

**THE CITY OF LAKE FOREST  
CITY COUNCIL AGENDA**  
Monday, March 7, 2022 at 6:30pm.  
220 E. Deerpath, Lake Forest, IL 60045

**CALL TO ORDER AND ROLL CALL**

**6:30 p.m.**

Honorable Mayor, George Pandaleon	
James E. Morris, Alderman First Ward	Jim Preschlack, Alderman Third Ward
Jennifer Karras, Alderman First Ward	Ara Goshgarian, Alderman Third Ward
Melanie Rummel, Alderman Second Ward	Raymond Buschmann, Alderman Fourth Ward
Edward U. Notz, Jr., Alderman Second Ward	Eileen Looby Weber, Alderman Fourth Ward

**PLEDGE OF ALLEGIANCE**

**REPORTS OF CITY OFFICERS**

<b>1. COMMENTS BY MAYOR</b>
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**A. Approval of a Resolution of Appreciation for Retiring Employee, Paul D. Petersen**

A copy of the resolution can be found beginning on **page 17**

**COUNCIL ACTION: Approval of a Resolution of Appreciation for Retiring employee, Paul D. Petersen**

<b>2. COMMENTS BY CITY MANAGER</b>
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**A. Update on the ComEd Bridge Replacement and Deerpath Road Closure  
-Michael Thomas, Director of Public Works**

<b>3. OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL</b>
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<b>4. COMMITTEE REPORTS</b>
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<b>5. ITEMS FOR OMNIBUS VOTE CONSIDERATION</b>
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**1. Approval of February 22, 2022, City Council Meeting Minutes**

A copy of the minutes can be found beginning on **page 18**

**COUNCIL ACTION: Approval of February 22 ,2022, City Council Meeting Minutes**

## 2. Approval of the Check Register for the Period of January 29 to February 25, 2022

STAFF CONTACT: *Elizabeth Holleb, Finance Director (847-810-3612)*

**BACKGROUND/DISCUSSION:** City Code Section 38.02 sets forth payment procedures of the City. The Director of Finance is to prepare a monthly summary of all warrants to be drawn on the City treasury for the payment of all sums due from the City (including all warrants relating to payroll and invoice payments) by fund and shall prepare a detailed list of invoice payments which denotes the person to whom the warrant is payable. The warrant list detail of invoice payments shall be presented for review to the Chairperson of the City Council Finance Committee for review and recommendation. All items on the warrant list detail recommended for payment by the Finance Committee Chairperson shall be presented in summary form to the City Council for approval or ratification. Any member of the City Council shall, upon request to the City Manager or Director of Finance, receive a copy of the warrant list detail as recommended by the Finance Committee Chairperson. The City Council may approve the warrant list as so recommended by the Finance Committee Chairperson by a concurrence of the majority of the City Council as recorded through a roll call vote.

The Council action requested is to ratify the payments as summarized below. The associated payroll and invoice payments have been released during the check register period noted.

Following is the summary of warrants as recommended by the Finance Committee Chairperson:

### Check Register for January 29 - February 25, 2022

	Fund	Invoice	Payroll	Total
101	General	470,739	1,704,670	2,175,408
501	Water & Sewer	98,128	187,449	285,577
220	Parks & Recreation	96,927	399,213	496,139
311	Capital Improvements	60,952	0	60,952
202	Motor Fuel Tax	9,529	0	9,529
230	Cemetery	3,981	37,664	41,645
210	Senior Resources	30,756	28,828	59,584
510	Deerpath Golf Course	25,828	2,974	28,802
601	Fleet	142,662	66,307	208,969
416 - 433	Debt Funds	0	0	0
248	Housing Trust	0	0	0
201	Park & Public Land	47,003	0	47,003
	All other Funds	753,719	192,039	945,758
		<b>\$1,740,221</b>	<b>\$2,619,143</b>	<b>\$4,359,365</b>

The amount listed as "All other Funds" includes \$584,771 in medical and dental plan claim payments.

COUNCIL ACTION: Approval of the Check Register for the Period of January 29 to February 25, 2022

## 3. Approval of Resolutions Required for Bank Purposes to Amend Authorized Signers on City bank accounts.

STAFF CONTACT: Diane Hall, Finance Director (847-810-3614)

**PURPOSE AND ACTION REQUESTED:** Staff requests approval of changes to the authorized signers on City bank accounts.

**BACKGROUND/DISCUSSION:** The City is required to approve resolutions establishing authorized signers on each bank account. Due to the change in Staff Accountant effective March 8, 2022, new resolutions are required for City bank accounts. Following are the proposed signers by account (changes are in **bold**):

Lake Forest Bank & Trust – Operating & Transfer Accounts	Lake Forest Bank & Trust – Flex Benefit Plan	Lake Forest Bank & Trust – Medical and Dental
Jason Wicha	Jason Wicha	Jason Wicha
Elizabeth Holleb	Elizabeth Holleb	Elizabeth Holleb
Diane Hall	Diane Hall	Diane Hall
<b>James Scott</b>	<b>James Scott</b>	<b>James Scott</b>
Mark Krygeris	Mark Krygeris	Mark Krygeris
		Ronald Walter
		Steven Walter
		Jeffrey Walter

**BUDGET/FISCAL IMPACT:** None

**COUNCIL ACTION:** Approval of Resolutions Required for Bank Purposes to Amend Authorized Signers on City bank accounts.

**4. Approval and Authorization for the Lake Forest Fire Department to Enter into an Agreement with Andres Medical Billing, Ltd. for Ambulance Billing Services for a Period of 5 Years**

STAFF CONTACT: Pete Siebert, Fire Chief (847.810.3864) and  
Jamie Nixon, Administrative Assistant (847.810.3867)

**PURPOSE AND ACTION REQUESTED:** Staff requests City Council to approve and authorize entering into a new agreement with the department's current ambulance billing provider, Andres Medical Billing, Ltd. (AMB).

**BACKGROUND/DISCUSSION:** In an effort to remain fiscally responsible and ensuring the City continues to receive quality service, the Lake Forest Fire Department administration discussed the need for developing a Request for Proposal (RFP) for ambulance billing in late 2021, as the last RFP conducted for ambulance billing services was in 2008. In January 2022 the RFP was assembled by the Lake Forest Fire Department with input from the Finance department. At the close of the RFP, February 16, 2022, the City received five (5) proposals. The Lake Forest Fire Department conducted a thorough review and comparison of the submitted proposals and is recommending City Council approve entering into an agreement with Andres Medical Billing, Ltd.

We recognize the Lake Forest Fire Department is unique as we provide mutual aid services to various surrounding communities and provide specific ambulance services to the Village of Lake Bluff and the Rockland Fire Protection District through established intergovernmental agreements (IGAs) – this can make for a complex billing structure and one that requires flexibility. After close comparison of all proposals, AMB is able to provide the same services as the other proposed vendors for the lowest proposed fee (3.95%) of net collections. AMB provides the most flexible customer service hours for the City and the general public. Renewing the contract with AMB not only avoids disruption in services, but also compliments the department's current IGA's with AMB's understanding of the department's complex response zones and required reporting. AMB is also the billing provider for the additional party providing ambulance services in the Rockland Fire Protection District IGA, which allows for a continued seamless partnership.

AMB has been a trusted vendor for many years and has provided the City with exemplary service for 12+ years. The department has confidence AMB will continue to provide this type of service for the City. AMB also employs a certified HIPAA compliance officer, and certified ambulance coders and documentation specialists, which ensures proper handling of protected health information.

**BUDGET/FISCAL IMPACT:** N/A

Has City staff obtained competitive pricing for proposed goods/services? **Yes**

Company Name	Dollar Amount Bid
<b>Andres Medical Billing, Ltd</b>	<b>3.95% of net collections</b>
EF Recovery, LLC	4.00% of net collections
EMS Management & Consultants	4.25% of net collections
LifeQuest	4.00% of net collections
Paramedic Billing Services	4.25% of net collections

COUNCIL ACTION: Approval and Authorization for the Lake Forest Fire Department to Enter into an Agreement with Andres Medical Billing, Ltd. for Ambulance Billing Services for a Period of 5 Years

**5. Approval of a Request from the Cemetery Commission to Purchase Cremation Niche Fronts, at the Cost of \$190,500, as part of the Memorial Garden Phase II Project.**

STAFF CONTACT: *Chuck Myers, Superintendent of Parks & Forestry, 810-3565*

**PURPOSE AND ACTION REQUESTED:** The Cemetery Commission and staff are recommending City Council approval to purchase cremation niche units with granite fronts, a necessary component of the Memorial Garden Phase II project, at the cost of \$190,500.

**BACKGROUND/DISCUSSION:** The existing Memorial Gardens at the Lake Forest Cemetery, just east of the main entrance to the Cemetery, was constructed in 2000, and contains niches for above ground inurnment of cremated remains. The Memorial Gardens forms a tranquil complement to the serenity of the cemetery. Reflective of the limestone entry arch, the columbarium's design is reminiscent of a European churchyard. The four interconnecting gardens that make up the Memorial Gardens include the Fountain, Spire, Evergreen, and Lake Gardens. Their curvilinear shapes and landscaping balance the solidity of the stone

columbarium wall, with its arched flying buttresses, and create a setting that is both dignified and durable. The Fountain Garden provides a setting where funeral services may be held. The plantings that were selected highlight the Prairie style of landscape design that is found in the rest of the cemetery.

When the Memorial Gardens was constructed, part of the scope of the project was adjusted to keep the project within budget. An additional 400 niches in the Fountain and Spire Gardens were not constructed and left for a Phase II completion at a future date. At the time of initial construction, all concrete foundation and wall work was completed to allow for the future completion of Phase II. In order to meet the continued demand by the residents of Lake Forest and provide for the financial security of the cemetery, it is proposed to finish construction of the niches in these two areas.

Also known as a cremation niche, a columbarium niche is a single compartment within the columbarium that holds a person's cremated remains. Sales of cremation niches have been consistent since the creation of the first phase of the Memorial Garden in 2000 and our rate of cremation interments compared to full burials has been ahead of the national curve. Our ten-year average indicates that 63% of our interments have been cremations. The national cremation rate recently hit 50% and is forecast to rise to 66% of all deaths resulting in cremation by the year 2030.

The niches proposed are "low wall" sites, which have been very popular elsewhere in the Memorial Gardens. Currently the Lake Garden Circular Outer Wall (LGCOW) is one of the most sought after areas within the Memorial Gardens. Of the 110 niches in the LGCOW, 98 niches have been sold (89%), as have all four of the Family Pillars there. The niches are premium priced at \$6,100 each, which is \$1,000 per niche higher than the main wall section of the Memorial Gardens. The Memorial Gardens currently hold 1,432 niches, of which 552 are sold (39%), and can be increased by an additional 400 with the completion of the Phase II project. The estimated cost for Phase II is \$1,600,000, including the addition of niches and some additional improvements to the original Phase I project. At current prices, the income to be realized from the sale of these 400 additional niches would be \$2,440,000. Based on current estimates for construction and finances, the rate of return on the investment would be around 53% for the 400 additional niches.

Options for financing the Memorial Garden Phase II project have been discussed by the Cemetery Commission and with City Council in 2020. The project was put on hold since that time due to other priorities at the cemetery and to determine the overall scope of the project. City staff and the Cemetery Commission have determined that the scope of the project should be reduced for this phase of the project by eliminating the 35-ft. gothic style spire that was originally proposed in 2000. The higher priority at this time is the addition of 400 niches and the improvements needed with the existing hardscape structure of the Memorial Garden.

At this time, City staff and the Cemetery Commission are not asking for approval for the entire project, just for the niche fronts that will be needed when the construction phase of the project begins. The lead time to secure the niche fronts from the manufacturer is estimated to be 5-7 months. Design work and construction documents are currently underway and are expected to be complete by spring of this year. At that time the revised project budget will be established, and discussion of financing options will resume. Once this is complete, the entire project will be issued out for bid and the remaining project costs will come back to City

Council for requested approval. If approved, staff is anticipating a project start in the fall of 2022.

**PROJECT REVIEW/RECOMMENDATIONS:**

Reviewed	Date	Comments
Cemetery Commission	01/26/22	Recommend Approval

**BUDGET/FISCAL IMPACT:**

Has competitive pricing been obtained for proposed goods/services? **No**

If no, indicate the specific exception requested:

Administrative Directive 3-5, Section 9.0D – Sole Source

Administrative Directive 3-5, Section 9.0K – Existing Relationship

The existing columbarium in the Memorial Garden that was built in 2000 utilized niche fronts that were purchased from Eickhof Columbaria. In order to stay consistent with the rest of the Memorial Garden Columbarium, it is necessary to purchase the niche fronts from Eickhof Columbaria. The uniqueness of the Eickhof columbaria system is based on one unique design innovation- their patented concealed locking hardware. The hardware is concealed by attaching all material behind the stone. This allows for a smooth, flush surface, and also serves as a security feature because the fronts do not appear to be removable and require a specific tool.

Below is an estimated summary of Project budget:

FY2022 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
230-6407-476.76-20 Cemetery Fund	\$1,600,000	\$190,500	Y

This purchase of \$190,500 will be funded through the Cemetery Fund, the funding for the remaining portion of the project will be determined at a later date.

**COUNCIL ACTION:** Approval of a Request from the Cemetery Commission for Purchase of Cremation Niche Fronts, at the Cost of \$190,500, as part of the Memorial Garden Phase II Project

**6. Approval of the Annual Tree Purchasing for FY2023.**

STAFF CONTACT: Corey Wierema, City Forester/Forestry Supervisor 847-810-3564

**PURPOSE AND ACTION REQUESTED:** Staff is seeking City Council approval to purchase trees/plant material from multiple vendors.

**BACKGROUND/DISCUSSION:** The City's Forestry section conducted our annual joint bid with the City of Highland Park and the Highland Park-Park District to leverage volume discounts for the purchasing of trees on city streets, parks, and other City-owned properties. Staff received

twelve (12) bids for the purchase of over 62 varieties of balled and burlaped trees and shrubs, with an average price of \$250 for a 2.5" caliper tree. Multiple vendors will be used to secure the requested number of trees, sizes, and varieties while adhering to our stringent quality controls. Based on species availability and the quality of the product, additional vendors may need to be used. Additional purchasing will comply with the City's purchasing policy. The forestry section anticipates planting 300 trees this year.

**BUDGET/FISCAL IMPACT:** Funding for the tree/plant material purchasing contract is budgeted in the Fund 220, Operating Fund. Due to the anticipated number of new trees being planted and diminishing tree availability in the nurseries, we do expect to exceed \$25,000 with a sole vendor.

Has competitive pricing been obtained for proposed goods/services? **No**

If no, indicate the specific exception requested:

Administrative Directive 3-5, Section 9.0F – Government Joint Purchases

Below is an estimated summary of Project budget:

FY2023 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
220-5803-467-67.13 Forestry Operating Budget	\$80,000	\$80,000	Y

COUNCIL ACTION: Approval of the Annual Tree Purchasing for FY2023

**7. Award of the Low Bid for the 2022 Crack Sealing Project to Patriot Pavement Maintenance Inc., and Authorize the City Manager to Execute an Agreement in the Amount Not to Exceed \$35,000**

STAFF CONTACT: *Byron Kutz, P.E., Superintendent of Engineering (810-3555)*

**PURPOSE AND ACTION REQUESTED:** The Public Works Committee and staff request City Council approval of a one-year extension of the 2019 Crack Sealing Project with Patriot Pavement Maintenance Inc. for the 2022 MPI Crack Sealing Project.

**BACKGROUND/DISCUSSION:** Cracks in pavements allow moisture to penetrate the surface causing premature pavement material failure. To minimize the water infiltrating the pavement base, crack sealing with a hot sealant is required. Crack sealing is a practical and cost-effective measure and is an essential part of a good pavement maintenance program. City staff have previously briefed the City Council on MPI, a program that takes advantage of economies of scale, for securing low bid prices, among neighboring municipalities who bid similar projects each year. This year, the City will again join forces with other communities in the MPI Crack Sealing contract. In 2022, the City plans to do approximately 27,000 feet of crack sealing. Historically, the City crack seals between 25,000-35,000 feet annually depending on budget and pricing.

**PROJECT REVIEW/RECOMMENDATIONS:**

Reviewed	Date	Comments
Public Works Committee	2/17/2022	Reviewed & Recommended City Council Approval

**BUDGET/FISCAL IMPACT:** If approved, this will be a renewal of the existing contract. The 2022 contract unit prices for the MPI are increasing 8% from 2021 prices. Work on this project is expected to be completed in the summer months with a project duration of less than a week. Engineering staff will provide daily oversight and inspections of the crack sealing. The City's website, under "Construction Updates", will also provide details of the work schedule. Has City staff obtained competitive pricing for proposed goods/services? **Yes**

Below is an estimated summary of project budget by funding source:

FY 2023 Funding Source	Amount Budgeted	Amount Requested	Budgeted Y/N
Operating Fund 101-5103-467.67-83	\$35,000	\$35,000	Y

**COUNCIL ACTION:** Award of the Low Bid for the 2022 Crack Sealing Project to Patriot Pavement Maintenance Inc., and Authorize the City Manager to Execute an Agreement in the Amount Not to Exceed \$35,000

**8. Approval of the 2022 Pavement Management Program to Infrastructure Management Services and Authorize the City Manager to Execute an Agreement in the Amount Not to Exceed \$125,000**

STAFF CONTACT: *Byron Kutz, P.E., Superintendent of Engineering (810-3555)*

**PURPOSE AND ACTION REQUESTED:** The Public Works Committee and City staff are requesting approval of an agreement with Infrastructure Management Services (IMS hereafter) to perform an updated study of the City's pavement management inventory. This study is performed every three years and provides a structural analysis of the City's entire network of streets and parking lots.

**BACKGROUND/DISCUSSION:** The City of Lake Forest began a comprehensive Pavement Management Program in 1991 which provided a necessary resource for budget decisions as well as selecting streets and parking lots to be rehabilitated under the Annual Pavement Resurfacing Program. The Pavement Management Program involves performing a structural analysis to predict the rate of deterioration of each specific pavement section contained within all streets and city-owned parking lots in the City. This information is useful for determining the most optimal time, both financially and operationally, to rehabilitate a specific street. Additionally, the program evaluates multiple rehabilitation alternatives. Award of the full budgeted amount would also allow for the inventory and testing of City-owned asphalt paths which is discussed in the Budget/Fiscal Impact Section.

**PROJECT REVIEW/RECOMMENDATIONS:**



Reviewed	Date	Comments
Public Works Committee	2/17/2022	Reviewed & Recommended City Council Approval of Pavement Management Program
Finance Committee	11/8/2021	Included with FY '23 Capital Plan

**BUDGET/FISCAL IMPACT:** The Engineering Section solicited Request for Proposals (RFP) from professional engineering firms to perform this pavement management study. Six firms acquired the RFP package, and one submitted a proposal. The IMS pavement management system has been used by the City since the inception of its pavement testing and evaluation program. Staff will continue soliciting the RFP to other vendors in the future for this program.

Has City staff obtained competitive pricing for proposed goods/services? **Yes**

The following is a summary of the one proposal received:

Company Name	Proposal Amount
<b>Infrastructure Management Services</b>	<b>\$108,967</b>

Below is an estimated summary of project budget:

FY 2023 Funding Source	Amount Budgeted	Amount Requested	Budgeted Y/N
Pavement Management Capital Fund 311-3703-467-67-32	\$125,000	\$125,000	Y

The proposal from IMS in the amount of \$108,967 includes evaluation and testing of streets and parking lots. Award of the full budgeted amount would also allow for the inventory and testing of City-owned asphalt paths to be added to the project scope. The paths are throughout various subdivisions and are not currently tracked as a separate asset. Some of these paths are deteriorated and need to be evaluated for rehabilitation in the future.

**COUNCIL ACTION:** Approval of the 2022 Pavement Management Program to Infrastructure Management Services and Authorize the City Manager to Execute an Agreement in the Amount Not to Exceed \$125,000

- 9. Award of the Low Bid for the Waveland Park & Forest Avenue 2022 Parking Lot Improvements to Maneval Construction and Authorize the City Manager to Execute an Agreement in the Amount of \$397,912.78 as well as Approving a 10% Contingency in the Amount of \$39,791.27 for a Total Cost of \$437,704.05 and the approval of a purchase from Carbon Day EV Charging in the amount of \$24,426 for two EV stations**

STAFF CONTACT: *Byron Kutz, P.E., Superintendent of Engineering (810-3555)*

**PURPOSE AND ACTION REQUESTED:** The Public Works Committee and staff request City Council approval of an agreement with Maneval Construction for the Waveland Park & Forest Avenue Parking Lots in the amount of \$397,912.78 with a 10% Contingency in the amount of \$39,791.27 for a total contract award of \$437,704.05.

In addition, staff is requesting the approval of a purchase from Carbon Day EV Charging in the amount of \$24,426 for two EV stations for an overall project total of \$462,130.05

**BACKGROUND/DISCUSSION:** The project includes the improvements of two parking lots. The first is located in Waveland Park off of Butler Dr. The existing parking lot is undersized and experiences traffic-flow issues with only having one entrance. The existing lot will be resurfaced as well as expanded to the north, nearly doubling the capacity of the lot. An additional driveway entrance will be added which will resolve the current traffic-flow issues which are occurring. In terms of sustainability elements, a bioswale will be added to filter stormwater prior to discharging into the Skokie River.

The second is the Forest Avenue Parking Lot which is located just north of the City Hall lot, between Oakwood and Forest Avenues. In addition to the parking lot being resurfaced, asphalt pavement will be replaced with concrete pavement directly adjacent to the dumpster enclosures to better stand up to daily garbage-truck traffic. Adjustments to the existing dumpster pad will also allow the garbage-trucks better access to the dumpsters. In terms of sustainability elements there will be a stormwater quality drainage structure and two EV charging stations installed in the lot as part of the project. The stormwater structure improves the stormwater quality by removing hydrocarbons, sediment, and other debris. The EV charging stations will be ordered directly from Carbon Day and installed by City Staff.

The schedule for both projects has been defined to account for the usage of each lot. The Waveland Parking Lot work will be performed from early July to early August in order to avoid conflicts with sports leagues. The Forest Avenue Parking Lot work will begin in early August after Lake Forest Day and will wrap up before Labor Day.

Upon confirming the start date of the project, a letter will be sent to residents and businesses within the limits of the project two weeks prior to start of construction. The City's website, under "Construction Updates", will also provide details on the construction schedule.

**PROJECT REVIEW/RECOMMENDATIONS:**

Reviewed	Date	Comments
Public Works Committee	2/17/2022	Reviewed & Recommended City Council Approval
Finance Committee	11/8/2021	Included with FY '23 Capital Plan

**BUDGET/FISCAL IMPACT:** The project was placed out to bid in late-January with a subsequent bid opening on February 10, 2022. A total of eight bids were received. City engineering staff will oversee the contractor and work with the Communications Manager to ensure progress updates are provided weekly to the public.

Has City staff obtained competitive pricing for proposed goods/services? **Yes**

The following is a summary of the eight bids received:

Company Name	Bid Amount
<b>Maneval Construction</b>	<b>\$397,912.78</b>
Chicagoland Paving Contractors, Inc.	\$399,638.75
A Lamp Concrete Contractors, Inc	\$401,861.00
Peter Baker & Son Co	\$421,172.79
Schroeder Asphalt Services, Inc.	\$433,972.25
DK Contractors	\$455,410.50
J.A. Johnson Paving Co.	\$476,403.75
Abbey Paving and Sealcoating Co., Inc.	\$521,449.10

The low bidder, Maneval Construction, has worked for the City in the past and the work was deemed satisfactory to City staff.

Below is an estimated summary of the project budget:

FY 2023 Funding Source	Waveland Park 311-5703- 476-7604	Forest Avenue 311-3703- 478-7807	Total Amount Budgeted	Amount Requested	Budgeted Y/N
Base Project	\$146,000	\$250,000	\$396,000	\$392,406.27	Y
Sustainability	\$10,000	\$105,000	\$115,000	\$69,723.78	Y

**COUNCIL ACTION:** Award of the Low Bid for the Waveland Park & Forest Avenue 2022 Parking Lot Improvements to Maneval Construction and Authorize the City Manager to Execute an Agreement in the Amount of \$397,912.78 as well as Approving a 10% Contingency in the Amount of \$39,791.27 for a Total Cost of \$437,704.05 and the approval of a purchase from Carbon Day EV Charging in the amount of \$24,426 for two EV stations

**10. Approve Two Year Agreement with Midwest Power Industry, Inc. to the Replace Water Treatment Plants Variable Frequency Drives included in the FY2023 & FY2024 C.I.P. Budget for the Sum of \$362,511 Plus a 5% Contingency of \$18,125 for a Total of \$380,636.**

STAFF CONTACT: Dan Martin, Superintendent of Public Works (847-810-3561)

**PURPOSE AND ACTION REQUESTED:** The Public Works Committee and staff requests City Council approval to award the proposal to Midwest Power Industry, Inc. to replace four nine Variable Frequency Drives: four in FY2023 and five in FY2024 for the sum of \$362, 511.

**BACKGROUND/DISCUSSION:** The Lake Forest Water Treatment Plant has nine Variable Frequency Drives (VFD) that control the five Finished Water Pumps and four Raw Water Pumps. VFDs control the electric motors on each pump to provide the necessary output by increasing or decreasing pump speed to meet the demand in the water distribution system. The Plant Operator's monitor and make frequent setpoint adjustments to slowly ramp up or down the pumps rate of output flow to meet water demand. Controlling the pumps output to match the

distribution systems needs reduces both energy consumption, and maintenance costs plus extends the life of the pumps.

The VFDs have been in service since 2004 and are reaching the end of their useful life. In addition, repair parts are harder to come by due to the age of equipment and newer VFD technology. Staff worked with the consulting engineer, Donahue and Associates to develop the request for proposal specifications that included four different VFD manufactures. The RFP for the VFD replacement project went out to bid in February of 2022. The replacement VFDs currently have an 8-week lead time.

**PROJECT REVIEW/RECOMMENDATIONS:**

Reviewed	Date	Comments
Public Works Committee	2/17/2022	Reviewed and Recommended Approval

**BUDGET/FISCAL IMPACT:** The Project followed the public bidding process. The invitation for the project was advertised in the Paper. Five contractors attended the February 3, 2022, Mandatory Pre-Proposal Meeting and three contractors submitted proposals.

Has City staff obtained competitive pricing for proposed goods/services? **Yes**

On February 14, 2022, staff received the following proposals to replace the VFDs:

Company Name	FY2023	FY2024	Total
<b>Midwest Power Industry Inc.</b>	<b>\$151,546</b>	<b>\$210,965</b>	<b>\$362,511</b>
Pieper Electric, Inc.	\$181,025	\$256,975	\$438,000
Krause Electrical Contractors, Inc.	\$185,880	\$260,070	\$445,950

Upon reviewing the received bids, staff recommends proceeding with the low responsive proposal submitted by Midwest Power Industry, Inc. They have successfully completed many projects at the Water Plant, Sewer Lift Stations, and other City buildings. The favorable proposal amount to replace all nine VFDs will allow the project to be completed over the next two Fiscal Years instead of three.

Below is an estimated summary of Project budget:

FY2023 Funding Source	Amount Budgeted	Amount Requested Including Contingency	Budgeted? Y/N
Water Fund CIP 508-6003-477.77.04	\$160,000.00	\$159,146.00	Y

The remaining project amount of \$221,490 will be included in the FY24 C.I.P. budget.

COUNCIL ACTION: Approve Two Year Agreement with Midwest Power Industry, Inc. to Replace the Water Treatment Plants Variable Frequency Drives included in the FY2023 & FY2024 C.I.P. Budget for the Sum of \$362,511 Plus a 5% Contingency of \$18,125 for a Total of \$380,636.

**11. Consideration of Ordinances Approving Recommendations from the Building Review Board. (First Reading, and if Desired by the City Council, Final Approval)**

STAFF CONTACT: Catherine Czerniak,  
Director of Community Development (810-3504)

**PURPOSE AND ACTION REQUESTED:** The following recommendations from the Building Review Board are presented to the City Council for consideration as part of the Omnibus Agenda.

**BACKGROUND/DISCUSSION:**

395 Oak Knoll Drive – The Building Review Board recommended approval of a new single family residence on a vacant lot in the Oak Knoll Woodlands Subdivision. No public testimony was presented to the Board on this petition. (Board vote: 6 - 0, approved)

158 N. Western Avenue – The Building Review Board recommended approval of a new single family residence on the site of a previous demolition. No public testimony was presented to the Board on this petition. (Board vote: 6-0, approved)

The Ordinances approving the petitions as recommended by the Building Review Board, with key exhibits attached, are included in the Council packet beginning on **page 22**. The Ordinances, complete with all exhibits, are available for review in the Community Development Department.

COUNCIL ACTION: If determined to be appropriate by the City Council, waive first reading and grant final approval of the Ordinances approving the petitions in accordance with the Building Review Board's recommendations.

**12. Consideration of a Recommendation from the Plan Commission in Support of Tentative and Final Plat Approval of the James Shepard Resubdivision for Property addressed as 1361, 1371 and 1373 Edgewood Road. (Approval by Motion.)**

STAFF CONTACT: Catherine Czerniak,  
Director of Community Development (810-3504)

**PURPOSE AND ACTION REQUESTED:** Consideration of a plat of resubdivision reconfiguring three lots into two.

**BACKGROUND/DISCUSSION:**

In preparation for the sale of the properties, the Lillian H. Shepard Trust is requesting approval to reconfigure three non-conforming lots into two lots which will fully conform to today's zoning requirements. All of the existing structures and pavement on the three properties will be removed from the site prior to the recording of the plat of resubdivision. The two newly configured lots will be sold for redevelopment in a manner consistent with the homes along Edgewood Road. It is in the City's and the neighbors' interests to assure that the property is cleared, restored, and made available for redevelopment in the near term.

Concurrent approval of the tentative and final plat is appropriate in this case because no public infrastructure improvements are required. As with development of any vacant lot, drainage, grading and landscape plans will be required at the time a new home is proposed on the vacant lot. Residences proposed for the newly configured parcels in the future will be subject to review by the Building Review Board.

The Plan Commission held a public hearing on February 9, 2022, to consider this petition. One neighbor spoke in support of the petition and requested that as the lots are redeveloped, attention be paid to properly managing drainage on the properties. The Commission voted 6 to 0 to recommend approval of the plat of resubdivision.

The plat of resubdivision is included in the Council packet beginning on **page 41** along with the Plan Commission's report which provides additional background information.

COUNCIL ACTION: If determined to be appropriate by the City Council, approve the James Shepard Resubdivision plat by motion as recommended by the Plan Commission.

**COUNCIL ACTION: Approval of the twelve (12) omnibus items as presented.**

<b>6. OLD BUSINESS</b>
------------------------

<b>7. NEW BUSINESS</b>
------------------------

<b>8. ADDITIONAL ITEMS FOR DISCUSSION/ COMMENTS BY COUNCIL MEMBERS</b>
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<b>9. ADJOURNMENT</b>
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A copy of the Decision Making Parameters is included beginning on **page 15** of this packet.

An instruction guide on how to participate at a City Council meeting is included beginning on **page 16**.

Office of the City Manager

March 3, 2022

The City of Lake Forest is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and 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, are required to contact City Manager Jason Wicha, at (847) 234-2600 promptly to allow the City to make reasonable accommodations for those persons.



## THE CITY OF LAKE FOREST

### DECISION-MAKING PARAMETERS FOR CITY COUNCIL, AND APPOINTED BOARDS & COMMISSIONS

*Adopted June 18, 2018*

The City of Lake Forest Mission Statement:

*"Be the best-managed, fiscally-responsible and appealing community and promote a community spirit of trust, respect and citizen involvement."*

The Lake Forest City Council, with the advice and recommendations of its appointed advisory Boards and Commissions, Lake Forest Citizens, and City Staff, is responsible for policy formulation and approval. Implementation of adopted strategy, policy, budgets, and other directives of Council is the responsibility of City Staff, led by the City Manager and Senior Staff. The Mayor and Aldermen, and appointed members of Boards and Commissions should address matters in a timely, deliberate, objective and process-driven manner, making decisions guided by the City of Lake Forest Strategic and Comprehensive Plans, the City's Codes, policies and procedures, and the following parameters:

- Motions and votes should comprise what is in the best long-term interests of all Lake Forest citizens, measured in decades, being mindful of proven precedents and new precedents that may be created.
- All points of view should be listened to and considered in making decisions with the long-term benefit to Lake Forest's general public welfare being the highest priority.
- Funding decisions should support effectiveness and economy in providing services and programs, while mindful of the number of citizens benefitting from such expenditures.
- New initiatives should be quantified, qualified, and evaluated for their long-term merit and overall fiscal impact and other consequences to the community.
- Decision makers should be proactive and timely in addressing strategic planning initiatives, external forces not under control of the City, and other opportunities and challenges to the community.

Community trust in, and support of, government is fostered by maintaining the integrity of these decision-making parameters.

*The City of Lake Forest's Decision-Making Parameters shall be reviewed by the City Council on an annual basis and shall be included on all agendas of the City Council and Boards and Commissions.*

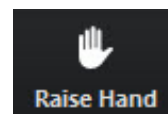
## CITY COUNCIL – REMOTE ACCESS MEETING GUIDE

### **Rules:**

- [An online guide to using Zoom is available here](#)
- Participants can join using the Zoom application, using the call in number located at the top of the agenda, or can stream the meeting live via YouTube.
- All Participants should use their real name (first and last) to identify themselves in the meeting.

### **Public Participation:**

- Please wait to be recognized by a staff member, and the Mayor prior to making your comment.
- If you would like to address your public comment to the City Council live, you can use one of two options
  - The Raise hand function via the zoom application.
    - If you are using the raise hand function, wait to be promoted to turn on your microphone to make a comment. There is a slight delay after you are promoted. You can then unmute yourself and address your comments to the City Council.
  - Calling the public comment line at 847-810-3643
    - If you are calling the public comment line, be sure to step away from your computer or TV, where you are watching the meeting, to avoid feedback.



	Device	Audio	Connection
<b>Ideal</b>	Zoom app on a desktop or Laptop	A headset with microphone	Wired connection via Ethernet
<b>Better</b>	Zoom app on a mobile phone or tablet	A headset (using built-in microphone) Using a phone to dial in	Connected Wirelessly via WiFi
<b>Okay</b>	Calling into conference line (without Zoom app)	Computer speakers (using built-in microphone) Speakerphone on phone	Connected via 4G / LTE (cellular data) Using a phone to dial in
<b>Tips</b>	Make sure your device is fully charged and you have access to Zoom on your device	When Participating, pick a quiet space to avoid any background noise	If you have to use WiFi, try to pick a workspace close to your router.





## ***RESOLUTION***

**WHEREAS, PAUL D. PETERSEN** has been a dedicated employee of The City of Lake Forest since November 17, 1997; and

**WHEREAS, PAUL** will honorably retire from the City on March 11, 2022; and

**WHEREAS, PAUL** served in various positions during his career with the City: Maintenance Worker II in the Public Works Department and Building Inspector, Building Inspector Supervisor, and Code Enforcement Officer in the Community Development Department; and

**WHEREAS, PAUL** took great pride in the community and City organization and served as a respected, professional and skilled “face of the City”; and

**WHEREAS, PAUL** listened; he listened to complaints about vacant properties, fences, compost piles, lights, stormwater, yard signs, pigs, chickens and more; and

**WHEREAS, PAUL** was a problem solver; compassionate, creative, patient and, when necessary, tough; and

**WHEREAS, PAUL** almost single handedly handled pre-sale home inspections during the pandemic as home sales soared; and

**WHEREAS, PAUL** routinely concluded monthly Community Development Department staff meetings with a joke or two, or with trivia from television shows from the 1960’s and 70’s; and

**WHEREAS, PAUL** was always there for his co-workers offering a cheery “Good Morning” and in times of stress repeating his words of wisdom, “don’t worry, it will be ok”; and

**WHEREAS, PAUL** will be missed by his colleagues and friends throughout the City organization and the community and we wish you well in your future endeavors.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKE FOREST** that the Council, on behalf of the entire City organization and the residents of the community, hereby expresses its appreciation and gratitude to **PAUL D. PETERSEN** for a public service faithfully and honorably performed; and

**BE IT FURTHER RESOLVED** that this Resolution be appropriately inscribed and conveyed to **PAUL PETERSEN**, with a copy to be included in the official minutes of the March 7, 2022 meeting of the Lake Forest City Council.

---

Mayor

The City of Lake Forest  
CITY COUNCIL MEETING  
*Proceedings of the Tuesday, February 22, 2022*  
City Council Meeting - City Council Chambers  
**REMOTE ACCESS MEETING**

CALL TO ORDER AND ROLL CALL: Honorable Mayor Pandaleon called the meeting to order at 6:30pm, and the City Clerk Margaret Boyer called the roll of Council members.

Present: Honorable Mayor Pandaleon, Alderman Karras, Alderman Rummel, Alderman Notz, Alderman Preschlack, Alderman Goshgarian, Alderman Buschmann and Alderman Weber.

Absent: Alderman Morris

**CALL TO ORDER AND ROLL CALL**

**PLEDGE OF ALLEGIANCE** was recited.

**REPORTS OF CITY OFFICERS**

**COMMENTS BY MAYOR**

Mayor Pandaleon made the following statement as required by the Open Meetings Act. In accordance with state statute, Mayor Pandaleon has made a determination that it was not practical or prudent to schedule an in-person City Council meeting because of the COVID-19 pandemic, which is why this February 22, 2022, City Council meeting is being held remotely.

**A. 2022-2023 Board and Commission Appointments and Reappointment's**

**SENIOR RESOUCCE COMMISSION**

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Wendy McKiernan	APPOINT	2

**COUNCIL ACTION: Approve the Mayor's 2022-2023 Board and Commission Appointments and Reappointment's**

Alderman Rummel made a motion to approve the Mayor's 2022-2023 Board and Commission Appointments and Reappointment's, seconded by Alderman Preschlack. The following voted "Aye": Alderman Karras, Rummel, Notz, Preschlack, Goshgarian, Buschmann and Weber. The following voted "Nay": None. 7-Ayes, 0 Nays, motion carried.

**COMMENTS BY CITY MANAGER**

**A. Townline Park Splashpad**

City Manager, Jason Wicha provided a brief background regarding the Townline Park splashpad project, stating that this item was presented for approval in the Omnibus section. Mr. Wicha introduced Chuck

Myers, Superintendent of Parks and Forestry, to provide additional information, highlighting the proposed scope of work.

Mr. Myers provided an update to the City Council, including background on the company NuToys, who has been utilized in the past. Additionally, Mr. Myers provided information regarding the site chosen for the project, the existing infrastructure, Splash Pad layout, and the timeline for the project.

The City Council had lengthy discussion, voicing support for the project.

In addition, the City Council asked clarifying questions including the design of the Splash Pad, the project cost, and the drainage system, and overall supervision of the area.

Mr. Myers stated that the department will continue to monitor operations and make adjustments as necessary.

<b>OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL ON NON-AGENDA ITEMS</b>
---

**Members of the public can provide public comment by calling into the following number during the meeting: 847-810-3643**

Kelly Cohen provided comments to the City Council related to the traffic at Deerpath Middle School area.

<b>COMMITTEE REPORTS</b>
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**PUBLIC WORKS COMMITTEE**

**A. Report on Streets Policy**

- **Jim Lockefer, Assistant to the Director of Public Works**

Assistant to the Director of Public Works, Jim Lockefer provided a high-level overview on the Complete Streets Policy. Mr. Lockefer explained the Complete Streets policy is a transportation approach that promotes future projects, to incorporate and include all travelers. He explained that adopting the policy would provide additional support to grant applications submitted to update transportation infrastructure.

The City Council asked for an update regarding the Whispering Oaks sidewalk grant.

**B. Report on Deerpath Road Water Main Improvements**

- **Byron Kutz, P.E., Superintendent of Engineering**

Superintendent of Engineering, Byron Kutz, provided an update on the Deerpath Road Watermain Improvement project. Mr. Kutz stated that the project is replacing an undersized 8" watermain from Ahwahnee Lane to Golf Lane with a 12" watermain. Additionally, he provided historical updates stating that the population has doubled, since the installation in the 1940s, and the demand for capacity has increased. Mr. Kutz stated how this update will help support the growing population within the City.

**ENVIRONMENTAL SUSTAINABILITY COMMITTEE UPDATE**

**A. Alderman Melanie Rummel, Chair**

Alderman Rummel provided an update to the City Council regarding strategic priorities from the Environmental Sustainability Committee. Alderman Rummel provided an in-depth presentation including the survey results to assist with the alignment of initiatives. She discussed the current initiatives including

the Greenhouse Gas Emissions project, solar installation to offset usage at City buildings, the communications and marketing campaign, and the enhancements to the City's stormwater management.

The City Council thanked the Committee for their worked conducted in the community.

<b>ITEMS FOR OMNIBUS VOTE CONSIDERATION</b>
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- 1. Approval of January 7, 2022, City Council Meeting Minutes**
- 2. Approval of a Resolution of Appreciation for Retiring Members of Boards and Commissions**

BOARD, COMMISSION OR COMMITTEE	NAME OF MEMBER(S)
SENIOR RESOURCE COMMISSION	Phil Hartung

- 3. Consideration of Ordinances Approving Code Amendments to Allow Mobile Food and Beverage Vendors to Operate in the City of Lake Forest as Part of Special Community Events and Establishing a Permit Fee. (Final Approval)**
- 4. Consideration of Ratification and Approval of Expenditures Relating to Environmental Remediation, Demolition and Stabilization of the Property at 50 Maywood Road and Authorization to Enter into Contracts. (Approval by Motion)**
- 5. Approval for an Advancement of Fiscal Year 2023 Capital Funding for the Purchase and Installation of a Splashpad at Townline Park, to Landscape Structures, Inc., in the Amount of \$300,000.**
- 6. Approval to authorize the City Manager to enter into a contract with Landscape Concepts Management for City-Wide Grounds Maintenance Services, for an Amount Not to Exceed \$177,846.**
- 7. Approval to authorize the City Manager to enter into a contract with Mariani Landscape for Grounds Maintenance Services at Forest Park in the Parks FY2023 Budget, for an Amount Not to Exceed \$51,958.**
- 8. Waive the Bid Process and Approve of a Purchase of Epoxy Floor Materials with ICP Construction, Inc. in the Amount of \$56,787**
- 9. Approval of the Complete Streets Policy**
- 10. Award of the Low Bid for the Concrete Streets, Curb, and Sidewalk Replacement Project to Schroeder & Schroeder, Inc., and Authorize the City Manager to Execute an Agreement in an Amount Not to Exceed \$185,000**
- 11. Approval of an Easement Agreement between The City of Lake Forest and the Trust for 500 Golf Lane**
- 12. Award of the Low Bid for the Deerpath Road Water Main Improvements to Joel Kennedy Constructing Corp., Authorizing the City Manager to Execute an Agreement in the Amount of \$974,241 as well as Approving a 10% Contingency in the Amount of \$97,424 for a Total**

**Project Cost of \$1,071,665 and the Advancement of Fiscal Year 2023 Capital Improvement  
Project Funding in the Amount of \$850,000**

**COUNCIL ACTION: Approval of the twelve (12) Omnibus items as presented**

Mayor Pandaleon asked members of the Council if they would like to remove any item or take it separately. Seeing none, he asked for a motion. Alderman Karras made a motion to approve the twelve (12) Omnibus items as presented, seconded by Alderman Rummel. The following voted "Aye": Alderman Karras, Rummel, Notz, Preschlack, Goshgarian, Buschmann and Weber. The following voted "Nay": None. 7-Ayes, 0 Nays, motion carried.

*Information such as Purpose and Action Requested, Background/Discussion, Budget/Fiscal Impact, Recommended Action and a Staff Contact as it relates to the Omnibus items can be found on the agenda.*

<b>ORDINANCES</b>
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<b>OLD BUSINESS</b>
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<b>NEW BUSINESS</b>
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<b>ADDITIONAL ITEMS FOR COUNCIL DISCUSSION/COMMENTS BY COUNCIL MEMBERS</b>
--

<b>ADJOURNMENT</b>
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There being no further business Mayor Pandaleon asked for a motion. Alderman Weber made a motion to adjourn, seconded by Alderman Rummel. Motion carried unanimously by voice vote at 7:43 pm.

Respectfully Submitted  
Margaret Boyer, City Clerk

*A video of the City Council meeting is available for viewing at the Lake Forest Library and on file in the Clerk's office at City Hall. You can also view it on the website by visiting [www.cityoflakeforest.com](http://www.cityoflakeforest.com). Click on I Want To, then click on View, then choose Archived Meetings Videos.*

Area of Request  
395 Oak Knoll Drive



THE CITY OF LAKE FOREST

ORDINANCE NO. 2022- \_\_\_\_

AN ORDINANCE APPROVING ARCHITECTURAL AND SITE DESIGN FOR THE  
PROPERTY LOCATED AT 395 OAK KNOLL DRIVE

**WHEREAS**, Fidelity Wes of Oak Knoll LLC (Mike DeMar 100%) ("**Owner**") is the owner of that certain real property commonly known as 395 Oak Knoll Drive, Lake Forest, Illinois and legally described in **Exhibit A**, attached hereto ("**Property**"); and

**WHEREAS**, the Property is located in the R-4, Single Family Residence Zoning District; and

**WHEREAS**, the Property is a vacant, buildable lot; and

**WHEREAS**, the Owner desires to build a new residence, attached garage and make other site improvements including the installation of landscaping ("**Improvements**") as depicted on the site plan, architectural drawings and conceptual landscape plan attached hereto as **Group Exhibit B** ("**Plans**"); and

**WHEREAS**, the Owner submitted an application ("**Application**") to permit the construction of the Improvements and was required to present the Plans to the Building Review Board ("**BRB**") for its evaluation and recommendation; and

**WHEREAS**, pursuant to notice duly published, the BRB reviewed and evaluated the Plans at a public hearing held on November 3, 2021; and

**WHEREAS**, the BRB, having fully heard and having considered the evidence and testimony by all those attending the public hearing who wished to testify, made the following findings:

1. the Property is located within the R-4, Single Family Residence District under the City Code,

2. the Owner proposes to construct the Improvements as depicted on the plans,
3. the evidence presented indicates that the construction of the Improvements, if undertaken in conformity with the recommended conditions and the Plans, will meet the design standards and requirements of Section 150.147 of the City Code,

and recommended that the City Council approve the Application and the Plans, subject to the terms and conditions hereinafter set forth; and

**WHEREAS**, the Mayor and City Council, having considered Owner's Application to construct the Improvements on the Property, and the findings and recommendations of the BRB, have determined that it is in the best interests of the City and its residents to grant approval to the Application, subject to the terms and conditions hereinafter set forth;

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS**, as follows:

**SECTION ONE: Recitals.** The foregoing recitals are hereby incorporated into and made a part of this Ordinance as if fully set forth.

**SECTION TWO: Approval of Application.** Pursuant to Section 150.147 of the City Code, and subject to the limitations therein and the conditions set forth in Section Three of this Ordinance, the City Council does hereby grant approval of the Application to allow the construction of the Improvements on the Property, as more fully depicted on the Plans.

**SECTION THREE: Conditions on Approval.** The approval granted pursuant to Section Two of this Ordinance shall be, and is hereby, conditioned upon and



limited by the following conditions, the violation of any of which shall, in the discretion of the Mayor and City Council, render void the approvals granted by this Ordinance:

- A. No Authorization of Work. This Ordinance does not authorize commencement of any work on the Property. Except as otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.
- B. Compliance with Laws. Chapters 150, regarding buildings and construction, 156, regarding subdivisions, and 159, regarding zoning, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.
- C. Tree Preservation. The Owner will fully comply with Chapter 99 of the City Code, regarding trees, as it relates to the construction of the Improvements.
- D. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans.
- E. Fees and Costs. The Owner shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owner shall reimburse the City for all of its costs (including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within 30 days after delivery of a demand in writing for such payment shall, along with interest and the costs of collection, become a lien upon the Property, and the City

shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.

- F. Other conditions. The improvements shall be substantially in conformance with the Board's deliberations as reflected on **Exhibit C**, Notice of Action – Board Recommendation, attached hereto.

**SECTION FOUR: Effective Date.** This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law; provided, however, that this Ordinance shall, in the discretion of the City Council, be of no force or effect if the Owner has not (i) executed and (ii) thereafter filed with the City Clerk, within 90 days following the passage of this Ordinance, the unconditional agreement and consent, in the form attached hereto as **Exhibit D** and by this reference made a part hereof, to accept and abide by each and all of the terms, conditions, and limitations set forth herein.

PASSED THIS \_\_ DAY OF \_\_\_\_\_, 2022.

AYES: (    )

NAYS: (    )

ABSENT: (    )

ABSTAIN: (    )

PASSED THIS \_\_ DAY OF \_\_\_\_\_, 2022.

---

Mayor

ATTEST:

---

City Clerk

## The Plans



- 1 CONTINUOUS ROGE VENT W/ SCREEN
- 2 MEDIUM CEDAR SHINGLE ROOF
- 3 STANDING SEAM COPPER ROOF SYSTEM
- 4 NATURAL 3-COAT CEMENT BASED STUCCO VENEER W/ "SANTA BARBARA" FINISH
- 5 CUT LIMESTONE SILL
- 6 ALUMINUM OUTTERS & DOWNSPOUTS
- 7 3" x 1" RS CEDAR BAILEY EXTENDED 4' BEYOND OUTSIDE WINDOW FRAME EDGE
- 8 1" x 4" CEDAR BATTEN SHUTTER W/ 3" CROSS BRACE MOUNTED W/ PINTLE HINGES
- 9 1" x 8" SMOOTH CEDAR TRIM
- 10 COPPER STEP FLASHING
- 11 6" x 8" x 16" SMOOTH CEDAR CORBEL ARCHITECTURAL DETAIL.COM "NEW BRIGLION"
- 12 ASHLAR PATTERN LIMESTONE VENEER W/ FLUSH JOINTS
- 13 CONCEALED IN FLASHING
- 14 DECORATIVE WALL SCOE SHALL BE APPROVED BY THE HGA BEFORE ORDERING
- 15 12" x 36" SMOOTH GABLE VENT W/ SCREEN
- 16 6" DIA TERRA COTTA TILE "BIRD HOUSE" DESIGN ELEMENT
- 17 8" x 8" RS CEDAR POST W/ CEDAR BRACKETS
- 18 STONE PAVER PORCH
- 19 SUPERIOR CLAY PRODUCTS 34" "SAVOY" CHIMNEY POT W/ SCREEN
- 20 4" CUT LIMESTONE CAP W/ POURED CONCRETE TOPPING
- 21 STANDING SEAM COPPER ROOF SADDLE W/ ICE & WATER SHIELD 3'-0" BEYOND EDGE OF VALLEY
- 22 5'-0" x 6'-0" INSULATED CARRIAGE STYLE OVERHEAD GARAGE DOORS
- 23 DEPRESS CONCRETE 10"
- 24 3'-0" x 5'-0" ESCAPE WINDOW W/ METAL AREAWAY & ESCAPE LADDER
- 25 4" DIA DRAIN W/ BEEHIVE DRAIN CAP
- 26 MOUNT STEEL AIR CONDITIONER SUPPORT BRACKETS TO CONCRETE FOUNDATION WALL (FIELD VERIFY LOCATION)
- 27 1" x 6" RS CEDAR BAILEY EXTENDED 4' BEYOND OUTSIDE WINDOW FRAME EDGE
- 28 1" x 4" V-GROOVE SMOOTH CEDAR BEAMS
- 29 3" CROWN MOLDING ON 1" x 6" SMOOTH CEDAR FASCIA BOARD (BUSH PLUM TO FACIL. STUCCO WALL)
- 30 5'-4" x 8'-0" ARCHED HUNGUARY ENTRANCE DOOR W/ INSULATED TEMPERED GLASS & 20-LITES
- 31 6" x 8" x 8" SMOOTH CEDAR CORBEL ARCHITECTURAL DETAIL.COM "NEW BRIGLION"
- 32 1" x 4" RS CEDAR TRIM BOARD
- 33 1" x 6" RS CEDAR TRIM BOARD
- 34 3" WOOD CROWN MOLDING OVER 1" x 6" SMOOTH CEDAR FASCIA
- 35 1" x 10" SMOOTH CEDAR TRIM BOARD W/ 1" x 6" SILL
- 36 1" x 8" SMOOTH CEDAR FASCIA W/ 1" SMOOTH CEDAR DRIP CAP
- 37 CAST METAL RAIL W/ 1" x 1" PICKETS @ 5" OC
- 38 6" x 6" ROUGH SAWN INSET CEDAR TIMBER DRAGS
- 39 8" x 8" ROUGH SAWN CEDAR TIMBER BEAMS
- 40 16'-0" x 8'-0" INSULATED CARRIAGE STYLE OVERHEAD GARAGE DOORS

[illegible]

ALL RIGHTS RESERVED COPYRIGHT © 2001 BY R.M. SWANSON ARCHITECTS

PROPOSED NEW RESIDENCE  
PROFESSIONAL

**PROPOSED NEW RE**  
3395 OAK KNOLL DRIVE  
OAK KNOLL WOODLANDS  
AVE FOREST HILLS

RM  
**SWANSON**  
ARCHITECTS  
1000 MICHIGAN  
947.757.1075

DESIGNED BY  
R. SWANSON

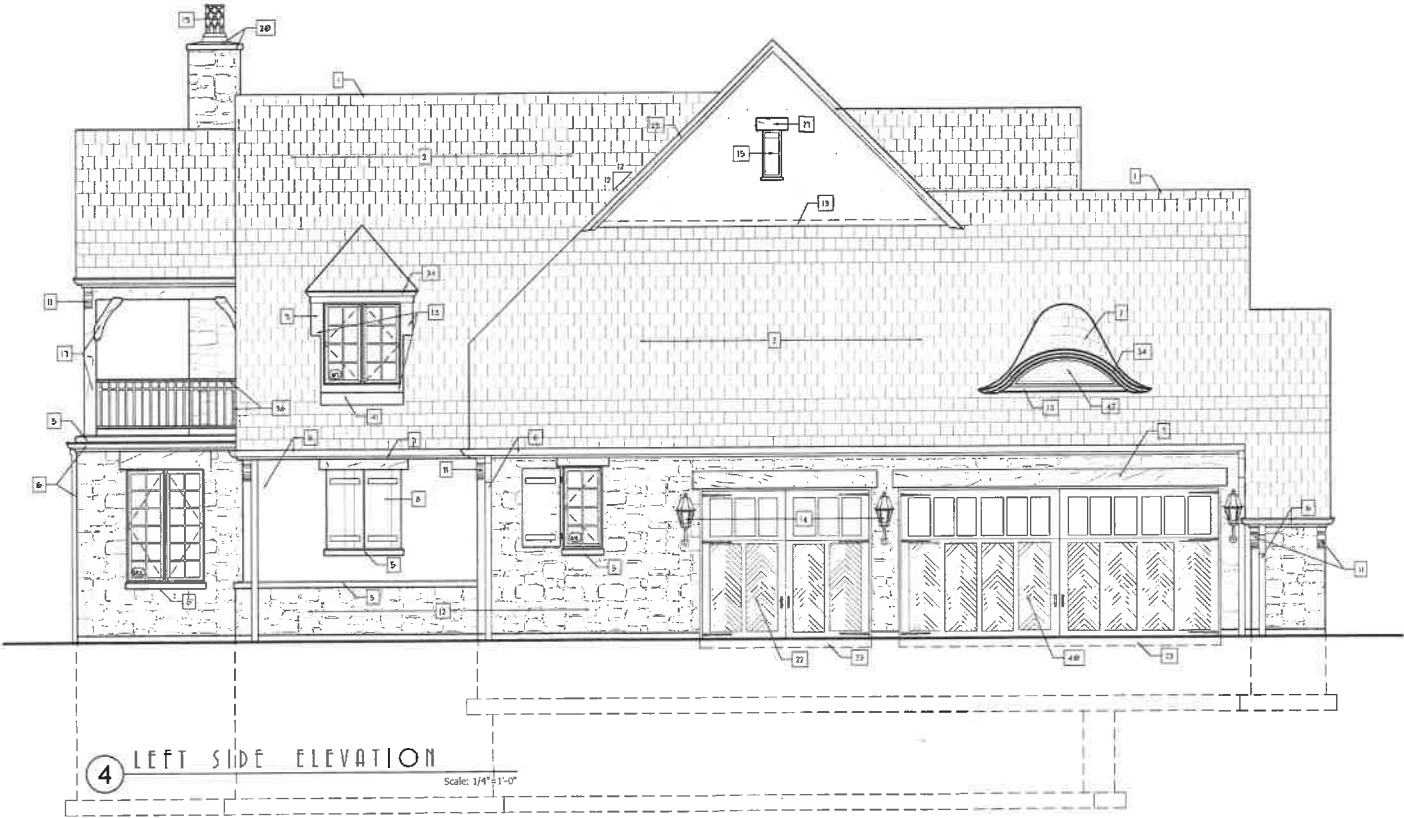
PREPARED BY:

PLAN NO:

SHEET	OF
EL1	2

GROUP EXHIBIT B

The Plans



TYPICAL PLAN ELEMENTS NOTES:

- 1 CONTINUOUS RIDGE VENT W/ SCREEN
- 2 MEDIUM CEDAR SHINGLE ROOF
- 3 STANDING SEAM COPPER ROOF SYSTEM
- 4 NATURAL 3-COAT GYPSUM BASED STUCCO VENEER W/ "SANTA BARBARA" FINISH
- 5 CUT Limestone SILL
- 6 ALUMINUM GUTTERS & DOWNSPOUTS
- 7 2" X 12" R5 CEDAR HEADER EXTENDED 4" BEYOND OUTSIDE WINDOW FRAME EDGE
- 8 1" X 4" CEDAR BATTEN SHUTTER W/ 1" 3" CROSS BRACE MOUNTED W/ PINNLE HINGES
- 9 1" X 8" SMOOTH CEDAR TRIM
- 10 COPPER STEP FLASHING
- 11 8" X 8" X 16" SMOOTH CEDAR CORBEL ARCHITECTURAL DEPOT.COM "NEW BRIGHTON"
- 12 ASHLEAF PATTERN Limestone VENEER W/ FLUSH JOINTS
- 13 CONCEALED SM FLASHING
- 14 DECORATIVE WALL SCONCE SHALL BE APPROVED BY THE HOA BEFORE ORDERING
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- 29 3" CROWN MOULDING ON 1" X 6" SMOOTH CEDAR FASCIA BOARD W/ BACK FLUSH TO FACE OF STUCCO WALL
- 30 3'-0" X 8'-0" ARCHED MANGANESE ENTRANCE DOOR W/ INSULATED TEMPERED GLASS & 10-LITES
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- 35 1" X 10" SMOOTH CEDAR TRIM BOARD W/ 1" SILL
- 36 1" X 8" SMOOTH CEDAR FASCIA W/ 1" SMOOTH CEDAR DRIP CAP
- 37 CAST METAL RAIL W/ 1" X 1" PICKETS @ 5" OC
- 38 6" X 6" ROUGH SAWN INSET CEDAR TIMBER BRACES
- 39 6" X 8" ROUGH SAWN CEDAR TIMBER BEAMS
- 40 16'-0" X 8'-0" INSULATED CARRIAGE STYLE OVERHEAD GARAGE DOORS
- 41 INSET DORMER W/ STANDING SEAM COPPER PAN PITCHED NO LESSER THAN 20%
- 42 6'-0" X 1'-6" ARCHED VENT W/ 3'-6" RADIUS & SCREEN

REVISION	DATE	DESCRIPTION
1	10/1/21	ISSUED FOR PERMIT
2	11/2/21	REVISIONS
3	12/2/21	REVISIONS
4	1/2/22	REVISIONS
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98	11/2/29	REVISIONS
99	12/2/29	REVISIONS
100	1/2/30	REVISIONS

These drawings are, and shall remain the exclusive property of R.M. SWANSON ARCHITECTS and are released for construction purposes only. The use of these plans and specifications is expressly limited to the project and location shown. Any reproduction, publication or use by any other party other than R.M. SWANSON ARCHITECTS is strictly prohibited. Violations will be prosecuted to the fullest extent of the law. The architect is not responsible for the construction of the project. The builder is responsible to notify the architect of any discrepancies between the details on the drawings or discrepancies between drawings and specifications. If discrepancies occur, the architect will determine the correct course of action.

PROFESSIONAL DESIGN FIRM #184-003935

**PROPOSED NEW RESIDENCE**

395 OAK KNOLL DRIVE  
OAK KNOLL WOODLANDS  
LAKE FOREST, ILLINOIS

**R.M. SWANSON ARCHITECTS**

LAURENCE SWANSON, AIA  
SCOTTSDALE, ARIZONA  
rls@rmson.com

DESIGNED BY:  
R. SWANSON

PREPARED BY:

DATE	COMMENT
10/1/21	PERMIT SET
11/2/21	WINDOW REVISIONS
12/2/21	FATIGUE REVISIONS
1/2/22	FATIGUE REVISIONS
2/2/22	FATIGUE REVISIONS
3/2/22	FATIGUE REVISIONS
4/2/22	FATIGUE REVISIONS
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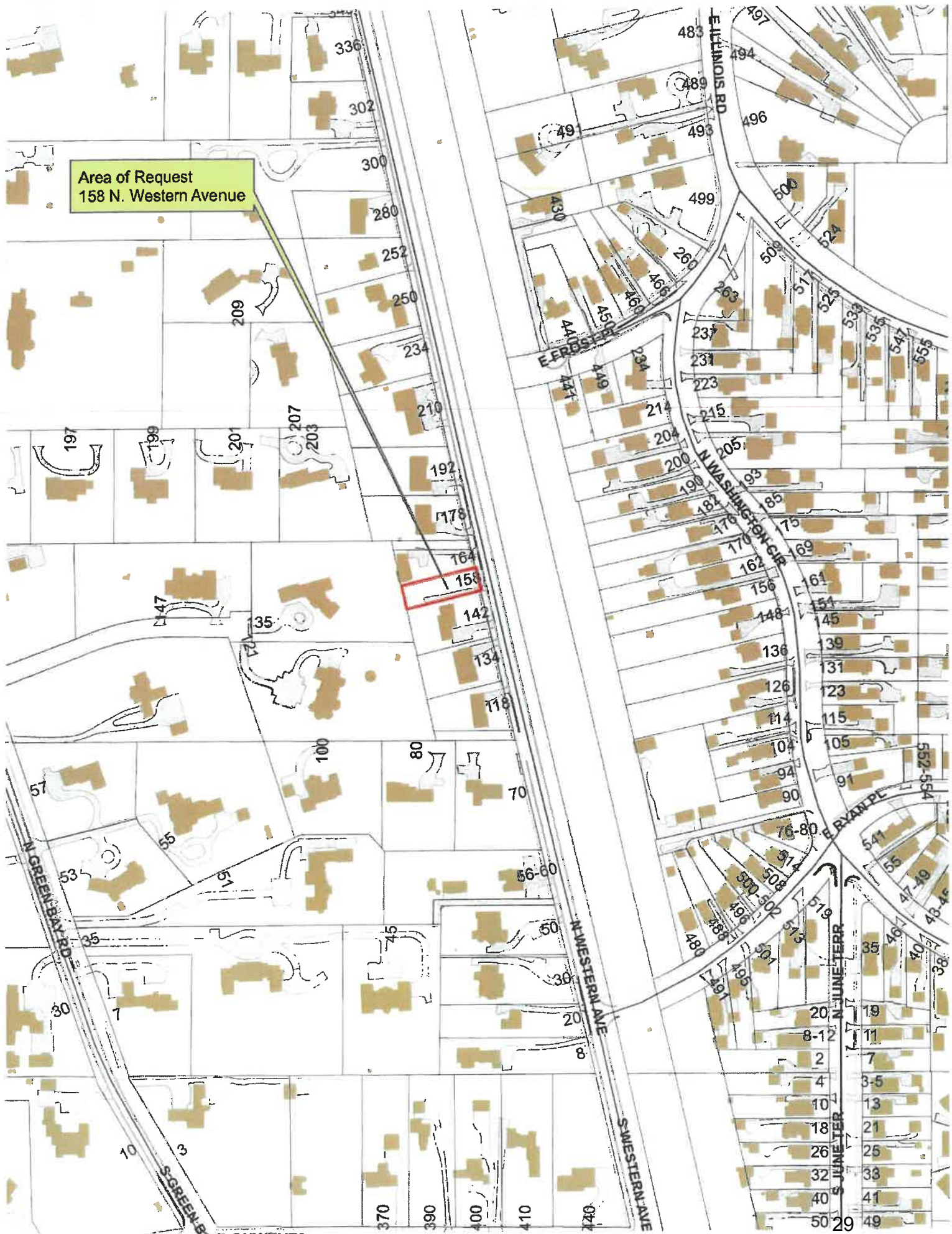
PLAN NO.  
2121

SHEET  
EL1

OF  
2



Area of Request  
158 N. Western Avenue



THE CITY OF LAKE FOREST

ORDINANCE NO. 2022- \_\_\_\_

AN ORDINANCE APPROVING ARCHITECTURAL AND SITE DESIGN FOR THE  
PROPERTY LOCATED AT 158 N. WESTERN AVENUE

**WHEREAS**, Grace 90, LLC (Peter Brennan, 100%) ("**Owner**") is the owner of that certain real property commonly known as 158 N. Western Avenue, Lake Forest, Illinois and legally described in *Exhibit A*, attached hereto ("**Property**"); and

**WHEREAS**, the Property is located in the R-2, Single Family Residence Zoning District; and

**WHEREAS**, the Owner desires to construct a new residence, detached garage and install landscaping ("**Improvements**") as depicted on the site plan and architectural drawings that are attached hereto as Group *Exhibit B* ("**Plans**"); and

**WHEREAS**, the Owner submitted an application ("**Application**") to permit the construction of the Improvements and was required to present the Plans to the Building Review Board ("**BRB**") for its evaluation and recommendation; and

**WHEREAS**, pursuant to notice duly published, the BRB reviewed and evaluated the Plans at a public hearing held on February 2, 2022 and had previously considered and recommended approval of the demolition of the pre-existing residence on the property which, as authorized by the prior approval, has been demolished; and

**WHEREAS**, the BRB, having fully heard and having considered the evidence and testimony by all those attending the public hearing who wished to testify, made the following findings:

1. the Property is located within the R-2, Single Family Residence District under the City Code,
2. Owner proposes to construct the Improvements as depicted on the Plans,
3. the evidence presented indicates that the construction of the Improvements, if undertaken in conformity with the recommended conditions and the Plans, will meet the design standards and requirements of Section 150.147 of the City Code,

and recommended that the City Council approve the Application and the Plans, subject to the terms and conditions hereinafter set forth; and

**WHEREAS**, the Mayor and City Council, having considered Owner's Application to construct the Improvements on the Property, and the findings and recommendations of the BRB, have determined that it is in the best interests of the City and its residents to grant approval to the Application, subject to the terms and conditions hereinafter set forth;

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS**, as follows:

**SECTION ONE: Recitals.** The foregoing recitals are hereby incorporated into and made a part of this Ordinance as if fully set forth.

**SECTION TWO: Approval of Application.** Pursuant to Section 150.147 of the City Code, and subject to the limitations therein and the conditions set forth in Section Three of this Ordinance, the City Council does hereby grant approval of the Application to allow the construction of the Improvements on the Property, as more fully depicted on the Plans.

**SECTION THREE: Conditions on Approval.** The approval granted pursuant to Section Two of this Ordinance shall be, and is hereby, conditioned upon and

limited by the following conditions, the violation of any of which shall, in the discretion of the Mayor and City Council, render void the approvals granted by this Ordinance:

- A. No Authorization of Work. This Ordinance does not authorize commencement of any work on the Property. Except as otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.
- B. Compliance with Laws. Chapters 150, regarding buildings and construction, 156, regarding subdivisions, and 159, regarding zoning, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.
- C. Tree Preservation. The Owner will fully comply with Chapter 99 of the City Code, regarding trees, as it relates to the construction of the Improvements.
- D. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans.
- E. Fees and Costs. The Owner shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owners shall reimburse the City for all of its costs (including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within 30 days after delivery of a demand in writing for such payment shall, along with interest and the costs of collection, become a lien upon the Property, and the City shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.



- F. Other conditions. The improvements shall be substantially in conformance with the Board's deliberations as reflected on *Exhibit C*, Notice of Action – Board Recommendation, attached hereto.

**SECTION FOUR: Effective Date.** This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law; provided, however, that this Ordinance shall, in the discretion of the City Council, be of no force or effect if the Owner has not (i) executed and (ii) thereafter filed with the City Clerk, within 90 days following the passage of this Ordinance, the unconditional agreement and consent, in the form attached hereto as Exhibit D and by this reference made a part hereof, to accept and abide by each and all of the terms, conditions, and limitations set forth herein.

PASSED THIS \_\_ DAY OF \_\_\_\_\_, 2022.

AYES: ( )

NAYS: ( )

ABSENT: ( )

ABSTAIN: ( )

PASSED THIS \_\_ DAY OF \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

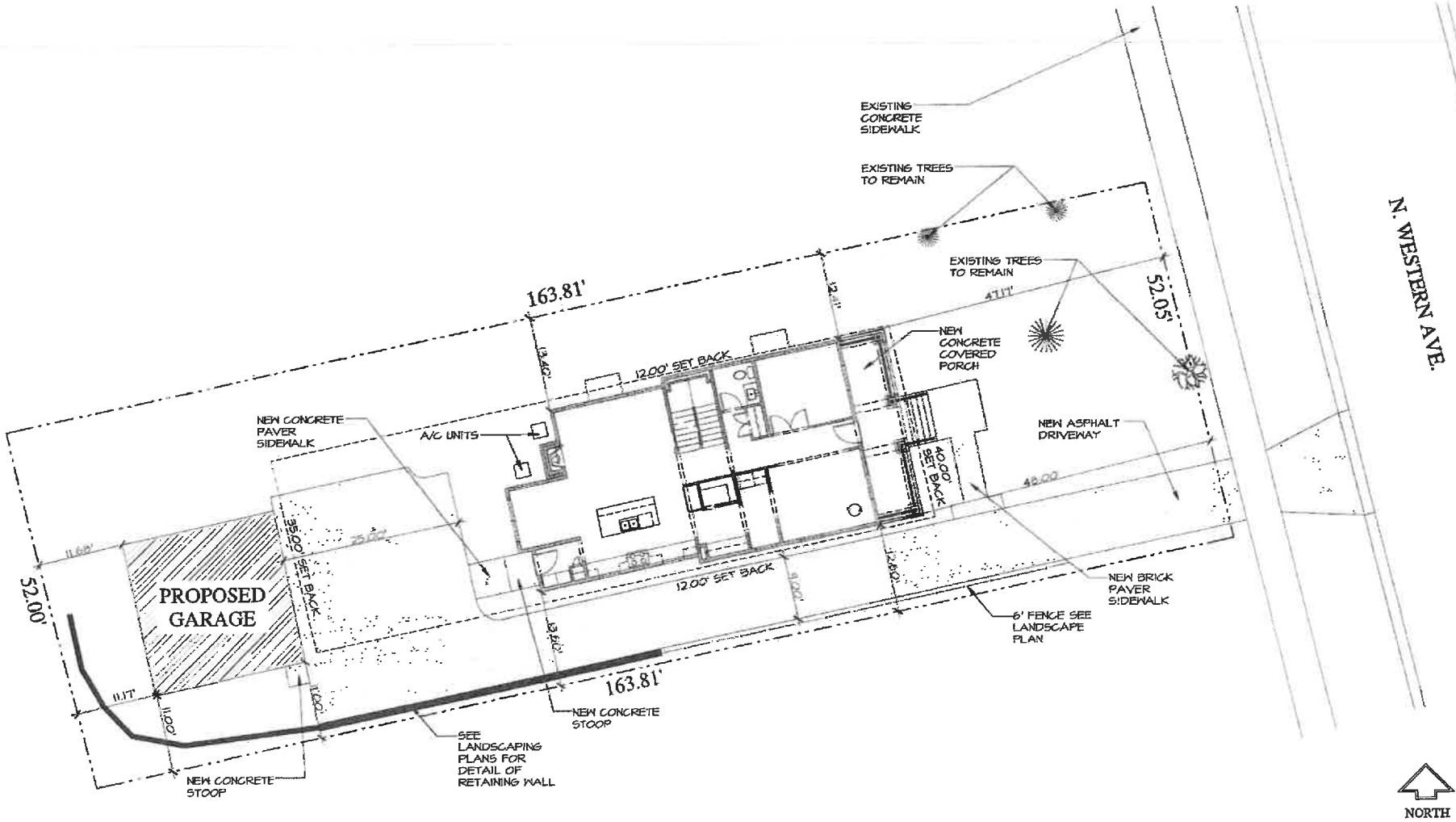
GROUP EXHIBIT B

The Plans

PROPOSED SITE PLAN

LOT AREA:	8,541.00 S.F.
PROPOSED BULK	
FIRST FLOOR:	1,221.75 S.F.
SECOND FLOOR:	1,101.00 S.F.
ATTIC:	0.00 S.F.
GARAGE:	484.00 S.F.
SUBTOTAL:	2,806.75 S.F.
GARAGE ALLOWANCE:	-484.00 S.F.
TOTAL:	2,322.75 S.F.
MAX. BULK ALLOWED:	2,495.14 S.F.

SQUARE FOOTAGE	
FIRST FLOOR:	1,221.75 S.F.
SECOND FLOOR:	1,101.00 S.F.
TOTAL:	2,322.75 S.F.
GARAGE:	484.00 S.F.



1 SITE PLAN  
AR 01 REFER TO FINAL APPROVED CIVIL ENGINEERING PLANS FOR ALL NEW AND EXISTING SITE IMPROVEMENTS

SCALE: N.T.S.

NOTE: ALL SCALE DESIGNATIONS ARE FOR SHEETS PRINTED ON 24" x 36" SIZE PAPER (ARCH-D)

REVIEW ONLY-NOT FOR CONSTRUCTION

CUSTOM RESIDENCE  
NEW CONSTRUCTION  
158 NORTH WESTERN AVE.  
LAKE FOREST, ILLINOIS 60045

CAPITAL HOMES  
CUSTOM HOMES

DATE	10/1/2021
REVIEW	10/1/2021
REVIEW	10/1/2021
REVIEW	10/1/2021

26575 COMMERCE DR.  
SUITE 607  
LAKE FOREST, IL 60045  
WWW.ASPECTDESIGNINC.COM  
TEL: 847.457.3500  
FAX: 847.457.3501  
E: INFO@ASPECTDESIGNINC.COM

PROJECT # AD21180  
DRAWN BY: COM/PH/MB  
158 NORTH WESTERN AVE.  
SITE PLAN  
AR 01  
# 1 OF 13 TOTAL SHEETS

GROUP EXHIBIT B

The Plans

FRONT COLOR ELEVATION

30'-0" MAXIMUM HEIGHT

29'-0 5/8" PROPOSED HEIGHT

8'-1 1/8" SECOND FLOOR CEILING HT.

7'-0" WINDOW HEIGHT

9'-1 1/8" FIRST FLOOR CEILING HEIGHT

6'-10" WINDOW HEIGHT

CHIMNEY FLUE W/ DECORATIVE METAL CAP

4" BRICK VENEER CHIMNEY WITH TAPERED CONCRETE CHIMNEY CAP AND CLAY FLUE

CONTINUOUS RIDGE VENTS - PROVIDE 1 SQ. FT. VENT FOR EVERY 300 SQ. FT. OF ATTIC SPACE

ASPHALT SHINGLES (CLASS "C" FIRE RATED)

HARDIE BOARD 6" HORIZONTAL EXPOSED LAP SIDING

ALUMINUM GUTTERS AND DOWNSPOUTS

1X8 CEDAR FASCIA

CEDAR SOFFIT WITH CONTINUOUS VENT

1X4 CEDAR CORNER BOARD

ASPHALT SHINGLES (CLASS "C" FIRE RATED)

CEDAR SHUTTERS (1/2 WIDTH OF WINDOW) W/ SHUTTER DOGS AND HINGES

1X8 CEDAR FASCIA

1X4 CEDAR WINDOW HEAD

1X8 CEDAR FRIEZE

ALUMINUM GUTTERS AND DOWNSPOUTS

COVERED PORCH CEILING WITH 1X4 T&G CEDAR BEAD BOARD

10" DIA. "FIBRECAST" STRUCTURAL COLUMN

CEDAR PORCH RAILING

CEDAR STAIR RAILING

1" FIRST FLOOR

1X4 CEDAR CAP

1X12 CEDAR TRIM

CUT STONE CAP

4" BRICK VENEER PIERS

GRADE

CEDAR LATTICE

1 FRONT ELEVATION (EAST)

AR 03

SCALE: N.T.S.

REVIEW ONLY-NOT FOR CONSTRUCTION

CUSTOM RESIDENCE

NEW CONSTRUCTION  
158 NORTH WESTERN AVE  
LAKE FOREST, ILLINOIS 60045

CAPITAL HOMES

CUSTOM HOMES

10/1/2021

10/25/2021

10/28/2021

11/2/2021

REVIEW

REVIEW

REVIEW

REVIEW

26572 COMMERCE DR.  
SUITE 607  
FARMINGTON, CT 06030  
WWW.ASPECTDESIGNINC.COM

ASPECT DESIGN INC.  
ARCHITECTS

PROJECT # A201100

DRAWN BY: COM/DJS/MB

158 NORTH WESTERN AVE.  
EXTERIOR ELEVATIONS

AR 03

8 OF 13 TOTAL SHEETS

NOTE: ALL SCALE DESIGNATIONS ARE FOR SHEETS PRINTED ON 24" x 36" SIZE PAPER. (ARCH-D)

© COPYRIGHT 2021

GROUP EXHIBIT B

The Plans

EAST ELEVATION



1 FRONT ELEVATION (EAST)  
AR 03

SCALE: N.T.S.

NOTE: ALL SCALE DESIGNATIONS  
ARE FOR SHEETS PRINTED ON  
24" x 36" SIZE PAPER. (ARCH-D)

REVIEW ONLY - NOT FOR CONSTRUCTION

CUSTOM RESIDENCE	
NEW CONSTRUCTION 158 NORTH WESTERN AVE. LAKE FOREST, ILLINOIS 60045	
CAPITAL HOMES CUSTOM HOMES	
REVIEW	10/11/2021
REVIEW	10/25/2021
REVIEW	10/28/2021
REVIEW	12/13/2021
REVIEW	01/14/2022
26755 COMMERCE DR. SUITE 607 NORWIL, IL 60073 TEL: 847.298.8800 WWW.ASPECTDESIGNINC.COM P. LUTHER 1840051	
ASPECT DESIGN INC. ARCHITECTS	
PROJECT #	AD21180
DRAWN BY:	COM/NE/MB
158 NORTH WESTERN AVE. EXTERIOR ELEVATIONS	
AR 03	
# 3 OF 13 TOTAL SHEETS	

The Plans

NORTH ELEVATION



1 RIGHT ELEVATION (NORTH)  
AR 04

SCALE: N.T.S.

NOTE: ALL SCALE DESIGNATIONS ARE FOR SHEETS PRINTED ON 24" x 36" SIZE PAPER (ARCH-D)

REVIEW ONLY - NOT FOR CONSTRUCTION

CUSTOM RESIDENCE	
NEW CONSTRUCTION 158 NORTH WESTERN AVE. LAKE FOREST, ILLINOIS 60045	
CAPITAL HOMES CUSTOM HOMES	
REVIEW	10/11/2021
REVIEW	10/25/2021
REVIEW	10/26/2021
REVIEW	12/27/2021
REVIEW	01/14/2022
25575 CONSUMERS DR. SUITE 607 VILLAGE LANE LAKE FOREST, IL 60045 WWW.ASPECTDESIGNINC.COM	
PROJECT # AD21180	
DRAWN BY: COM / NH / MB	
158 NORTH WESTERN AVE. EXTERIOR ELEVATIONS	
AR 04	
# 4 OF 13 TOTAL SHEETS	



## The Plans

REVIEW ONLY-NOT FOR CONSTRUCTION

**CAPITAL  
CUSTOM HOMES**

REVIEW	10/11/2021
REVIEW	10/25/2021
REVIEW	10/28/2021
REVIEW	12/29/2021
REVIEW	01/14/2022
REVIEW	01/14/2022

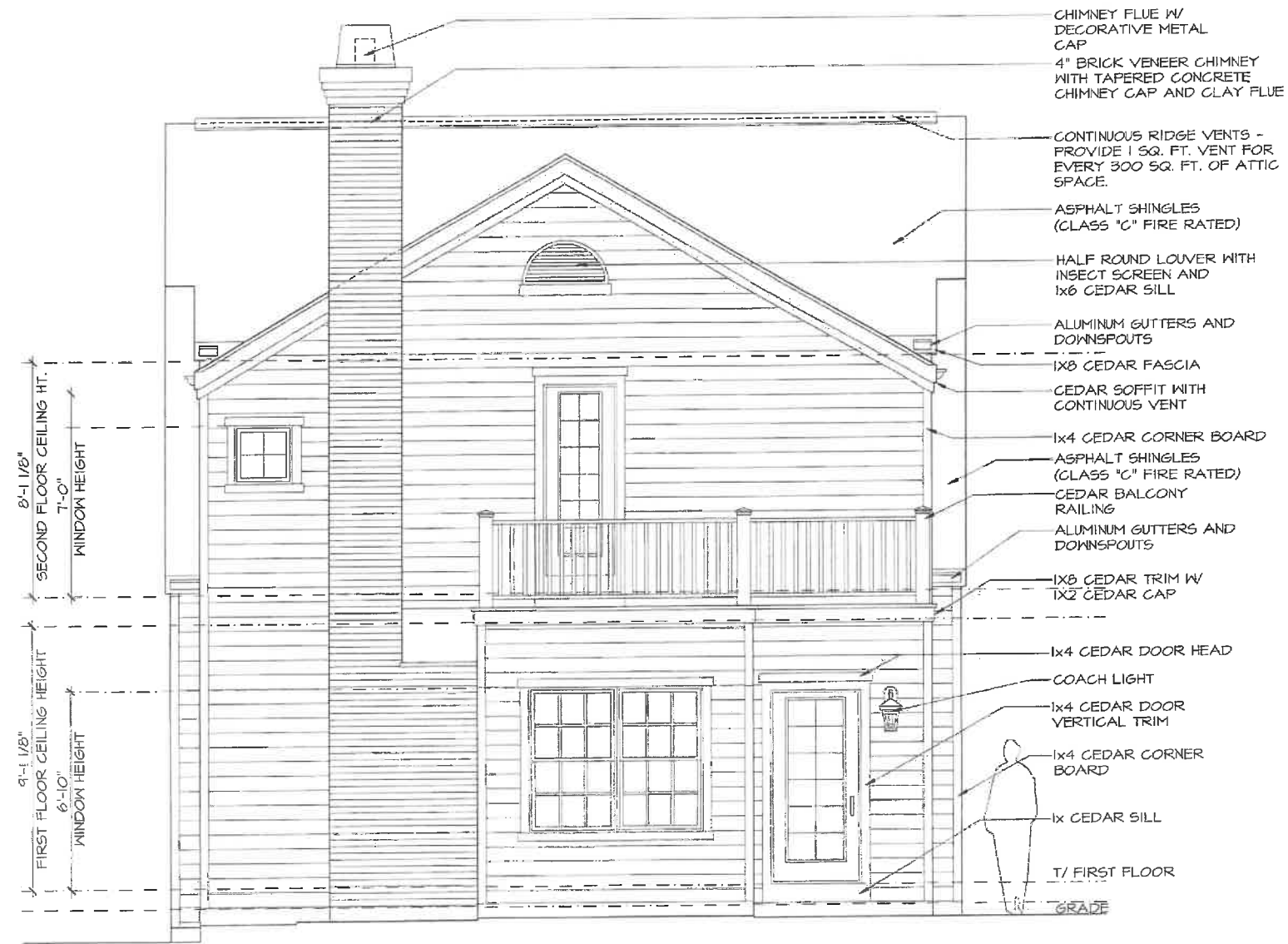
26575 COMMERCE DR.  
SUITE 607  
VOLO, IL 60073  
MAIN: 847-457-2500  
FAX: 847-457-2500

**ASPECT DESIGN INC.**

PROJECT # AD2118  
DRAWN BY: COK/NH/ME  
158 NORTH WESTERN AVE  
EXTERIOR ELEVATIONS

AR 05

# 5 OF 13 TOTAL SHEETS



1 REAR ELEVATION (WEST)  
AR 05

SCALE: N.T.S.

NOTE: ALL SCALE DESIGNATIONS ARE FOR SHEETS PRINTED ON 24" x 36" SIZE PAPER. (ARCH-D)

GROUP EXHIBIT B

The Plans

SOUTH ELEVATION



1 LEFT ELEVATION (SOUTH)  
AR 06

SCALE: N.T.S.

NOTE: ALL SCALE DESIGNATIONS  
ARE FOR SHEETS PRINTED ON  
24" x 36" SIZE PAPER. (ARCH-D)

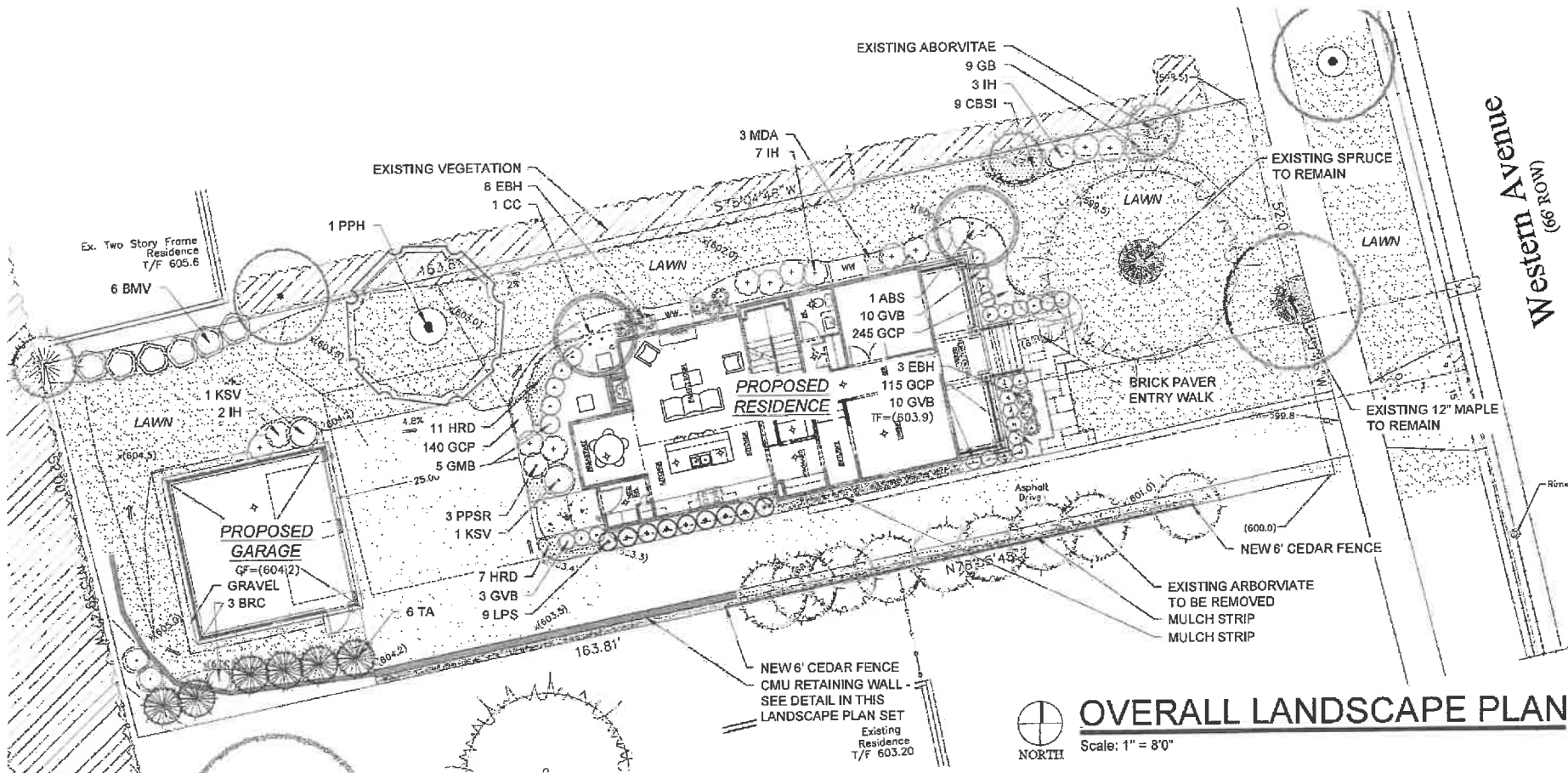
REVIEW ONLY-NOT FOR CONSTRUCTION

CUSTOM RESIDENCE NEW CONSTRUCTION 158 NORTH WESTERN AVE. LAKE FOREST, ILLINOIS 60045	
CAPITAL CUSTOM HOMES	
10/1/2001 REVIEW	02/25/2001 REVIEW
02/25/2001 REVIEW	02/25/2001 REVIEW
02/25/2001 REVIEW	02/25/2001 REVIEW
02/25/2001 REVIEW	02/25/2001 REVIEW
48575 COMMERCE DR. LAKE FOREST, IL 60073 VOLLO IL 60073 MAIN: 847-457-2500 FAX: 847-457-2501 WWW.ASPECTDESIGNINC.COM	
ASPECT DESIGN INC. ARCHITECTS	
PROJECT # AD21180 DRAWN BY: CON / JTH / MGI 158 NORTH WESTERN AVE EXTERIOR ELEVATIONS	
AR 06 # 6 OF 11 TOTAL SHEETS	

The Plans



- SHADE TREES (DECIDUOUS)**  
PPH Prairie Pride Hackberry
- ORNAMENTAL TREES (DECIDUOUS)**  
ABS Autumn Brilliance Serviceberry  
CC Camellian Cherry
- EVERGREEN TREES**  
TA Tachy Arborvitae
- EVERGREEN SHRUBS**  
GMB Green Mountain Boxwood  
GVB Green Velvet Boxwood
- DECIDUOUS SHRUBS**  
BRC Brilliant Red Chokeberry  
IH Incredible Hydrangea  
PPSR Pink Pavement Series Rose  
LPS Little Princess Spirea  
KSV Fragrant Koreanspice Viburnum  
BMV Blue Muffin Arrowwood Viburnum
- HERBACEOUS PERENNIALS**  
GB Goatsbeard  
MDA Maggie Daley Astilbe (Pink)  
HRD Happy Returns Daylily  
EBH Elegans Bigleaf Hosta  
CBSI Caesar's Brother Siberian Iris
- GROUNDCOVERS & VINES**  
GCP Green Carpet Pachysandra
- PLANT ABBREVIATIONS**

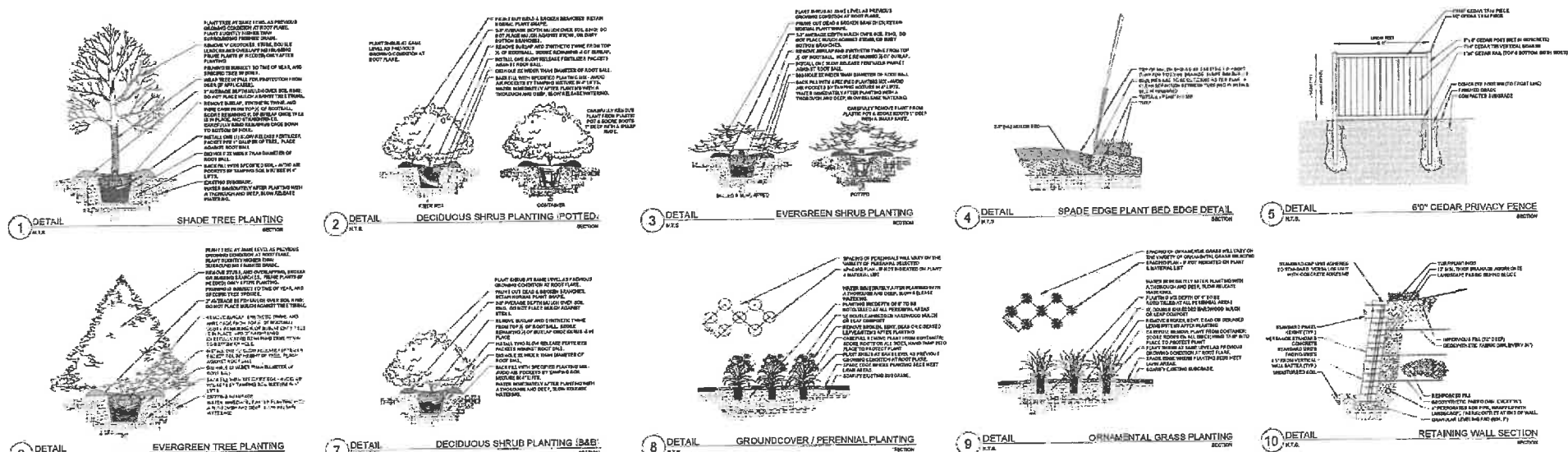


PRELIMINARY LANDSCAPE PLAN



PROJECT  
**PROPOSED RESIDENCE**  
158 N Western Ave.  
Lake Forest, IL

ISSUANCE AND REVISIONS	
DATE	DESCRIPTION
6.25.21	ISSUE TO OWNER
12.22.21	REVISED CIVIL
1.13.22	REVISIONS
1.14.22	REVISIONS



PLANTING & HARDSCAPE DETAILS

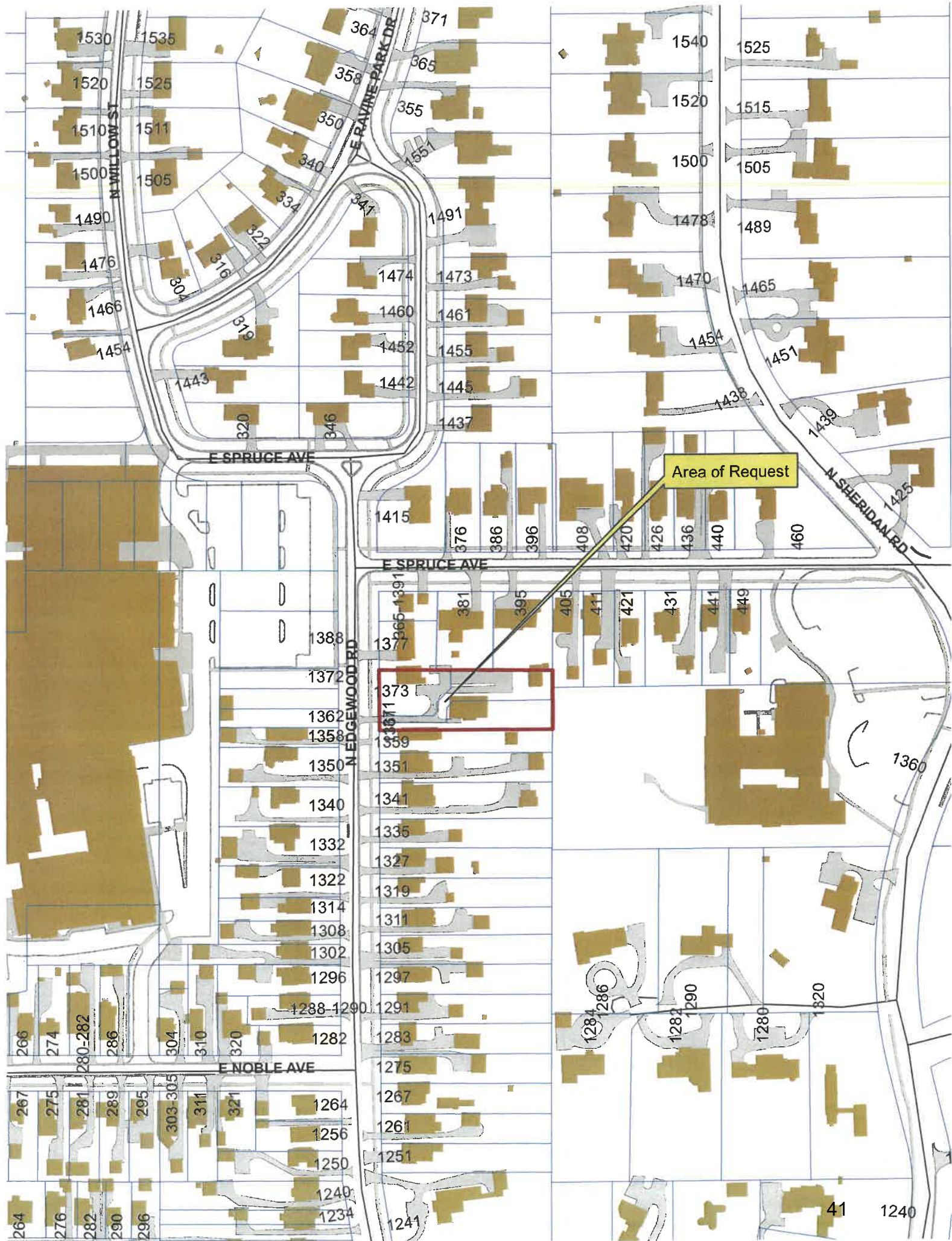
Information contained herein is based on survey information, data inspection, and delivered to the recording.

SHEET TITLE  
**OVERALL LANDSCAPE PLAN**

PROJECT MANAGER	WOH
PROJECT NUMBER	21-049
DATE	1.14.22
SHEET NUMBER	

L 1.0













**STAFF REPORT AND RECOMMENDATION**  
**Edgewood Resubdivision – 3 Lots to 2 Lots**

TO:	Honorable Mayor Pandaleon and members of the Council
DATE:	February 9, 2022
FROM:	Chairman Dixon and members of the Plan Commission
SUBJECT:	<b>Request for Approval of a Tentative and Final Plat of Resubdivision – James Shepard Resubdivision – 1361, 1371, 1373 Edgewood Road</b>

**OWNER**

Lillian H. Shepard Trust  
c/o Joseph H. Duff, Successor  
Trustee  
6139 Wooster Avenue  
Los Angeles, CA  
Beneficiaries: Joseph H. Duff,  
Rochelle M. Davis, Rudolph O.  
Duff, Jr., Rahsaan O. Duff-  
Tatum, Gingi F. Wingard, Laura  
J. Stephenson

**PROPERTY LOCATION**

1361, 1371 and 1373 Edgewood  
Road  
East side of Edgewood Road south  
of Spruce Avenue

**ZONING**

GR-3 General  
Residence District

**REPRESENTATIVE**

Joseph H. Duff

**Plan Commission Recommendation**

Approve the James Shepard Resubdivision subject to the following conditions.

1. The existing structures must be demolished and removed, and the site graded and stabilized prior to the recording of the plat of resubdivision to avoid creating non-conforming conditions on the two newly configured lots.
2. Prior to the recording of the plat of subdivision, all applicable fees shall be paid.

**Summary of the Request**

This is a request for tentative and final approval of a plat of a resubdivision of the James Shepard Subdivision. The properties are in the GR-3 zoning district, no overlay districts apply to these properties.

The purpose of the proposed resubdivision is to reconfigure three existing lots into two lots. The proposed two lots are generally more in keeping with the size and configuration of other properties along Edgewood Road. Two of the three existing lots are considered “lots in depth” lots that do have the minimum street frontage of 50 feet required in the GR-3 zoning. The two proposed lots fully meet or exceed the minimum standards for lots in the GR-3 zoning district.

Concurrent approval of the tentative and final plat is appropriate in this case because no public infrastructure improvements are necessary, and no engineering plans are required. As with development of any vacant lot, complete drainage and grading plans will be required at the time new homes are proposed on the lots.

### **Background Information**

The overall property, comprised of the three lots that exist today, was established in 1917 as single lot, Lot 28, in the County Clerks' Plat of Subdivision. Based on City records, the original house on Lot 28 was constructed sometime before February 1928. The original house was demolished in 1946 and a new two story structure was built as a duplex that same year. This structure as altered through the decades remains today on the parcel that is addressed as 1373 Edgewood Road.

Lot 28 was subdivided in 1961 through the James Shepard Subdivision. This subdivision created the three lots as they exist today. Based on City records, a new residence was constructed shortly after the property was subdivided in 1961 on the parcel addressed today as 1361 Edgewood Road. City records are sketchy on the history of the structure on the rear parcel. It appears that as early as 1928, this parcel was addressed separately from the overall parcel even though it was part of the larger parcel. It appears that the structure at the rear of the property may have originally been constructed as a garage for the original house. Permit records show modifications to the structure in the 1950's and very early 1960's. By that time, the structure appears to have been converted to a residence.

Based on City inspections of the property, the residence addressed as 1361 was occupied most recently and more consistently through the years than the other two structures. The other two structures have appeared to be vacant at least in recent years.

### **Surrounding Area**

This property is in a smaller lot, established neighborhood. The property is adjacent to the rear yard of Sheridan School to the east and across the street from property owned by Lake Forest High School. Properties along Edgewood Road are generally narrow along the street frontage and deep, particularly the properties on the east side of Edgewood Road. Turning the corner on to Spruce Avenue, some of the closest properties are squarer in configuration than the properties on Edgewood Road. Lot sizes in the area vary considerably. The two lots proposed in this resubdivision will be two of the larger lots in the neighborhood, but not the largest.

The property in this request is in a transitional area. The GR-3 zoning district provides a transition moving east from McKinley Road and away from the Central Business District with larger lot zoning to the north and east. The GR-3 District allows for both single family homes and duplexes. There are some duplexes scattered throughout this general area. The petitioner indicates that the intent is for a future buyer to construct a single family home on the each of the two reconfigured lots.

### **Present Request**

The Lillian H. Shepard Trust has offered the entire property, all three lots for sale. In preparation for the sale of the property, the Trust is requesting a resubdivision as described above. All the existing structures and pavement will be removed from the site. Two vacant residential lots will remain. The demolition of the existing structures and removal of the pavement will need to be completed prior to the recording of the plat of resubdivision to avoid creating non-conforming conditions on the properties.

A summary of the proposed resubdivision is provided below:

1. As noted above, the existing three lots will be reconfigured into two lots.
2. The proposed Lot 1, the northern lot, totals 14, 712 square feet. Proposed Lot 2, the southern lot, totals 14,695 square feet. The minimum lot size in the GR-3 zoning district is 6,250 square feet. Both proposed lots meet the required minimum lot size.
3. The minimum lot width in the GR-3 district 50 feet. Both lots conform to the required lot width minimum.
4. A utility easement is located along the east property line recognizing existing utilities in that location.

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### **Public Notice**

Public notice of this hearing was provided in the following manner. A legal notice was published in a newspaper of local circulation and a notice was sent to property owners in the surrounding area by U.S. mail.

The agenda for the Plan Commission meeting was posted at various public locations and on the City's website.

# 1371 EDGEWOOD ROAD SUBDIVISION

BEING A SUBDIVISION OF PART OF THE NORTH HALF OF SECTION 28 TOWNSHIP 44 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN LAKE COUNTY, ILLINOIS

Lot 1 PIN 12-28-109-005  
Lot 2 PIN 12-28-109-006  
Lot 3 PIN 12-28-109-007

SPRUCE AVENUE

EDGEWOOD ROAD

66.00

TYPICAL SETBACKS	
FRONT	40'
REAR	35'
INTERIOR SIDE	6'
CORNER SIDE	12'

ABBREVIATIONS:  
m. or meas. = measured  
r. or rec. = record  
CB = chord bearing  
CH = chord length  
L = arc length  
N = North  
S = South  
E = East  
W = West  
SF = square feet

SHEET 1 OF 2

PROJECT NO. 70-1249  
DEC. 14, 2021



BLECK

engineers | surveyors

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