

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

***Regular Meeting***

***Wednesday, November 7, 2018  
Municipal Services Facility – Lower Level***

***6:30 P.M.***

*Robert Reda  
Richard Walther*

*Ted Notz, Chairman  
Jim Diamond  
Ross Friedman*

*Fred Moyer  
Chris Bires*

**MEETING PROCEDURES**

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

1. Introduction of Board members and City staff, overview of meeting procedures – Chairman Notz.
2. Consideration of the minutes from the October 3, 2018 Building Review Board meeting.
3. Consideration of a request for approval of a building scale variance to allow for a kitchen and garage addition at **1052 Buena Road**.  
Owners: Jim & Sophia Koliatsis  
Representatives: Karl Strassburger, architect
4. Consideration of a request for approval of a demolition of an existing residence and attached garage located at **220 Foster Place** and approval of a replacement residence, attached garage, landscape plan, and overall site plan.  
Owners: John & Lisa Staton  
Representative: Doug Reynolds, Reynolds Architecture
5. Consideration of a request for approval for signage and an awning for a new business at **207 E. Westminster**.  
Owner: William Marlatt  
Tenant: Belden Interiors  
Representative: Steve Normandy, Acme Awning Company

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

*Mandatory Adjournment time*

*11:00 p.m.*

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

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

**Other Items**

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