROUP EXHIBIT B

The Plans

NORTH ELEVATION



PROPOSED NORTH ELEVATION

SCALE: 3/16" = 1'-0"

WARNING:  
IT IS A VIOLATION OF THE LAW FOR  
ANY PERSON, UNLESS ACTING UNDER  
THE DIRECTION OF THE ARCHITECT  
OF RECORD, TO ALTER THESE  
DRAWINGS OR SPECIFICATIONS IN

JOHN NELSON - ARCHITECT, INC.  
1420 WHISPERING SPRINGS CIRCLE  
PALATINE, IL 60074

DATE	
2/17/25	APPEAR. REVIEW
4/14/25	VILLAGE REVIEW

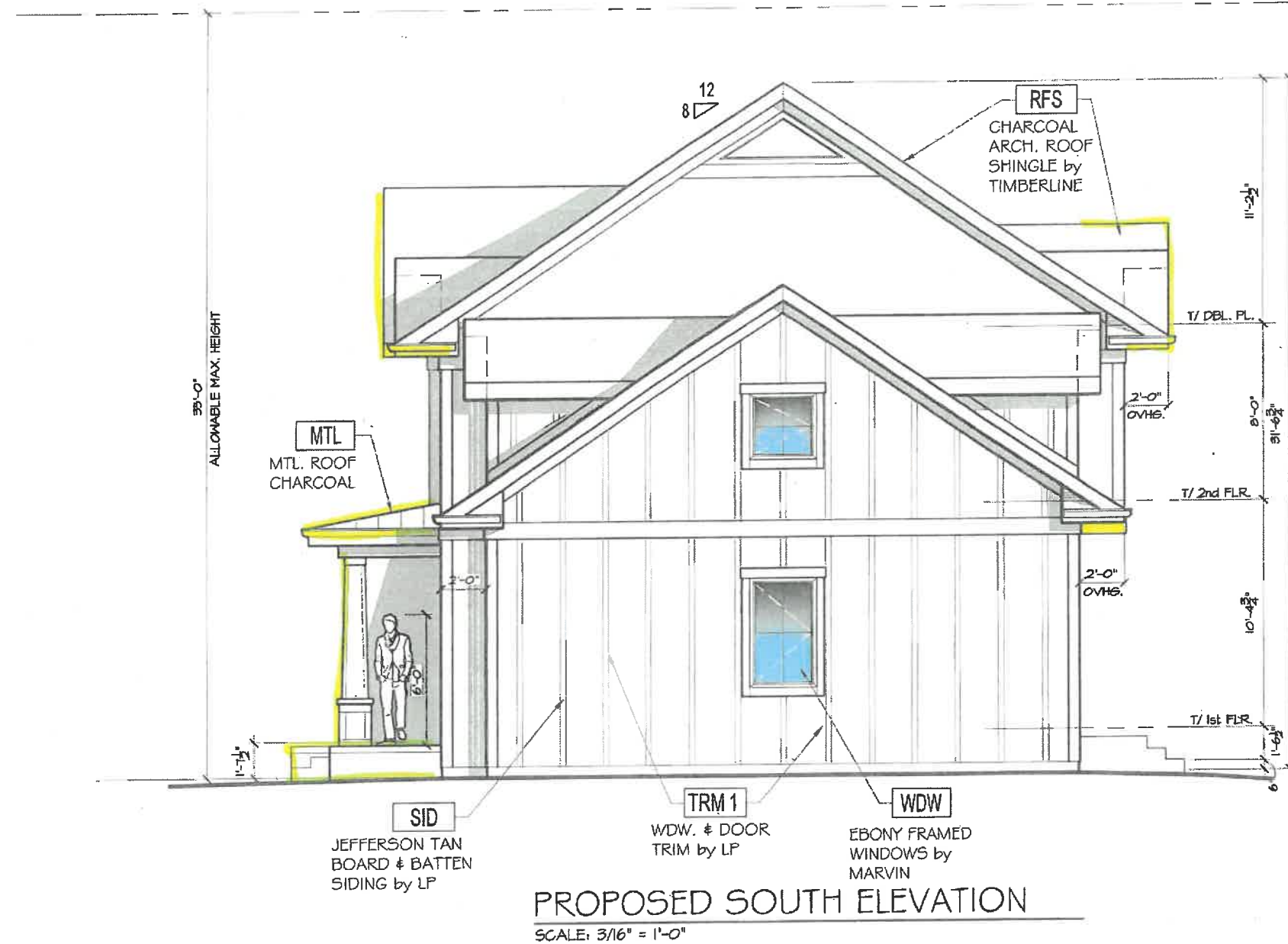
PROPOSED RESIDENCE FOR;  
DANIEL & ADRIANA AXENTE  
375 DEER PATH SQUARE

SHEET DESCRIPTION:  
PROPOSED  
EXT. ELEVATION

SHEET NUMBER:  
A4A

The Plans

SOUTH ELEVATION



WARNING:  
IT IS A VIOLATION OF THE LAW FOR  
ANY PERSON, UNLESS ACTING UNDER  
THE DIRECTION OF THE ARCHITECT  
OF RECORD, TO ALTER THESE  
DRAWINGS OR SPECIFICATIONS IN

JOHN NELSON - ARCHITECT, INC.  
1420 WHISPERING SPRINGS CIRCLE  
PALATINE, IL 60074

DATE	
2/17/25	APPEAR. REVIEW
4/14/25	VILLAGE REVIEW

PROPOSED RESIDENCE FOR;  
DANIEL & ADRIANA AXENTE  
375 DEER PATH SQUARE

SHEET DESCRIPTION:  
PROPOSED  
EXT. ELEVATION

SHEET NUMBER:  
A4B







## BUILDING REVIEW BOARD Meeting Action Summary

On May 7<sup>th</sup>, 2025 the City of Lake Forest Building Review Board considered the following petition.

Petition Address	375 Deerpath Square
Property Owner	Daniel and Adriana Axuente
Representative	John Nelson, Architect
Project Description:	A new single-family residence, attached garage, and hardscape and landscape plans.

**Board Action: The Board voted 5 to 0 to recommend approval subject to the follow conditions.**

---

1. Prior to the submittal of plans for permit revised the plans to address the following in accordance with the Board's direction.
  - 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 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 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 submitted 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.

*Construction Parking, Staging, and Tree Protection*

- e. A plan for construction 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 and conforms to the approved plans.

---

This approval is valid for a period of 2 years from the date of final approval by the City Council. Upon review of the final plans and a determination that the plans are consistent with the approvals granted and with all applicable Code provisions, permits will be issued to allow work on the site to begin. A building permit must be obtained, and all applicable fees paid prior to the 2-year expiration date.

Following the guidelines below will help expedite the City's review of your plans and the issuance of permits for your project.

- ✓ All construction drawings submitted for permit should accurately reflect the approvals granted and respond to all conditions of approval.
- ✓ If the plans submitted for permit differ from the approvals, all changes including, but not limited to, changes to exterior materials, building massing, the site plan, grading, window or door placement or size, or architectural detailing should be highlighted clearly on the plans.
- ✓ If the plans submitted differ from the approvals granted, further Board and City Council review of the project may be required.
- ✓ Construction must begin within 90 days of the issuance of the permit. All construction must be consistent with the approved plans and must proceed in a diligent manner. If changes are desired or necessary after work is underway, please contact City staff to discuss the process for review of proposed revisions to the approved plans.

If you have any questions or need additional information, please contact Luis Prado, Assistant Planner, at [pradol@cityoflakeforest.com](mailto:pradol@cityoflakeforest.com) or at 847-810-3520.

cc: Property Owner/Architect  
Permit File – BSA

## **EXHIBIT D**

### **Unconditional Agreement and Consent**

Pursuant to Section Four of The City of Lake Forest Ordinance No. 2025- \_\_\_\_ ("**Ordinance**"), and to induce the City Code to grant the approvals provided for in such Ordinance, the undersigned acknowledges for themselves and their successors and assigns in title to the Property that they

1. have read and understand all of the terms and provisions of Ordinance No. 2025-\_\_\_\_;
2. hereby unconditionally agree to accept, consent to, and abide by all of the terms, conditions, restrictions, and provisions of this Ordinance, The City of Lake Forest City Code, and all other applicable codes, ordinances, rules, and regulations;
3. acknowledge and agree that the City is not and shall not be, in any way, liable for any damages or injuries that may be sustained as a result of the City's issuance of any permits for the use of the Property, and that the City's issuance of any permit does not, and shall not, in any way, be deemed to insure the Owner against damage or injury of any kind and at any time;
4. acknowledge that the public notices and hearings have been properly given and held with respect to the adoption of the Ordinance;
5. agree to and do hereby hold harmless, defend, and indemnify the City, the City's corporate authorities, and all City elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of these parties with respect to the Property and the City's adoption of the Ordinance or granting the approvals to the Owner pursuant to the Ordinance; and
6. represent and acknowledge that the persons signing this Unconditional Agreement and Consent are duly authorized to do so on behalf of the Owner of the Property.

#### **OWNER:**

\_\_\_\_\_  
Please Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Please Print Name

\_\_\_\_\_  
Signature

#### **ATTEST:**

\_\_\_\_\_



THE CITY OF LAKE FOREST  
ORDINANCE NO. 2025-\_\_

AN ORDINANCE APPROVING ARCHITECTURAL AND SITE DESIGN  
REVIEW AND GRANTING A FLOOR AREA EXCEPTION FOR  
THE PROPERTY LOCATED AT 663 CIRCLE LANE

**WHEREAS**, Circle Lane LLC (Margaret Antonik) ("**Owner**") is the owner of that certain real property commonly known as 663 Circle Lane, Lake Forest, Illinois and legally described in *Exhibit A*, attached hereto ("**Property**"); and

**WHEREAS**, the Property is located in the R-4, Single Family Residence District; and

**WHEREAS**, the Owner desires to demolish parts of the residence and construct additions and make alterations to the residence ("**Improvements**") as depicted on the site plan and architectural drawings that are attached hereto as *Group Exhibit B* ("**Plans**"); and

**WHEREAS**, the Owner submitted an application ("**Application**") to permit the construction of the Improvements and was required to present the Plans to the Building Review Board ("**BRB**") for its evaluation and recommendation; and

**WHEREAS**, the Improvements as depicted on the Plans would exceed the maximum floor area allowances as set forth in Section 150.148 (C) of the City Code, which apply to new construction on, or additions and alterations to existing construction on, residential property; and

**WHEREAS**, pursuant to notice duly published, the BRB reviewed and evaluated the Plans at a public hearing held on June 4, 2025; and

**WHEREAS**, the BRB, having fully heard and having considered the evidence and testimony by all those attending the public hearing who wished to testify, made the following findings:

1. the Property is located within the R-4 District under the City Code,
2. Owner proposes to construct the Improvements as depicted on the Plans,
3. as depicted on the Plans, a portion of the Improvements exceed the maximum floor area allowances set forth in Section 150.148(C) of the City Code,
4. the Improvements are consistent with the design standards in Section 150.147 of the City Code,
5. the location of the additions and alterations in relation to the street and neighborhood effectively mitigates the appearance of excessive mass of the structure and as a result, the proposed Improvements as set forth on the Plans are in keeping with the streetscape and overall neighborhood,
7. the proposed Improvements will not have a significant negative impact on the light to or views from neighboring homes,
7. the height and mass of the Improvements will generally be compatible with the mass of the existing residence, structures on adjacent lots, buildings on the street and on adjacent streets, and other residences in the neighborhood,
8. the evidence presented indicates that the construction of the Improvements, if undertaken in conformity with this Ordinance, the recommended conditions, and the Plans, will meet the standards and requirements of Sections 150.147 and 150.148 of the City Code,

and recommended that the City Council approve the Application and the Plans and grant an exception to the maximum allowable floor area consistent with the Plans, subject to the terms and conditions hereinafter set forth; and

**WHEREAS**, the Mayor and City Council, having considered Owner's Application to construct the Improvements on the Property, and the findings and recommendations of the BRB, have determined that it is in the best interests of the City and its residents to grant approval to the Application and exception to the maximum allowable floor area, subject to the terms and conditions hereinafter set forth; and

**WHEREAS**, the Mayor and City Council further determine in the exercise of the City's home rule powers that it is in the best interests of the City and its residents to grant Owner's request for exceptions to the otherwise applicable maximum floor area requirements, subject to the terms and conditions hereinafter set forth;

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS**, as follows:

**SECTION ONE: Recitals.** The foregoing recitals are hereby incorporated into and made a part of this Ordinance as if fully set forth.

**SECTION TWO: Approval of Application.** Pursuant to Section 150.147 of the City Code, and subject to the limitations therein and the conditions set forth in Section Four of this Ordinance, the City Council does hereby grant approval of the Application to allow the construction of the Improvements on the Property, as more fully depicted on the Plans.

**SECTION THREE: Maximum Floor Area Exception Granted.** Pursuant to Section 150.148 of the City Code, and subject to the limitations therein and the conditions set forth in Section Four of this Ordinance, the City Council does hereby grant an exception to the maximum floor area requirements set forth in Section 150.148(D) of the City Code, as more fully depicted on the Plans, by allowing the Improvements in combination with and other structures on the Property to have a total square footage not to exceed 11,603 square feet.

**SECTION FOUR: Conditions on Approval.** The approval granted pursuant to Sections Two and Three of this Ordinance shall be, and are hereby, conditioned upon and limited by the following conditions, the violation of any of which shall, in the discretion of the Mayor and City Council, render void the approvals granted by this Ordinance:

- A. No Authorization of Work. This Ordinance does not authorize commencement of any work on the Property. Except as otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.
- B. Compliance with Laws. Chapters 150, regarding building and construction, 156, regarding subdivisions, and 159, regarding zoning, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.
- C. Tree Preservation. The Owner will fully comply with Chapter 99 of the City Code, regarding trees, as it relates to the construction of the Improvements.

- D. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans.
- E. Fees and Costs. The Owner shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owner shall reimburse the City for all of its costs (including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within 30 days after delivery of a demand in writing for such payment shall, along with interest and the costs of collection, become a lien upon the Property, and the City shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.
- F. Other conditions. The improvements shall be substantially in conformance with the Board's deliberations as reflected on Exhibit C, Notice of Action – Board Recommendation, attached hereto.

**SECTION FIVE: Effective Date.** This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law; provided, however, that this Ordinance shall, in the discretion of the City Council, be of no force or effect if the Owner has not (i) executed and (ii) thereafter filed with the City Clerk, within 90 days following the passage of this Ordinance, the unconditional agreement and consent, in the form attached hereto as Exhibit D and by this reference made a part hereof, to accept and abide by each and all of the terms, conditions, and limitations set forth herein. The City Clerk is hereby directed to record this Ordinance and such agreement and consent with the Recorder of Deeds of Lake County.

PASSED THIS \_\_ DAY OF \_\_\_\_\_, 2025.

AYES: (    )

NAYS: (    )

ABSENT: (    )

ABSTAIN: (    )

PASSED THIS \_\_ DAY OF \_\_\_\_\_, 2025.

---

Mayor

ATTEST:

---

City Clerk

**EXHIBIT A**

**Legal Description of Property**

Legal Description:

P.I.N. 16-03-402-014

Commonly known as: 663 Circle Lane



CLAS CLERKING  
TRUSTED REAL ESTATE CLERKS



PROPERTY ADDRESS:  
663 CIRCLE LANE, LAKE FOREST, ILLINOIS 60045

SURVEY NUMBER: IL2411.2971

DATE SIGNED: 11/21/24

FIELD WORK DATE: 11/20/2024

REVISION DATE(S):  
(REV.1 11/21/2024)

POINTS OF INTEREST  
NONE VISIBLE

STATE OF ILLINOIS } SS  
COUNTY OF LASALLE }

THIS IS TO CERTIFY THAT THIS PROFESSIONAL SERVICE CONFORMS TO  
THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY  
SURVEY. GIVEN UNDER MY HAND AND SEAL THIS DATE HEREON.



ILLINOIS PROFESSIONAL LAND SURVEYOR No. 2971  
LICENSE EXPIRES 11/30/2024  
EXACTA LAND SURVEYORS, LLC  
PROFESSIONAL DESIGN FIRM 184008059-0008



Exacta Land Surveyors, LLC  
PLS# 184008059  
o: 773.305.4011  
316 East Jackson Street | Morris, IL 60450

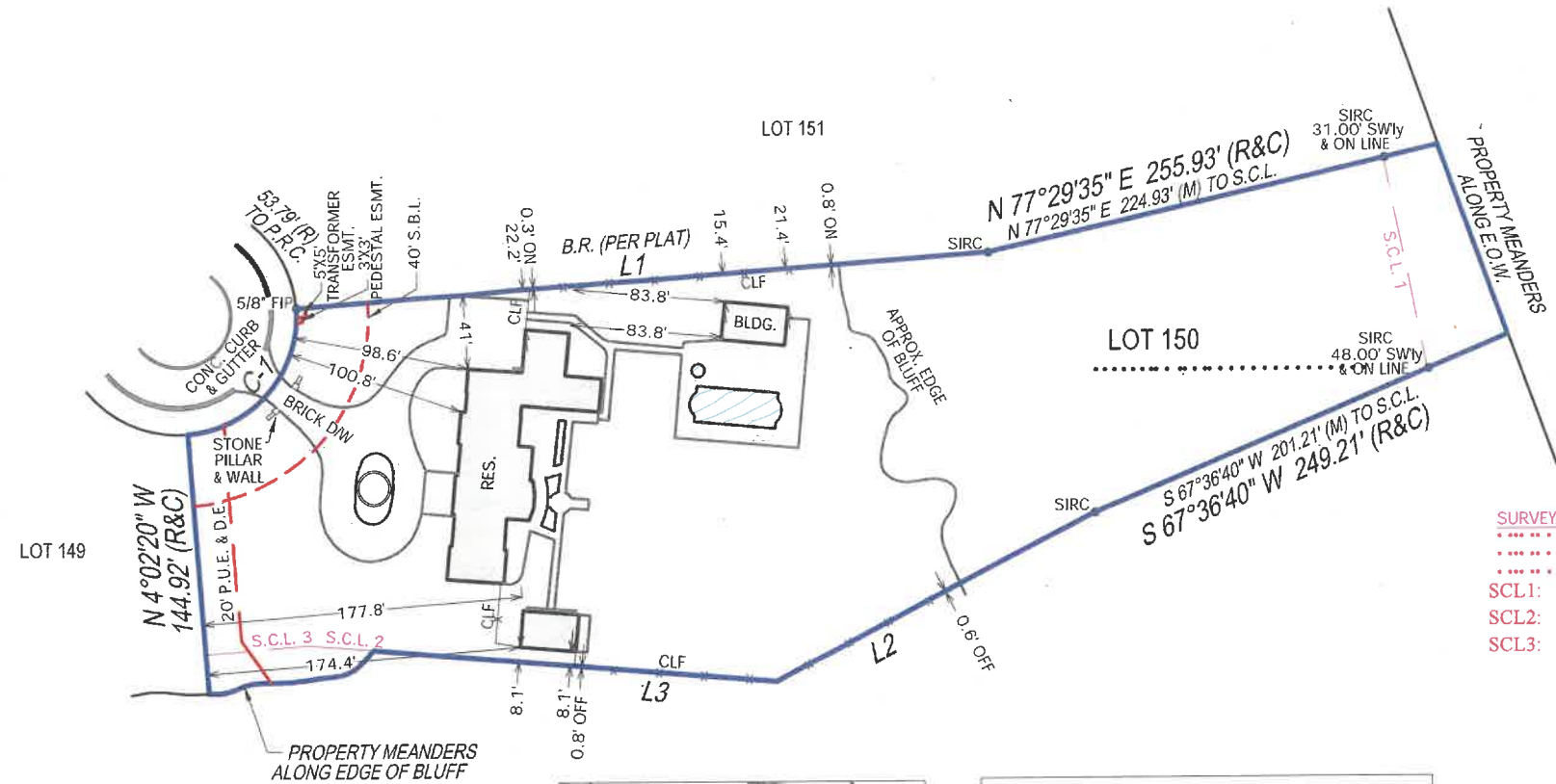


IL2411.2971  
PLAT OF SURVEY  
LAKE COUNTY, ILLINOIS

## GROUP EXHIBIT B

### The Plans

## PLAT OF SURVEY

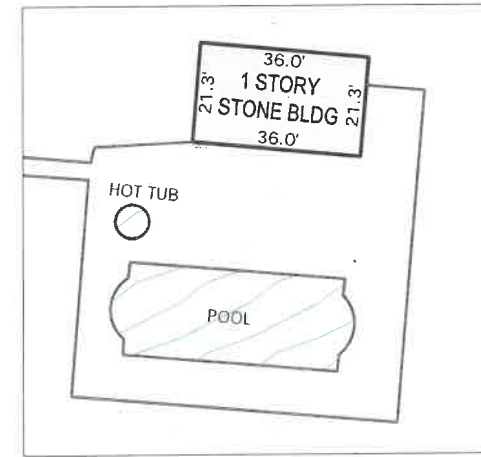
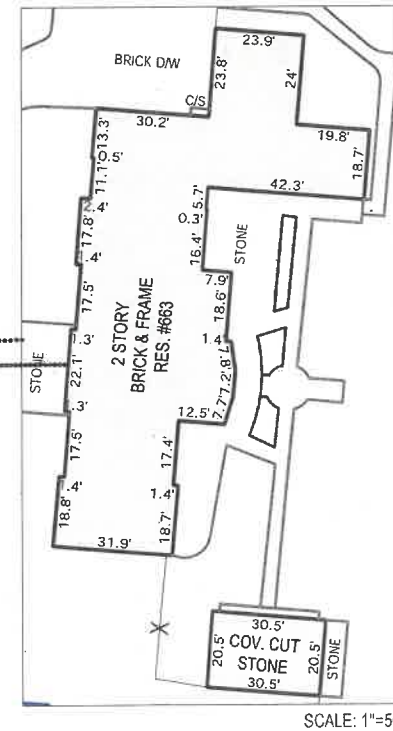


SURVEY CLOSURE LINES:  
SCL1: S 11°D 22'15" S 120.00'  
SCL2: N 84°40'10" W 37.00'  
SCL3: S 85°56'00" W 56.32'

C-1  
R= 65.00'(R&M)  
L= 101.65'(R) 101.65'(M)

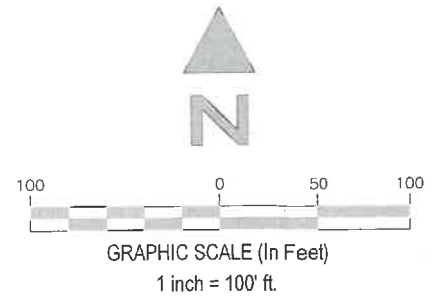
#### LINE TABLE:

L1: N 86°21'39" E 386.03' (R)  
N 86°21'39" E 386.03' (M)  
L2: S 62°53'05" W 199.33' (R & M)  
L3: N 84°40'10" W 224.62' (R & C 2SCL)



SCALE: 1"=40'

SCALE: 1"=50'



SEE PAGE 2 OF 2 FOR LEGAL DESCRIPTION  
PAGE 1 OF 2 - NOT VALID WITHOUT ALL PAGES

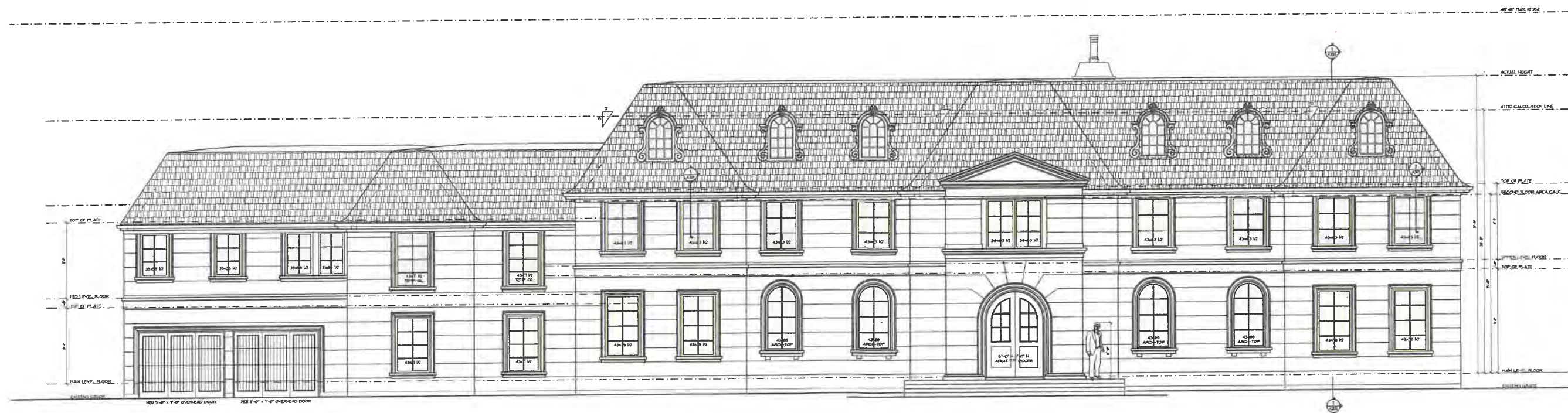




2  
A202

New Right Elevation (Facing South)

SCALE: 3/16" = 1'-0"



**1** New Front Elevation (Facing West)  
**A201** SCALE: 3/16" = 1'-0"

DRAWN BY: CED

DATE: 04 / 18 / 25  
SCALE: AS NOTED  
PROJECT NO: 2435

SHEET TITLE:  
**New Front and  
Side Elevations**

SHEET NUMBER:  
**A201**



NORTH AND EAST ELEVATIONS – PROPOSED

DA

DERRICK  
ARCHITECTURE

506 SOUTH GABLES BLVD  
WHEATON, ILLINOIS 60187

P: 847.606.6460  
F: 630.517.8578  
DERRICKARCHITECTURE.COM  
INFO@DERRICKARCHITECTURE.COM

4.17.2024

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ROCKFORD, ILLINOIS 61107  
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IN ANY FORM OR BY ANY MEANS, MECHANICAL,  
ELECTRONIC, PHOTO COPYING OR OTHERWISE,  
WITHOUT PRIOR WRITTEN PERMISSION

REVISIONS	DATE
PRELIMINARY DESIGN	1/3/2015
REDESIGN	1/13/2015
CLIENT REVISIONS	1/16/2015
WINDOW UPDATE	3/12/2015
WINDOW UPDATE	3/12/2015
BLDG REVIEW BOARD	4/12/2015

Villa Sul'ago  
663 Circle Lane  
Lake Forest il 60045

DRAWN BY: CED

DATE: 04 / 18 / 25  
SCALE: AS NOTED  
PROJECT NO: 2435

SHEET TITLE:  
New Rear and  
Side Elevations

SHEET NUMBER:  
A202



2 New Side Elevation (Facing North)  
SCALE: 3/16" = 1'-0"



1 New Rear Elevation (Facing East)  
SCALE: 3/16" = 1'-0"



## BUILDING REVIEW BOARD Meeting Action Summary

On June 4<sup>th</sup>, 2025 the City of Lake Forest Building Review Board considered the following petition.

Petition Address	663 Circle Lane
Property Owner	Margaret Antonik
Representative	Christopher Derrick, Architect
Project Description:	Partial demolition and significant alterations of a single family residence.

**Board Action: The Board voted 6 to 0 to recommend approval subject to the following conditions.**

- 
1. Prior to the submittal of plans for permit study and refine the following elements.
    - a. Install a mock up of the cast stone to demonstrate how the stone will be configured at the corners of the residence and at the windows AND submit detailed drawings of the installation of the stone veneer including details of the corners and at the windows.
    - b. The north elevation for consistency in window placement, size and style.
    - c. The east elevation including, but not limited to, modification of the octagonal window, lowering the pitch of the shed dormer roofs, and refining the windows for placement, size, style and to achieve a balance of openings to solid wall.
    - d. Note on the plans that the limestone cladding shall be a minimum of 4" in thickness unless otherwise approved by the City after viewing the on site mock up.
    - e. The front entrance, provide a deeper projection or recess the front entrance.
  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.

3. Prior to the issuance of a building permit:

*Tree Protection*

- a. 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.

*Exterior Lighting*

- b. Details of exterior lighting shall be submitted 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.

*Construction Parking, Staging, and Tree Protection*

- c. A plan for construction 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 cul-de-sac must remain unobstructed and free from debris. No contractor parking is permitted on the street. If vehicles cannot be accommodated on site, off site contractor parking may be required at the City's discretion.

---

This approval is valid for a period of 2 years from the date of final approval by the City Council. Upon review of the final plans and a determination that the plans are consistent with the approvals granted and with all applicable Code provisions, permits will be issued to allow work on the site to begin. A building permit must be obtained, and all applicable fees paid prior to the 2-year expiration date.

Following the guidelines below will help expedite the City's review of your plans and the issuance of permits for your project.

- ✓ All construction drawings submitted for permit should accurately reflect the approvals granted and respond to all conditions of approval.
- ✓ If the plans submitted for permit differ from the approvals, all changes including, but not limited to, changes to exterior materials, building massing, the site plan, grading, window or door placement or size, or architectural detailing should be highlighted clearly on the plans.

- ✓ If the plans submitted differ from the approvals granted, further Board and City Council review of the project may be required.
- ✓ Construction must begin within 90 days of the issuance of the permit. All construction must be consistent with the approved plans and must proceed in a diligent manner. If changes are desired or necessary after work is underway, please contact City staff to discuss the process for review of proposed revisions to the approved plans.

If you have any questions or need additional information, please contact Luis Prado, Assistant Planner, at [pradol@cityoflakeforest.com](mailto:pradol@cityoflakeforest.com) or at 847-810-3520.

cc: Property Owner/Architect  
Permit File – BSA

## EXHIBIT D

### Unconditional Agreement and Consent

Pursuant to Section Four of The City of Lake Forest Ordinance No. 2025- \_\_\_\_ ("**Ordinance**"), and to induce the City Code to grant the approvals provided for in such Ordinance, the undersigned acknowledges for themselves and their successors and assigns in title to the Property that they

1. have read and understand all of the terms and provisions of Ordinance No. 2025- \_\_\_\_;
2. hereby unconditionally agree to accept, consent to, and abide by all of the terms, conditions, restrictions, and provisions of this Ordinance, The City of Lake Forest City Code, and all other applicable codes, ordinances, rules, and regulations;
3. acknowledge and agree that the City is not and shall not be, in any way, liable for any damages or injuries that may be sustained as a result of the City's issuance of any permits for the use of the Property, and that the City's issuance of any permit does not, and shall not, in any way, be deemed to insure the Owners against damage or injury of any kind and at any time;
4. acknowledge that the public notices and hearings have been properly given and held with respect to the adoption of the Ordinance;
5. agree to and do hereby hold harmless, defend, and indemnify the City, the City's corporate authorities, and all City elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of these parties with respect to the Property and the City's adoption of the Ordinance or granting the approvals to the Owners pursuant to the Ordinance; and
6. represent and acknowledge that the persons signing this Unconditional Agreement and Consent are duly authorized to do so on behalf of the Owners of the Property.

#### **OWNER:**

\_\_\_\_\_  
Please Print Name

\_\_\_\_\_  
Signature

ATTEST:

\_\_\_\_\_



THE CITY OF LAKE FOREST

ORDINANCE NO. 2025- \_\_\_\_

AN ORDINANCE APPROVING ARCHITECTURAL AND SITE DESIGN FOR THE  
PROPERTY LOCATED AT 772 OAK KNOLL DRIVE

**WHEREAS**, Douglas and Karen Close ("**Owners**") are the owners of that certain real property commonly known as 772 Oak Knoll Drive, Lake Forest, Illinois and legally described in Exhibit A, attached hereto ("**Property**"); and

**WHEREAS**, the Property is located in the R-4, Single Family Residence Zoning District; and

**WHEREAS**, the Owners desire to demolish the existing residence and attached garage and construct a replacement residence and attached garage ("**Improvements**") as depicted on the plans and architectural drawings that are attached hereto as Group Exhibit B ("**Plans**"); and

**WHEREAS**, the Owners submitted an application ("**Application**") to permit the construction of the Improvements and were required to present the Plans to the Building Review Board ("**BRB**") for its evaluation and recommendation; and

**WHEREAS**, pursuant to notice duly published, the BRB reviewed and evaluated the Plans at a public hearing held on June 4, 2025; and

**WHEREAS**, the BRB, having fully heard and having considered the evidence and testimony by all those attending the public hearing who wished to testify, made the following findings:

1. the Property is located within the R-4, Single Family Residence District under the City Code,

2. the existing structure is not architecturally or historically significant,
3. Owners propose to construct the Improvements as depicted on the plans,
4. the evidence presented indicates that the construction of the Improvements, if undertaken in conformity with the recommended conditions and the Plans, will meet the design standards and requirements of Section 150.147 of the City Code,

and recommended that the City Council approve the Application and the Plans, subject to the terms and conditions hereinafter set forth; and

**WHEREAS**, the Mayor and City Council, having considered Owners' Application to construct the Improvements on the Property, and the findings and recommendations of the BRB, have determined that it is in the best interests of the City and its residents to grant approval to the Application, subject to the terms and conditions hereinafter set forth;

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS**, as follows:

**SECTION ONE: Recitals.** The foregoing recitals are hereby incorporated into and made a part of this Ordinance as if fully set forth.

**SECTION TWO: Approval of Application.** Pursuant to Sections 150.147 and 150.148 of the City Code, and subject to the limitations therein and the conditions set forth in Section Three of this Ordinance, the City Council does hereby grant approval of the Application to allow the demolition of the existing structure and construction of the Improvements on the Property, as more fully depicted on the Plans.



**SECTION THREE: Conditions on Approval.** The approval granted pursuant to Section Two of this Ordinance shall be, and is hereby, conditioned upon and limited by the following conditions, the violation of any of which shall, in the discretion of the Mayor and City Council, render void the approvals granted by this Ordinance:

- A. No Authorization of Work. This Ordinance does not authorize commencement of any work on the Property. Except as otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.
- B. Compliance with Laws. Chapters 150, regarding buildings and construction, 156, regarding subdivisions, and 159, regarding zoning, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.
- C. Tree Preservation. The Owners will fully comply with Chapter 99 of the City Code, regarding trees, as it relates to the construction of the Improvements.
- D. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans.
- E. Fees and Costs. The Owners shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owners shall reimburse the City for all of its costs (including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within

30 days after delivery of a demand in writing for such payment shall, along with interest and the costs of collection, become a lien upon the Property, and the City shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.

- F. Other conditions. The improvements shall be substantially in conformance with the Board's deliberations as reflected on Exhibit C, Notice of Action – Board Recommendation, attached hereto.

**SECTION FOUR: Effective Date.** This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law; provided, however, that this Ordinance shall, in the discretion of the City Council, be of no force or effect if the Owners have not (i) executed and (ii) thereafter filed with the City Clerk, within 90 days following the passage of this Ordinance, the unconditional agreement and consent, in the form attached hereto as Exhibit D and by this reference made a part hereof, to accept and abide by each and all of the terms, conditions, and limitations set forth herein.

PASSED THIS \_\_ DAY OF \_\_\_\_\_, 2025.

AYES: (    )

NAYS: (    )

ABSENT: (    )

ABSTAIN: (    )

PASSED THIS \_\_ DAY OF \_\_\_\_\_, 2025.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

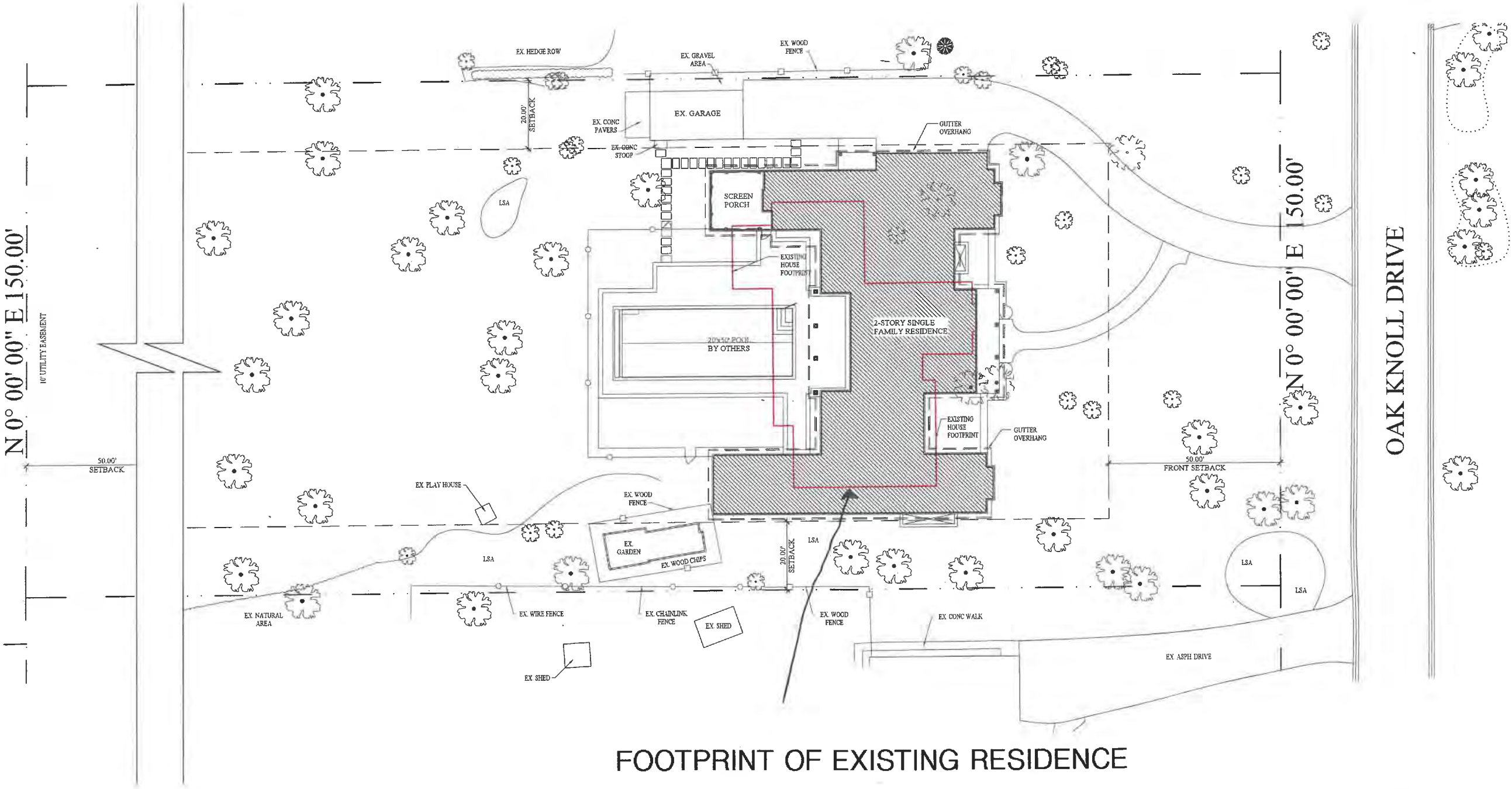
**EXHIBIT A**

**Legal Description of Property**

Legal Description:

P.I.N. 16-06-303-005

Commonly known as: 772 Oak Knoll Drive



FOOTPRINT OF EXISTING RESIDENCE

Site Plan  
SCALE: 1/32"=1'-0"

05.02.2025

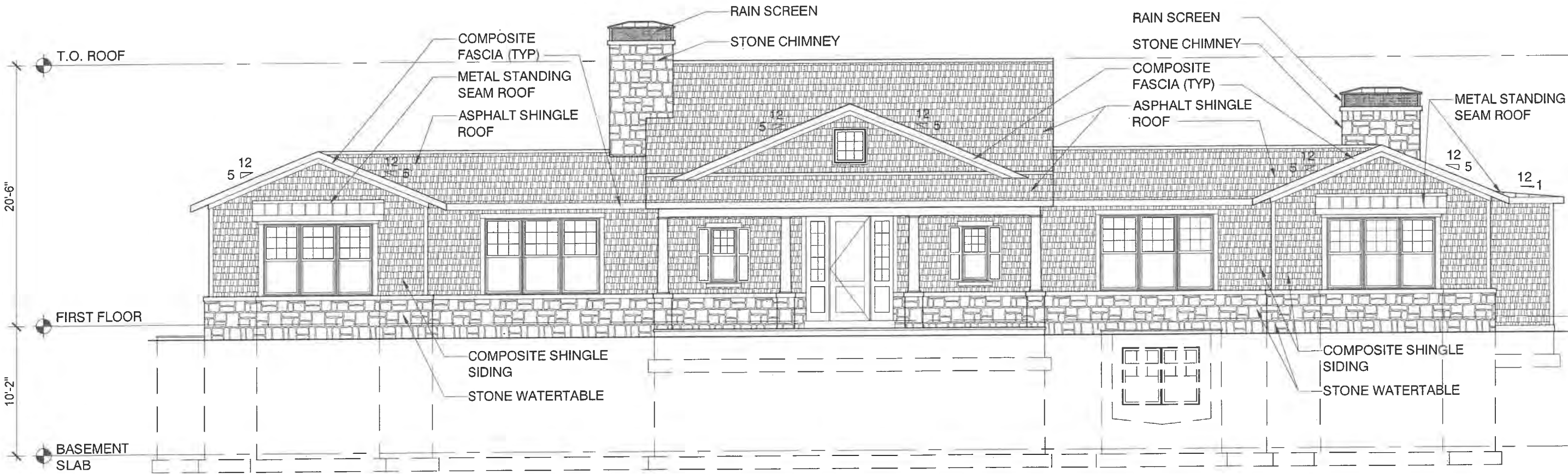
Close Residence  
11x17 BUILDING REVIEW BOARD  
772 Oak Knoll Dr  
Lake Forest, IL 60045

EDWARD DEEGAN  
ARCHITECTS & INTERIORS  
560 Green Bay Road 1301  
Winnetka IL 60093  
(847) 906 - 4110

Sheet No.  
BRB  
002

EAST ELEVATION – PROPOSED

05.02.2025



Proposed - East Elevation  
SCALE: 1/8"=1'-0"

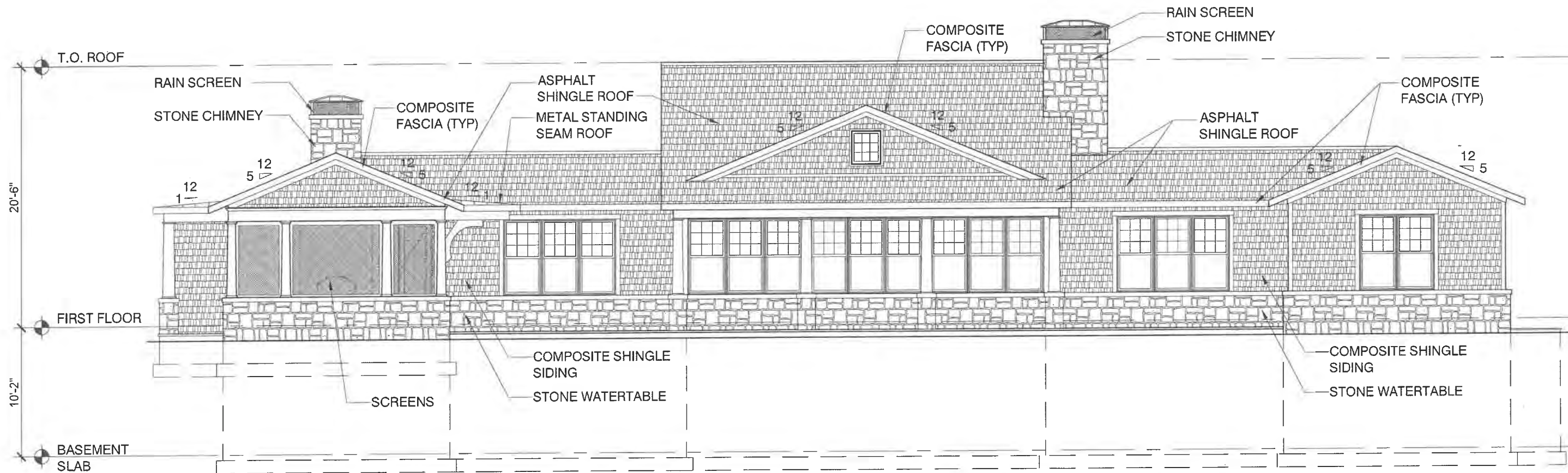
Close Residence  
11x17 BUILDING REVIEW BOARD  
772 Oak Knoll Dr  
Lake Forest, IL 60045

EDWARD DEEGAN  
ARCHITECTS & INTERIORS  
560 Green Bay Road #301  
Winnetka IL 60093  
(847) 906 - 4110

Sheet No.  
BRB  
204



The Plans



Proposed - West Elevation

SCALE: 1/8"=1'-0"

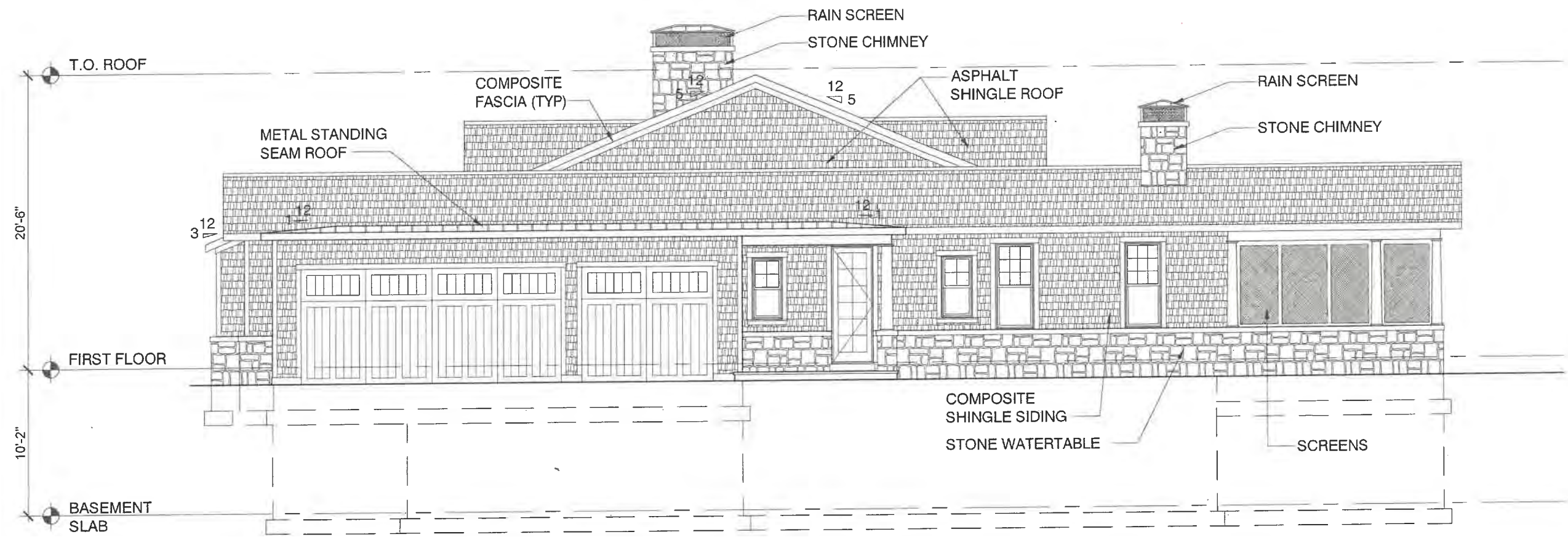
05.02.2025

Close Residence  
11x17 BUILDING REVIEW BOARD  
772 Oak Knoll Dr  
Lake Forest, IL 60045

EDWARD DEEGAN  
ARCHITECTS & INTERIORS  
560 Green Bay Road #301  
Winnetka, IL 60093  
(847) 906-4110

Sheet No.  
**BRB**  
**206**

NORTH ELEVATION – PROPOSED



Proposed - North Elevation  
SCALE: 1/8"=1'-0"

05.02.2025

Close Residence  
11x17 BUILDING REVIEW BOARD  
772 Oak Knoll Dr  
Lake Forest, IL 60045

EDWARD DEEGAN  
ARCHITECTS & INTERIORS  
560 Green Bay Road #301  
Winnetka IL 60093  
(847) 906 - 4110

Sheet No.  
BRB  
207



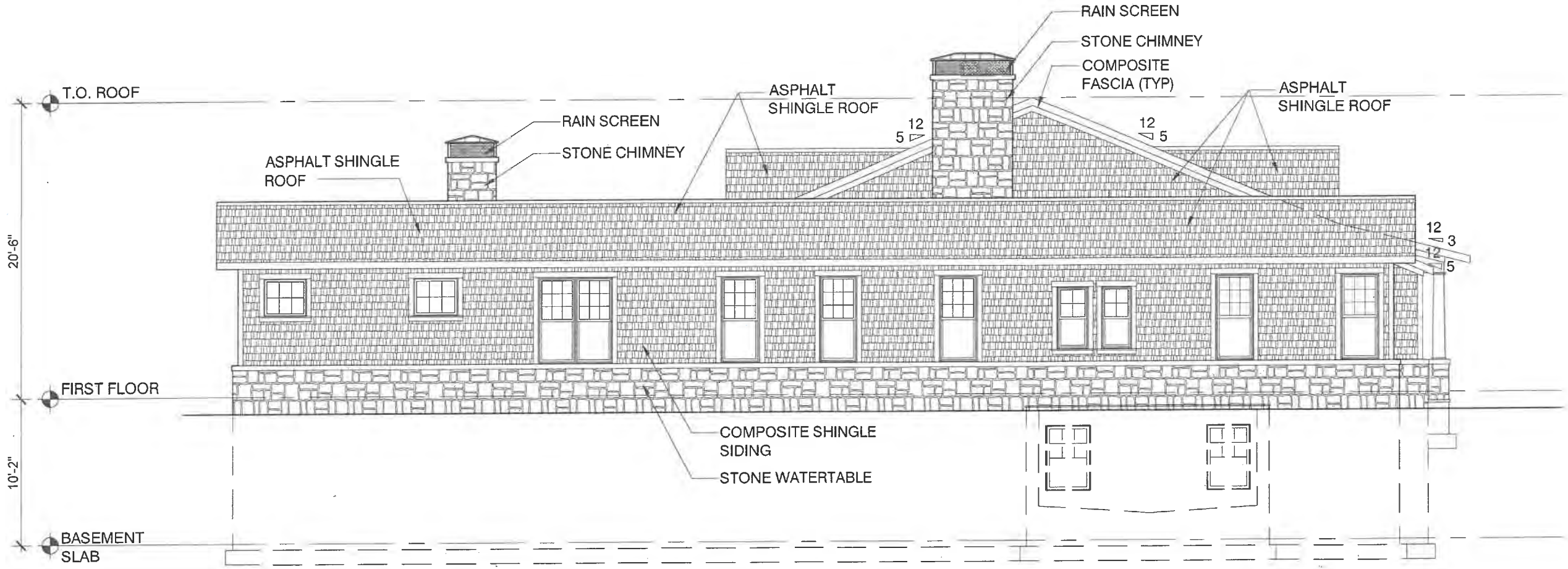
SOUTH ELEVATION – PROPOSED

05.02.2025

Close Residence  
11x17 BUILDING REVIEW BOARD  
772 Oak Knoll Dr  
Lake Forest, IL 60045

EDWARD DEEGAN  
ARCHITECTS & INTERIORS  
560 Green Bay Road #301  
Winnetka IL 60093  
(847) 906 - 4110

Sheet No.  
**BRB**  
**205**



Proposed - South Elevation

SCALE: 1/8"=1'-0"





Front Perspective  
NOT TO SCALE

05.02.2025

Close Residence  
11x17 BUILDING REVIEW BOARD  
772 Oak Knoll Dr  
Lake Forest, IL 60045

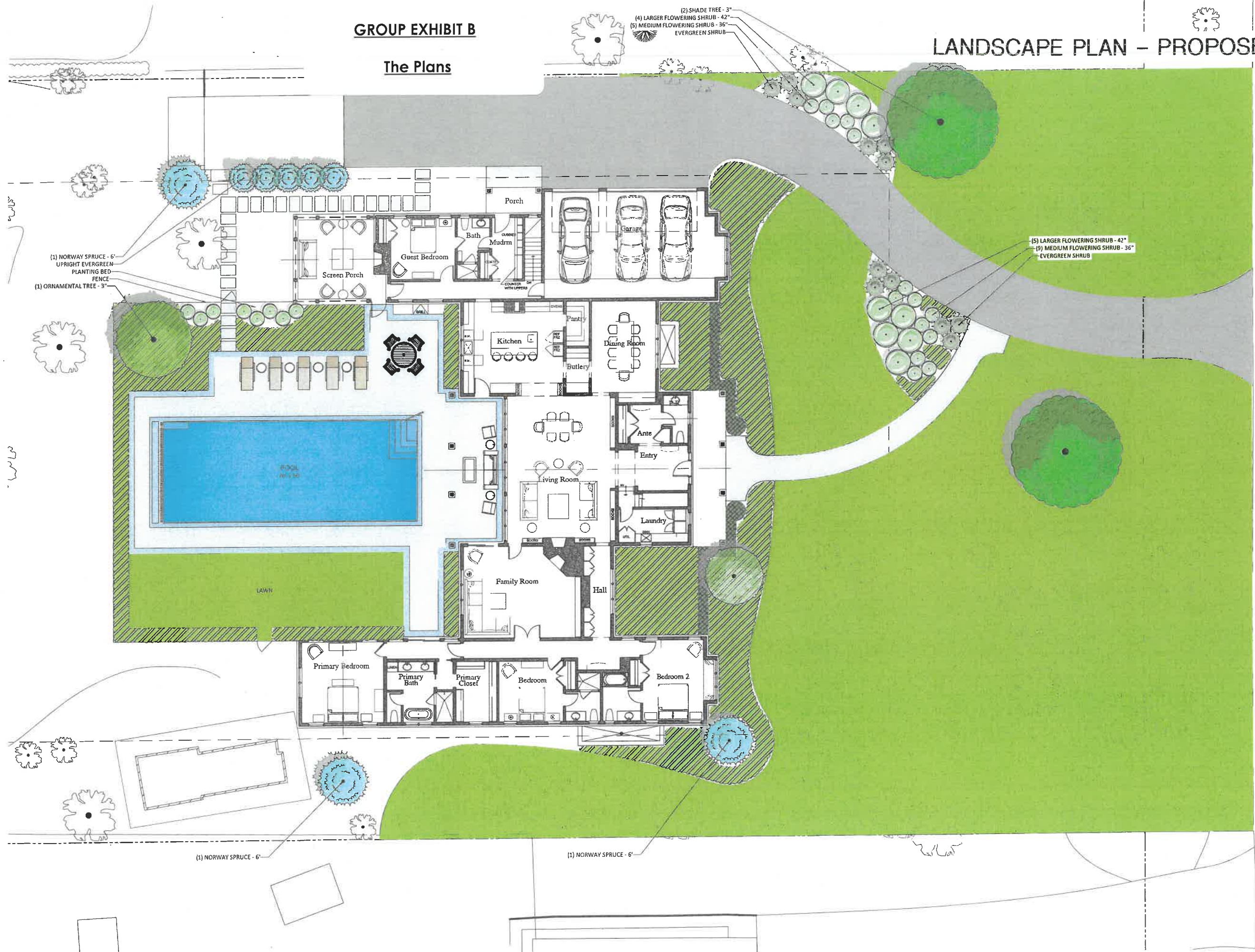
EDWARD DEEGAN  
ARCHITECTS & INTERIORS  
560 Green Bay Road #201  
Winnetka IL 60093  
(847) 906 - 4110

Sheet No.  
BRB  
212



## The Plans

## LANDSCAPE PLAN - PROPOSED



OAK KNOLL DRIVE

ISSUED FOR:  
**NOT FOR  
CONSTRUCTION**

LANDSCAPE PLAN

**L0.1**

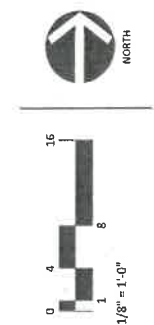
PROJECT: **CLOSE RESIDENCE**  
772 OAK KNOLL  
LAKE FOREST, IL 60045

DESIGNED BY: JH  
DRAWN BY: JH, EP  
REVISIONS:

1	05/06/25	CONCEPT
NO	DATE	ISSUE

**CONSULTANTS:**

GENERAL NOTES:



Reichborough Partners, Inc. hereby reserves any and all common law and statutory copyrights and other property rights in these plans. Written permission must be obtained prior to the reproduction, disclosure to a third party, or use of these plans.

Reichborough Partners, Inc. accepts no liability should the plans be altered or otherwise misused.

**RP**  
**ROSBOROUGH**  
**PARTNERS, INC.**  
342 N. 4th Street, Suite 104  
Libertyville, IL 60048  
p 847 543 1363  
f 847 549 1182  
www.rosboroughpartners.com





## BUILDING REVIEW BOARD Meeting Action Summary

On June 4<sup>th</sup>, 2025 the City of Lake Forest Building Review Board considered the following petition.

Petition Address	772 Oak Knoll Drive
Property Owner	Douglas and Karen Close
Representative	Edward Deegan, Architect
Project Description:	Demolition and replacement of a single family residence and hardscape and landscape plans.

**Board Action: The Board voted 6 to 0 to recommend approval subject to the following conditions.**

---

1. Prior to Submitting Plans for Permit address the following through refinements to the plans:
  - a. Shift the siting of the residence or reduce the width of the residence to provide space between the driveway and the north property line for planting and drainage.
    - i. If determined to be appropriate at the discretion of the City, a curb shall be installed along the north edge of the portion of the driveway closest to the property line to mitigate water run off on to the neighboring property.
    - ii. Install a site obscuring fence along a portion of the north property line to mitigate views of vehicles and the impact of headlights on the neighboring property to the north.
    - iii. Provide an auto turn study prepared by an engineer demonstrating that vehicles of the sizes commonly owned by families are able to maneuver into and out of the garage without encroaching into the landscape buffer.
    - iv. Note on the plans that the stone shall be a minimum for four inches thick.
    - v. Consider replacing the high windows with a shed dormer to provide the natural light desired.
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.

3. 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 trees proposed for removal, and trees identified for protection and preservation and shall be based on the drainage and grading plan.
- 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. Prior to the issuance of a building permit, a detailed landscape plan shall be submitted and will be subject to review and approval by the City's Certified Arborist. The plan shall, at a minimum, meet the landscaping standards for new residences detailed in the Code and incorporate all required replacement tree inches to account for trees removed. The landscape plan shall include plantings along the north property line to screen the driveway, lights from vehicles maneuvering into and out of the garage, and parked vehicles. The landscape plan must include the quantity, species, and size at the time of planting for all new landscaping.

*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 from new construction must be addressed to avoid increasing stormwater runoff on to neighboring properties.
- e. If the driveway is located close to the north property line, a curb shall be installed about the north edge of the driveway to contain water runoff and debris if determined to be appropriate by the City.

*Exterior Lighting*

- f. Details of all proposed exterior lighting, on the residence and on the property, shall be submitted 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.

*Construction Parking, Staging, and Tree Protection*

- g. A plan for construction 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.

---

This approval is valid for a period of 2 years from the date of final approval by the City Council. Upon review of the final plans and a determination that the plans are consistent with the approvals granted and with all applicable Code provisions, permits will be issued to allow work on the site to begin. A building permit must be obtained, and all applicable fees paid prior to the 2-year expiration date.

Following the guidelines below will help expedite the City's review of your plans and the issuance of permits for your project.

- ✓ All construction drawings submitted for permit should accurately reflect the approvals granted and respond to all conditions of approval.
- ✓ If the plans submitted for permit differ from the approvals, all changes including, but not limited to, changes to exterior materials, building massing, the site plan, grading, window or door placement or size, or architectural detailing should be highlighted clearly on the plans.
- ✓ If the plans submitted differ from the approvals granted, further Board and City Council review of the project may be required.
- ✓ Construction must begin within 90 days of the issuance of the permit. All construction must be consistent with the approved plans and must proceed in a diligent manner. If changes are desired or necessary after work is underway, please contact City staff to discuss the process for review of proposed revisions to the approved plans.

If you have any questions or need additional information, please contact Luis Prado, Assistant Planner, at [pradol@cityoflakeforest.com](mailto:pradol@cityoflakeforest.com) or at 847-810-3520.

cc: Property Owner/Architect  
Permit File – BSA

## **EXHIBIT D**

### **Unconditional Agreement and Consent**

Pursuant to Section Four of The City of Lake Forest Ordinance No. 2025- \_\_\_\_ ("Ordinance"), and to induce the City Code to grant the approvals provided for in such Ordinance, the undersigned acknowledges for themselves and their successors and assigns in title to the Property that they

1. have read and understand all of the terms and provisions of Ordinance No. 2025-\_\_\_\_;
2. hereby unconditionally agree to accept, consent to, and abide by all of the terms, conditions, restrictions, and provisions of this Ordinance, The City of Lake Forest City Code, and all other applicable codes, ordinances, rules, and regulations;
3. acknowledge and agree that the City is not and shall not be, in any way, liable for any damages or injuries that may be sustained as a result of the City's issuance of any permits for the use of the Property, and that the City's issuance of any permit does not, and shall not, in any way, be deemed to insure the Owners against damage or injury of any kind and at any time;
4. acknowledge that the public notices and hearings have been properly given and held with respect to the adoption of the Ordinance;
5. agree to and do hereby hold harmless, defend, and indemnify the City, the City's corporate authorities, and all City elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of these parties with respect to the Property and the City's adoption of the Ordinance or granting the approvals to the Owners pursuant to the Ordinance; and
6. represent and acknowledge that the persons signing this Unconditional Agreement and Consent are duly authorized to do so on behalf of the Owners of the Property.

#### **OWNERS:**

\_\_\_\_\_  
Please Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Please Print Name

\_\_\_\_\_  
Signature

ATTEST:

\_\_\_\_\_

THE CITY OF LAKE FOREST  
ORDINANCE NO. 2025- \_\_\_\_

AN ORDINANCE APPROVING ARCHITECTURAL AND SITE DESIGN AND GRANTING A  
FLOOR AREA EXCEPTION FOR THE PROPERTY LOCATED AT 821 NORTHMOOR ROAD

**WHEREAS**, Black House Series 821 Northmoor LLC (Patrick Shaver, 100%) ("**Owner**") is the owner of that certain real property commonly known as 821 Northmoor Road, Lake Forest, Illinois and legally described in Exhibit A, attached hereto ("**Property**"); and

**WHEREAS**, the Property is located in the R-1, Single Family Residence Zoning District; and

**WHEREAS**, the Owner desires to make modifications to previously approved plans for additions and alterations ("**Improvements**") as depicted on the site plan and architectural drawings that are attached hereto as Group Exhibit B ("**Plans**"); and

**WHEREAS**, the Owner submitted an application ("**Application**") to permit the construction of the Improvements and was required to present the Plans to the Building Review Board ("**BRB**") for its evaluation and recommendation; and

**WHEREAS**, the Improvements as depicted on the Plans would exceed the maximum floor area allowances as set forth in Section 150.148 (C) of the City Code, which apply to new construction on, or additions and alterations to existing construction on, residential property; and

**WHEREAS**, pursuant to notice duly published, the BRB reviewed and evaluated the Plans at a public hearing held on July 18, 2024, October 1, 2024 and May 7, 2025; and

**WHEREAS**, the BRB, having fully heard and having considered the evidence and testimony by all those attending the public hearing who wished to testify, made the following findings:

1. the Property is located within the R-1, Single Family Residence District under the City Code,
2. Owner proposes to construct the Improvements as depicted on the Plans,
3. as depicted on the Plans, a portion of the Improvements exceed the maximum floor area allowances set forth in Section 150.148(C) of the City Code,
4. the evidence presented indicates that the construction of the Improvements, if undertaken in conformity with the recommended conditions and the Plans, will meet the design standards and requirements of Section 150.147 of the City Code,
5. mature trees and other vegetation on the Property, in combination with the additional plantings planned as part of the project, effectively mitigate the appearance of excessive mass of the structure and as a result, the proposed development of the Improvements as set forth on the Plans is in keeping with the streetscape and overall neighborhood,
6. the height and mass of the Improvements will generally be compatible with the height and mass of structures on adjacent lots, buildings on the street and on adjacent streets, and other residences and garages in the same neighborhood,
7. the evidence presented indicates that the construction of the Improvements, if undertaken in conformity with this Ordinance, the recommended conditions, and the Plans, will meet the standards and requirements of Sections 150.147 and 150.148 of the City Code,



and recommended that the City Council approve the Application and the Plans, and grant an exception to the maximum allowable floor area consistent with the Plans, subject to the terms and conditions hereinafter set forth; and

**WHEREAS**, the Mayor and City Council, having considered Owner's Application to construct the Improvements on the Property, and the findings and recommendations of the BRB, have determined that it is in the best interests of the City and its residents to grant approval to the Application and exception to the maximum allowable floor area, subject to the terms and conditions hereinafter set forth;

**WHEREAS**, the Mayor and City Council further determine in the exercise of the City's home rule powers that it is in the best interests of the City and its residents to grant Owners' request for exceptions to the otherwise applicable maximum floor area requirements, subject to the terms and conditions hereinafter set forth;

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS**, as follows:

**SECTION ONE: Recitals.** The foregoing recitals are hereby incorporated into and made a part of this Ordinance as if fully set forth.

**SECTION TWO: Approval of Application.** Pursuant to Section 150.147 of the City Code, and subject to the limitations therein and the conditions set forth in Section Three of this Ordinance, the City Council does hereby grant approval of the Application to allow the construction of the Improvements on the Property, as more fully depicted on the Plans.

**SECTION THREE: Maximum Floor Area Exception Granted.** Pursuant to Section 150.148 of the City Code, and subject to the limitations therein and the conditions set forth in Section Four of this Ordinance, the City Council does hereby grant an exception to the maximum floor area requirements set forth in Section 150.148(D) of the City Code, as more fully depicted on the Plans, by allowing the Improvements and other structures on the Property to have a total square footage not to exceed 3,460 square feet.

**SECTION FOUR: Conditions on Approval.** The approval granted pursuant to Section Two and Three of this Ordinance shall be, and is hereby, conditioned upon and limited by the following conditions, the violation of any of which shall, in the discretion of the Mayor and City Council, render void the approvals granted by this Ordinance:

- A. No Authorization of Work. This Ordinance does not authorize commencement of any work on the Property. Except as otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.
- B. Compliance with Laws. Chapters 150, regarding buildings and construction, 156, regarding subdivisions, and 159, regarding zoning, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.

- C. Tree Preservation. The Owner will fully comply with Chapter 99 of the City Code, regarding trees, as it relates to the construction of the Improvements.
- D. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans.
- E. Fees and Costs. The Owner shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owner shall reimburse the City for all of its costs (including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within 30 days after delivery of a demand in writing for such payment shall, along with interest and the costs of collection, become a lien upon the Property, and the City shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.
- F. Other conditions. The improvements shall be substantially in conformance with the Board's deliberations as reflected on Exhibit C, Notice of Action – Board Recommendation, attached hereto.

**SECTION FOUR: Effective Date.** This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law; provided, however, that this Ordinance shall, in the discretion of the City Council, be of no force or effect if the Owner has not (i) executed and (ii) thereafter filed with the City Clerk, within 90 days following the passage of this Ordinance, the unconditional agreement and consent, in the form attached hereto as Exhibit D and by this reference made a part hereof, to accept and abide by each and all of the terms, conditions, and limitations set forth herein.

PASSED THIS \_\_ DAY OF \_\_\_\_\_, 2025

AYES: (    )

ABSENT: (    )

NAYS: (    )

ABSTAIN: (    )

PASSED THIS \_\_ DAY OF \_\_\_\_\_, 2025

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

**EXHIBIT A**

**Legal Description of Property**

Legal Description:

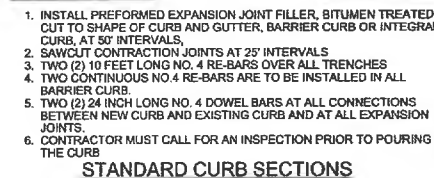
LOT 18 IN NORTHMOOR TERRACE, BEING A SUBDIVISION OF LOTS 304 AND 305 IN THE ORIGINAL TOWN OF LAKE FOREST, IN SECTION 3, TOWNSHIP 43 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JULY 6, 1922, AS DOCUMENT NO. 213550, IN BOOK "L" OF PLATS, PAGE 16, IN LAKE COUNTY, ILLINOIS.

P.I.N. 16-03-105-002

Commonly known as: 821 Northmoor Road

## The Plans

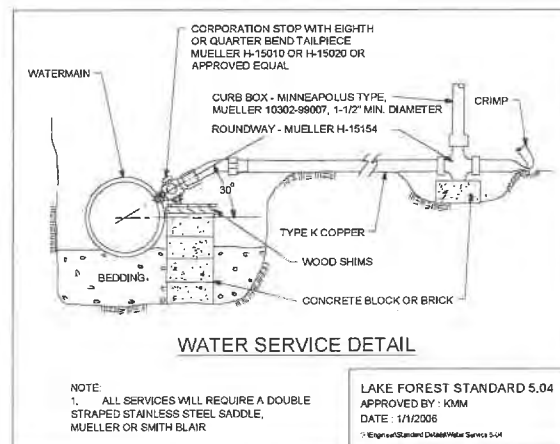
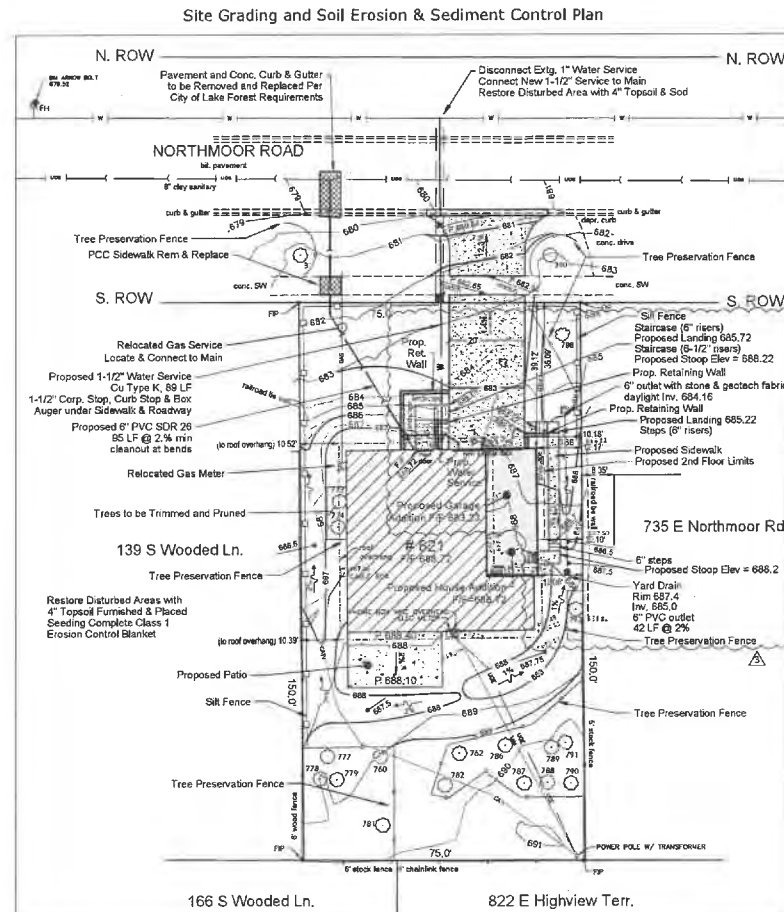
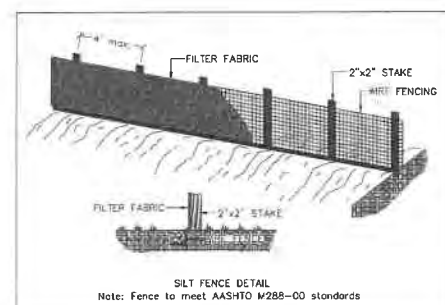
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**LAKE FOREST STANDARD 2.06**  
**APPROVED BY : KMM**  
**DATE : 1/1/2006**  
© 2006 GreenStandard Database/Standard Cuto 2-06

- A. SEDIMENT CONTROL MEASURES SHALL BE INSTALLED PRIOR TO THE COMMENCEMENT OF HYDROLOGIC DISTURBANCE AT UPLAND AREAS.
- B. FOR THOSE DEVELOPMENTS THAT REQUIRE A DESIGNATED EROSION CONTROL INSPECTOR (DECI), INSPECTIONS AND DOCUMENTATION SHALL BE PERFORMED, AT A MINIMUM:
  - UPON COMPLETION OF SEDIMENT AND RUNOFF CONTROL MEASURES (INCLUDING PERIMETER CONTROLS AND DIVERSIONS), PRIOR TO PROCEEDING WITH ANY OTHER EARTH DISTURBANCE OR GRADING.
  - AFTER EVERY SEVEN (7) CALENDAR DAYS OR STORM EVENT WITH GREATER THAN 0.5 INCH OF RAINFALL OR LIQUID EQUIVALENT PRECIPITATION.
- C. SOIL DISTURBANCE SHALL BE CONDUCTED IN SUCH A MANNER AS TO MINIMIZE EROSION. IF STRIPPING, CLEANING, GRADING, OR LANDSCAPING ARE TO BE DONE IN PHASES, THE PERMITTEE SHALL PLAN FOR APPROPRIATE SOIL EROSION AND SEDIMENT CONTROL MEASURES.
- D. A STABILIZED MAT OF CRUSHED STONE MEETING 100T GRADING C-1 UNDERLAY WITH FILTER FABRIC AND IN ACCORDANCE WITH THE EROSION CONTROL MANUAL, OR OTHER APPROPRIATE MEASURES AS APPROVED BY THE ENFORCEMENT OFFICER, SHALL BE INSTALLED AT ANY POINT WHERE TRAFFIC WILL BE ENTERING OR LEAVING A CONSTRUCTION SITE. SEDIMENT OR SOIL REACHING AN IMPROVED PUBLIC RIGHT-OF-WAY, STREET, ALLEY OR PARKING AREA SHALL BE REMOVED BY SCRAPING OR STREET CLEANING AS ACCUMULATIONS WARRANT AND TRANSPORTED TO A CONTROLLED SEDIMENT DISPOSAL AREA.
- E. TEMPORARY DIVERSIONS SHALL BE CONSTRUCTED AS NECESSARY TO DIRECT ALL RUNOFF FROM HYDROLOGICALLY DISTURBED AREAS TO AN APPROPRIATE SEDIMENT TRAP OR BASIN.
- F. DISTURBED AREAS SHALL BE STABILIZED WITH TEMPORARY OR PERMANENT MEASURES WITHIN SEVEN (7) CALENDAR DAYS FOLLOWING THE END OF ACTIVE HYDROLOGIC DISTURBANCE OR REDISTURBANCE.
- G. ALL STOOPKES SHALL HAVE APPROPRIATE MEASURES TO PREVENT EROSION. STOOPKES SHALL NOT BE PLACED IN FLOOD PRONE AREAS OR WETLANDS AND DESIGNATED BUFFERS.
- H. SLOPES STEEPER THAN 3:1 V SHALL BE STABILIZED WITH APPROPRIATE MEASURES APPROVED BY THE ENFORCEMENT OFFICER.
- I. APPROPRIATE EROSION CONTROL BLANKET SHALL BE INSTALLED ON ALL INTERIOR DETENTION BASIN SIDE SLOPES BETWEEN THE NORMAL WATER LEVEL AND HIGH WATER LEVEL.
- J. STORM SEWERS THAT ARE OR WILL BE FUNCTIONING DURING CONSTRUCTION SHALL BE PROTECTED BY AN APPROPRIATE SEDIMENT CONTROL MEASURE.
- K. IF DEWATERING SERVICES ARE USED, ADJOINING PROPERTIES AND DISCHARGE LOCATIONS SHALL BE PROTECTED FROM EROSION AND SEDIMENTATION. DISCHARGES SHALL BE ROUTED THROUGH AN APPROVED ANIONIC POLYMER DEWATERING SYSTEM OR A SIMILAR MEASURE AS APPROVED BY THE ENFORCEMENT OFFICER. DEWATERING SYSTEMS SHOULD BE INSPECTED DAILY DURING OPERATIONAL PERIODS. THE ENFORCEMENT OFFICER, OR APPROVED REPRESENTATIVE, MUST BE PRESENT AT THE COMMENCEMENT OF DEWATERING ACTIVITIES.
- L. IF INSTALLED SOIL EROSION AND SEDIMENT CONTROL MEASURES DO NOT MINIMIZE SEDIMENT LEAVING THE DEVELOPMENT SITE, ADDITIONAL MEASURES SUCH AS ANIONIC POLYMERS OR FILTRATION SYSTEMS MAY BE REQUIRED BY THE ENFORCEMENT OFFICER.
- M. ALL TEMPORARY AND PERMANENT EROSION CONTROL MEASURES MUST BE MAINTAINED AND REPAIRED AS NEEDED. THE PROPERTY OWNER SHALL BE ULTIMATELY RESPONSIBLE FOR MAINTENANCE AND REPAIR.
- N. ALL TEMPORARY SEDIMENT CONTROL MEASURES SHALL BE REMOVED WITHIN 30 DAYS AFTER FINAL SITE STABILIZATION IS ACHIEVED OR AFTER THE TEMPORARY MEASURES ARE NO LONGER NEEDED.
- O. THE EROSION CONTROL MEASURES INDICATED ON THE PLANS ARE THE MINIMUM REQUIREMENTS. ADDITIONAL MEASURES MAY BE REQUIRED, AS DIRECTED BY THE ENGINEER, ENFORCEMENT OFFICER, OR OTHER GOVERNING AGENCY.

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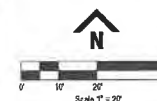


Tree Inventory dated 11-15-2021 by : Miriam Kaufman, Certified Arborist, TRAQm IL-9245A				
	Tag #	DBH	Species	Condition
TO REMAIN	798	17	White Oak	Fair
TO BE REMOVED	797	15	White Oak	Dying - Signs of Decay
TO BE REMOVED	796	14	White Oak	Dying - Signs of Decay
TO BE REMOVED	795	18	White Oak	Dying - Signs of Decay
TO BE REMOVED	794	15	White Oak	Dying
TO BE REMOVED	793	20	White Oak	Healthy (Remove)
TO REMAIN	792	20	White Oak	Fair
TO REMAIN	791	15	Red Oak	Fair
TO REMAIN	790	13	White Oak	Dead
TO REMAIN	789	8	Hemlock	Good
TO REMAIN	788	17	Hemlock	Dead
TO REMAIN	787	10	Hemlock	Dead
TO REMAIN	786	12	White Oak	Dead
TO BE REMOVED	785	14	White Oak	Dead
TO BE REMOVED	784	21	White Oak	Dead
TO REMAIN	783	4	Budlethorn	Good
TO REMAIN	782	8	Spruce	Poor
TO REMAIN	781	7.5	Pine	Dead
TO REMAIN	780	21	Hemlock	Dead
TO REMAIN	779	13	Hemlock	Poor
TO REMAIN	778	25	Red Oak	Fair
TO REMAIN	777	18	Hemlock	Fair
TO BE REMOVED	776	19	Red Oak	Poor
TO BE REMOVED	775	7	Spruce	Fair
TO REMAIN	774	11	Red Cedar	Fair
TO REMAIN	773	14	Red Cedar	Fair
TO BE REMOVED	772	15	Red Cedar	Fair
TO BE REMOVED	771	16	Red Cedar	Fair
TO REMAIN	770	28	Red Cedar	Fair
TO REMAIN	769	14	Arbutus	Fair
TO REMAIN	768	10	Red Cedar	Fair
TO REMAIN	767	8	Arbutus	Fair

engineers | surveyors

Bleck Engineering Company, Inc.  
1375 North Western Avenue  
Lake Forest, Illinois 60045  
T 847.295.5200 F 847.295.7081  
[www.bleckeng.com](http://www.bleckeng.com)

821  
Northmoor  
Lake Forest,  
IL



BENCHMARK  
ARROW BOLT ON HYDRANT  
ELEVATION = 579.52 NAVD83

	ISSUED DATE	ISSUED FOR
■	01.04.2022	BRB REVIEW
■	05.10.2022	PERMIT
⚠	07.20.2023	SANITARY SEWER
⚠	10.30.2023	SANITARY SEWER BLOW
⚠	10.24.2024	REVISED GRADING

## PROFESSIONAL SEARCH

"To the best of our knowledge and belief, the drainage of the surface waters will not be changed by the construction of this project or any part thereof or that if such surface waters drainage will be changed, reasonable provisions have been made for the collection and diversion of such surface waters into public areas or drains which the developer has a right to use, and that such surface waters will be planned for in accordance with generally accepted engineering practices so as to reduce the likelihood of the damage to the adjoining property because of the construction of the project."



Michael G. Bleck, PE Oct. 24, 2023

B-H Design

70-1251	Project No
DJD	Drawn By
MGB	Checked By

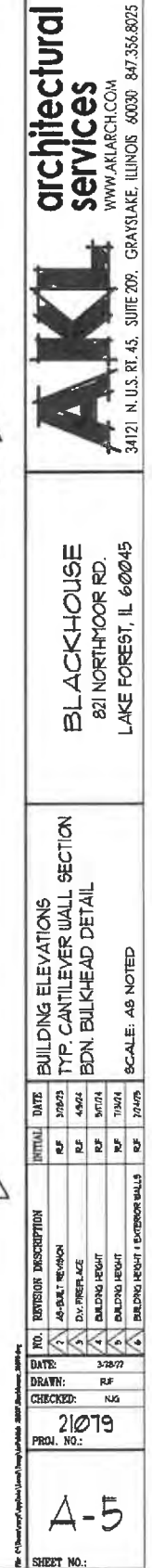
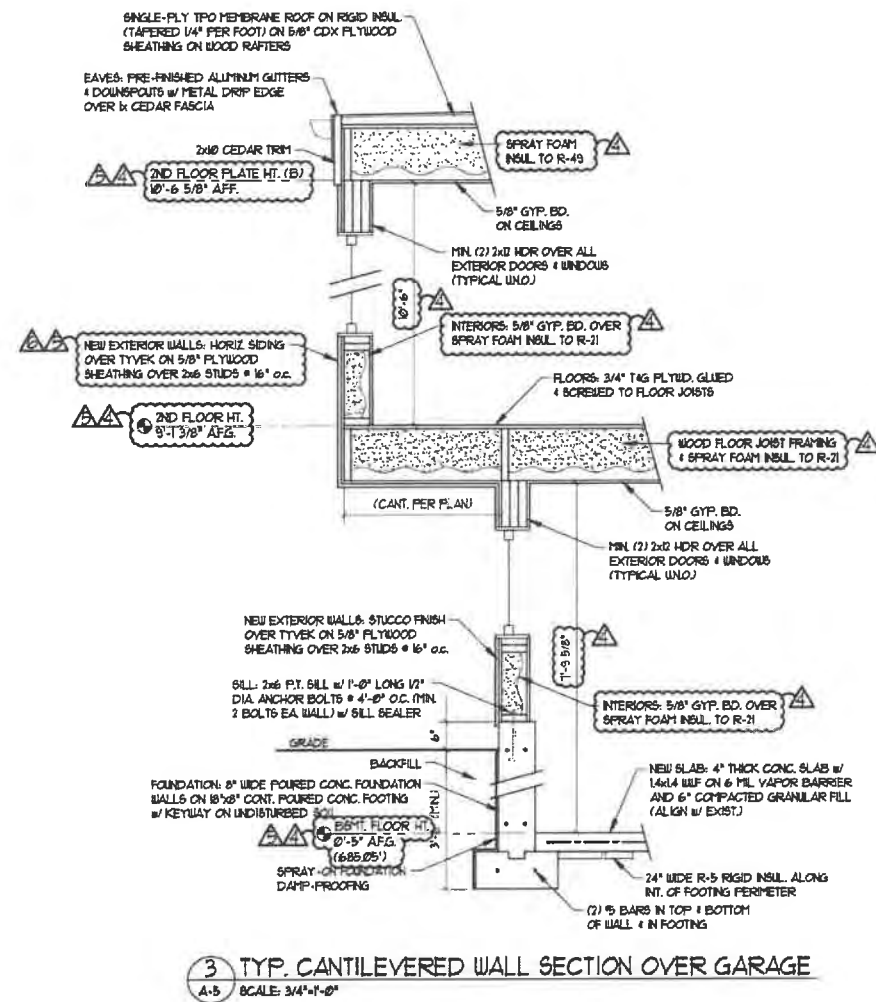
Drawing No.

Drawing Name

### Site Grading Plan

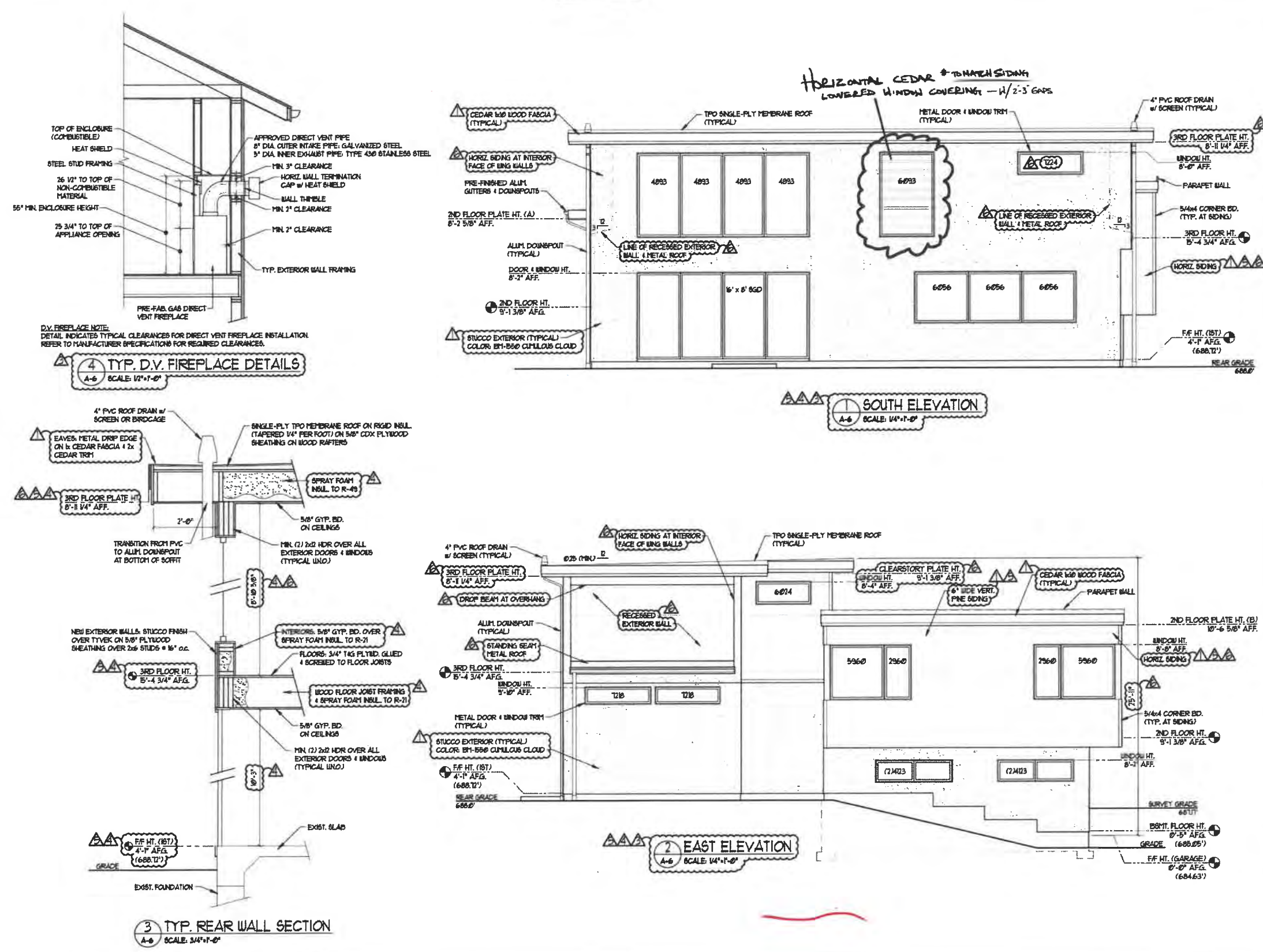


## The Plans



GROUP EXHIBIT B

The Plans



**architectural services**  
WWW.AKLARCH.COM

**AKL**  
34121 N. U.S. RT. 45, SUITE 209, GRAYSLAKE, ILLINOIS 60030 847.356.8025

**BLACKHOUSE**  
821 NORTHMOOR RD.  
LAKE FOREST, IL 60045

**BUILDING ELEVATIONS**  
TYP. REAR WALL SECTION  
TYP. D.V. FIREPLACE DETAILS  
SCALE: AS NOTED

NO.	DATE	REVISION	DESCRIPTION
1	3/8/23	R.F.	AS-BUILT REVISION
2	4/9/24	R.F.	D.V. FIREPLACE
3	8/24	R.F.	BUILDING HEIGHT
4	7/24/24	R.F.	BUILDING HEIGHT
5	2/24/25	R.F.	BUILDING HEIGHT - EXTERIOR WALLS

DATE: 3/8/23

DRAWN: R.F.

CHECKED: NLS

PROJ. NO.: 21079

**A-6**  
SHEET NO.:





**BUILDING REVIEW BOARD  
Meeting Action Summary**

On May 7<sup>th</sup>, 2025 the City of Lake Forest Building Review Board considered the following petition.

Petition Address	821 Northmoor Road
Property Owner	Black House LLC – Series 821 Northmoor
Representative	Patrick Shaver, President of Black House
Project Description:	Revisions to previously approved plans for additions and alterations to a residence at 821 Northmoor Road and a building scale variance.

**Board Action: The Board voted 5 to 0 to recommend approval subject to the follow conditions.**

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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 revising to the residence is issued, submit a detailed landscape plan in

accordance with the following:

- a. Submit a detailed landscape plan to the City and the immediate neighbors for review and input.
- b. 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.
- c. The arborvitae shall be a minimum of 10 to 12 feet tall at the time of planting unless otherwise approved by the City's Certified Arborist.
- d. 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.
- e. A bond will be taken at 110% the cost of the proposed arborvitae along the west and south property lines.

#### *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 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*

- d. 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.

### *Construction Parking, Staging, and Tree Protection*

- e. A plan for construction 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.
- f. 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 issued approving the permit issued for the revised plans, daily fines may be assessed.
- g. 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, regular removal of debris and unneeded construction materials, and keeping the site generally well maintained and organized.

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This Board approval of the revised plans is valid for a period of six (6) months from the date of final approval by the City Council. Upon review of the revised plans and a determination that the plans are consistent with the approvals granted and with all applicable Code provisions, permits will be issued to allow work on the site to resume.

Following the guidelines below will help expedite the City's review of your plans and the issuance of permits for your project.

- ✓ All construction drawings submitted for permit should accurately reflect the approvals granted and respond to all conditions of approval.
- ✓ If the plans submitted for permit differ from the approvals, all changes including, but not limited to, changes to exterior materials, building massing, the site plan, grading, window or door placement or size, or architectural detailing should be highlighted clearly on the plans.
- ✓ If the plans submitted differ from the approvals granted, further Board and City Council review of the project may be required.
- ✓ Construction must begin within five (5) days of the issuance of the permit. All construction must be consistent with the approved revised plans and must proceed in a diligent manner. If changes are desired or necessary after work is underway, please contact City staff to

discuss the process for review of proposed revisions to the approved plans.

If you have any questions or need additional information, please contact Luis Prado, Assistant Planner, at [pradol@cityoflakeforest.com](mailto:pradol@cityoflakeforest.com) or at 847-810-3520.

cc: Property Owner/Architect  
Permit File – BSA

## EXHIBIT D

### Unconditional Agreement and Consent

Pursuant to Section Four of The City of Lake Forest Ordinance No. 2022- \_\_\_\_ ("Ordinance"), and to induce the City Code to grant the approvals provided for in such Ordinance, the undersigned acknowledges for themselves and their successors and assigns in title to the Property that they

1. have read and understand all of the terms and provisions of Ordinance No. 2022-\_\_\_\_;
2. hereby unconditionally agree to accept, consent to, and abide by all of the terms, conditions, restrictions, and provisions of this Ordinance, The City of Lake Forest City Code, and all other applicable codes, ordinances, rules, and regulations;
3. acknowledge and agree that the City is not and shall not be, in any way, liable for any damages or injuries that may be sustained as a result of the City's issuance of any permits for the use of the Property, and that the City's issuance of any permit does not, and shall not, in any way, be deemed to insure the Owners against damage or injury of any kind and at any time;
4. acknowledge that the public notices and hearings have been properly given and held with respect to the adoption of the Ordinance;
5. agree to and do hereby hold harmless, defend, and indemnify the City, the City's corporate authorities, and all City elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of these parties with respect to the Property and the City's adoption of the Ordinance or granting the approvals to the Owners pursuant to the Ordinance; and
6. represent and acknowledge that the persons signing this Unconditional Agreement and Consent are duly authorized to do so on behalf of the Owners of the Property.

**OWNER:**

\_\_\_\_\_  
Please Print Name

\_\_\_\_\_  
Signature

**ATTEST:**

\_\_\_\_\_

THE CITY OF LAKE FOREST

ORDINANCE NO. 2024- \_\_\_\_

AN ORDINANCE APPROVING ARCHITECTURAL AND SITE DESIGN FOR THE  
PROPERTY LOCATED AT 1030 OAK GROVE LANE

**WHEREAS**, Jenna Paulson Trust, (Jenna Paulson 100%) ("**Owner**") is the owner of that certain real property commonly known as 1030 Oak Grove Lane, Lake Forest, Illinois and legally described in Exhibit A, attached hereto ("**Property**"); and

**WHEREAS**, the Property is located in the R-4, Single Family Residence Zoning District; and

**WHEREAS**, the Owner desires to construct additions and make associated alterations ("**Improvements**") as depicted on the plans and architectural drawings that are attached hereto as Group Exhibit B ("**Plans**"); and

**WHEREAS**, the Owner submitted an application ("**Application**") to permit the construction of the Improvements and was required to present the Plans to the Building Review Board ("**BRB**") for its evaluation and recommendation; and

**WHEREAS**, pursuant to notice duly published, the BRB reviewed and evaluated the Plans at a public hearing held on June 4, 2025; and

**WHEREAS**, the BRB, having fully heard and having considered the evidence and testimony by all those attending the public hearing who wished to testify, made the following findings:

1. the Property is located within the R-4, Single Family Residence District under the City Code,

2. Owner proposes to construct the Improvements as depicted on the Plans,
3. the evidence presented indicates that the construction of the Improvements, if undertaken in conformity with the recommended conditions and the Plans, will meet the design standards and requirements of Section 150.147 of the City Code,

and recommended that the City Council approve the Application and the Plans, subject to the terms and conditions hereinafter set forth; and

**WHEREAS**, the Mayor and City Council, having considered Owner's Application to construct the Improvements on the Property, and the findings and recommendations of the BRB, have determined that it is in the best interests of the City and its residents to grant approval to the Application, subject to the terms and conditions hereinafter set forth;

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS**, as follows:

**SECTION ONE: Recitals.** The foregoing recitals are hereby incorporated into and made a part of this Ordinance as if fully set forth.

**SECTION TWO: Approval of Application.** Pursuant to Section 150.147 of the City Code, and subject to the limitations therein and the conditions set forth in Section Three of this Ordinance, the City Council does hereby grant approval of the Application to allow the construction of the Improvements on the Property, as more fully depicted on the Plans.

**SECTION THREE: Conditions on Approval.** The approval granted pursuant to Section Two of this Ordinance shall be, and is hereby, conditioned upon and

limited by the following conditions, the violation of any of which shall, in the discretion of the Mayor and City Council, render void the approvals granted by this Ordinance:

- A. No Authorization of Work. This Ordinance does not authorize commencement of any work on the Property. Except as otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.
- B. Compliance with Laws. Chapters 150, regarding buildings and construction, 156, regarding subdivisions, and 159, regarding zoning, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.
- C. Tree Preservation. The Owner will fully comply with Chapter 99 of the City Code, regarding trees, as it relates to the construction of the Improvements.
- D. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans.
- E. Fees and Costs. The Owner shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owner shall reimburse the City for all of its costs (including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within 30 days after delivery of a demand in writing for such payment shall, along with interest and the costs of collection, become a lien upon the Property, and the City



shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.

- F. Other conditions. The improvements shall be substantially in conformance with the Board's deliberations as reflected on Exhibit C, Notice of Action – Board Recommendation, attached hereto.

**SECTION FOUR: Effective Date.** This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law; provided, however, that this Ordinance shall, in the discretion of the City Council, be of no force or effect if the Owner has not (i) executed and (ii) thereafter filed with the City Clerk, within 90 days following the passage of this Ordinance, the unconditional agreement and consent, in the form attached hereto as Exhibit D and by this reference made a part hereof, to accept and abide by each and all of the terms, conditions, and limitations set forth herein.

PASSED THIS \_\_ DAY OF \_\_\_\_\_, 2025

AYES: (    )

ABSENT: (    )

NAYS: (    )

ABSTAIN: (    )

PASSED THIS \_\_ DAY OF \_\_\_\_\_, 2025

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

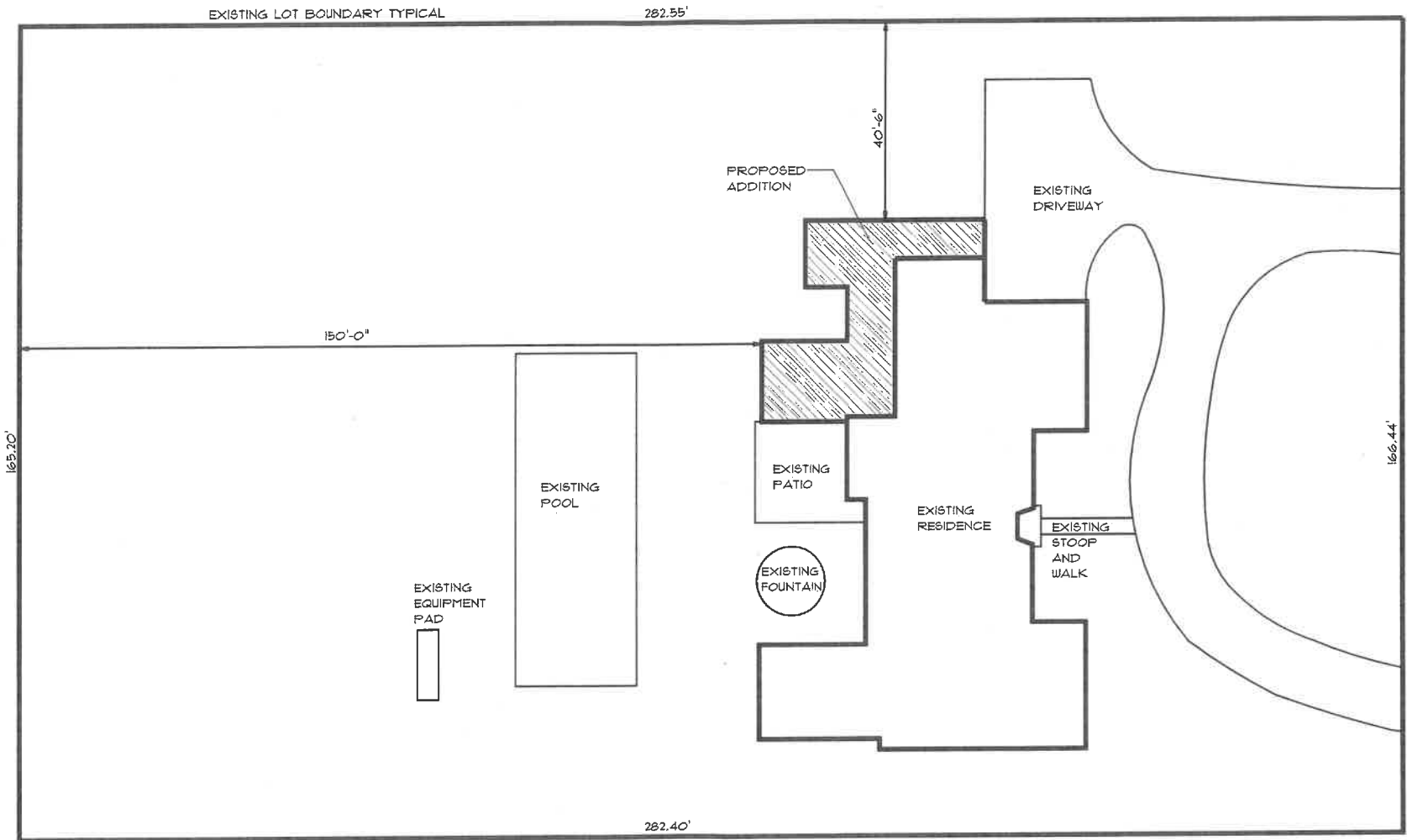
**EXHIBIT A**

**Legal Description of Property**

Legal Description:

P.I.N. 12-31-201-006

Commonly known as: 1030 Oak Grove Lane



SITE DIAGRAM

SCALE 1/32" = 1'-0"

EXISTING RESIDENCE - 4,102  
ADDITION - 944 SF  
DRIVEWAY - 3,623 SF  
POOL AND EQUIPMENT - 1,724 SF  
STOOP AND WALK - 200 SF  
TOTAL LOT COVERAGE - 10,593 SF  
LOT AREA - 46,846 SF  
IMPERVIOUS SURFACE COVERAGE - 22%

SOUTH ELEVATION – PROPOSED

5-15-2025

ADDITION FOR  
EXISTING RESIDENCE  
1030 OAK GROVE LANE LAKE FOREST IL

PURNELL ARCHITECTS, INC.  
20 HAWLEY COURT  
GRAYSLAKE IL 60030  
shawnp@shawnpurnell.com 847-989-2772



PROPOSED FRONT ELEVATION  
SCALE 1/8" = 1'-0"



The Plans

NORTH ELEVATION – PROPOSED

5-15-2025

ADDITION FOR  
EXISTING RESIDENCE  
1030 OAK GROVE LANE LAKE FOREST IL



PROPOSED REAR ELEVATION  
SCALE 1/8" = 1'-0"

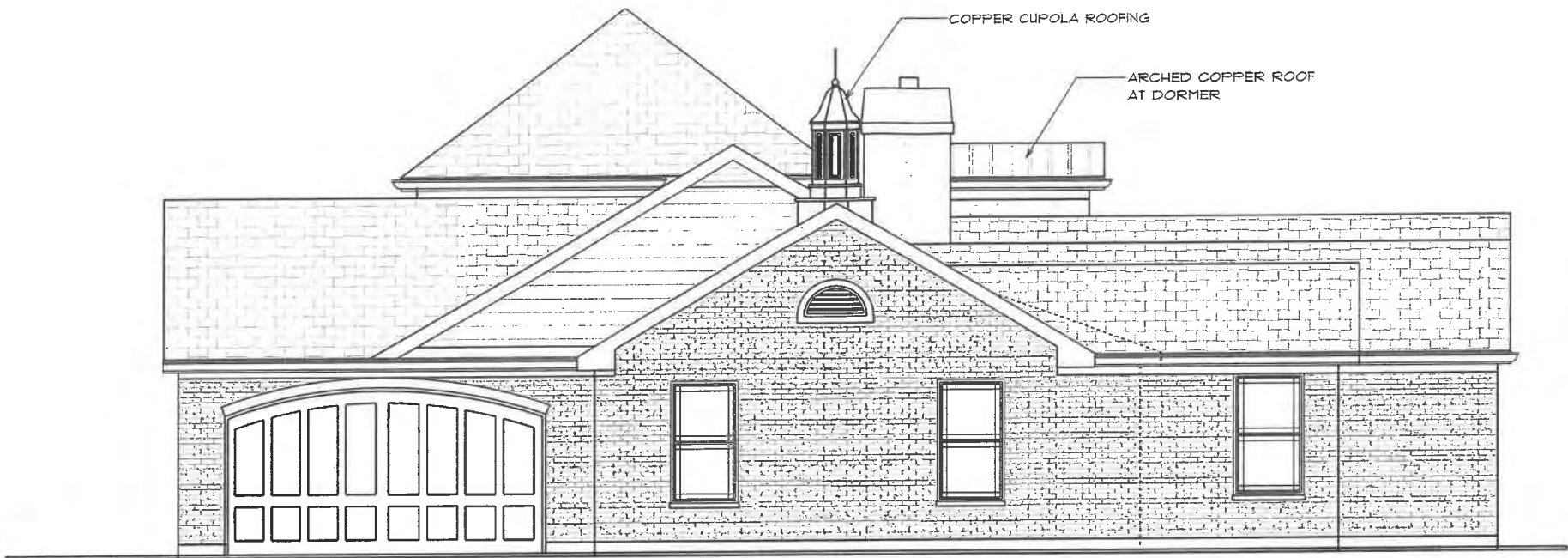
PURNELL ARCHITECTS, INC.  
20 HAWLEY COURT  
GRAYSLAKE IL 60030  
shawna@hawnpurnell.com 847-989-2772

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The Plans

EAST ELEVATION - PROPOSED

5-15-2025



PROPOSED RIGHT ELEVATION  
SCALE 1/8" = 1'-0"



PROPOSED LEFT ELEVATION  
SCALE 1/8" = 1'-0"

WEST ELEVATION - PROPOSED

ADDITION FOR  
EXISTING RESIDENCE  
1030 OAK GROVE LANE LAKE FOREST IL

PURNELL ARCHITECTS, INC.  
20 HAWLEY COURT  
GRAYSLAKE IL 60030  
shawna@shawnpurnell.com 847-989-2772





## **BUILDING REVIEW BOARD Meeting Action Summary**

On June 4<sup>th</sup>, 2025 the City of Lake Forest Building Review Board considered the following petition.

Petition Address	1030 Oak Grove
Property Owner	Jenna Paulson Trust (Jenna Paulsen 100%)
Representative	Shawn Purnell, Architect
Project Description:	First and second floor additions and alterations to a single family residence.

**Board Action: The Board voted 6 to 0 to recommend approval subject to the follow conditions.**

---

1. Prior to submitting plans for permit conduct further study and refine the plans consistent with the following direction.
  - a. Revise the dormer on the rear elevation with consideration of a gable dormer instead of an arched dormer and improving the proportions.
  - b. Detail the head of the front door opening.
  - c. Eliminate the arched garage doors and replace with standard, straight doors.
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.
3. Prior to the issuance of a building permit the following shall be addressed:

### *Landscaping*

- a. Prior to the issuance of a building permit, a detailed landscape plan for foundation plantings around the expanded footprint of the home shall be submitted and will be subject to review and approval by the City's Certified Arborist. The plan shall, at a minimum, meet

the landscaping standards in the Code. The landscape plan must include the quantity, species, and size at the time of planting for all new landscaping.

#### *Drainage and Grading*

- b. A drainage and grading plan or a grading waiver application must be submitted at the time of application for permit and will be subject to review and approval by the City Engineer.

#### *Exterior Lighting*

- c. Details of exterior lighting shall be submitted with the plans submitted for permit. Both existing and proposed exterior lighting must be reflected on the plan. 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, Staging, and Tree Protection*

- d. A plan for construction 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.

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This approval is valid for a period of 2 years from the date of final approval by the City Council. Upon review of the final plans and a determination that the plans are consistent with the approvals granted and with all applicable Code provisions, permits will be issued to allow work on the site to begin. A building permit must be obtained, and all applicable fees paid prior to the 2-year expiration date.

Following the guidelines below will help expedite the City's review of your plans and the issuance of permits for your project.

- ✓ All construction drawings submitted for permit should accurately reflect the approvals granted and respond to all conditions of approval.
- ✓ If the plans submitted for permit differ from the approvals, all changes including, but not limited to, changes to exterior materials, building massing, the site plan, grading, window or door placement or size, or architectural detailing should be highlighted clearly on the plans.

- ✓ If the plans submitted differ from the approvals granted, further Board and City Council review of the project may be required.
- ✓ Construction must begin within 90 days of the issuance of the permit. All construction must be consistent with the approved plans and must proceed in a diligent manner. If changes are desired or necessary after work is underway, please contact City staff to discuss the process for review of proposed revisions to the approved plans.

If you have any questions or need additional information, please contact Luis Prado, Assistant Planner, at [pradol@cityoflakeforest.com](mailto:pradol@cityoflakeforest.com) or at 847-810-3520.

cc: Property Owner/Architect  
Permit File – BSA

## EXHIBIT D

### Unconditional Agreement and Consent

Pursuant to Section Four of The City of Lake Forest Ordinance No. 2025- \_\_\_\_ ("Ordinance"), and to induce the City Code to grant the approvals provided for in such Ordinance, the undersigned acknowledges for themselves and their successors and assigns in title to the Property that they

1. have read and understand all of the terms and provisions of Ordinance No. 2025-\_\_\_\_;
2. hereby unconditionally agree to accept, consent to, and abide by all of the terms, conditions, restrictions, and provisions of this Ordinance, The City of Lake Forest City Code, and all other applicable codes, ordinances, rules, and regulations;
3. acknowledge and agree that the City is not and shall not be, in any way, liable for any damages or injuries that may be sustained as a result of the City's issuance of any permits for the use of the Property, and that the City's issuance of any permit does not, and shall not, in any way, be deemed to insure the Owners against damage or injury of any kind and at any time;
4. acknowledge that the public notices and hearings have been properly given and held with respect to the adoption of the Ordinance;
5. agree to and do hereby hold harmless, defend, and indemnify the City, the City's corporate authorities, and all City elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of these parties with respect to the Property and the City's adoption of the Ordinance or granting the approvals to the Owners pursuant to the Ordinance; and
6. represent and acknowledge that the persons signing this Unconditional Agreement and Consent are duly authorized to do so on behalf of the Owners of the Property.

**OWNER:**

\_\_\_\_\_  
Please Print Name

\_\_\_\_\_  
Signature

ATTEST:

\_\_\_\_\_

THE CITY OF LAKE FOREST

ORDINANCE NO. 2025-\_\_

AN ORDINANCE GRANTING VARIANCES FROM THE SETBACKS FROM THE WEST AND EAST PROPERTY LINES AND FROM THE DRIVEWAY WIDTH LIMITATIONS FOR PROPERTY LOCATED AT 375 DEERPATH SQUARE

**WHEREAS**, Daniel and Adriana Axiente ("**Owners**") are the owners of that certain real property commonly known as 375 Deerpath Square, Lake Forest, Illinois and legally described in **Exhibit A**, attached hereto ("**Property**"); and

**WHEREAS**, the Property is located in the R-3, Single Family Residence Zoning District; and

**WHEREAS**, the Owners desire to construct a single family residence which will partially encroach into the setbacks along the east and west property lines and install a driveway wider than permitted within the setback area ("**Improvements**") as depicted on the site plans attached hereto as **Group Exhibit B** ("**Plans**"); and

**WHEREAS**, the Owners submitted an application ("**Application**") for variances from Section 159.083, R-3, Single Family Residence District, of the City of Lake Forest Code to allow construction of the Improvements, within the setbacks; and

**WHEREAS**, pursuant to notice duly published, the ZBA reviewed and evaluated the Plans at a public hearing held on May 27, 2025; and

**WHEREAS**, the ZBA, having fully heard and having considered the evidence and testimony by all those attending the public hearing who wished to testify, made the following findings:

1. This property is a buildable lot with frontage on public streets on all sides which results in excessive zoning setbacks on all sides of the property.
2. The Building Review Board recommended approval of the site plan and design aspects of the proposed residence.
3. The property is heavily vegetated and most of which vegetation will remain and serve as screening from the adjacent roadways.
4. The proposed residence and driveway if constructed consistent with the variances requested, will not alter the essential character of the neighborhood.
5. The conditions upon which the variances are requested are generally unique to this property. It is uncommon for a property to be surrounded on

all sides by public roads which results in excessive setbacks from all property lines.

6. The lot was created through a subdivision prior to the adoption of the current zoning regulations.
7. No evidence has been submitted to indicate that the variances if approved will increase congestion, endanger public safety, or diminish property values in the neighborhood.

and recommended that the City Council approve the variances subject to the terms and conditions hereinafter set forth; and

**WHEREAS**, the Mayor and City Council, having considered Owners' Application to construct the Improvements on the Property, and the findings and recommendations of the ZBA, have determined that it is in the best interests of the City and its residents to grant approval of the requested variances subject to the terms and conditions hereinafter set forth;

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS**, as follows:

**SECTION ONE: Recitals.** The foregoing recitals are hereby incorporated into and made a part of this Ordinance as if fully set forth.

**SECTION TWO: Approval of Application.** Pursuant to Section 159.042 of the City Code, and subject to the limitations therein and the conditions set forth in Section Four of this Ordinance, the City Council does hereby grant approval of the Application to allow the construction of the Improvements on the Property, as more fully depicted on the Plans.

**SECTION THREE: Zoning Setback Variances Granted.** Based on the findings presented above, the City Council does hereby grant approval of the requested variances to allow encroachment of the new single family residence no further than five (5) feet into the setback along the west property line and no further than four (4) feet into the setback along the east property line, and the driveway to be constructed at a width not to exceed 30 feet within the setback along the west property line.

**SECTION FOUR: Conditions on Approval.** The approval granted pursuant to Sections Two and Three of this Ordinance shall be, and is hereby, conditioned upon and limited by the following conditions, the violation of any of which shall, in the discretion of the Mayor and City Council, render void the approvals granted by this Ordinance:

- A. **No Authorization of Work.** This Ordinance does not authorize commencement of any work on the Property. Except as

otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.

- B. Compliance with Laws. Chapters , 150, regarding building and construction, 156, regarding subdivisions, and 159, regarding zoning, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.
- C. Tree Preservation. The Owners will fully comply with Chapter 99 of the City Code, regarding trees, as it relates to the construction of the Improvements.
- D. Staging, Parking and Storage. Prior to the issuance of building permits, a plan for staging and storage of construction materials, construction vehicles, and contractor parking shall be submitted and will be subject to City review and approval.
- E. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans and the Board's deliberations.
  - a. The front porch shall remain open.
  - b. The vegetative screening along the east property line shall remain or if removals are approved by the City, replanting must occur to achieve a similar density within three planting seasons.
- F. Fees and Costs. The Owners shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owners shall reimburse the City for all of its costs (including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within 30 days after delivery of a demand in writing for such payment shall, along with interest and the costs of



collection, become a lien upon the Property, and the City shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.

**SECTION FIVE: Effective Date.** This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law; provided, however, that this Ordinance shall, in the discretion of the City Council, be of no force or effect if the Owners have not (i) executed and (ii) thereafter filed with the City Clerk, within 90 days following the passage of this Ordinance, the unconditional agreement and consent, in the form attached hereto as **Exhibit C** and by this reference made a part hereof, to accept and abide by each and all of the terms, conditions, and limitations set forth herein. The City Clerk is hereby directed to record this Ordinance and such agreement and consent with the Recorder of Deeds of Lake County.

PASSED THIS \_\_ DAY OF \_\_\_\_\_, 2025.

AYES: (    )

NAYS: (    )

ABSENT: (    )

ABSTAIN: (    )

PASSED THIS \_\_ DAY OF \_\_\_\_\_, 2025.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

## **EXHIBIT A**

### **Legal Description of Property**

#### Legal Description:

LOT 1 IN SECOND ADDITION TO DEERPATH HILLS ESTATES, BEING A SUBDIVISION OF PARTS OF THE SOUTHEAST QUARTER OF SECTION 31 AND THE SOUTHWEST QUARTER OF SECTION 32, ALL IN TOWNSHIP 44 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF, RECORDED MARCH 14, 1929, AS DOCUMENT 33454, IN BOOK "T", OF PLATS, PAGES 56 AND 57 IN LAKE COUNTY, ILLINOIS.

P.I.N. 12-32-303-001

Commonly known as: 375 Deerpath Square

## The Plans

**WARNING:**  
IT IS A VIOLATION OF THE LAW  
FOR ANY PERSON UNLESS ACTING  
UNDER THE DIRECTION OF THE  
ARCHITECT OF RECORD, TO  
ALTER THESE DRAWINGS OR  
SPECIFICATIONS IN ANY WAY.

**PROPOSED NEW SINGLE FAMILY  
RESIDENCE FOR:  
DANIEL & ADRIANA AXENTE  
375 DEER PATH SQUARE  
LAKE FOREST, IL**

WEST DEERPATH

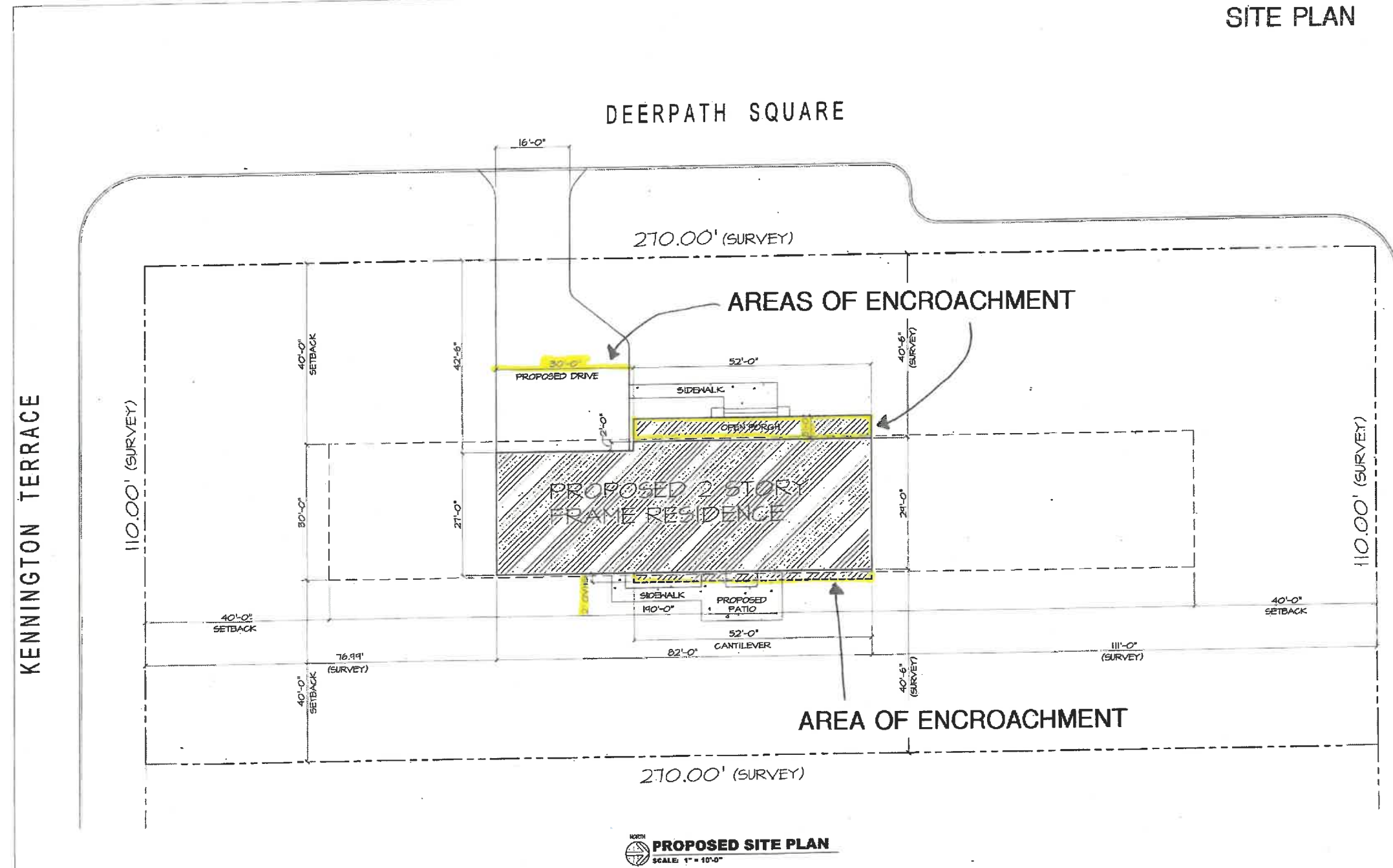
[illegible]

DATE:
DRAWN BY:
CHECKED BY:
SCALE:

SHEET TITLE:  
PROPOSED  
SITE PLAN

SHEET NUMBER:  
OF: TOTAL SHEETS

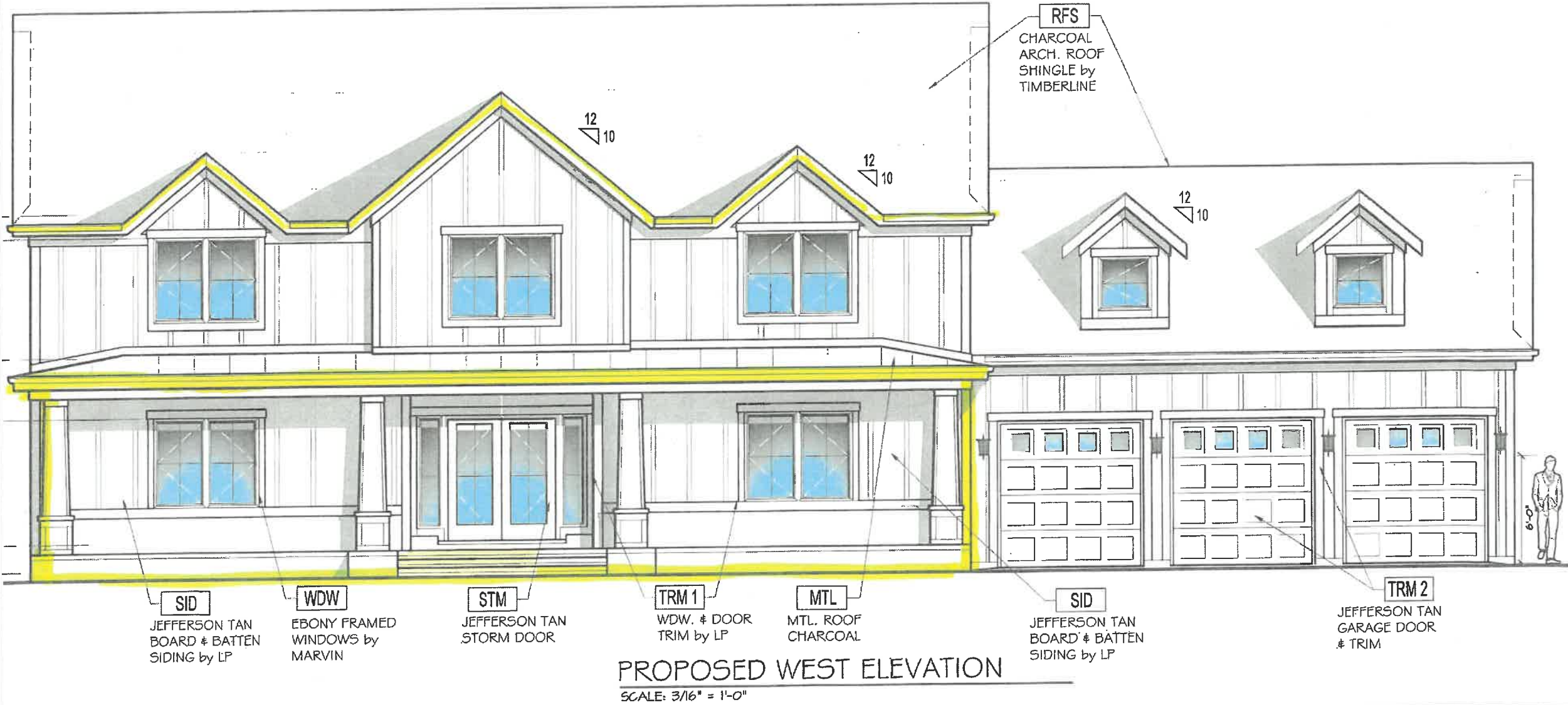
51



GROUP EXHIBIT B

The Plans

WEST ELEVATION



WARNING:  
IT IS A VIOLATION OF THE LAW FOR  
ANY PERSON, UNLESS ACTING UNDER  
THE DIRECTION OF THE ARCHITECT  
OF RECORD, TO ALTER THESE  
DRAWINGS OR SPECIFICATIONS IN

JOHN NELSON - ARCHITECT, INC.  
1420 WHISPERING SPRINGS CIRCLE  
PALATINE, IL 60074

DATE	
2/17/25	APPEAR. REVIEW
4/14/25	VILLAGE REVIEW

PROPOSED RESIDENCE FOR;  
DANIEL & ADRIANA AXENTE  
375 DEER PATH SQUARE

SHEET DESCRIPTION:  
PROPOSED  
EXT. ELEVATION

SHEET NUMBER:  
A3B

GROUP EXHIBIT B

The Plans

EAST ELEVATION



WARNING:  
IT IS A VIOLATION OF THE LAW FOR  
ANY PERSON, UNLESS ACTING UNDER  
THE DIRECTION OF THE ARCHITECT  
OF RECORD, TO ALTER THESE  
DRAWINGS OR SPECIFICATIONS IN

JOHN NELSON - ARCHITECT, INC.  
1420 WHISPERING SPRINGS CIRCLE  
PALATINE, IL 60074

DATE	
2/17/25	APPEAR. REVIEW
4/4/25	VILLAGE REVIEW

PROPOSED RESIDENCE FOR;  
DANIEL & ADRIANA AXENTE  
375 DEER PATH SQUARE

SHEET DESCRIPTION:  
PROPOSED  
EXT. ELEVATION

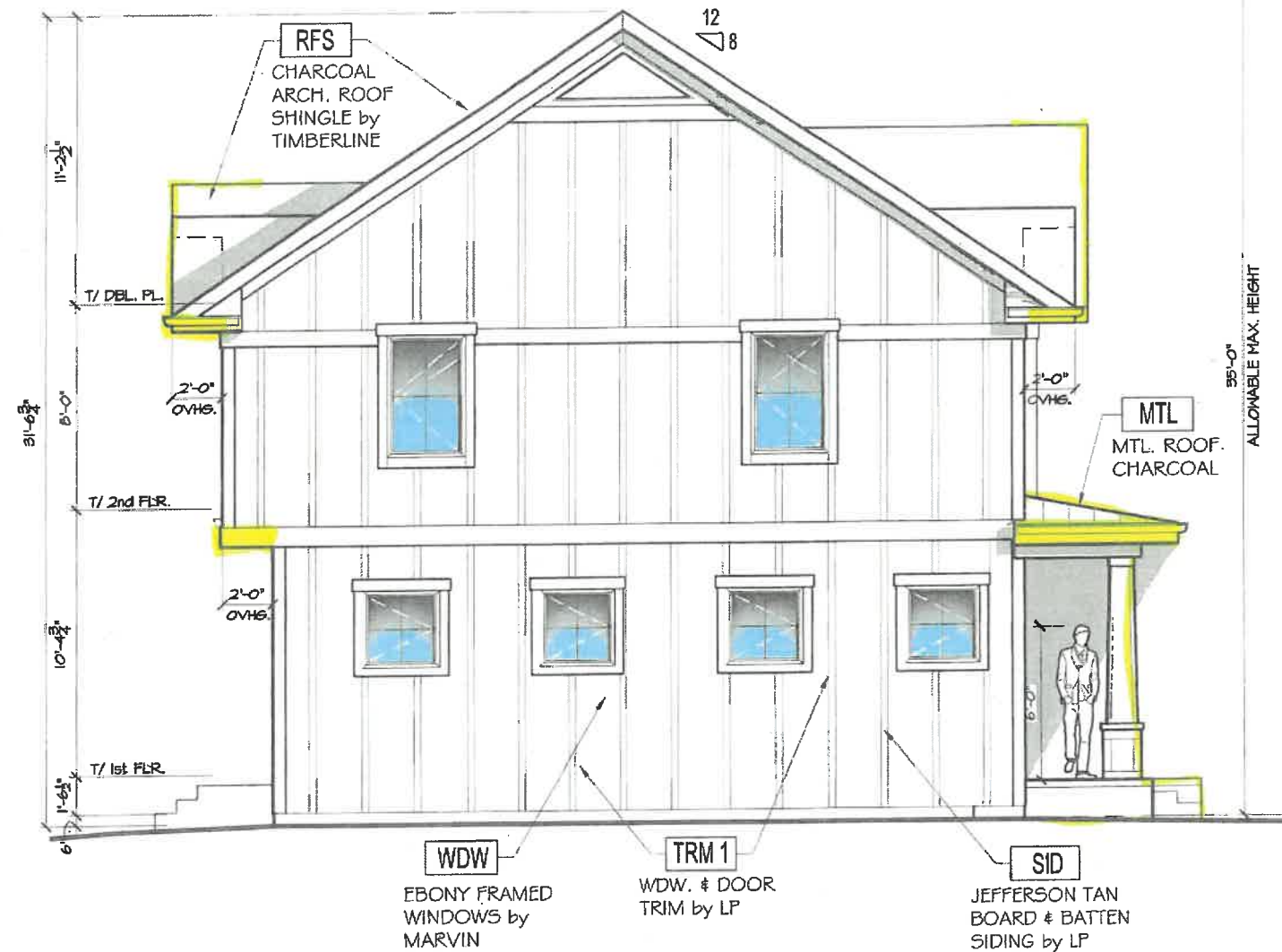
SHEET NUMBER:  
A3A



# GROUP EXHIBIT B

## The Plans

### NORTH ELEVATION



### PROPOSED NORTH ELEVATION

SCALE: 3/16" = 1'-0"

WARNING:  
IT IS A VIOLATION OF THE LAW FOR  
ANY PERSON, UNLESS ACTING UNDER  
THE DIRECTION OF THE ARCHITECT  
OF RECORD, TO ALTER THESE  
DRAWINGS OR SPECIFICATIONS IN

JOHN NELSON - ARCHITECT, INC.  
1420 WHISPERING SPRINGS CIRCLE  
PALATINE, IL 60074

DATE	
2/17/25	APPEAR. REVIEW
4/14/25	VILLAGE REVIEW

PROPOSED RESIDENCE FOR;  
DANIEL & ADRIANA AXENTE  
375 DEER PATH SQUARE

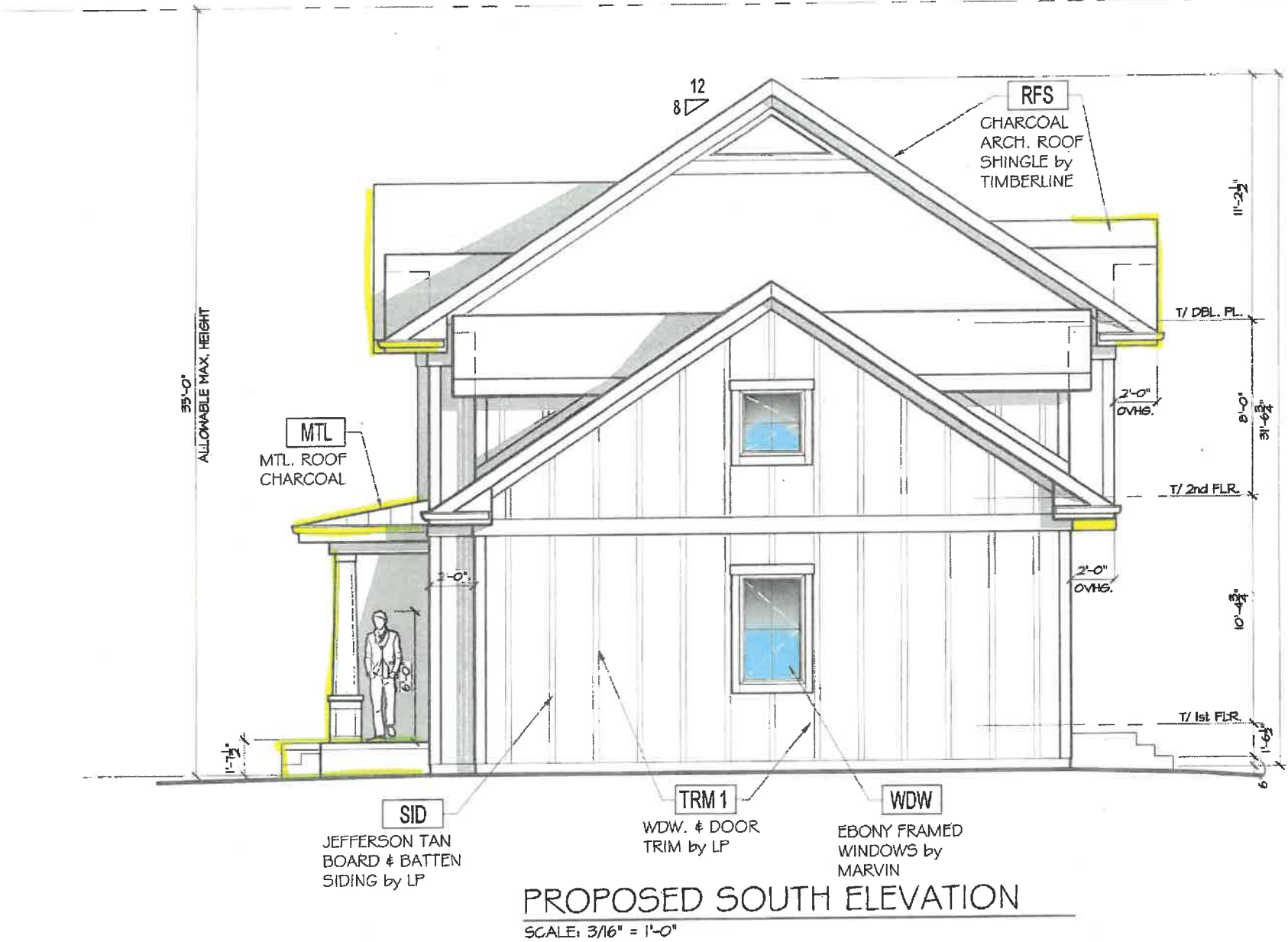
SHEET DESCRIPTION:  
PROPOSED  
EXT. ELEVATION

SHEET NUMBER:  
A4A

GROUP EXHIBIT B

The Plans

SOUTH ELEVATION



WARNING:  
IT IS A VIOLATION OF THE LAW FOR  
ANY PERSON, UNLESS ACTING UNDER  
THE DIRECTION OF THE ARCHITECT  
OF RECORD, TO ALTER THESE  
DRAWINGS OR SPECIFICATIONS IN

JOHN NELSON - ARCHITECT, INC.  
1420 WHISPERING SPRINGS CIRCLE  
PALATINE, IL 60074

DATE	
2/17/25	APPEAR REVIEW
4/14/25	VILLAGE REVIEW

PROPOSED RESIDENCE FOR;  
DANIEL & ADRIANA AXENTE  
375 DEER PATH SQUARE

SHEET DESCRIPTION:  
PROPOSED  
EXT. ELEVATION


SHEET NUMBER:  
A4B



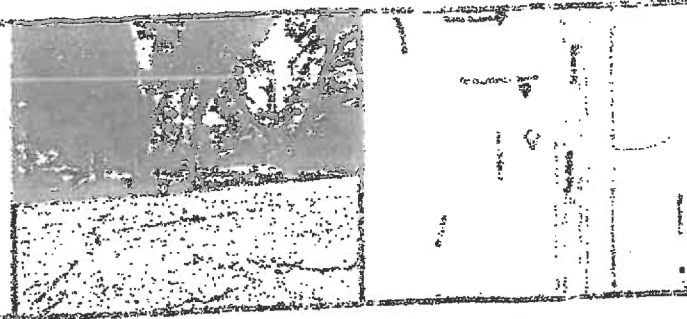
GROUP EXHIBIT B

The Plans

LANDSCAPE PLAN



www.exacta-land.com | office: 773.303.2001

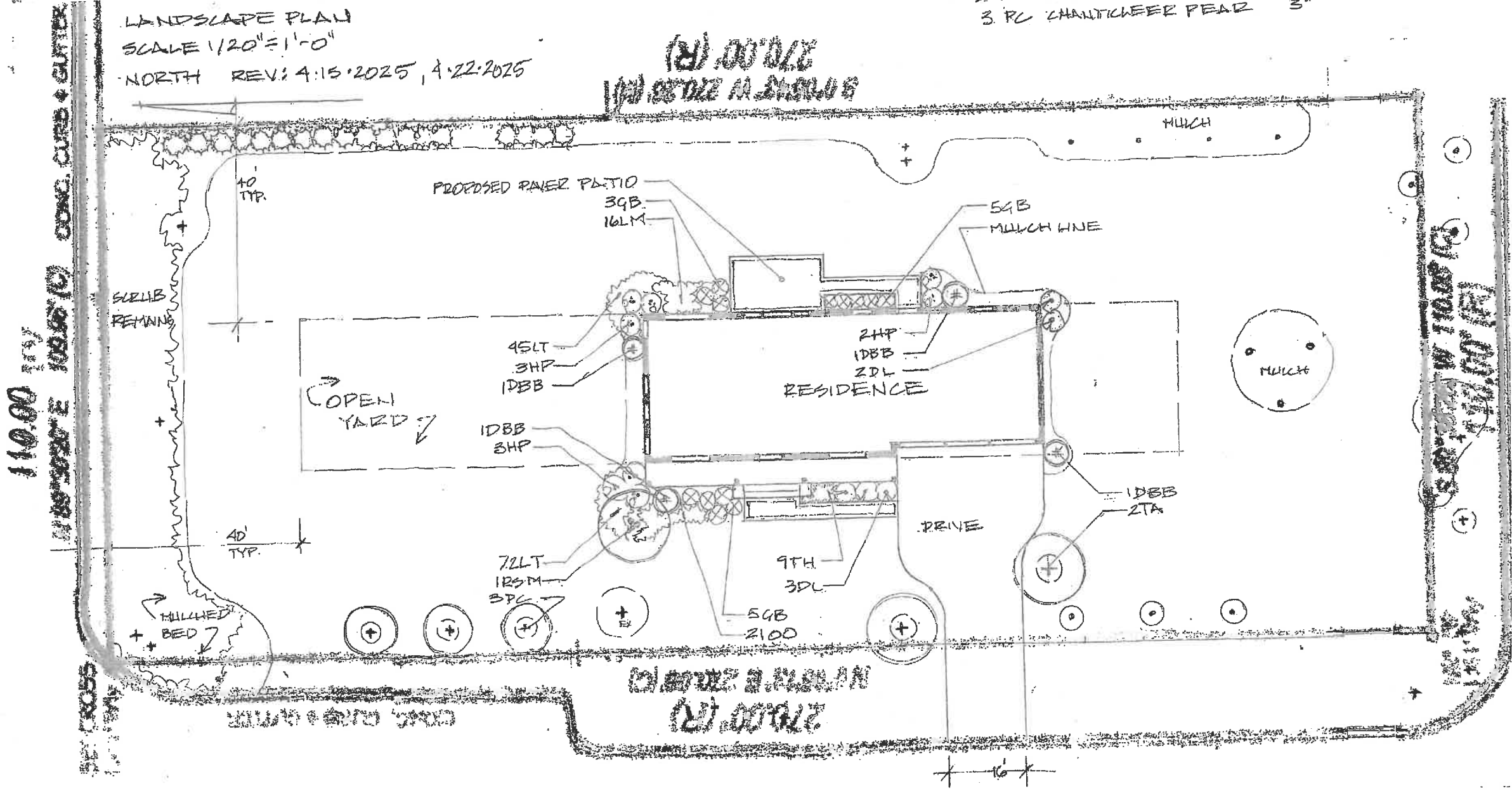


SURVEY NUMBER: 2408.1591

PROPERTY ADDRESS: 375 DEERPATH SQUARE, LAKE FOREST, ILLINOIS 60045

PLANT LIST

- |    |                           |     |
|----|---------------------------|-----|
| 1  | RSM ROYAL STAR MAGNOLIA   | 10' |
| 4  | DBB DWARF BURNING BUSH    | 36" |
| 8  | HP HYDRANGEA PAN. 'QUICK' | 36" |
| 5  | DL DWARF LILAC            | 36" |
| 13 | GB GLENCOE BOXWOOD        | 18" |
| 21 | OO ORNAMENTAL ONION       | 19" |
| 16 | LM LADY'S MANTLE          | 19" |
| 9  | TH TURTLE HEAD            | 19" |
| 17 | LT LILY TURF              | RT  |
| 2  | TA REDMOND LINDEN         | 3"  |
| 3  | PC CHANTICLEER PEAR       | 3"  |



**EXHIBIT C**  
**Unconditional Agreement and Consent**

Pursuant to Section Four of The City of Lake Forest Ordinance No. 2025 - \_\_\_\_ ("**Ordinance**"), and to induce the City Code to grant the approvals provided for in such Ordinance, the undersigned acknowledges for themselves and their successors and assigns in title to the Property that they

1. have read and understand all of the terms and provisions of Ordinance No. 2025 - \_\_\_\_;
2. hereby unconditionally agree to accept, consent to, and abide by all of the terms, conditions, restrictions, and provisions of this Ordinance, The City of Lake Forest City Code, and all other applicable codes, ordinances, rules, and regulations;
3. acknowledge and agree that the City is not and shall not be, in any way, liable for any damages or injuries that may be sustained as a result of the City's issuance of any permits for the use of the Property, and that the City's issuance of any permit does not, and shall not, in any way, be deemed to insure the Owners against damage or injury of any kind and at any time;
4. acknowledge that the public notices and hearings have been properly given and held with respect to the adoption of the Ordinance;
5. agree to and do hereby hold harmless, defend, and indemnify the City, the City's corporate authorities, and all City elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of these parties with respect to the Property and the City's adoption of the Ordinance or granting the approvals to the Owners pursuant to the Ordinance; and
6. represent and acknowledge that the persons signing this Unconditional Agreement and Consent are duly authorized to do so on behalf of the Owners of the Property.

**OWNERS:**

\_\_\_\_\_  
Please Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Please Print Name

\_\_\_\_\_  
Signature

ATTEST:  
\_\_\_\_\_

THE CITY OF LAKE FOREST

ORDINANCE NO. 2025 - \_\_\_\_

AN ORDINANCE GRANTING A FLOOR AREA EXCEPTION FOR  
THE PROPERTY LOCATED AT 1460 LAKE ROAD

**WHEREAS**, Joseph and Colleen Liotine ("**Owners**") are the owners of that certain real property commonly known as 1460 Lake Road, Lake Forest, Illinois and legally described in Exhibit A, attached hereto ("**Property**"); and

**WHEREAS**, the Property has been designated as a Local Landmark or included in a Local Historic District pursuant to Chapter 155 of the City Code; and

**WHEREAS**, the Property is in the R-4, Single Family Residence Zoning District; and

**WHEREAS**, the Owners desire to construct improvements including alterations, a pool pavilion addition and a new pool ("**Improvements**") as depicted on the site plan and architectural drawings that are attached hereto as Group Exhibit B ("**Plans**"); and

**WHEREAS**, in order to construct the Improvements, Section 155.07 of the City Code requires the Owner to obtain a Certificate of Appropriateness ("**CoA**") from the Historic Preservation Commission ("**HPC**");

**WHEREAS**, some of the Improvements as depicted on the Plans would exceed the maximum floor area allowances set forth in Section 150.148(D), which apply to new construction on, or additions and alterations to existing construction on, residential property; and

**WHEREAS**, pursuant to notice duly published, the HPC reviewed and evaluated the Plans at a public hearing held on May 28, 2025; and

**WHEREAS**, the HPC, having fully heard and having considered the evidence and testimony by all those attending the public hearing who wished to testify, made the following findings:

1. the Property is located within the R-4 District under the City Code,
2. Owners propose to construct the Improvements as depicted on the Plans,

3. as depicted on the Plans, the Improvements exceed the maximum floor area allowances set forth in Section 150-148(D) of the City Code,
4. the Improvements are consistent with the design standards in Section 150.147 of the City Code,
5. the Property is in a local historic district or is designated as a Local Landmark and the Improvements are consistent with the standards in the Historic Preservation Ordinance, and approval of the Improvements as depicted on the Plans would further the purpose of the Historic Preservation Ordinance,
6. the HPC has determined that the Plans qualify for a Certificate of Appropriateness under the standards set forth in Section 155.08 of the City Code;
7. the location, massing and architectural detailing of the Improvements will mitigate the appearance of excessive height and mass of the structure and as a result, the proposed development of the Improvements as set forth on the Plans is in keeping with the streetscape and overall neighborhood,
8. the Improvements are sited in a manner that minimizes the appearance of mass from the streetscape and neighboring residences due to existing fencing and vegetation. In addition, the proposed Improvements will not have a significant negative impact on the light to or views from neighboring homes.
9. the height and mass of the Improvements will generally be compatible with the existing improvements on the site and with neighboring homes, will be subordinate to the existing structure and to structures on adjacent lots, buildings on the street and on adjacent streets, and other residences and garages in the same subdivision,
10. the evidence presented indicates that the construction of the Improvements, if undertaken in conformity with this Ordinance, the recommended conditions, and the Plans, will meet the standards and requirements of Sections 150.147 and 150.148 of the City Code,

and recommended that the City Council approve the Application and the Plans and grant an exception to the maximum allowable floor area consistent with the Plans, subject to the terms and conditions hereinafter set forth; and

**WHEREAS**, the Mayor and City Council, having considered Owners' request for exceptions to the maximum floor area requirements set forth in Section 150.148 of the City Code and the findings and recommendations of the HPC, have determined that it is in the best interests of the City and its residents to grant such exceptions, subject to the terms and conditions hereinafter set forth; and

**WHEREAS**, the Mayor and City Council further determine in the exercise of the City's home rule powers that it is in the best interests of the City and its residents to grant Owners' request for exceptions to the otherwise applicable maximum floor area requirements, subject to the terms and conditions hereinafter set forth;

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS**, as follows:

**SECTION ONE: Recitals.** The foregoing recitals are hereby incorporated into and made a part of this Ordinance as if fully set forth.

**SECTION TWO: Maximum Floor Area Exception Granted.** Pursuant to Section 155.08 of the City Code, and subject to the limitations therein and the conditions set forth in Section Three of this Ordinance, the City Council does hereby grant an exception to the maximum floor area requirements set forth in Section 150.148(D) of the City Code, as more fully depicted on the Plans, by allowing the Improvements which together with other structures on the Property will have a maximum square footage not to exceed 17,561 square feet, 94% over the allowable square footage.

**SECTION THREE: Conditions on Approval.** The approval granted pursuant to Section Two of this Ordinance shall be, and is hereby, conditioned upon and limited by the following conditions, the violation of any of which shall, in the discretion of the Mayor and City Council, render void the approvals granted by this Ordinance:

- A. No Authorization of Work. This Ordinance does not authorize commencement of any work on the Property. Except as otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals

granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.

- B. Compliance with Laws. Chapters 150, regarding building, 156, regarding subdivisions, 159, regarding zoning, and 155, regarding historic preservation, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.
- C. Tree Preservation. The Owners will fully comply with Chapter 99 of the City Code, regarding trees, as it relates to the construction of the Improvements.
- D. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans.
- E. Fees and Costs. The Owners shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owner shall reimburse the City for all of its costs (including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within 30 days after delivery of a demand in writing for such payment shall, along with interest and the costs of collection, become a lien upon the Property, and the City shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.
- F. Other Conditions. The improvements shall be substantially in conformance with the Commission's deliberations as reflected on Exhibit C, Certification of Appropriateness, attached hereto.

**SECTION FOUR: Effective Date.** This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law; provided, however, that this Ordinance shall, in the discretion of the City Council, be of no force or effect if Owner has not (i) executed and (ii) thereafter filed with the City Clerk, within 90 days following the passage of this Ordinance, the unconditional agreement and consent, in the form attached hereto as Exhibit D and by this reference made a part hereof, to accept and abide by each and all of the terms, conditions, and limitations set forth herein. The City Clerk is hereby directed to record this Ordinance and such agreement and consent with the Recorder of Deeds of Lake County.



PASSED THIS \_\_ DAY OF \_\_\_\_\_, 2025.

AYES: (   )

NAYS: (   )

ABSENT: (   )

ABSTAIN: (   )

PASSED THIS \_\_ DAY OF \_\_\_\_\_, 2025.

---

Mayor

ATTEST:

---

City Clerk

**EXHIBIT A**

**Legal Description of Property**

Legal Description:

LOT 2 IN CUMMINGS' RESUBDIVISION OF PART OF THE LOT 5 IN THE ORIGINAL SUBDIVISION OF LAKE FOREST, BEING A RESUBDIVISION IN THE NORTHEAST  $\frac{1}{4}$  OF SECTION 28, TOWNSHIP 44 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT OF SAID RESUBDIVISION RECORDED NOVEMBER 16, 1983, AS DOCUMENT 2251319, IN LAKE COUNTY, ILLINOIS.

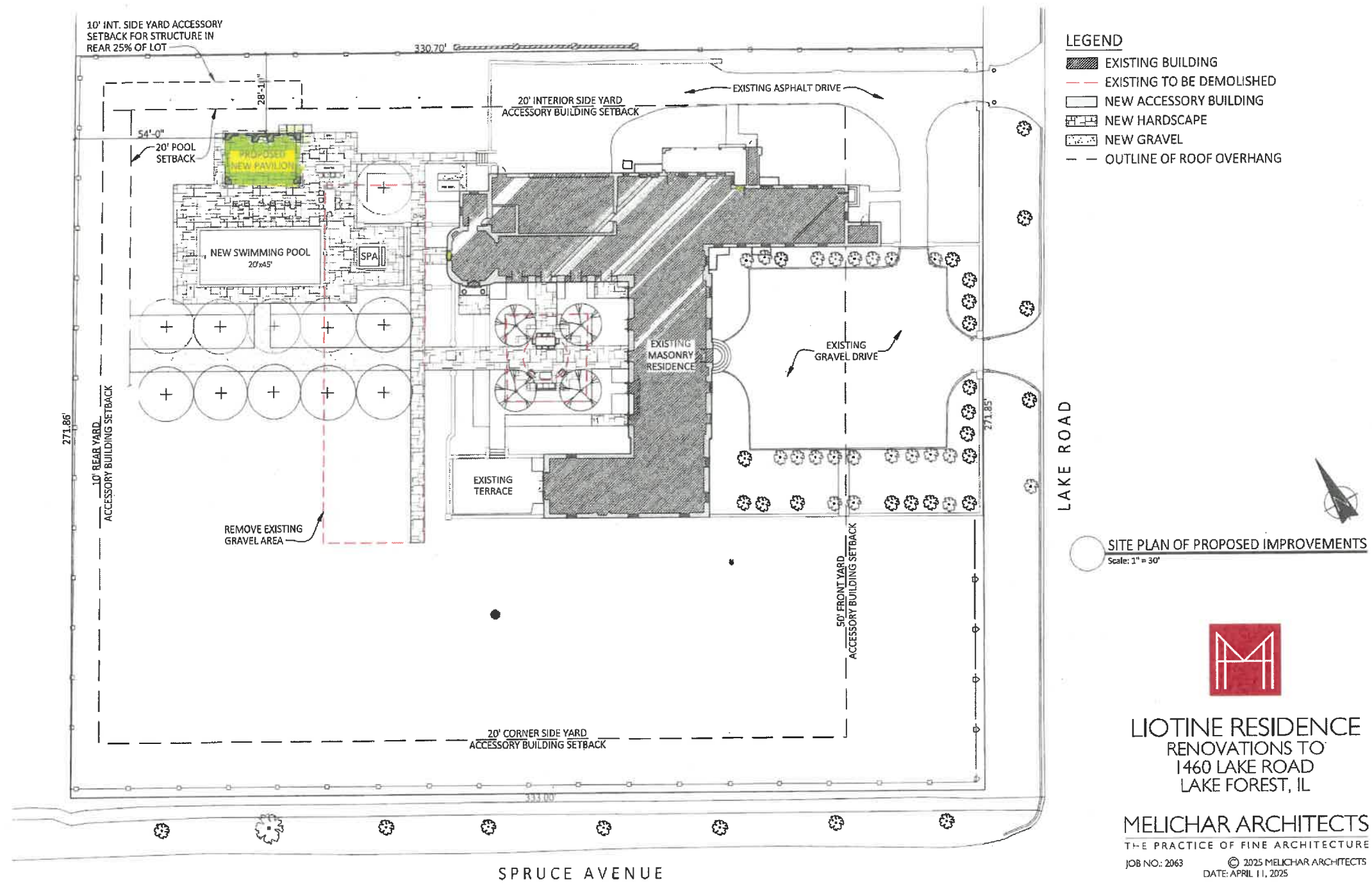
P.I.N. 12-28-202-038

Commonly known as: 1460 Lake Road

# GROUP EXHIBIT B

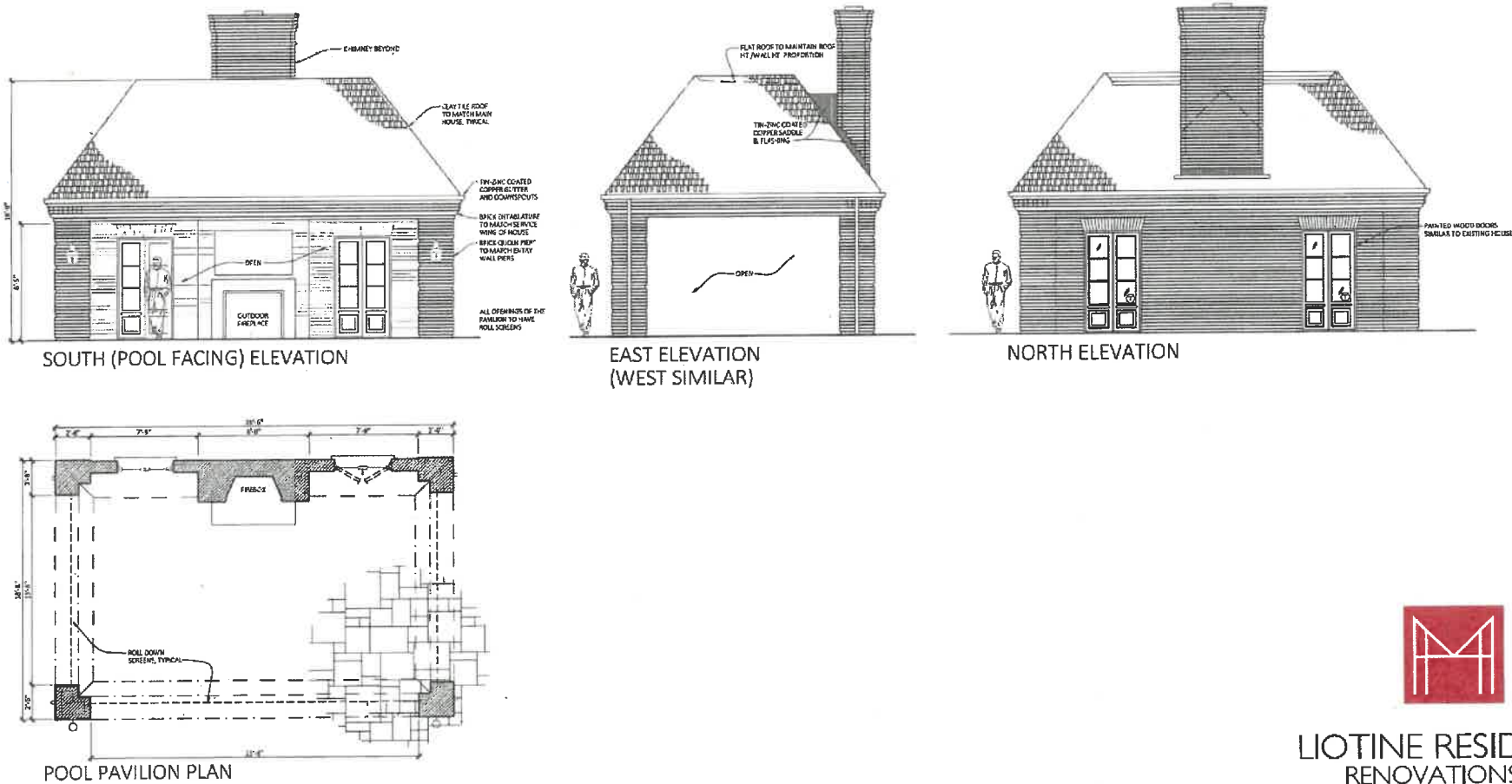
## The Plans

### PROPOSED SITE PLAN



The Plans

POOL HOUSE PLAN AND ELEVATIONS



PAVILION ELEVATIONS AND PLAN  
Scale: 1/8" = 1'-0"



LIOTINE RESIDENCE  
RENOVATIONS TO  
1460 LAKE ROAD  
LAKE FOREST, IL

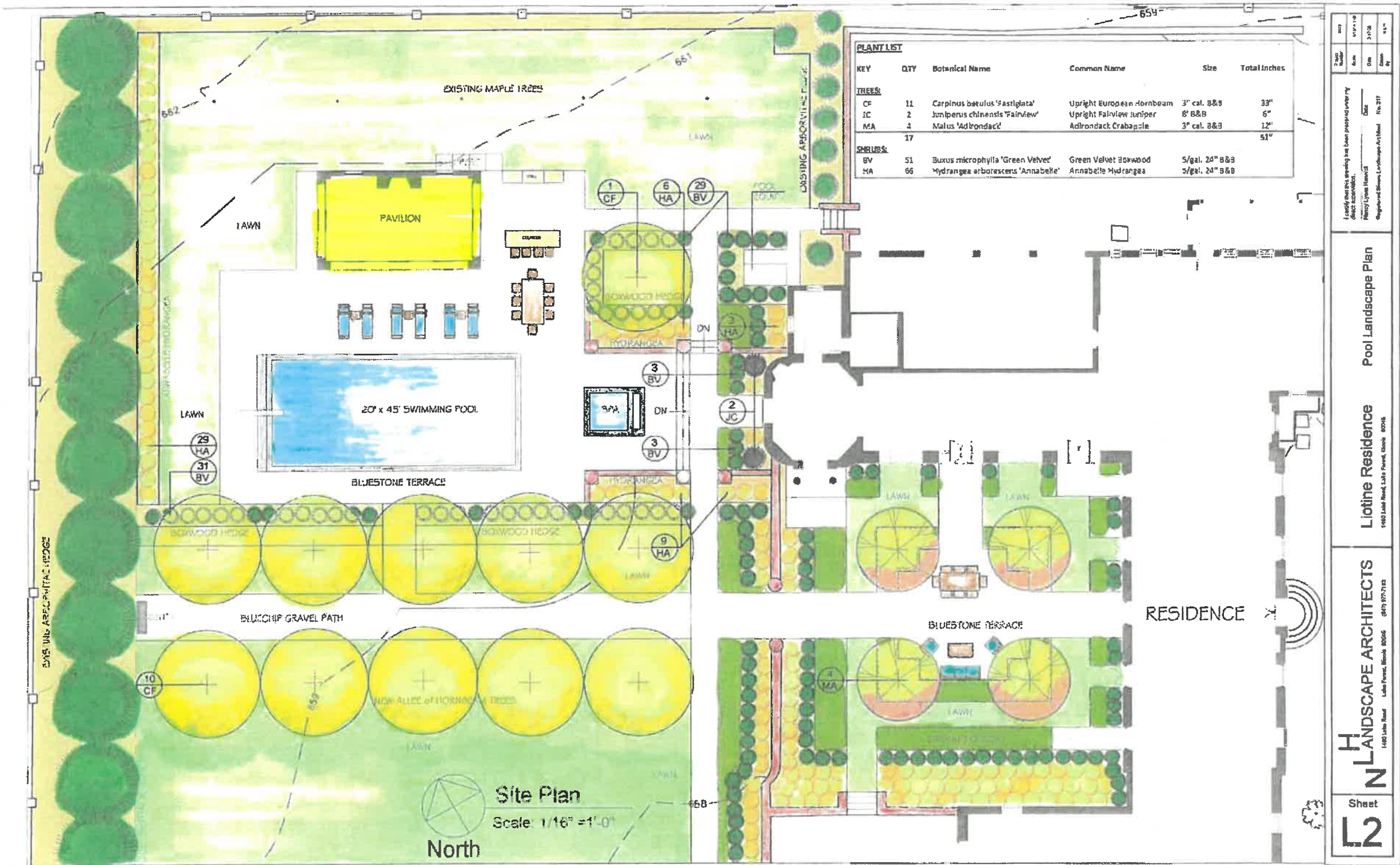
MELICHAR ARCHITECTS  
THE PRACTICE OF FINE ARCHITECTURE  
JOB NO: 2063 © 2025 MELICHAR ARCHITECTS  
DATE: APRIL 11, 2025



GROUP EXHIBIT B

The Plans

LANDSCAPE PLAN





**Certificate of Appropriateness**

On May 28, 2025, the City of Lake Forest Historic Preservation Commission granted approval of the following petition:

Petition Address    1460 Lake Road  
Property Owner     Joseph Liotine  
Representative     Diana Melichar, Melichar Architects

Project                An exterior alteration, a new pool and pool pavilion, and  
Description          a building scale variance.

The petition was approved based on the findings attached as Exhibit A and is subject to the following conditions of approval.

1. Any and all changes and enhancements made to the plans after the Commission's review in response to Commission direction or comments or as a result of final design development must be clearly highlighted on the plans submitted for permit. Staff is directed to review the plans submitted for permit for consistency with the Commission's approval and consult with the Chairman as appropriate.
2. Submit a tree protection plan and a construction parking and staging plan. The plans shall be subject to City review and approval prior to the issuance of building permits. The adjacent public streets must remain unobstructed and passable at all times. Driveways in the area may not be obstructed.
3. Submit an exterior lighting plan and cut sheets of proposed fixtures. All light sources must be screened from view from off of the site and directed down. All lights, except for motion detector lights, must be set on timers to go off no later than 11 p.m.

---

**This approval is valid for a period of one year from the date of approval by the Historic Preservation Commission.** Upon review of the final plans and a determination that the plans are consistent with the approvals and with all applicable Code provisions, permits will be issued to allow work on the site to begin. A building permit must be obtained and all applicable fees paid prior to the one-year expiration date of this Certificate.

To facilitate the City review process and issuance of permits, please follow these procedures.



- ✓ All construction drawings or documents submitted for permits should accurately reflect the approvals granted and respond to any conditions of approval.
- ✓ If the plans submitted for permit differ from the approvals, all changes including, but not limited to, changes to exterior materials, building massing, the site plan, grading, window or door placement or size, and architectural detailing need to be highlighted clearly on the plans.
- ✓ If the plans submitted differ from the approvals granted, further Board and City Council review of the project may be required.
- ✓ Please be aware that the City makes every effort to complete plan reviews within 15 to 20 working days after submittal of a complete application for building permit. The 15 to 20 days are active City review days. This time frame *excludes* periods during which the City is awaiting additional information from the applicant or contractor, submittal of revised plans or the installation of tree protection or erosion control measures.
- ✓ Once permits are issued, construction must begin within 90 days and all construction must be consistent with the approved plans.
- ✓ Construction must proceed diligently once a project is started out of consideration for the neighboring residents.

If you have any questions or need additional information, please contact Abigail Vollmers, Senior Planner, in the Community Development Department, 800 Field Drive, by phone 847.810.3505, or email, [vollmersa@cityoflakeforest.com](mailto:vollmersa@cityoflakeforest.com)

cc: Property Owner and Representative  
Notebook  
Building Permit Application File

## **Exhibit A**

### **Findings of Fact – 1460 Lake Road**

#### **Findings**

A staff review of the Historic Preservation standards in the City Code is provided below.

#### **Standard 1 – Height**

This standard is met. The pool house complies with the 25' height limit requirement for accessory structures. No changes are proposed to the height of the main house.

#### **Standard 2 – Proportion of Front Façade**

This standard is not applicable. The front elevation is not changing.

#### **Standard 3 – Proportion of Openings**

This standard is met. The conversion of the door to a window does not change the opening size or placement of the opening on the main house.

#### **Standard 4 Rhythm of Solids to Voids**

This standard is met. The change proposed does not disrupt the established relationship of the solids to voids.

#### **Standard 5 – Spacing on the Street**

This standard is not applicable. No changes are proposed to the front of the house.

#### **Standard 6 – Rhythm of Entrance Porches**

This standard is not applicable.

#### **Standard 7 – Relationship of Materials and Texture – The relationship of the materials and texture of the façade shall be visually compatible with the predominant materials used in the structures to which it is visually related.**

The standard is met. The petitioner plans to match the materials of the existing house on the pool pavilion.

#### **Standard 8 – Roof Shapes.**

This standard is met. The proposed roof of the pool pavilion matches the roof shape on the main house.

#### **Standard 9 – Walls of continuity – Facades, sites, and structures shall, when it is characteristic of the area, form cohesive walls of enclosure along a street, to ensure visual compatibility with the properties, structures, sites, public ways, objects and places to which such elements are visually related.**

The standard is not applicable. No changes are proposed to the front of the house.

### **Standard 10 – Scale.**

This standard is not met. The house is currently well over the maximum allowable square footage. The addition of the pool house adds another 260 square feet or 2% to that overage resulting in the home being 194% over the allowable square footage. A building scale variance is requested.

The City Code establishes standards that must be used in evaluating requests for a variance from the building scale provisions in the City Code. The Code requires that in order to grant a variance, *Standard 1 and at least one additional standard be met.* The Code does not require that all five standards be met. These standards recognize that each project is different as is the context of each site. A staff review of the standards is provided below.

### **Standard 1 – The project is consistent with the design standards of the City Code.**

This standard is met. Based on the findings presented in this report, the proposed pool house matches the historic French Eclectic style of the house and is modest in size and scale. The conversion of the window into an entry door at the octagonal folly allows for direct access from the pool area into the house which will be renovated to provide support spaces typically included in a pool house.

The modification to the existing residence does not compromise any of the qualities outlined in the City's Design Guidelines. Landmarks Illinois holds a Façade Easement on the residence and has reviewed and approved the proposed modification as well.

### **Standard 2 – Mature trees and other vegetation on the property effectively mitigate the appearance of excessive height and mass of the structure and as a result, the proposed development is in keeping with the streetscape and overall neighborhood.**

This standard is met. The heavy use of tree screening around the proposed pool and pool pavilion will mitigate the impact of the structure and provide privacy for the neighboring homes.

### **Standard 3 – New structures or additions are sited in a manner that minimizes the appearance of mass from the streetscape. In addition, the proposed structures or additions will not have a significant negative impact on the light to and views from neighboring homes.**

This standard is met. The pool and pool pavilion are located in the northwest corner of the property partially behind the main house. The proposed structure will not be visible from either the Lake Road or Spruce Avenue streetscapes due to the existing landscaping and solid fencing.

### **Standard 4 – The height and mass of the structure(s) will generally be compatible with the height and mass of structures on adjacent lots, buildings on the street and on adjacent streets, and other residences and garages in the same subdivision.**

This standard is met. The single-story pool pavilion is modest in height and will not be noticeable from the streetscape on either Lake Road or Spruce Avenue given the extensive existing plantings of shrubs and trees, existing structures, and solid fencing as noted above.

**Standard 5 – The property is located in a local historic district or is designated as a Local Landmark and the approval of a variance would further the purpose of the ordinance.**

This standard is met. The property is a significant contributing structure to the East Lake Forest Historic District. The existing conditions present a very significant square footage overage. The Standard is intended to recognize situations such as this where a historic structure that well predates current Code Limitations exists and is being preserved with updates to provide amenities desired for modern living.

The modest pool pavilion, which is sited in a manner to avoid views from off of the site, provides an amenity to the larger manor house. The design matches the French Eclectic style of the main house and adheres to the City's Design Guidelines and the Commission's standards.

**Standard 6 – The property is adjacent to land used and zoned as permanent open space, a Conservation Easement, or a detention pond and the structures are sited in a manner that allows the open area to mitigate the appearance of mass of the buildings from the streetscape and from neighboring properties.**

This standard is not met.

In summary, the criteria for a building scale variance are satisfied. Five of the above standards are satisfied based on staff's review.

**Standard 11 – Directional Expression of Front Elevation**

This standard is not applicable to the petition. No changes are proposed to the directional expression of the front elevation.

**Standard 12 – Preservation of Historic Material - The distinguishing original qualities or character of a property, structure, site or object and its environment shall not be destroyed or adversely affected in a material way. The alteration of any historic material or distinctive architectural features should be avoided when possible.**

This standard is met. The pool pavilion will not impact the historic nature of the main house. The minor window to door alteration is consistent with the applicable standards and is approved by Landmarks Illinois.

**Standard 13 – Preservation of natural resources**

This standard is met. Several mature Callery Pear trees, deemed an invasive species, will be removed during the project and replaced with hornbeam trees along the east-west alle. Many of the existing shrubs will be reused in the new

configuration. Replacement tree inches will be calculated at the time of permitting.

**Standard 14 – Compatibility of New Construction - In considering new construction, the Commission shall not impose a requirement for the use of a single architectural style or period, though it may impose a requirement for consistency with the chosen style.**

This standard is met. The proposed work matches the architectural style of the existing historic home.

**Standard 15 – Repair to deteriorated features - Deteriorated architectural features shall be repaired rather than replaced, wherever possible, in accordance with the Secretary of the Interior's Standards for the Treatment of Historic Properties. In the event replacement is necessary, the new material need not be identical to but should match the material being replaced in composition, design, color, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.**

This standard is not applicable to this petition.

**Standard 16 – Surface cleaning.**

This standard is not applicable to this request.

**Standard 17 – Reversibility of additions and alterations - Wherever possible, additions or alterations to historic properties shall be done in such manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the historic property would not be impaired.**

This standard is met. The pool house can be removed in future without damaging the historic main house.

## **EXHIBIT D**

### **Unconditional Agreement and Consent**

Pursuant to Section Four of The City of Lake Forest Ordinance No. 2025 - \_\_\_\_ ("Ordinance"), and to induce the City Code to grant the approvals provided for in such Ordinance, the undersigned acknowledges for themselves and their successors and assigns in title to the Property that they

1. have read and understand all of the terms and provisions of Ordinance No. 2025 - \_\_\_\_;
2. hereby unconditionally agree to accept, consent to, and abide by all of the terms, conditions, restrictions, and provisions of this Ordinance, The City of Lake Forest City Code, and all other applicable codes, ordinances, rules, and regulations;
3. acknowledge and agree that the City is not and shall not be, in any way, liable for any damages or injuries that may be sustained as a result of the City's issuance of any permits for the use of the Property, and that the City's issuance of any permit does not, and shall not, in any way, be deemed to insure the Owner against damage or injury of any kind and at any time;
4. acknowledge that the public notices and hearings have been properly given and held with respect to the adoption of the Ordinance;
5. agree to and do hereby hold harmless, defend, and indemnify the City, the City's corporate authorities, and all City elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of these parties with respect to the Property and the City's adoption of the Ordinance or granting the approvals to the Owner pursuant to the Ordinance; and
6. represent and acknowledge that the person signing this Unconditional Agreement and Consent are duly authorized to do so on behalf of the Owner of the Property.

#### **OWNERS:**

\_\_\_\_\_  
Please Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Please Print Name

\_\_\_\_\_  
Signature

#### **ATTEST:**

\_\_\_\_\_



July 7, 2025

The City of Lake Forest  
220 East Deerpath  
Lake Forest, IL 60045

**RE: *Executive Summary***

Mayor Tack and Members of the City Council:

Please accept this letter along with the supporting documents as part of our formal report to address the City of Lake Forest's request to determine if the quality and capacity of wireless services are generally at acceptable levels to support residents, businesses, schools, and public safety personnel. Based on the data collected and our research, Kimley-Horn recommends that the City actively pursue options for service improvement specifically for the area near the intersection of Everett and Waukegan Roads. Options for the role the City can play in encouraging and supporting the improvement of wireless service throughout the community are detailed in this report.

**Analysis of Wireless Service**

Our research, shown in the coverage maps included in this report, has identified that there is a need for improved cell service near the intersection of west Everett Road and south. Waukegan Road. This area experiences a signal strength of -100 dBm to -120 dBm, which is in the range of very poor to no recognized signal. This service gap in this area is consistent among all three major carriers (Verizon, T-Mobile, and AT&T). This gap in coverage is creating network congestion on other towers in Lake Forest and in nearby communities, especially during peak usage time. Much like having the traffic of a 4-lane highway on a road with only two lanes, the added "traffic" pulling from the existing infrastructure, towers and antennas, causes strain and results in less reliability in the areas intended to be served by the existing infrastructure. Kimley-Horn has concluded that the wireless deficiencies in the southwest area of Lake Forest can only be corrected with additional infrastructure in this area. This additional infrastructure, optimally located, will not only address service deficiencies in the identified areas, but will support the entire network City-wide.

**Telecom Improvement Options**

Based on our findings and the demonstrated need, our recommended solution to address the existing gap in coverage is to add a monopole, with externally mounted antennas, **or** a flagpole, a stealth tower with antennas concealed inside the pole, near the W. Everett Road and S Waukegan Road intersection. Either of these two options will provide the necessary coverage that is required to fill the gap that exists in the area for all three major wireless providers. Although a flagpole or other stealth type installation are often preferred in areas where aesthetics are a major concern, either tower type, with external or internal antennas,

can address technical requirements and be achieved in a cost-effective way for the community.

An alternative option to a monopole or flagpole tower would be guyed or lattice towers. Although these types of towers would be able to provide the coverage needed, they require far more space and can be visually unappealing. For that reason, Kimley-Horn does not recommend using a guyed or lattice tower in this situation.

Small cells and Distributed Antenna Systems, DAS, networks have a limited coverage area that would not be an effective solution to the current coverage problem in the identified area. A tower is needed. It is worth noting that DAS networks are designed with the intention of enhancing coverage for large buildings, stadiums, hospitals and other similar types of structures. These lower level systems boost service in areas where there is already adequate overall coverage offered by antennas on a tower.

The vicinity of Waukegan and Everett Roads appears to provide several options for locating a tower. There are several privately owned commercial properties in the area as well as City owned property, schools, and churches that could all be viable options within a half mile search ring of the intersection, viable from real estate and technology perspectives. These locations provide the opportunity for a cell tower that can accommodate several carriers to improve and expand their coverage in an area lacking appropriate service, while eliminating the need for additional towers in the surrounding area.

### **How the City Can Help**

- To address the area lacking coverage, the City should consider updating the zoning provisions to allow for the placement of one new tower in the vicinity of Waukegan and Everett Roads with a requirement that the tower be constructed to support three or more carriers.
- The City should consider amending the zoning provisions to increase the permitted ground space for telecom equipment at the base of a tower from 300 sq feet to a minimum of 2500 sq feet to ensure that a new tower can accommodate multiple carriers. (For comparison, the ground area needed for a tower with multiple carriers equates to about 15 parking spaces.) The area in need of service is developed and generally well landscaped. The ground equipment space required for the tower's telecom equipment can be designed in a way that mitigates visibility from the surrounding area.
- The City should consider soliciting proposals from telecom carriers and tower building companies who can conduct the necessary due diligence to identify a site, negotiate with property owners in the identified area for a lease, develop plans for a tower, and secure commitments from wireless service providers. The tower owner, not the property owner, is responsible for overseeing the engineering, construction, integration into the network, environmental and regulatory compliance, and ongoing

- maintenance of the infrastructure. Any proposed site would require an environmental impact study to assess the potential impact of the tower and identify any steps that need to be taken to mitigate negative effects identified in the study. The tower builder and wireless providers are responsible for required inspections to ensure that the tower and equipment meet all safety and engineering standards. Finally, they would be responsible for the site commissioning, making the tower operational and bringing it into service. Each step of the process involves careful planning and coordination to ensure that the new tower is built safely, efficiently, and in line with local, state, and federal regulations.
- The City should consider use of City owned parcels in the area for a tower site. There are several examples nationally where cities have been able to establish agreements with telecommunication companies to utilize City owned properties for placement of telecom equipment. These partnerships help balance the need for the telecommunication infrastructure with community interests and aesthetic considerations. In addition, utilizing a City owned property to build a new tower could provide a revenue stream for Lake Forest and a strategic location for the telecom partner.
  - The City should consider amending the zoning to allow a stand alone tower at the City's compost center site. Although a tower at this location will **not** solve the gap in service that exists in the vicinity of the Everett and Waukegan Roads intersection, it will provide the opportunity for a third wireless carrier to locate at that City owned site offering enhanced service in some areas of the City. Currently, two providers are located on the City's water tower. There is not sufficient capacity on the water tank to accommodate a third carrier, Verizon, which has expressed interest in locating at this site.

In summary, the area in southwest Lake Forest, particularly in the vicinity of Everett and Waukegan Roads, a commercial and transportation hub near schools, churches, medical offices, and residential development, is experiencing inadequate coverage and poor quality wireless and cell phone service. In the opinion of Kimley-Horn, this deficiency can only be addressed by a new telecom tower in this area. Addressing this gap will not only result in improved service in the immediate area, but will offload current demand on existing infrastructure. If you have any questions or require any additional information, I will be available at the City Council meeting.

Sincerely,

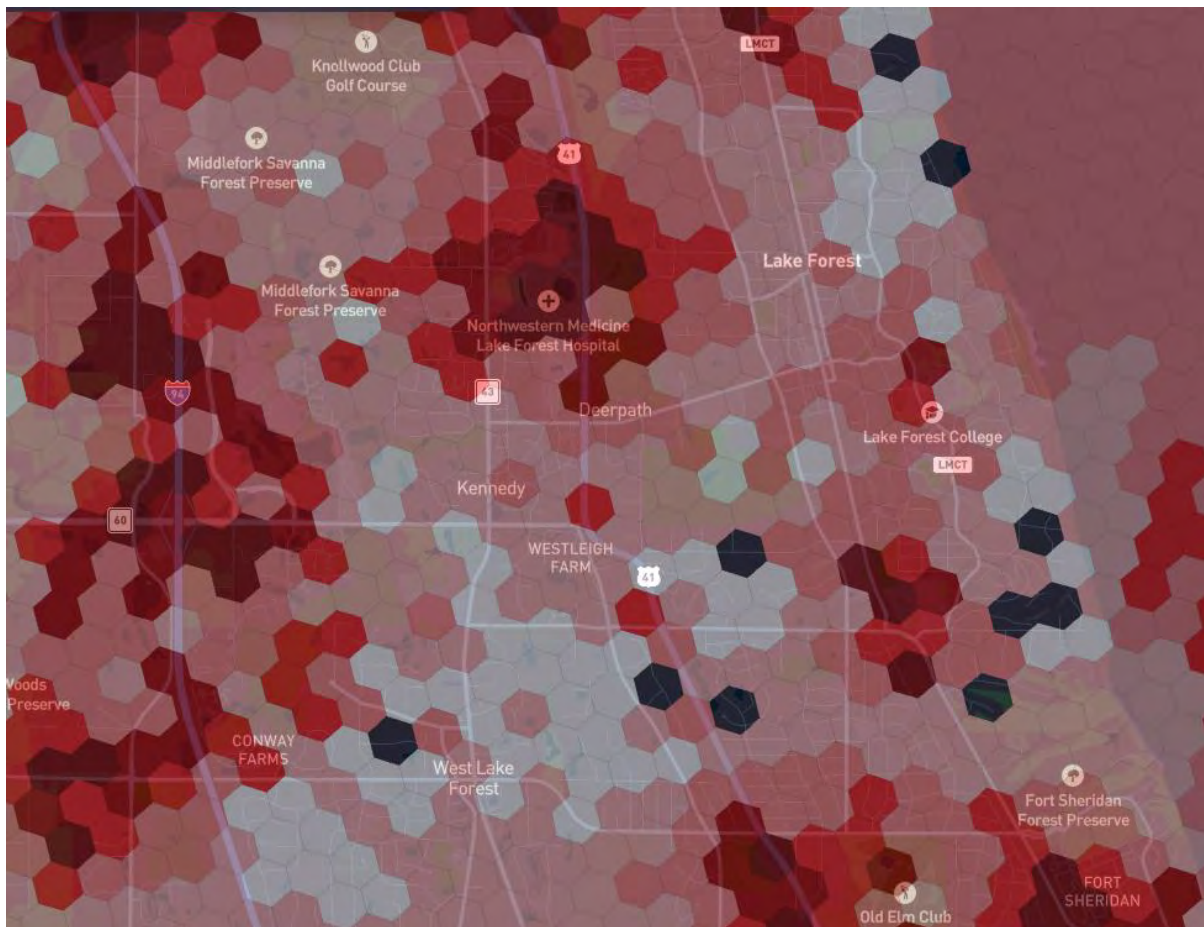
**Adam Parrish**  
**Kimley-Horn and Associates, Inc.**

To most efficiently address the gap in telecom coverage in the southwest portion of Lake Forest, new technology will need to be added to the half mile search ring below. This search ring encompasses an area that has both poor coverage and appropriate landowners who would provide an appealing place to add a tower.



### **Verizon Wireless Existing Coverage**



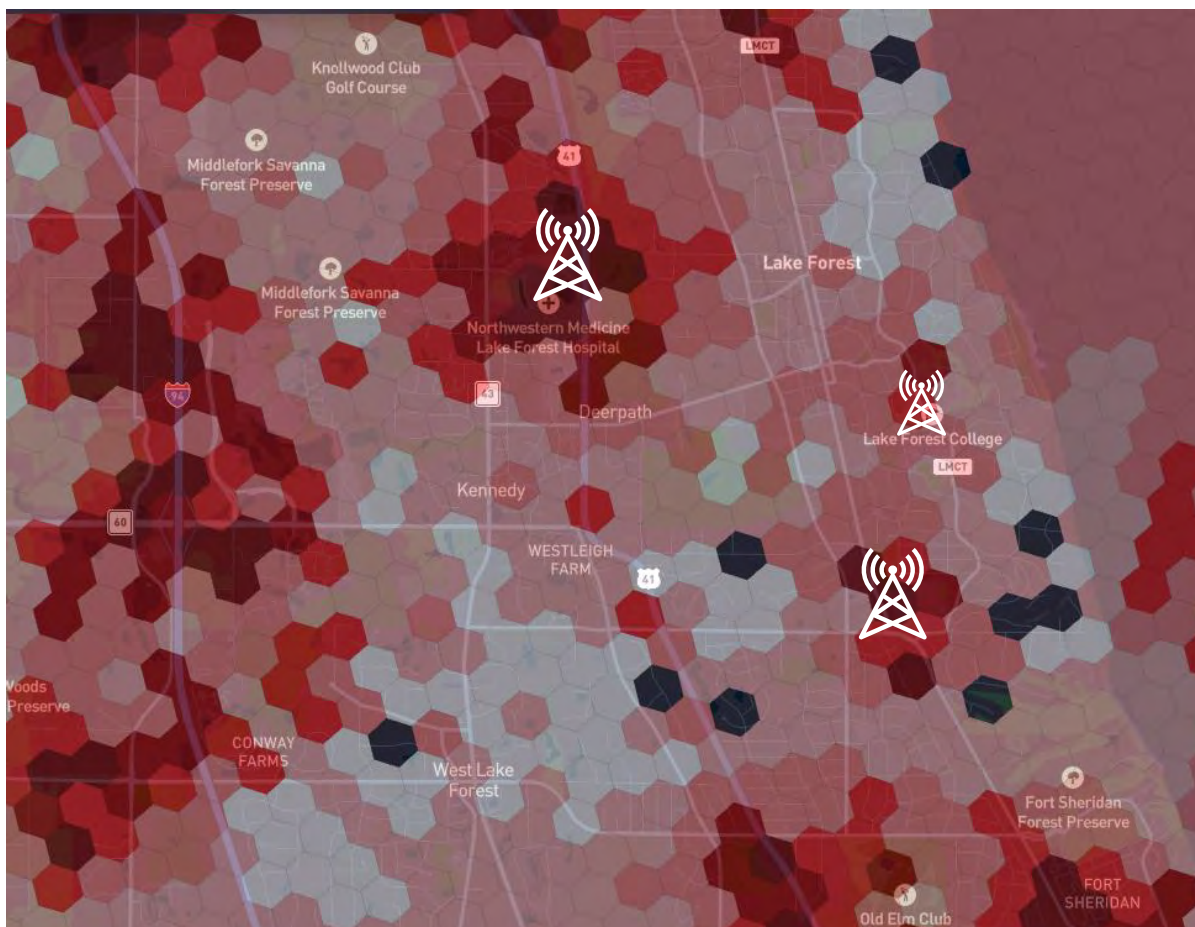


	Quality Service
	Intermediate Service
	Very Poor Service

\*Data provided by map.coveragemap.com and independent verification through drive testing

## Verizon Wireless

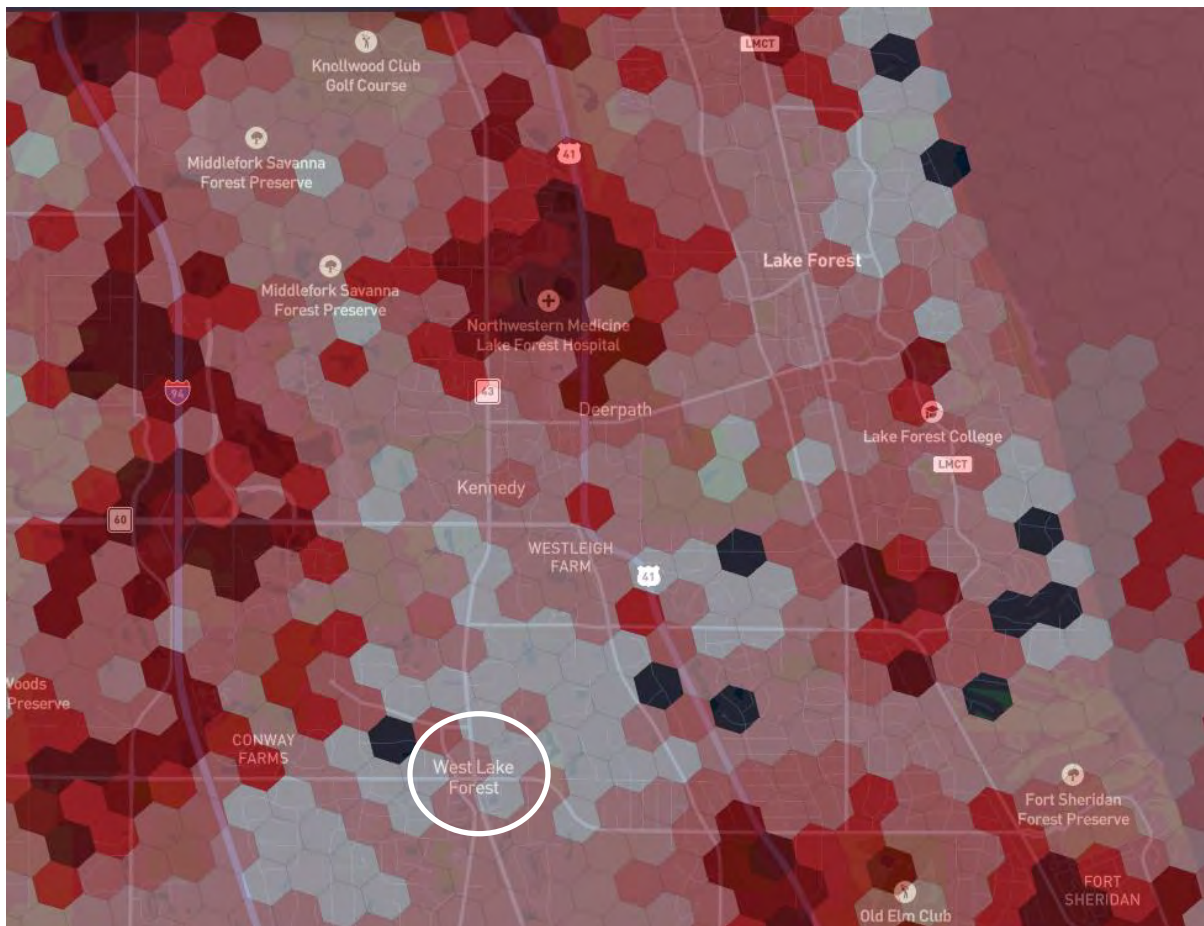
### Existing Technology



	<u>Quality Service</u>
	<u>Intermediate Service</u>
	<u>Very Poor Service</u>

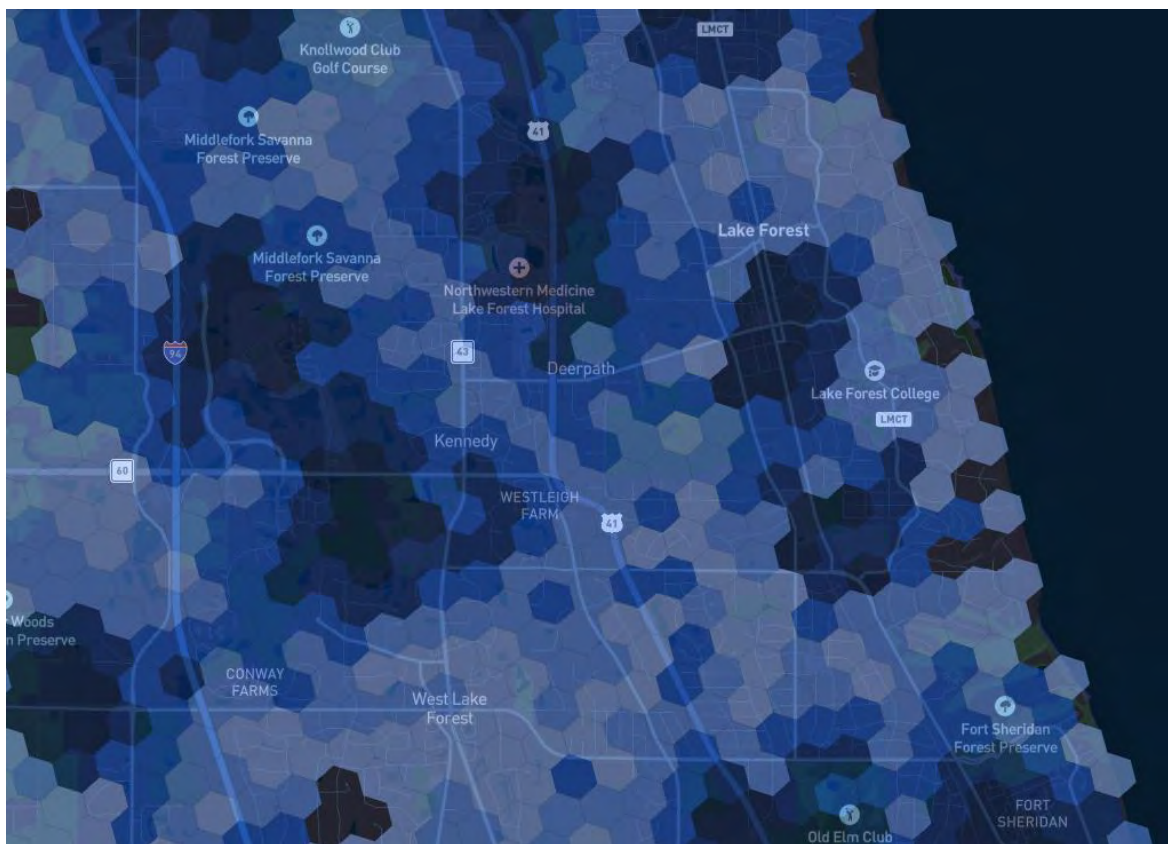


**Verizon Wireless Existing Coverage with Referenced Search Ring**



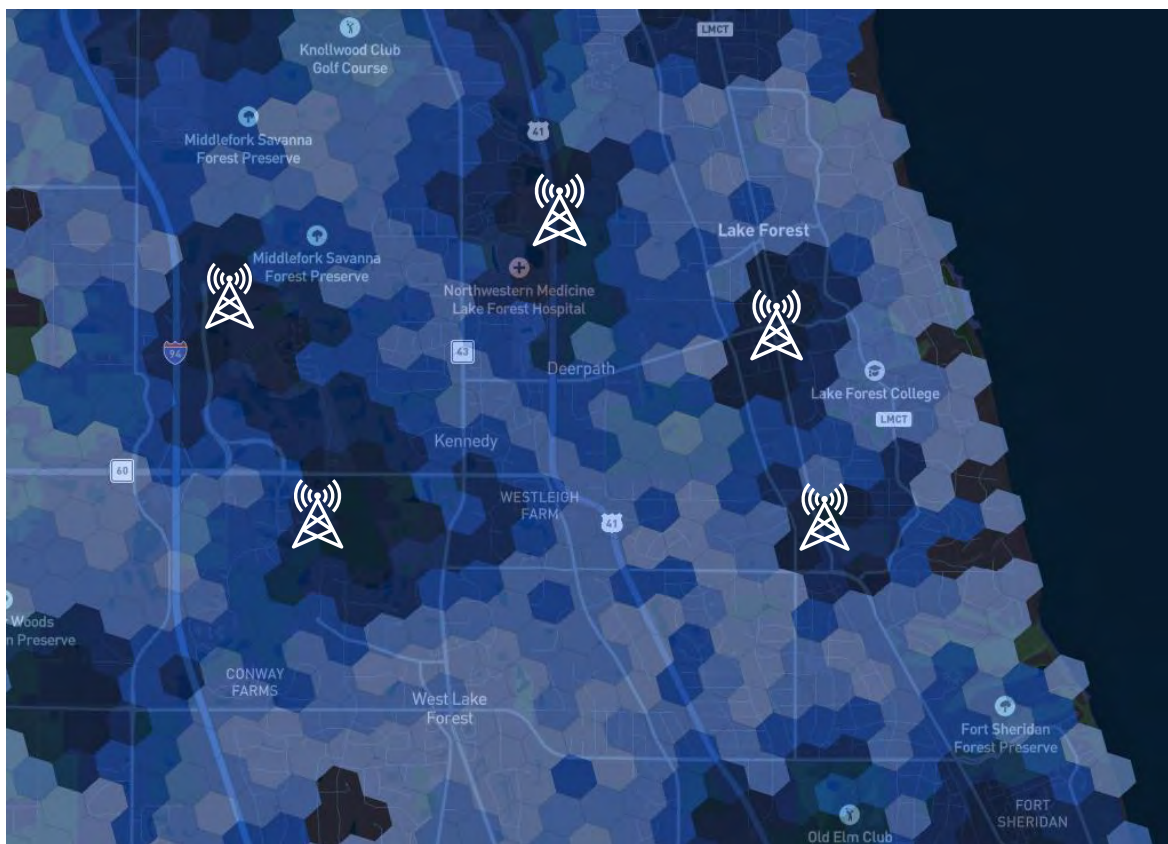
	Quality Service
	Intermediate Service
	Very Poor Service

**AT&T Existing Coverage**



	Quality Service
	Intermediate Service
	Very Poor Service

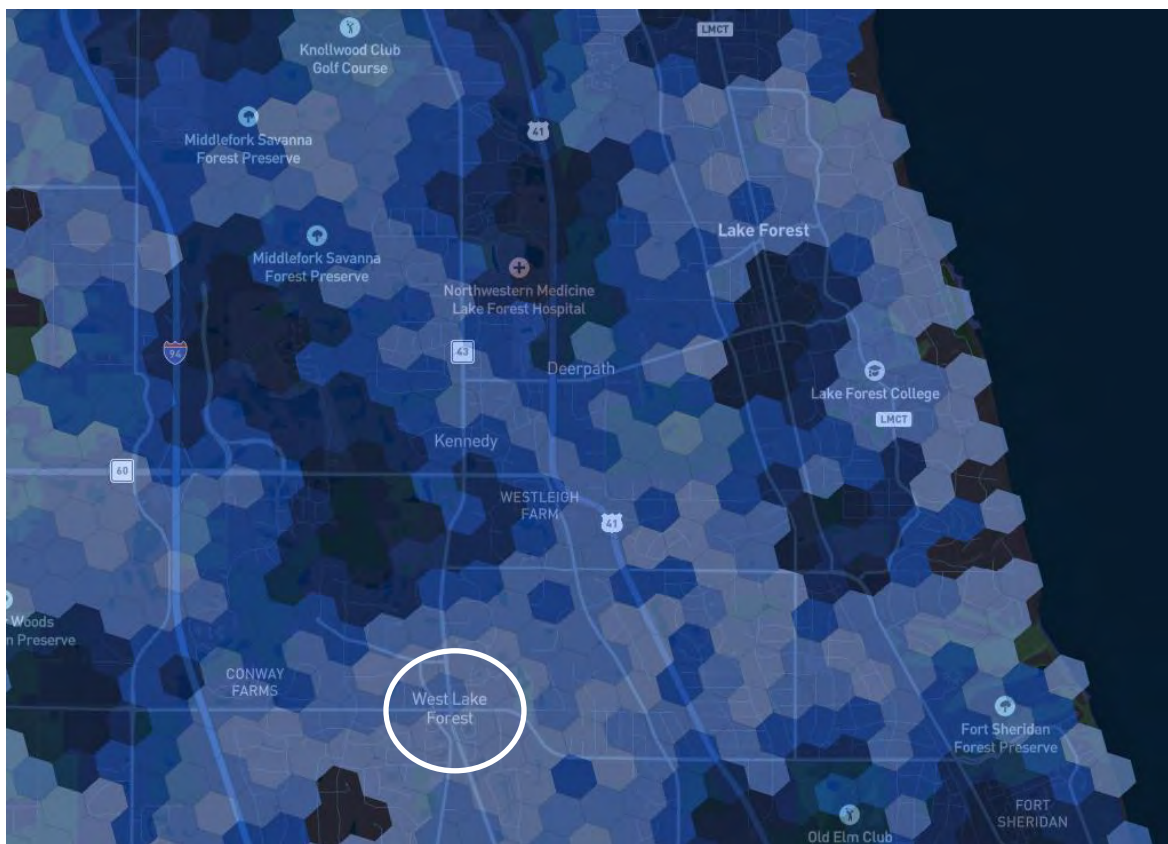
### **AT&T Existing Technology**



	Quality Service
	Intermediate Service
	Very Poor Service

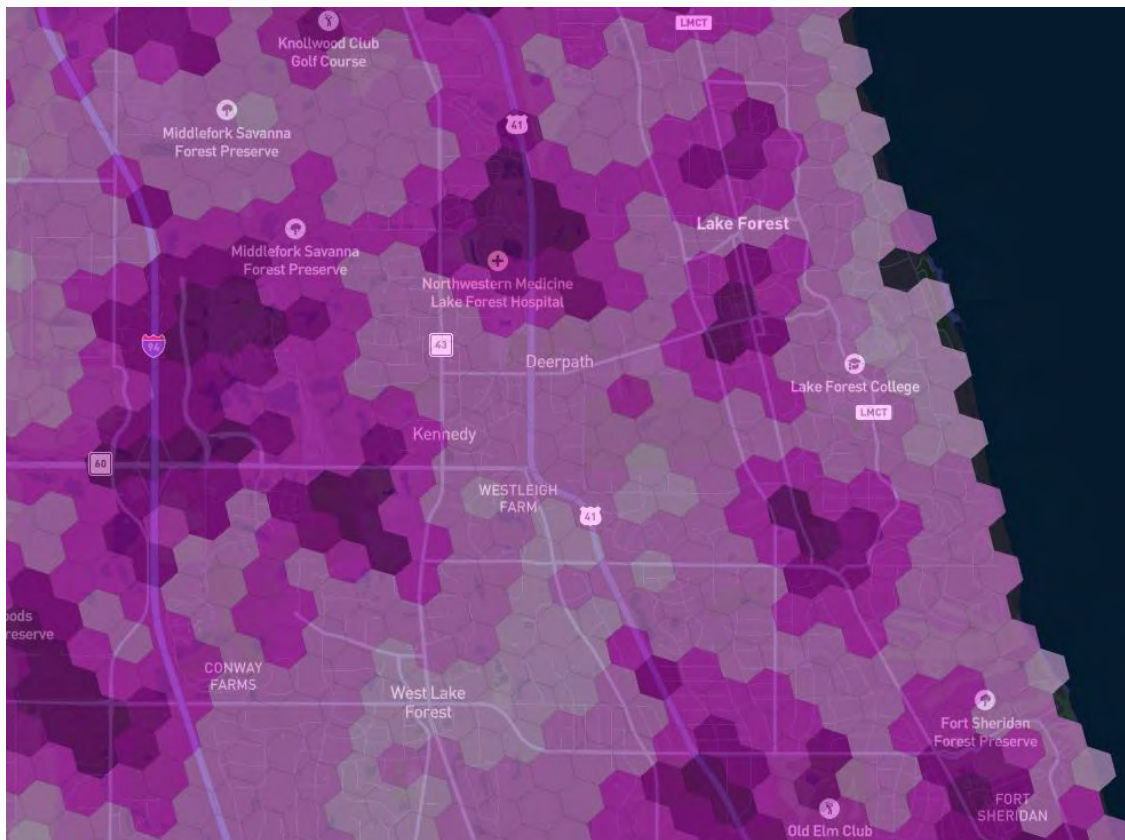
**AT&T Existing Coverage with Referenced Search Ring**





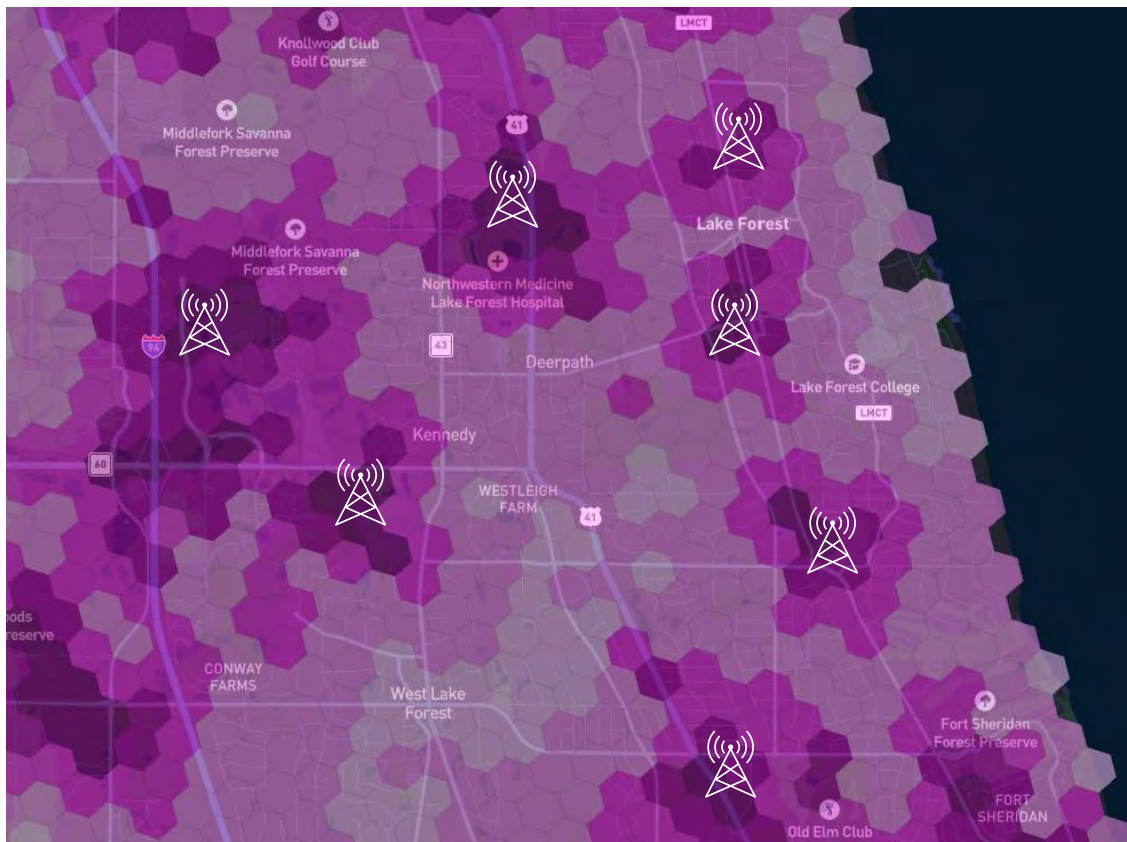
	Quality Service
	Intermediate Service
	Very Poor Service

**T-Mobile Existing Coverage**



	Quality Service
	Intermediate Service
	Very Poor Service

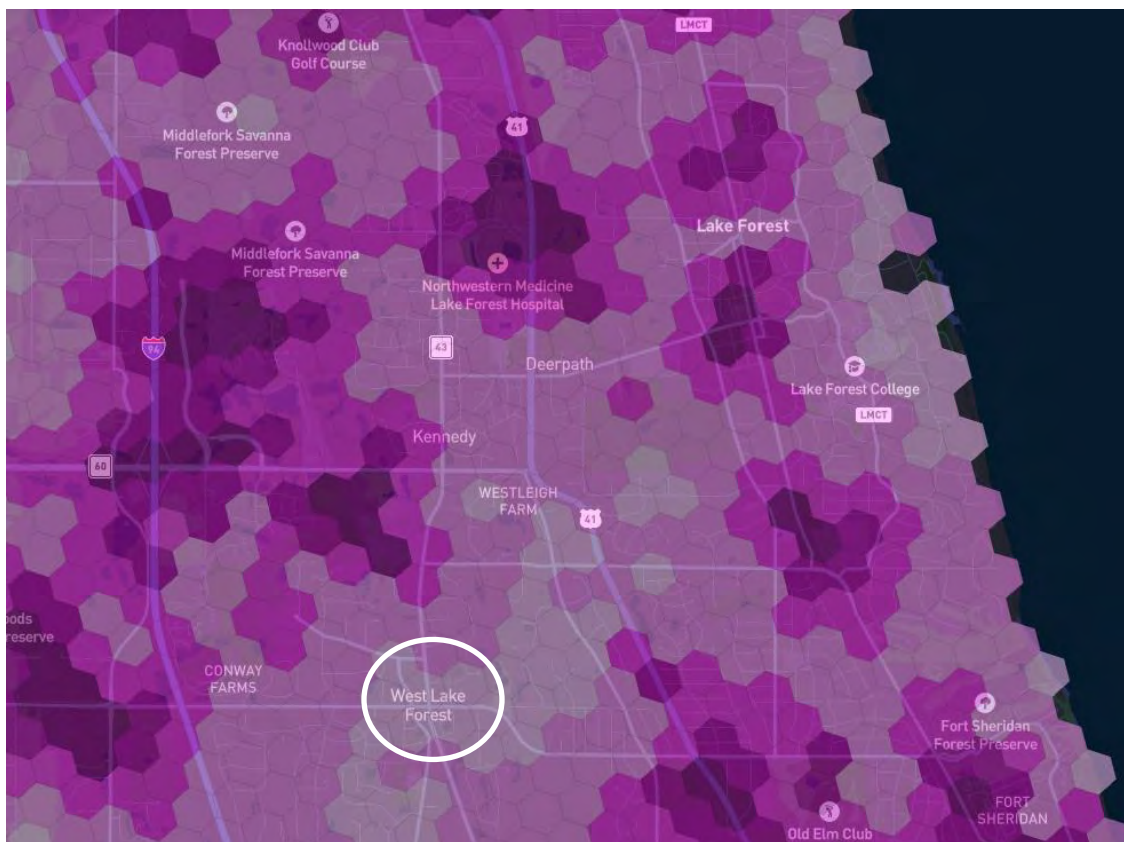
**T-Mobile Existing Technology**



	Quality Service
	Intermediate Service
	Very Poor Service

**T-Mobile Existing Coverage with Referenced Search Ring**





	Quality Service
	Intermediate Service
	Very Poor Service

**Examples of Real Estate Locations in the Search Ring**

**Candidate A**

City of Lake Forest  
 911 Telegraph Rd  
 Lake Forest, IL  
 Parcel ID: 1607200001  
 Acreage: 9.4 Acres  
 Zoned: B1  
 Recommended Technology: monopole or stealth

**Candidate B**

St. Patrick's Church  
 950 W. Everett  
 Lake Forest, IL  
 Parcel ID: 1607200066  
 Acreage: 12.15 Acres  
 Zoned: R2  
 Recommended Technology: monopole or stealth



**Technology and Real Estate Solutions**

**Flagpole**

Flagpole towers, and other stealth towers are designed to look like common structures. Stealth towers are aesthetically pleasing and help in areas with strict zoning laws. Despite their appearance, these are all functional cell towers capable of providing the same service as traditional towers.

Communities are often more accepting of these designs because of their visual appeal and blending in better with the surrounding landscaping.

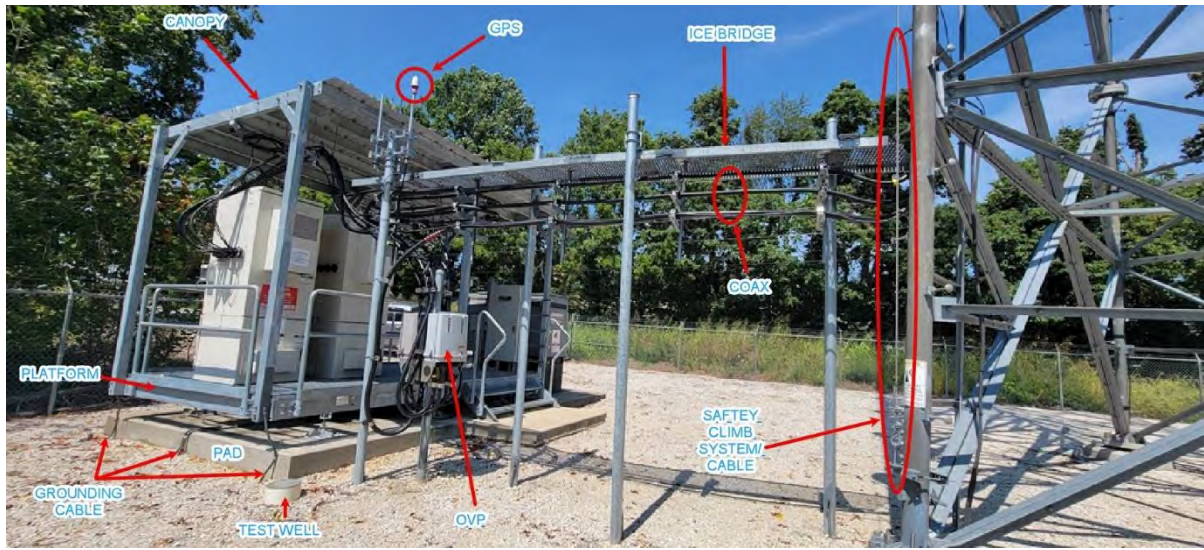
**Technology and Real Estate Solutions**



**Monopole**

Monopoles are cell towers that are made up of a single, metal pole that supports antennas. Monopoles are made of galvanized steel. Typically, they are sleeker, and straightforward than other tower designs. Towers can range from 30' to 200' in height. Typical base is between 4'-8' in diameter. Structure can handle multiple carriers and reduce the number of sites that are necessary to cover an area. They can blend in better with surrounding areas, making it more appealing to local communities. They require less space at their base for installation. Monopoles typically will only require a 50'x 50' compound at the base of the structure to store their ground equipment, much less space required for most tower structures. In general, monopole towers are a preferred choice due to their simplicity, efficiency, and reduced visual impact.

**Technology and Real Estate Solutions**

**Monopole Ground Equipment Example**

Although the flagpole and monopole options provide the sleekest options that can also provide the necessary coverage, they will still have ground equipment that is essential to their operation. As referenced previously, the City of Lake Forest will need to increase the allowable size of the compound from 300 square feet to the range of 2500 square feet. As the image shows above, ground equipment is housed in a fenced – in area around the base of the tower. The increased size of the compound will help support the tower's functionality and ability to have multiple carries on one tower.

**Health and Safety**

## Common Radiofrequency Exposures ( $\mu\text{W}/\text{cm}^2$ )

(  $\mu\text{W}/\text{cm}^2$  ) = microwatts per centimeter squared



Source: Andrew H. Thatcher, Board Certified Health Physicist © 2020

The Federal Government has set safe limits to RF frequencies. Cell towers are highly regulated equipment and phones must comply with these safety standards set forth by the government. Wireless operates at fractions of the levels deemed safe. Per the Federal Telecommunication Act of 1996, no local jurisdiction can base their determination on health risk as they operate at fractions of the levels.

In the event of an emergency, having reliable cell phone coverage can be the difference between life and death. Over 80% of all 911 calls originate from a cell phone. This will also give local authorities the ability to utilize these networks to send out alerts and warnings about weather conditions, amber alerts, and other emergencies.



**THE CITY OF LAKE FOREST**

**ORDINANCE NO. 2025-\_\_\_\_\_**

**AN ORDINANCE AMENDING THE CITY CODE, SECTION 159.154, PERSONAL WIRELESS SERVICE FACILITIES OVERLAY DISTRICT, AS IT PERTAINS TO THE CITY'S COMPOST CENTER AT 1381 KENNEDY ROAD.**

**WHEREAS**, The City of Lake Forest is a home rule, special charter municipal corporation; and

**WHEREAS**, the City, although not a provider of wireless service, is interested in facilitating service improvements for the benefit of residents, businesses, institutions, and in the interest of public safety; and

**WHEREAS**, the City has, from time to time reviewed and amended the provisions in the Zoning Code relating to geographic locations designated for telecommunication facilities to assure that they align with the growing demand for wireless coverage and quality; and

**WHEREAS**, the Plan Commission considered amendments to Section 159.154 at a public hearing held over the course of two meetings, October 9, 2024 and on November 13, 2024; and

**WHEREAS**, the Plan Commission, after careful deliberation, voted four to two to recommend approval of an amendment to Section 159.154 designating a portion of the City's Compost Center at 1381 Kennedy Road, as a permitted location for a cell tower and related equipment as depicted on Exhibit A which is attached hereto and made a part hereof, and

**WHEREAS**, the Mayor and City Council, having considered the recommendation of the Plan Commission, have determined that adopting this Ordinance and amending the Code provisions relating to Personal Wireless Service Facilities as hereinafter set forth, will be in the best interests of the City and its residents.

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS**, as follows:

**SECTION ONE:** **Recitals.** The foregoing recitals are hereby adopted by this reference as the findings of the City Council and are hereby incorporated into this Section as if fully set forth.

**SECTION TWO:** Section 159.154, "Personal Wireless Service Facilities Overlay District", Overlay District A which permits cell towers up to 160' in height is hereby amended as follows to include a portion of the City's Compost Center site, said amendment is incorporated as part of The Lake Forest City Code, as amended.

Proposed Amendment to Section 159.154 (reflected in highlighted text)

Overlay District A	Portions of OR-2 as highlighted on Attachment A-1
	Portions of B-1 as highlighted on Attachment A-2
	Portions of R-4 as highlighted on Attachment A-3
	Portions of OA as highlighted on Attachment A-4
	Portions of R-5 as highlighted on Attachment A-5 (Exhibit A to this Ordinance)
Overlay District B	Portions of R-4 as highlighted on Attachment B
Overlay District C	Portions of R-4 as highlighted on Attachment C
Overlay District D	Portions of R-1 and GR-3 as highlighted on Attachment D-1
	Portions of R-4 as highlighted on Attachment D-2
	Portions of R-5 as highlighted on Attachment D-3
Overlay District E	Portions of R-4 as highlighted on Attachment E
Overlay District F	Portions of R-1, R-2, and B-2 as highlighted on Attachment F
Overlay District G	A portion of B-2 as highlighted on Attachment G

**SECTION THREE: Effective Date.** This ordinance shall be in full force and effect upon its passage, approval, and publication in pamphlet form in the manner provided by law.

Passed this \_\_\_ day of \_\_\_\_\_, 2025

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2010

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk



OVERLAY DISTRICT A – ATTACHMENT A – 5



Proposed Addition to Overlay District A - 5  
Up to 160' Monopole







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# MEMORANDUM

## THE CITY OF LAKE FOREST

### OFFICE OF THE CITY MANAGER

**TO:** Jason Wicha, City Manager

**FROM:** Keri Kaup, Assistant to the City Manager

**DATE:** June 30, 2025

**SUBJECT:** Business Disruption Grant Research Summary and Recommendation

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#### **Background:**

The Deerpath Streetscape Project began in January 2025 and will continue through October 2025. Traffic was reduced to east-bound only from January through April and will be closed in both directions from May through October. Street parking is not available on the street for the duration of the project. Businesses have reported decreased revenues due to the construction and inquired as to whether the City would consider providing financial assistance to impacted businesses.

#### **Research:**

In order to better understand how other area municipalities have handled financial assistance during similar construction projects, staff issued a survey through the Northwest Municipal Conference. 14 communities responded, 9 of which indicated they had streetscape or other significant construction project in their business districts within the last seven years. Of the nine communities who completed projects, only one community, Glen Ellyn, provided direct financial assistance to the businesses who reported revenue loss.

For full survey results, see Appendix A.

#### **Glen Ellyn's Construction Impact Grant Program:**

Glen Ellyn's streetscape project encompasses a significant portion of their downtown business district. The project is a multi-year project that started in 2022 and is expected to be complete between 2026-2028. The project was divided into five phases with each phase closing or partially closing different streets within the downtown district.

In September 2023, Glen Ellyn's village council approved the CBD Construction Grant Program which permits the village to award a one-time grant for expenses attributable to personnel costs,

utilities and rent to local businesses. The business must be independently owned or franchised and located within the construction area to be eligible. Businesses can choose to apply during any phase of the construction project; however, they can only be awarded the grant one time during the entire project. Funding for the grant program is limited to \$100,000 per budget year and grants are awarded as follows:

Revenue loss up to 19.9% - not eligible

Revenue loss of 20-29.9% - may receive \$4,500

Revenue loss of 30% or more – may receive \$6,000

As part of the application, businesses must demonstrate loss in revenue year over year during the applicable construction phase. As of April 2025, Glen Ellyn has paid a total of \$69,000 to businesses as part of the program since September 2023.

#### **Lake Forest Business Grant Assistance History:**

Lake Forest provided grant assistance to businesses during the COVID-19 pandemic in 2020. That program provided businesses with a maximum grant of .25% of their sales tax generated on calendar year 2019 sales with a cap of \$12,500 per business. The program was estimated to cost \$287,000 and was funded from operating surplus of the General Fund. Upon review, the City only ended up awarding businesses around \$25,000 in financial assistance due to a limited number of applications received. In some cases, businesses identified that the financial assistance they would have received would have been so small, they chose not to apply.

#### **Financial Considerations:**

The bid for the streetscape portion of the Deerpath Streetscape Project came in lower than budgeted, leaving the City in a strong financial position to provide the requested assistance to the businesses. The project was budgeted at \$4.4 million with \$2 million being funded by an ITEP grant and the remainder being funded locally. The low bid for construction came in at just under \$3 million. After factoring in the ITEP grant, the grant non-eligible expenses, construction engineering, and authorized contingency money, the City is expected to experience project savings on the Deerpath Streetscape Project.

Although a separate project with its own construction budget of \$1.7 million, the Bank Lane portion of the project was also considered as part of the overall discussion when determining feasibility of a business assistance program. City Council approved a hybrid (day/night) construction schedule for the Bank Lane project which will put the project at the target budget.

Based on the bids for the Deerpath Streetscape portion of the project being under budget, a business disruption grant could be offered while still keeping the City under budget for the entire project.

**Other Considerations:**

Despite having funds available to offer grants to businesses impacted by the streetscape project, the City also needs to consider the precedent that would be set by offering financial assistance during a construction project. The City is consistently investing in capital improvement projects, some of which could have a future impact on businesses. Should the City pursue a business disruption grant program, it is important to clearly delineate that the streetscape project is different from other capital improvement projects due to the duration of the project being longer than eight months and requires a full street closure that directly impacts customer access to businesses.

Additionally, a boundary should be established around the project area that clearly delineates the businesses that are eligible for assistance through the program. Although many businesses may identify that they are being negatively impacted by the construction, a defined boundary will help contain the potential magnitude of the program. Consideration should also be given to limiting assistance to sales-tax generating businesses within the project area. Although the area is home to a variety of business types, it is likely that retailers, restaurants, and services are experiencing the most significant impact as opposed to those who do not rely on customer traffic to support their operations, such as a real estate office or home care business.

**Recommendation:**

After considering all of the above-outlined factors, a working group consisting of representatives from the Community Development Department, Finance Department, and Office of the City Manager developed a recommendation for a business disruption grant program for consideration by City Council. The program would be funded from the Deerpath Streetscape project budget and would be capped at \$250,000. Staff expects a maximum of 22 businesses to qualify for the program as outlined below (see Appendix B for full list).

*Eligibility Criteria-*

To qualify for the business disruption grant program, a business must meet the following criteria:

1. Must have street frontage on Deerpath or Bank Lane within the project area, defined as the portions of the street that are closed to traffic.
2. Must be reporting sales tax to the Illinois Department of Revenue to the Lake Forest Location Code.
3. Only taxable sales generated and reported to the Lake Forest location code is eligible for the grant (reported on ST-1 or ST-2).



#### *Grant Amount –*

- The maximum grant amount will be 50% of the sales revenue lost between January 1 and October 31, 2025 compared to the same period in 2024. The grant will be capped at \$11,650 per business.
- If a Lake Forest business is otherwise eligible for the program but opened after January 1, 2025, the maximum grant amount will be the greater of 50% of sales or \$5,000.
- The grant amount will be determined based on the business's eligibility and calculated sales data.

#### *Procedures –*

- Eligible businesses will receive a Grant Award Letter from the City.
- Upon receiving the Grant Award Letter, the Grantee may submit requests for grant payments on a monthly or less frequent basis.
- The Grantee may not request a grant payment until the corresponding sales tax payment has been made to the Illinois Department of Revenue (IDOR).
- Grant payments will be issued upon receipt of a completed Grant Payment Request Form, accompanied by the ST-1 or ST-2 form for the applicable month of sales in both 2025 and 2024. Proof of payment to the IDOR is required.
- Each grant payment will equal 50% of the difference in taxable sales between 2025 and 2024 for the Lake Forest Location Code, until the maximum grant amount has been reached.
- The City will accept Grant Payment Request Forms through December 31, 2025, at which time the program shall cease.

## Appendix A – NWMC Survey Results

Municipality	1. Have you completed a streetscape or other major construction project in your downtown or business district in the last seven years?	2. If yes, did you completely shutdown access to certain streets during the project? If so, for how long?	3. Did you offer financial assistance or grants to businesses who reported revenue loss due to the construction?	4. If yes, please provide details as to who was eligible and if there was a cap on the financial assistance provided to each individual business.	5. If you have documentation regarding how the program was setup and funded, please provide an attachment.	6. If you did not offer any direct financial assistance, did you offer support for the businesses in other ways (i.e. advertising, parking assistance, events upon project completion, etc.)?
Barrington	No.					
Glencoe	Yes.	Yes - various.	No.			No.
Glen Ellyn	Yes	Yes	Yes.	CBD Construction Impact Grant Program Independently owned businesses (and independently owned franchises) located w/in the CBD Utility & Streetscape Project area. One time grant. Eligible items - payroll, operating expenses, lease or utility bills, other bills Revenue loss up to 19.9% not eligible Revenue loss 20-29.9% may receive \$4,500 Revenue loss of 30% or more may receive \$6,000 Capped program funding at \$100,000 per year		
Grayslake	Yes. Current project underway: 2025 Village Center Advancement Program. Project website: <a href="https://downtowngrayslake.com/">https://downtowngrayslake.com/</a>	No planned complete shutdowns of street access.	No.	N/A.	N/A.	Advertising and maintaining temporary parking spaces during the project.
Highland Park	Yes, last summer we completed several major projects in our Central Business District. These projects	Yes, for the Second Street reconstruction we	Yes.	We provided City outdoor dining furniture in the bump outs for the	See attached. This is an example of a license agreement	We also put together a ribbon cutting ceremony to reopening the street bringing in various

	include: - The installation of updated curbing, ADA accessible crosswalks and electrical conduit for new pedestrian signaling - Downtown furniture replacement of tables, chairs, and benches with new concrete pads - Reconstruction of a parking lot which included reconstruction of the pavement to convert it from an asphalt pavement to an environmentally friendly permeable pavement. Other improvements include LED lighting and conduit for future EV Charging Stations. - Complete reconstruction of Second Street which enabled widening of sidewalk with inclusion of permeant pavers, bump outs, new pedestrian lighting, storm sewer upgrades, and new asphalt pavement.	closed the street going one-way for approximately three months.		businesses impacted on the street.	we had with our business owners.	performers and activities to activate the street.
Kenilworth	No. Anticipate streetscape project in next five years.	N/A.		N/A.	N/A.	N/A.
Lake Zurich	Yes. Doing one now, Main Street streetscape in 2025.	Will be one-lane closures but not totally closed.	No.			Parking assistance.
Morton Grove	No streetscape in last 7 years. Dempster Street was reconfigured in 2010-11 and Lincoln-Ferris intersection was 2010.	The Village did not shut down streets	No.			
Mount Prospect	Yes.	Yes, 2-3 weeks.	No.			Advertising and parking assistance in the form of parking/access awareness fliers, newsletter articles, etc.
Rolling Meadows	No.					

Streamwood	Yes.	No.	No.			No.
Vernon Hills	No.					N/A.
Wheeling	Yes.	Did not completely shutdown access.	No.			No.
Winnetka	Yes	No	No.			Advertising/marketingSocial media ads / eNews. Village paid for window cleaning of all first floor commercial windows after each phase of the project. Events to celebrate end of construction - Village paid for band, balloon artist, decorations

## Appendix B – Eligible Businesses in Project Area

Company Name	Address
Paradise Home Design Inc	225 E Deerpath
The Skin Care Center	225 E Deerpath
Robb Orthodontics	225 E Deerpath
Hollywood Feed	240 E Deerpath
ARCC Consulting Corp	246 E Deerpath
Scout Driver Driving School	246 E Deerpath
LBJ Agape Massage	246 E Deerpath
Lux Lane	252 E Deerpath
Sweet's	260 E Deerpath
Mark David Designs	266 E Deerpath
Once Upon A Bagel	268 E Deerpath
OriMay Salon	272 E Deerpath
Magdalena European Med Spa	272 E Deerpath
The UPS Store	276 E Deerpath
Compass Real Estate	280 E Deerpath
Freds Barber Shop	288 E Deerpath
Freedom Home Care	289 E Deerpath
Therese Crowe Design Ltd.	291 E. Deerpath
Walgreens	296 E Deerpath
Wired on Bank Lane	636 N Bank Ln
Sage Explorers, LLC	644 N Bank Ln
Lake Forest Food & Wine	645 N Bank Ln
Lake Forest Juice	647 N Bank Ln
Blink Optical	654 Bank Lane
Le Colonial	655 Forest Ave
Unicorn Designs	659 Bank Lane
Left Bank	659 N Bank Ln
Old National Bank	241 E Deerpath
Northern Trust Company	265 E Deerpath
Rosati's Pizza	630 N Western Ave

**30 businesses identified in project area**

**22 retailers (restaurant, service, retail)**

KEY
Blue Fill – Expected Eligible Business
No Fill - Not identified as retailer/sales tax generating