

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

**Regular Meeting**

**Wednesday, January 6, 2021**

**6:00 P.M.**

**Remote Access Meeting**

*Joanne Bluhm  
Vacant Position*

*Jim Diamond, Chairman  
Chris Bires  
Richard Walther*

*John Looby III  
Sally Downey*

This meeting will be conducted remotely in compliance with Governor's Executive Order 2020-07, issued on March 16, 2020 that suspended certain Open Meetings Act provisions relating to in-person attendance by members of a public body. The Governor's Order: (1) suspends the requirement in Section 2.01 that "members of a public body must be physically present;" and (2) suspends the limitations in Section 7 on when remote participation is allowed.

The meeting can be viewed by following the public audience link below. The meeting ID and password are provided:

<https://us02web.zoom.us/j/86227426823?pwd=NWJwZEFvckRkN1NIWWMxYitaSXBpZz09>  
Meeting ID: 86227426823 Meeting Password: 1861

Members of the public who wish to comment on a petition in advance of the meeting can submit written comments by email to [baehrj@cityoflakeforest.com](mailto:baehrj@cityoflakeforest.com). Correspondence received will be distributed to the Board members prior to the meeting. Members of the public who wish to comment during the meeting should call 847-810-3643. Questions and comments can also be submitted using the Q&A function at the bottom of the screen and will be read into the record by staff during the public comment portion of the meeting.

Information on each petition is available on the City's website and can be accessed by clicking on the agenda item.

1. Introduction of Board members and City staff, overview of meeting procedures – Chairman Diamond.
2. Consideration of the minutes from the November 4, 2020 Building Review Board meeting.
3. Consideration of a request for approval of the design aspects of a new commercial development at the southeast corner of Everett and Waukegan Roads. The Board's review will include review of the overall site plan, the architectural design of the buildings, the exterior materials, building height, lighting locations and fixtures, hardscape and landscape. Signage will be considered at a later date.  
Property Owner: J1015 LLC and 1045 LLC (Carmine Iosue, Luke and Nicole Mertens, Joshua Iosue, Megan Iosue and Joseph Iosue).  
Project Representatives: Jack Frigo, Real Estate Advisor  
Diana Melichar, Architect

**Other Items**

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

**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 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.*