

The City of Lake Forest  
Building Review Board Agenda

**Regular Meeting**

**Wednesday, March 6, 2024**  
**Municipal Services Facility – Lower Level**

**6:30 P.M.**

*Scott Renken*  
*Justin Stamer*

*John Looby III, Chairman*  
*Joanne Bluhm*  
*Sarah Lamphere*

*Sally Downey*  
*Eric Lohmueller*

1. Introduction of Board members and City staff, overview of meeting procedures – Chairman Looby.
2. Consideration of the minutes of the February 7, 2024 Building Review Board meeting.
3. Continued consideration of a new residence on a vacant lot at **1400 Oak Knoll Drive**. A preliminary landscape plan will also be considered.  
Property Owners: Jamie and Sophia Childs  
Contract Purchaser: Joseph Paul D’Cruz and Dewelyn Diana Menezes  
Representative: Jeff Letzter, project manager
4. Consideration of a new residence on a vacant lot at **210 Majestic Oak Court**. A preliminary landscape plan will also be considered.  
Property Owner: North Shore Builders, Inc.  
(William J. Ryan 94%, John Rushin 3%, James A. Esperson, 3%)  
Representative: Doug Wirth, Architect
5. Consideration of a new residence on a vacant lot at **230 Majestic Oak Court**. A preliminary landscape plan will also be considered.  
Property Owner: North Shore Builders, Inc.  
(William J. Ryan 94%, John Rushin 3%, James A. Esperson, 3%)  
Representative: Doug Wirth, Architect
6. Consideration of a building scale variance for an addition and alterations at **766 Highview Terrace**.  
Property Owners: Scott Nehls and Susan Groh  
Representative: Jeff Letzter, project manager
7. Consideration of additions, alterations and site plan modifications at **980 Melody Road**.  
Property Owner: Jack Harris  
Representative: Andy Kacprzyński, architect

**Other Items**

8. Opportunity for the public to address the Building Review Board on non-agenda items.
9. 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 847-810-3511.

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