

The City of Lake Forest  
Building Review Board Agenda

Regular Meeting

Wednesday, March 2, 2022

6:30 P.M.

Remote Access Meeting

John Looby III  
Scott Renken

Jim Diamond, Chairman  
Richard Walther  
Joanne Bluhm

Sally Downey  
Timothy G. Franzen

This meeting will be conducted remotely, the Board members and City staff will attend this meeting by electronic means in compliance with the exceptions made to the Open Meetings Act in response to the pandemic. During the meeting, staff will be on site at the City's Municipal Services Facility, 800 Field Drive, lower level however, the Board members will not be on site. The meeting can be viewed by following the public audience link below.

<https://us02web.zoom.us/j/89709473509?pwd=VnUwRjVVBGRTQ1VCOVUvWXdpdDZlUT09>

Meeting ID: 897 0947 3509 Meeting Password: 1861

Members of the public who wish to comment during the meeting may do so by calling 847-810-3643 or by using the *Raise Hand* feature at the bottom of the screen.

1. Introduction of Board members and City staff, overview of meeting procedures – Chairman Diamond.
2. Consideration of minutes from the February 3, 2022 Building Review Board meeting.
3. Consideration of a request approval of a new residence on a vacant lot, a conceptual landscape plan, and overall site plan. The property is addressed as **415 Oak Knoll Drive** and is in the Oak Knoll Woodlands Subdivision.  
Property Owner: Fidelity Wes of Oak Knoll LLC, (Mike DeMar, 100%).  
Contract Purchasers: Raymond & Ina Anderson  
Project Representative: Rick Swanson, architect
4. Consideration of a request for approval of the demolition of a single family residence and construction of a duplex residence and attached garage. Approval of a conceptual landscape plan and overall site plan is also requested. The property is addressed as **50 June Terrace**.  
Property Owners: Alvin and Beverly McRae  
Project Representative: Diana Melichar, architect

Other Items

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

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

**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.