

The City of Lake Forest  
Building Review Board Agenda

Regular Meeting

**NOTE DATE CHANGE: Thursday, January 3, 2019**  
**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 December 5, 2018 Building Review Board meeting.
3. Continued consideration of a request for approval of a partial demolition and additions to an existing residence. Modifications to the existing detached garage are also proposed. The property is located at **139 Woodland Road**.  
Owners: Jeff & Stacy Collins  
Representative: Jeff Letzter, designer

**Other Items**

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

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.*