

The City of Lake Forest
Zoning Board of Appeals
Proceedings of the February 23, 2026 Meeting

A regular meeting of the Lake Forest Zoning Board of Appeals was held on Monday, February 23, 2026, at 6:30 p.m., in Lake Forest, Illinois.

Zoning Board of Appeals members present: Chairman Ari Bass and Board members Jan Gibson, Fred Brewer, Patrick Marshall, Jay Soave and Mike Adams.

Zoning Board of Appeals members absent: Board member Jeffrey Giannelli.

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

1. Introduction of Board members and staff, overview of meeting procedures - Chairman Bass

Chairman Bass reviewed the meeting procedures and asked the members of the Board to introduce themselves.

2. Consideration of the minutes of the October 27, 2025 meeting.

The minutes of the October 27, 2025, meeting were approved as presented.

3. Consideration of a request for a recommendation in support of variances from front yard and corner side yard setbacks and lot coverage regulations at 284 Granby Road.

Property Owners: Timothy and Heidi Archibald

Representative: Timothy Archibald, Owner and Architect

Chairman Bass asked the Board to declare any Ex Parte contacts or conflicts of interest. Hearing none, he invited a presentation from the petitioner and swore in all those intending to speak.

Mr. Archibald stated that he and his wife recently purchased the home to downsize and take advantage of the location near the Central Business District. He reviewed the history of the property and the residence, presented images of the home and of the surrounding neighborhood. He stated that the proposed minor expansion and alterations to the house are intended to improve functionality, scale, and the overall appearance. He stated that the existing detached garage is in disrepair and requires replacement. He stated that the lot was created and the house was built prior to adoption of the current Code provisions and as a result, the house is nonconforming to

current regulations with respect to lot width, lot coverage, and setbacks. He noted that other properties in the area have similar nonconformities. He reviewed the proposed modifications including a small first floor addition, an expanded open front porch, and second floor dormers. He acknowledged that the proposed improvements encroach into the front and corner side yard setbacks but noted that the encroachment will not exceed the extent of the existing encroachment of the house and garage. He stated that the replacement garage will conform to the rear yard setback eliminating the current encroachment into the rear yard. He stated that the mechanical equipment for the garage will be located in conformance with the required setbacks. He stated that initially, a taller garage was proposed but in response to staff comments, the height was reduced. He stated that an upper level is proposed on the garage for visiting family members. He noted that variances were granted for other properties in the neighborhood. He reviewed the floor plans and existing and proposed elevations of the residence. He stated that two trees will be removed and stated the intent to add landscaping around the residence and the new garage. He noted a letter of support that was submitted by a neighboring property owner.

Mr. Prado reviewed that per the Code, the front yard of the property is along the shortest street frontage, Granby Road. He stated that the McKinley Road street frontage is considered the corner side yard. He acknowledged that several variances are requested due to the existing nonconformities on the site. He stated that the proposed encroachment of the minor additions is no further than the encroachment of the existing structures. He confirmed that the proposed garage will not encroach into the rear yard setback like the existing garage. He thanked Mr. Archibald for responding to early input from staff. He stated that there are findings in support of the petition in the staff report.

Chairman Bass invited questions from the Board.

In response to questions from Board member Gibson, Mr. Archibald stated that he did not know the dates of previous additions and alterations to the structures on the property. He confirmed that various options were considered for the garage. He stated that the garage as proposed minimizes the need for variances while providing the desired space for vehicles and a small second floor space for visiting family members. He stated that the driveway will be concrete. He stated that he will consider making the parking pad alongside the garage gravel.

In response to questions from Board member Marshall, Mr. Archibald stated that he does not know how the property came to be configured as it is or whether it historically was part of the property to the east. He stated that there are several oddly shaped lots in the neighborhood.

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

Board member Adams pointed out that the extent of the encroachment as proposed does not exceed the distance of the existing encroachment. He thanked the petitioner for staking the site and stated support for the petition.

Board member Gibson stated that in her opinion, a hardship exists due to the configuration of the lot, noting that backing out of the driveway on to McKinley Road is a challenge. She complimented the petitioner for the overall design and presentation.

Chairman Bass stated support for the variances. He stated appreciation for the investment in and improvement of the home noting that the property and the house are prominent on the McKinley Road streetscape. He stated that the improvements will benefit the neighborhood. He agreed that seeing the footprint of the proposed expansion of the footprint on the site was helpful.

Board member Brewer complimented the design of the wrap around porch.

Board Member Soave complimented the effort that is being made to improve upon the existing encroachment of the garage.

Board member Marshall stated that the petitioner is proposing a good solution despite the challenges of the site. He stated that the proposed improvements will benefit the property and the neighborhood. He complimented the overall design.

Chairman Bass thanked the petitioner for being responsive to input from staff. Hearing no further comments from the Board, he invited a motion.

Board member Adams made a motion to recommend approval of variances to allow:

- 1) Additions and alterations to the residence to encroach into the front and corner side yard setbacks no further than the encroachment of the existing residence.
- 2) A detached garage to encroach no further than 5'-8" into the required corner side yard setback.
- 3) Lot coverage not to exceed 40.1%.

All in conformance with the approved plans. He stated that the motion includes a condition requiring that the porch remain open as reflected on the plans presented to the Board. He stated that the motion is based on the findings detailed in the staff report which are adopted as part of the motion and stated that the Board's comments are incorporated as additional findings.

The motion was seconded by Board member Soave and was approved by a vote of 6 to 0.

4. Public testimony on non-agenda items.

No public testimony was presented to the Board on non-agenda items.

5. Additional information from staff.

Mr. Prado stated the March meeting is scheduled for 30th, the fifth Monday of the month due to spring break.

The meeting was adjourned at 6:55 p.m.

Respectfully submitted,

Susan Thomas
Assistant Director of Community Development