

THE CITY OF LAKE FOREST
CITY COUNCIL AGENDA

Monday, June 5, 2023
220 E. Deerpath
Lake Forest, IL 60045

CALL TO ORDER AND ROLL CALL

6:30 p.m.

Honorable Mayor, Stanford R. Tack

Nancy Novit, Alderman First Ward

Terry Mieling, Alderman First Ward

Edward U. Notz, Jr., Alderman Second Ward

John Powers, Alderman Second Ward

Jim Preschlack, Alderman Third Ward

Ara Goshgarian, Alderman Third Ward

Eileen Looby Weber, Alderman Fourth Ward

Richard Walther, Alderman Fourth Ward

PLEDGE OF ALLEGIANCE

REPORTS OF CITY OFFICERS

1. COMMENTS BY MAYOR

A. Resolution of Appreciation for Retiring Employee, Rob Carmichael

A copy can be found beginning on page 9

COUNCIL ACTION: Approve the Resolution of Appreciation for Retiring Employee, Rob Carmichael

2. COMMENTS BY CITY MANAGER

A. Community Spotlight

- Lake Forest Preservation Foundation Awards

- Jason Smith, Board Member

3. OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL

4. COMMITTEE REPORTS

5. ITEMS FOR OMNIBUS VOTE CONSIDERATION

1. Approval of May 15, 2023, City Council Meeting Minutes

A copy of the minutes can be found beginning on page 11

COUNCIL ACTION: Approval of May 15, 2023, City Council Meeting Minutes

2. Approval of the Check Register for the Period of April 22 – May 26, 2023

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 April 22- May 26, 2023

	Fund	Invoice	Payroll	Total
101	General	1,139,209	2,799,423	3,938,632
501	Water & Sewer	108,534	267,626	376,160
220	Parks & Recreation	238,162	664,278	902,440
311	Capital Improvements	492,060		492,060
202	Motor Fuel Tax	4,481		4,481
230	Cemetery	24,098	62,608	86,707
210	Senior Resources	17,150	43,647	60,797
510	Deerpath Golf Course	19,221	4,211	23,432
601	Fleet	115,524	86,122	201,647
416 - 434	Debt Funds	83,348		83,348
248	Housing Trust	3,340		3,340
201	Park & Public Land	9,000		9,000
	All other Funds	921,547	294,220	1,215,767
		\$3,175,674	\$4,222,136	\$7,397,810

The subtotal labeled "All other Funds" includes \$512,556 in medical/dental plan expenses.

COUNCIL ACTION: Approval of the Check Register for the Period of April 22 – May 26, 2023

3. Approval of the Regularly Scheduled Meetings of the Lake Forest City Council for the year 2024

STAFF CONTACT: *Margaret Boyer, City Clerk (847-810-3674)*

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

COUNCIL ACTION: Approval of the Regularly Scheduled Meetings of the Lake Forest City Council for the year 2024

4. Consideration of Awarding Two - One Year Extensions of the City's Contract with Thelen Materials, LLC. to Provide Compost Transferring Services for the Sum of \$109,000 per Year.

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

PURPOSE AND ACTION REQUESTED: Staff requests City Council approval to extend the City's contract with Thelen Materials, LLC to provide transfer trailers to the City to have its yard waste delivered and processed at Thelen's facility for two, one-year terms, as provided for in the current contract. The current three-year agreement ends June 15, 2023.

PROJECT REVIEW/RECOMMENDATIONS:

Milestone	Date	Comments
Public Works Committee	5/26/2020	Reviewed and Recommended Approval
City Council	6/15/2020	Awarded Contract

BACKGROUND/DISCUSSION: On May 15, 2020, the City received one proposal to perform the yard waste composting operation and three proposals for a Transferring Agreement. The one proposal received to perform the yard waste composting operation exceeded the operating budget. At the time, staff recommended the City transfer its yard waste to another facility instead of continuing its composting operation. The Transferring Agreement was awarded by City Council at the June 15, 2020, City Council Meeting. For the past three years, yard waste that is collected at the Route 60 site is loaded into transfer trailers by Public Works staff and transported for a per cubic yard cost to Thelen's yard waste facility in Antioch, Illinois.

The initial agreement recommended that City Council approve a three-year agreement with the option to renew for an additional one-year extension for two years upon agreement by both parties. After three years, each additional year could have a possible negotiated increase equal to or less than the determined C.P.I.

The City has been satisfied with the services provided by Thelen Materials for the past three years and recommends the City Council approve the two, one-year extensions.

BUDGET/FISCAL IMPACT: The following is a summary chart of the proposal costs received to transfer yard waste. Thelen Materials, LLC proposal was the lowest cost per cubic yard. Thelen Materials, LLC is headquartered in Antioch, Illinois with over 40 acres dedicated to their large scale commercial composting operation. Many of the waste haulers in the region deliver yard waste to their facility.

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

FIRM	YEAR 1 COST PER CUBIC YARD	YEAR 2 COST PER CUBIC YARD	YEAR 3 COST PER CUBIC YARD
Thelen Materials	\$8.59	\$8.75	\$8.90
Mulch Center	\$10.62	\$11.61	\$12.60
American Pallet	\$23.86	\$23.86	\$23.86

Note: 5-year annual yard waste range 9,000 -12,000 cubic yards

Below is an estimated summary of the Project Budget:

FY24-25 Funding Source	Amount Budgeted	Amount Requested	Budgeted Y/N
101-5245-435.35-10	\$109,000	\$109,000	Yes

COUNCIL ACTION: Consideration of Awarding Two, One-Year Extensions of the City's Contract with Thelen Materials, LLC. to Provide Compost Transferring Services for the Sum of \$109,000 per Year.

5. Consideration of a Waiver of Permit Fees Associated with the Replacement of the Cranes in the Boat Basin at Lake Forest Beach. (Approval by Motion)

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

PURPOSE AND ACTION REQUESTED: In accordance with the City's Administrative Directives, City Council approval of the waiver of permit fees for a City project at Lake Forest Beach is requested.

BACKGROUND/DISCUSSION: The cranes in the boat basin at the beach have served their useful life and need to be replaced. Permits and inspections are required to assure that the installation of the new cranes is completed in a safe manner, consistent with applicable Codes and requirements.

Permit fees associated with construction and site improvements on City owned property are routinely waived recognizing that the payment of fees would simply transfer monies from one City fund to another.

Per Administrative Directive 3-7, fee waivers in excess of \$5,000 require approval by the City Council.

BUDGET/FISCAL IMPACT: The amount of the permit fees to be waived is noted below.

Construction Permit Fees	Permit Fees	Amount of Fee Waiver Requested
Beach	\$6,666.04	\$6,666.04

COUNCIL ACTION: If desired by the City Council, approve a motion waiving permit fees in the amount of \$6,666.04 for permits associated with replacing the cranes in the boat basin at Lake Forest Beach

6. 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:

300 Field Drive – The Building Review Board considered a request for approval of an additional wall sign. No public testimony was presented on this petition. (Board vote: 4-0, approved)

866 Oak Knoll Drive – The Building Review Board considered a request for approval of the demolition of the existing residence and approval of a replacement residence. No public testimony was presented on this petition. The Zoning Board of Appeals also reviewed this petition as detailed in the following agenda item. (Board vote: 4-0, approved)

Ordinances approving the petitions as recommended by the Building Review Board, with key exhibits attached, are included in the Council packet beginning on **page 18**. 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.

7. Consideration of Ordinances Approving Recommendations from the Zoning Board of Appeals. (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 Zoning Board of Appeals are presented to the City Council for consideration as part of the Omnibus Agenda.

BACKGROUND:

161 Washington Circle – The Zoning Board of Appeals recommended approval of variances from the side and rear yard setbacks to allow a single story addition to the rear of the house and a second story addition over the existing mudroom and garage. Testimony was presented by two neighboring property owners noting concern about existing drainage in the area. In response to the concerns raised, the Board confirmed that a grading and drainage plan will be required and will be subject to review and approval by the City Engineer prior to the issuance of permits for the project. The Board directed that the City Engineer be advised of the concerns raised by the neighbors. (Board vote: 7-0, approved)

866 Oak Knoll Drive – The Zoning Board of Appeals recommended approval of variances from the side yard setbacks to allow encroachment of a new residence into the setback on the south side of the property and encroachment of a portion of the driveway into the setback along the north property line. A replacement residence will be constructed on the foundation of the existing residence which will be demolished. The Building Review Board also reviewed this petition as detailed in the previous agenda item. No public testimony was submitted on this petition. (Board vote: 7-0, approved)

The Ordinances approving the petitions as recommended by the Zoning Board of Appeals, with key exhibits attached, are included in the Council packet beginning on **page 33**. 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 Zoning Board of Appeals' recommendations.

COUNCIL ACTION: Approve the seven (7) omnibus items as presented

6. OLD BUSINESS

7. NEW BUSINESS

8. ADDITIONAL ITEMS FOR DISCUSSION/ COMMENTS BY COUNCIL MEMBERS
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- 1. EXECUTIVE SESSION** pursuant to 5ILCS120/2(c), 2 The City Council will be discussing collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

Adjournment into Executive Session

Reconvene into Regular Session

9. ADJOURNMENT

A copy of the Decision Making Parameters is included beginning on **page 8** of this packet.

Office of the City Manager

May 31, 2023

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.



RESOLUTION

WHEREAS, ROBERT L. CARMICHAEL has been a dedicated employee of The City of Lake Forest since June 11, 1985; and

WHEREAS, ROBERT L. CARMICHAEL joined The City of Lake Forest as a fulltime employee on August 31, 1990; and

WHEREAS, ROBERT L. CARMICHAEL will honorably retire from the City on **May 31, 2023**; and

WHEREAS, ROBERT L. CARMICHAEL served as a valued member of the Parks and Recreation Team in the roles of Program Supervisor, Athletics, coaching baseball, tackle and flag football, and other sport related activities; and

WHEREAS, ROBERT L. CARMICHAEL served as the Curator of the Wildlife Discovery Center; and

WHEREAS, ROBERT L. CARMICHAEL'S passion and commitment to wildlife and conservation has enriched the lives of countless individuals in the Lake Forest community and beyond; and

WHEREAS, ROBERT L. CARMICHAEL dreamed the Wildlife Discovery Center into existence from just two snakes in one room at the Recreation Center in 1996 and turned it into an award winning nature center beloved by the community, known for its exceptional care for animals and engaging wildlife programs; and

WHEREAS, ROBERT L. CARMICHAEL developed the Wildlife Discovery Center into a facility with unsurpassed interactive educational experiences and an impressive collection of unique animals that provided experiences that visitors will continue to cherish; and

WHEREAS, ROBERT L. CARMICHAEL, an educator at heart, developed engaging programs that instilled a love and respect for wildlife and conservation to generations of participants; and

WHEREAS, ROBERT L. CARMICHAEL created and ran some of the most popular events for the Parks and Recreation Department, including Crocotoberfest, Reptile Rampage and special events, birthday parties, summer camps, school field trips; and

WHEREAS, ROBERT L. CARMICHAEL, a respected and accomplished curator and herpetologist, contributed to the scientific knowledge and advancement of the field; and

WHEREAS, ROBERT L. CARMICHAEL, as a qualified animal handler, conducted countless rescues and rehabilitation of animals and well as providing residents with beneficial information about animal concerns; and

WHEREAS, ROBERT L. CARMICHAEL'S tireless efforts to engage the entire community with impactful programs and exhibits that will leave a lasting legacy and benefit future generations to come; and

WHEREAS, ROBERT L. CARMICHAEL touched the hearts of countless many and provided wildlife experiences that enriched the quality of life for the community and made memories that will be remembered for a lifetime .

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKE FOREST that the Council, on behalf of the administration and residents of the community, hereby expresses its appreciation and gratitude to **ROBERT L. CARMICHAEL** for a public service faithfully performed; and

BE IT FURTHER RESOLVED that this Resolution be appropriately inscribed and conveyed to **ROB**, with a copy to be included in the official minutes of the June 5, 2023, meeting of the Lake Forest City Council.

Stanford R. Tack, Mayor

The City of Lake Forest
CITY COUNCIL MEETING
Proceedings of the Monday, May 15, 2023
City Council Meeting – City Council Chambers
220 E Deerpath, Lake Forest, IL 60045

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

Present: Alderman Novit, Alderman Mieling, Alderman Powers, Alderman Preschlack, Alderman Goshgarian, Alderman Weber, and Alderman Walther

Absent: Alderman Notz

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE was recited.

REPORTS OF CITY OFFICERS

COMMENTS BY MAYOR

Mayor Tack reported that he had sworn in four new police officers this past week.

Mayor Tack read the following.

A. 2023-2024 Board & Commission Appointments and Reappointments

BUILDING REVIEW BOARD

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Justin Stamer	APPOINT	2
Eric Lohmuller	APPOINT	2

GORTON

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Bob Scales	APPOINT	1

CROYA

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Julie Crouch	APPOINT	1

HISTORIC PRESERVATION COMMISSION

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
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Tina Dann-Fenwick	APPOINT	4

LIBRARY

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Emily Van Bel	APPOINT	2

PLAN COMMISSION

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Lisa Nehring	APPOINT	2

SENIOR RESOURCE COMMISSION

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Jean Manning	APPOINT	3

ZONING BOARD OF APPEALS

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Mike Adams	APPOINT	1

COUNCIL ACTION: Approve the Mayor's Appointments and Reappointments

Alderman Preschlack made a motion to approve the Mayors Appointments and Reappointments, seconded by Alderman Power. Motion carried unanimously by voice vote.

COMMENTS BY CITY MANAGER

City Manager Wicha shared that the Master Planning process for Northcroft Park will begin soon, and invited members of the community to attend Planning and Pizza in the Park on Wednesday, May 24 from 4:00pm-6:00pm.

City Manager then introduced Morgan Adams, Executive Director at Deer Path Art League to present this years' Emerging Artists.

A. Emerging Artists Awards

- **Morgan Adams- Executive Director at Deer Path Art League**

Morgan Adams gave a presentation to the City Council on the Emerging Artist awards, noting storefronts in Market Square that showcased the student's artwork. Each student was recognized and presented with a certificate from Mayor Tack. Photos were taken.

OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL

COMMITTEE REPORTS

PUBLIC WORKS COMMITTEE

- 1. Rockefeller-McCormick-Loch Ravine Improvement Project Overview**
 - **Jim Lockefer, Assistant Public Works Director**

Jim Lockefer provided the City Council with a presentation on the project, noting sustainability components, easements within infrastructure, and reported the Public Works Committee recommended bidder for the project as V3 Construction.

The City Council had discussion on the overall total cost of ravines within the last few years and the general health of this ravine.

ITEMS FOR OMNIBUS VOTE CONSIDERATION

- 1. Approval of May 1, 2023, first session City Council Meeting Minutes**
- 2. Approval of May 1, 2023, second session City Council Meeting Minutes**
- 3. Approval of a Resolution of Appreciation for Retiring Members of Boards and Commissions as follows:**

BOARD, COMMISSION OR COMMITTEE	NAME OF MEMBERS(S)
GORTON	Nick Bothfeld
BUILDING REVIEW BOARD	Jim Diamond
CROYA	Carolyn Bielski
HISTORIC PRESERVATION COMMISSION	Janet Gibson
LIBRARY	Andrea Lemke
ZONING BOARD OF APPEALS	Lisa Nehring

- 4. Consideration of a Request to Waive the Fidelity Bond Requirement in Connection with Holding a Raffle in the City of Lake Forest for McKinlock Post 264-American Legion (Approval by Motion)**
- 5. Approval to extend the City's Office Supplies Contract with Warehouse Direct through May 31, 2024, with the option for additional extension as determined by the Suburban Purchasing Cooperative of the Northwest Municipal Conference.**
- 6. Award of a Bid in the Amount of \$64,686 to Tiles in Styles for the Lake Forest Public Safety Building Flooring Project, Plus a 5% Contingency in the Amount of \$3,235, for a Total of \$67,921**
- 7. Approval of a Recommendation from the Public Works Committee to Award of Four City Facility HVAC Unit Replacements to JNL Climate Control in the Amount of \$45,638**

8. **Approval of a Recommendation from the Public Works Committee to Award the Bid for the Rockefeller-McCormick-Loch Ravine Improvement Project to the Lowest Responsive and Responsible Bidder, V3 Construction Group, in the Amount of \$693,500 Plus a 10% Contingency in the Amount of \$69,350 for a Total of \$762,850**
9. **Award of the Low Bid for the Annual Concrete Street, Curb, and Sidewalk Project, and the Deerpath/Westmoreland Sidewalk Connectivity Project to Schroeder & Schroeder, Inc., and Authorize the City Manager to Execute an Agreement in an Amount Not to Exceed \$185,000**
10. **Consideration of an Ordinance Approving a Recommendation from the Historic Preservation Commission. (First Reading and if Desired by the City Council, Final Approval)**
11. **Consideration of a Recommendation from the Plan Commission in support of a Special Use Permit for Pizza by Sal, a New Restaurant Proposed at 177 E. Laurel Avenue. (First reading and if appropriate final approval)**
12. **Consideration of an Ordinance Approving a Recommendation from the Zoning Board of Appeals. (First Reading, and if Desired by the City Council, Final Approval)**
13. **Consideration of a Request to Authorize the City Manager to Enter into an Amended Professional Services Contract with Tank Industry Consultants for Third Party Reviews Related to Upgrades to Telecommunications Equipment on the City's Water Tower at 1381 Kennedy Road (Route 60) in an Amount Not to Exceed \$26,139.24**

Mayor Tack asked members of the City Council if there were any items that they would like removed or taken separately. Seeing none, he asked for a motion.

COUNCIL ACTION: Approval of the thirteen (13) Omnibus items as presented.

Alderman Weber made a motion to approve the thirteen (13) Omnibus items as presented, seconded by Alderman Preschlack. The following voted "Aye": Alderman Novit, Mieling, Powers, Preschlack, Goshgarian, Weber and Walther. 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.

OLD BUSINESS

NEW BUSINESS

ADDITIONAL ITEMS FOR COUNCIL DISCUSSION/COMMENTS BY COUNCIL MEMBERS
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Mayor Tack asked for a motion to adjourn into Executive Session, noting there will be no further business.

1. **EXECUTIVE SESSION pursuant to 5ILCS120/2(c), 11 The City Council will be discussing pending litigation.**

Alderman Mieling made a motion to adjourn into Executive Session pursuant to 5ILCS120/2(c), 11 The City Council will be discussing pending litigation, seconded by Alderman Preschlack. The following voted "Aye": Alderman Novit, Mieling, Powers, Preschlack, Goshgarian, Weber and Walther. The following voted "Nay": none. 7-Ayes, 0-Nays, motion carried.

Adjournment into Executive Session at 7:06pm

Reconvene into Regular Session at 8:14pm

ADJOURNMENT

There being no further business Mayor Tack asked for a motion. Alderman Mieling made a motion to adjourn, seconded by Alderman Weber. Motion carried unanimously by voice vote at 8:15p.m.

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. Click on I Want To, then click on View, then choose Archived Meetings Videos..

2024 City Council and Finance Committee Dates

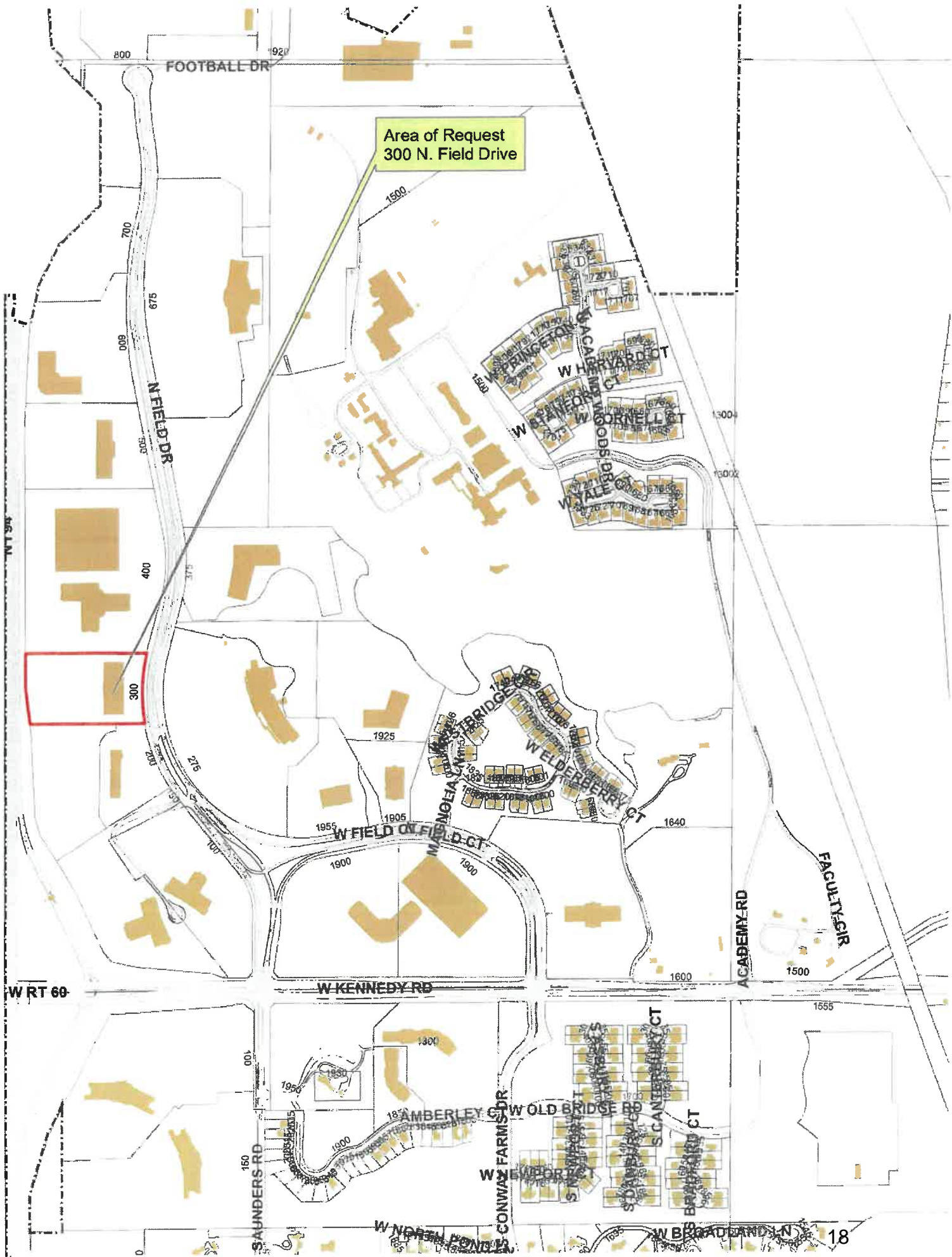
** = This date represents a change from the traditional dates, due to holiday or other conflicts

Meeting dates highlighted in blue represent Workshops Meeting dates

BOLDED represent Finance Committee meetings (FC)

January 2, 2024	DICKINSON HALL	6:30 Workshop Meeting
**January 16, 2024	COUNCIL CHAMBERS	FC 6:30- CC to immediately follow
February 5, 2024	COUNCIL CHAMBERS	6:30 City Council
**February 20, 2024	COUNCIL CHAMBERS	6:30 City Council
March 4, 2024	COUNCIL CHAMBERS	6:30 City Council
**March 11, 2024	DICKINSON HALL	5:00 Operating Budget WS
March 18, 2024	COUNCIL CHAMBERS	6:30 City Council
April 1, 2024	COUNCIL CHAMBERS	6:30 City Council
April 15, 2024	COUNCIL CHAMBERS	FC 6:30- CC to immediately follow
May 6, 2024	COUNCIL CHAMBERS	6:30 City Council
May 20, 2024	COUNCIL CHAMBERS	6:30 City Council
June 3, 2024	COUNCIL CHAMBERS	6:30 City Council
** June 17 2024	COUNCIL CHAMBERS	6:30 City Council
**July 1, 2024	DICKINSON HALL	6:30 Workshop Meeting
July 15, 2024	COUNCIL CHAMBERS	FC 6:30- CC to immediately follow
August 5, 2024	COUNCIL CHAMBERS	6:30 City Council
August 19, 2024	NO MEETING	NO MEETING
**September 3, 2024	COUNCIL CHAMBERS	6:30 City Council
September 9, 2024	DICKINSON HALL	6:30 Workshop Meeting
September 16, 2024	COUNCIL CHAMBERS	6:30 City Council
October 7, 2024	COUNCIL CHAMBERS	6:30 City Council
October 21, 2024	COUNCIL CHAMBERS	FC 6:30- CC to immediately follow
November 4, 2024	COUNCIL CHAMBERS	6:30 City Council
**November 11, 2024	DICKINSON HALL	5:00 Capital Budget WS
November 18, 2024	COUNCIL CHAMBERS	6:30 City Council
December 2, 2024	COUNCIL CHAMBERS	6:30 City Council
December 18, 2024	NO MEETING	NO MEETING

6/15/2023



THE CITY OF LAKE FOREST

ORDINANCE NO. 2023- ____

AN ORDINANCE APPROVING ADDITIONAL BUILDING SIGNAGE AT 300 FIELD DRIVE

WHEREAS, Consumers Cooperative Credit Union ("**Owner**") is the owner of that certain real property commonly known as 300 Field Drive, Lake Forest, Illinois and legally described in Exhibit A, attached hereto ("**Property**"); and

WHEREAS, the Property is located in the OR-2, Office Research Zoning District; and

WHEREAS, the Owner desires to install an additional wall sign ("**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 May 3, 2023; 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 OR-2, Office Research 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 the 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. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans.
- D. 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.
- E. Other conditions. The improvements shall be substantially in conformance with the Board's deliberations as reflected on Exhibit C, Notice of Action, 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 Owner has not (i) executed and (ii) thereafter filed with the City Clerk, within 60 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 _____, 2023.

AYES: ()

NAYS: ()

ABSENT: ()

ABSTAIN: ()

PASSED THIS __ DAY OF _____, 2023.

Mayor

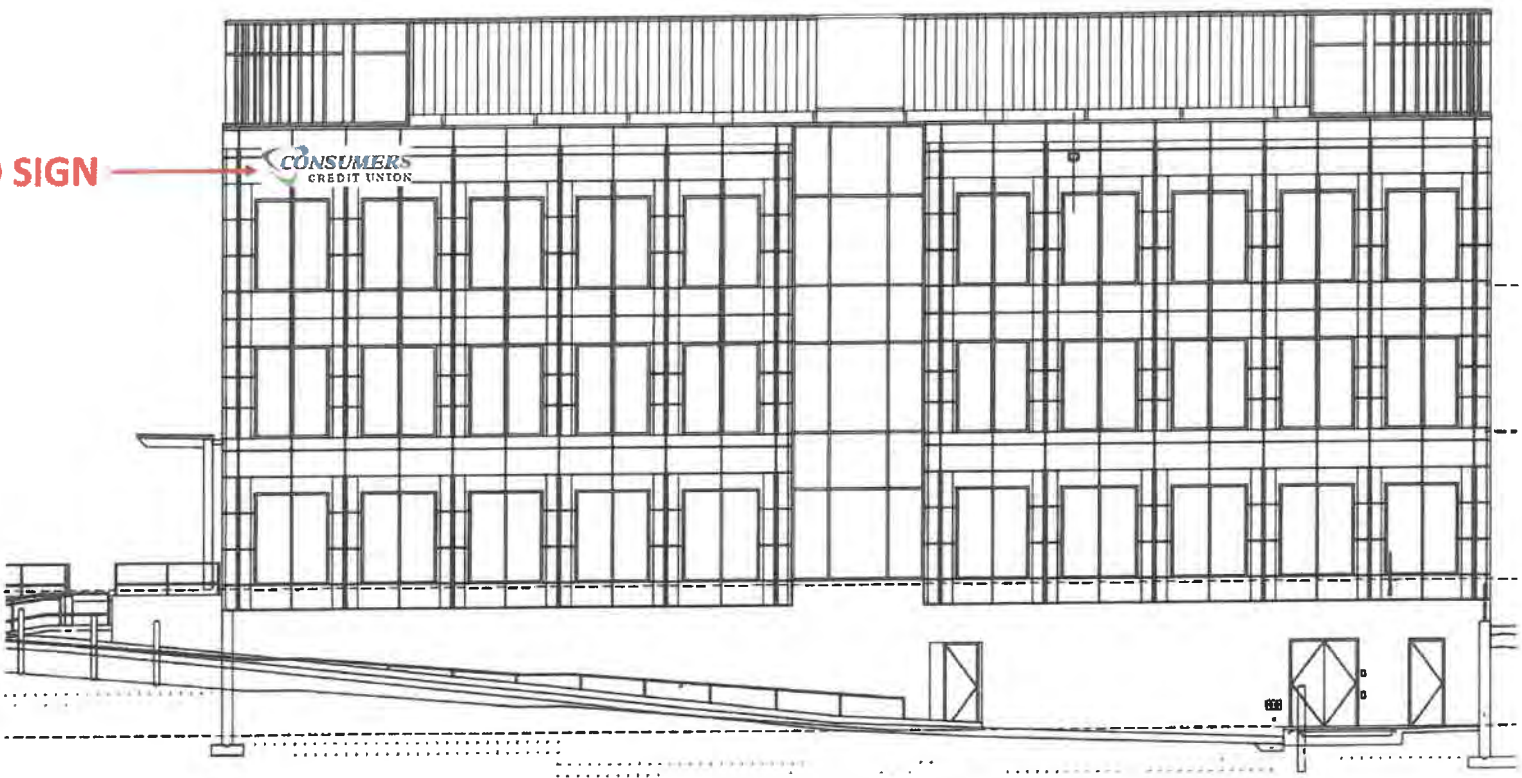
ATTEST:

City Clerk

The Plans

PROPOSED SOUTH ELEVATION AND SIGN DETAILS

PROPOSED SIGN



3 SOUTH ELEVATION
NO SCALE



4 SIGN DETAIL SOUTH BUILDING
NO SCALE
237 SF MAXIMUM ALLOWED SIGN
BASED ON 118.5 LF OF FACADE
AS SHOWN = 52.4 SF

FABRICATED INDIVIDUAL LETTERS AND
LOGO/ POLYURETHANE FINISH TO MATCH
CCU BRAND COLORS & ACRYLIC FACE W/
VINYL TO MATCH CCU BRAND COLORS
LED ILLUMINATION WALL WIRING CONCEALED
REMOTE POWER SUPPLY

PROJECT
NUMBER
PR ID
223

PROJECT
PROPOSED BUILDING SIGNAGE - SIGHT LINE STUDY
CONSUMERS CREDIT UNION - CORPORATE HEADQUARTERS
300 N. FIELD DRIVE, LAKE FOREST, IL 60045

DATE:
1/3/2023

SHEET NO
5 of 6

Area of Request
866 Oak Knoll Drive

THE CITY OF LAKE FOREST

ORDINANCE NO. 2023- ____

AN ORDINANCE APPROVING ARCHITECTURAL AND SITE DESIGN FOR THE
PROPERTY LOCATED AT 866 OAK KNOLL DRIVE

WHEREAS, Alex Carterson ("**Owner**") is the owner of that certain real property commonly known as 866 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 Owner desires to demolish the existing residence and construct a replacement residence and attached garage on the existing foundation ("**Improvements**") as depicted on the site plan, landscape 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 May 3, 2023; 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 existing structure is not architecturally or historically significant,
3. Owner proposes to construct the Improvements as depicted on the plans,
4. 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 Sections 150.147 and 150.148 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 demolition of the existing structure and 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 _____, 2023.

AYES: ()

NAYS: ()

ABSENT: ()

ABSTAIN: ()

PASSED THIS __ DAY OF _____, 2023.

Mayor

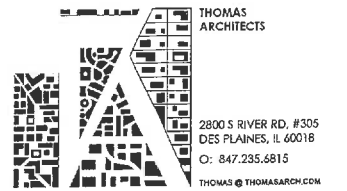
ATTEST:

City Clerk

GROUP EXHIBIT B

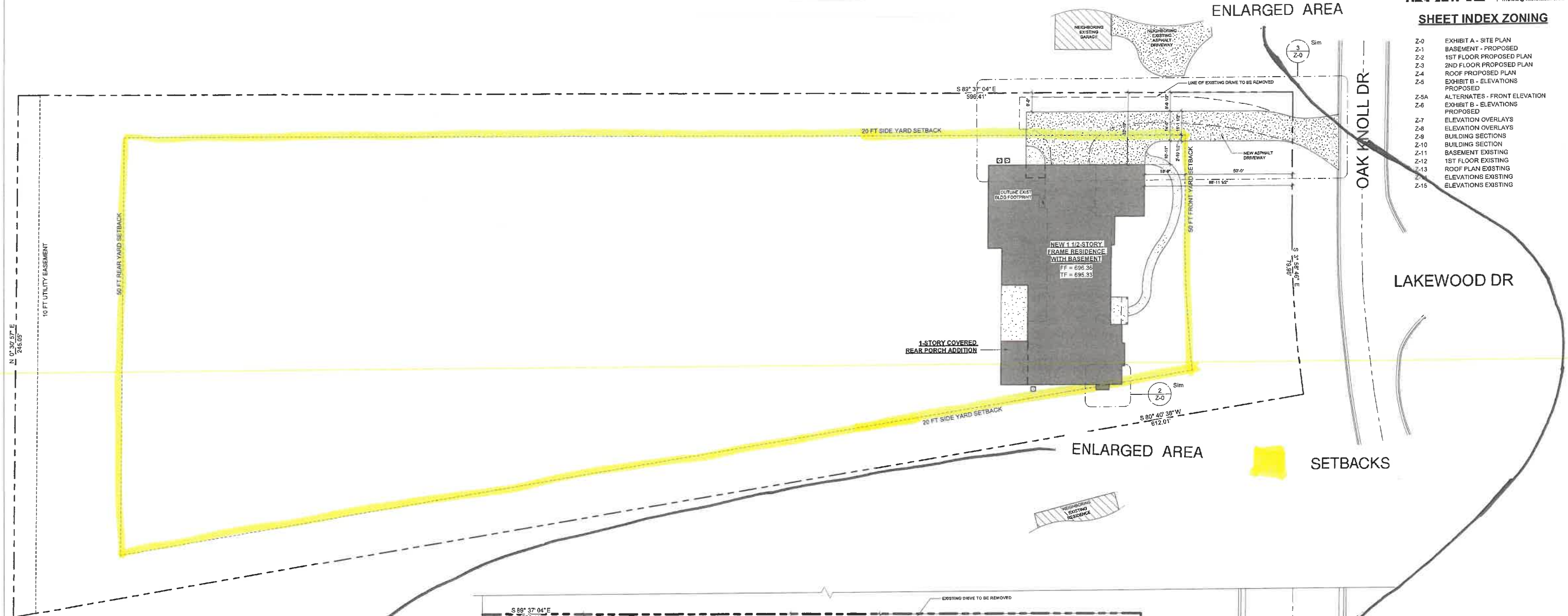
The Plans

PROPOSED SITE PLAN

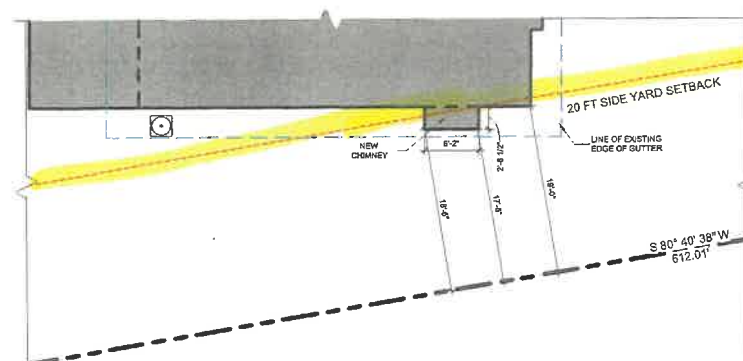


SHEET INDEX ZONING

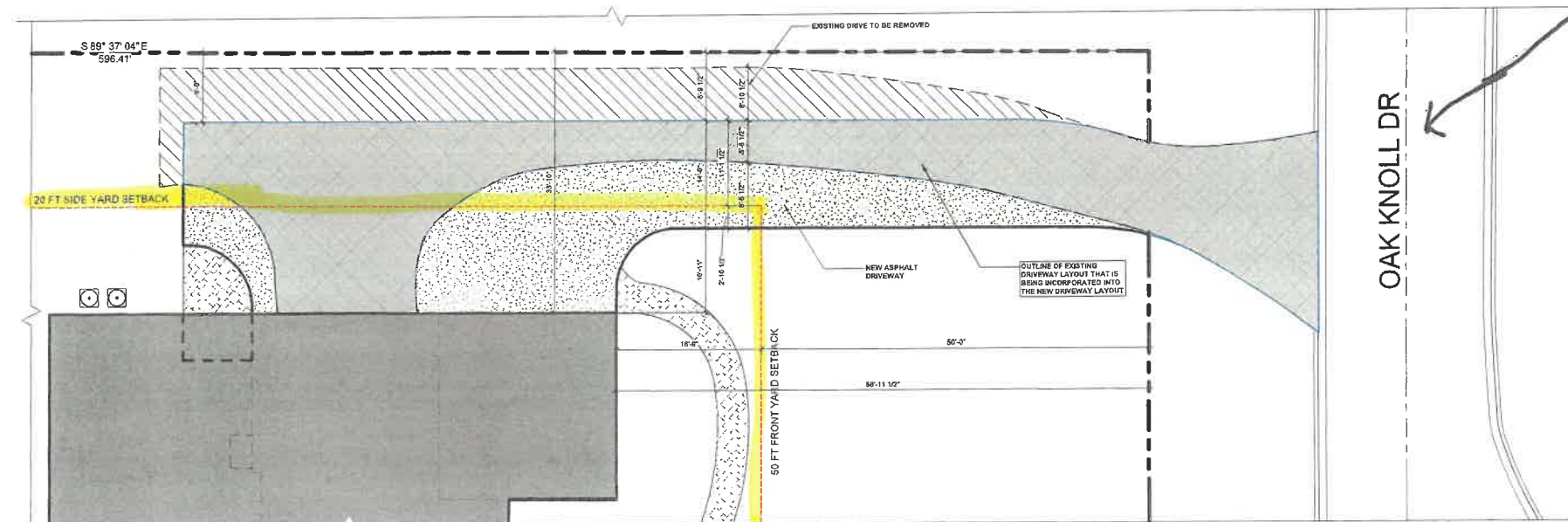
Z-0	EXHIBIT A - SITE PLAN
Z-1	BASEMENT - PROPOSED
Z-2	1ST FLOOR PROPOSED PLAN
Z-3	2ND FLOOR PROPOSED PLAN
Z-4	ROOF PROPOSED PLAN
Z-5	EXHIBIT B - ELEVATIONS PROPOSED
Z-5A	ALTERNATES - FRONT ELEVATION PROPOSED
Z-6	EXHIBIT B - ELEVATIONS PROPOSED
Z-7	ELEVATION OVERLAYS
Z-8	ELEVATION OVERLAYS
Z-9	BUILDING SECTIONS
Z-10	BUILDING SECTION
Z-11	BASEMENT EXISTING
Z-12	1ST FLOOR EXISTING
Z-13	ROOF PLAN EXISTING
Z-14	ELEVATIONS EXISTING
Z-15	ELEVATIONS EXISTING



1 SITE PLAN
3/64" = 1'-0"



2 SITE PLAN - SE CORNER ENLARGED
1" = 10'-0"



3 SITE PLAN - DRIVEWAY ENLARGED
1" = 10'-0"

No.	Description	Date
1	ZONING VARIANCE SUBMITTAL	04/14/2023

Project Name and Address

CARTERSON RESIDENCE ADDITION

866 OAK KNOLL DR
LAKE FOREST, IL

Project No. 22-134

Description EXHIBIT A - SITE PLAN

Sheet Z-0

The Plans



No.	Description	Date
		05/26/2023

Project Name and Address

CARTERSON RESIDENCE
DEMO/NEW
CONSTRUCTION

866 OAK KNOLL DR
LAKE FOREST, IL 60045

Project No. 22-134

Description	BUILDING ELEVATIONS
1. Main Entrance	[Elevation Drawing]
2. Side Entrance	[Elevation Drawing]
3. Rear Entrance	[Elevation Drawing]
4. Front Facade	[Elevation Drawing]
5. Back Facade	[Elevation Drawing]
6. Left Side Wall	[Elevation Drawing]
7. Right Side Wall	[Elevation Drawing]
8. Roofline	[Elevation Drawing]
9. Detail View	[Elevation Drawing]
10. Section View	[Elevation Drawing]
11. Section View	[Elevation Drawing]
12. Section View	[Elevation Drawing]
13. Section View	[Elevation Drawing]
14. Section View	[Elevation Drawing]
15. Section View	[Elevation Drawing]
16. Section View	[Elevation Drawing]
17. Section View	[Elevation Drawing]
18. Section View	[Elevation Drawing]
19. Section View	[Elevation Drawing]
20. Section View	[Elevation Drawing]
21. Section View	[Elevation Drawing]
22. Section View	[Elevation Drawing]
23. Section View	[Elevation Drawing]
24. Section View	[Elevation Drawing]
25. Section View	[Elevation Drawing]
26. Section View	[Elevation Drawing]
27. Section View	[Elevation Drawing]
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29. Section View	[Elevation Drawing]
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31. Section View	[Elevation Drawing]
32. Section View	[Elevation Drawing]
33. Section View	[Elevation Drawing]
34. Section View	[Elevation Drawing]
35. Section View	[Elevation Drawing]
36. Section View	[Elevation Drawing]
37. Section View	[Elevation Drawing]
38. Section View	[Elevation Drawing]
39. Section View	[Elevation Drawing]
40. Section View	[Elevation Drawing]
41. Section View	[Elevation Drawing]
42. Section View	[Elevation Drawing]
43. Section View	[Elevation Drawing]
44. Section View	[Elevation Drawing]

Sheet A-3.0

GROUP EXHIBIT B

The Plans



1 REAR (WEST) ELEVATION PROPOSED
1/4" = 1'-0"



2 SIDE (NORTH) ELEVATION PROPOSED
1/4" = 1'-0"

No.	Description	Date
		05/29/2023

Project Name and Address

CARTERSON RESIDENCE
DEMO/NEW
CONSTRUCTION
866 OAK KNOLL DR
LAKE FOREST, IL 60045

Project No. 22-134

Description BUILDING ELEVATIONS

Sheet A-3.1

C:\Users\kmsel\OneDrive - Thomas Budzik Architecture PC\Documents\4_T\WPH Files\22-134 Carterson Residence\5 Revit Project Files\22134 866 Oak Knoll.rvt

The Plans

**HELLER &
ASSOCIATES, LLC**
LANDSCAPE ARCHITECTURE
P.O. Box 1359
Lake Geneva, Wisconsin 53147-1359
ph 262.639.9733
david@wdavidheller.com
www.wdavidheller.com

866 Oak Knoll Drive
Lake Forest, IL

DATE	DESCRIPTION
4.21.23	FIRST ISSUE

These plans were prepared by:
W. David Heller, ASLA
Registered Landscape Architect
#157-000558

Information contained herein is based on survey information, field inspection, and believed to be accurate.

ENLARGED LANDSCAPE PLAN

PROJECT MANAGER WDH

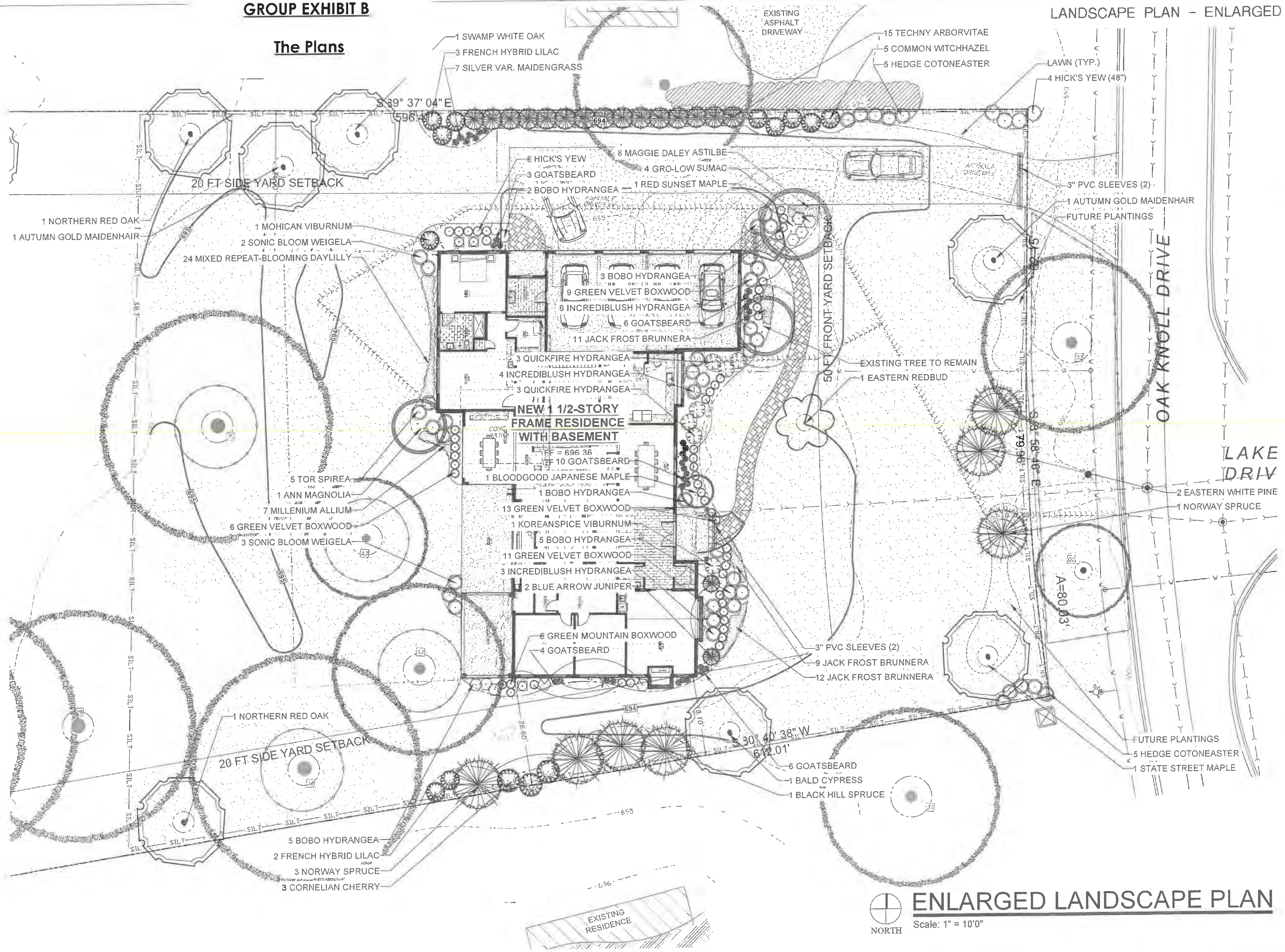
PROJECT NUMBER 23-016

DATE 04.21.23

SHEET NUMBER

L 1.1

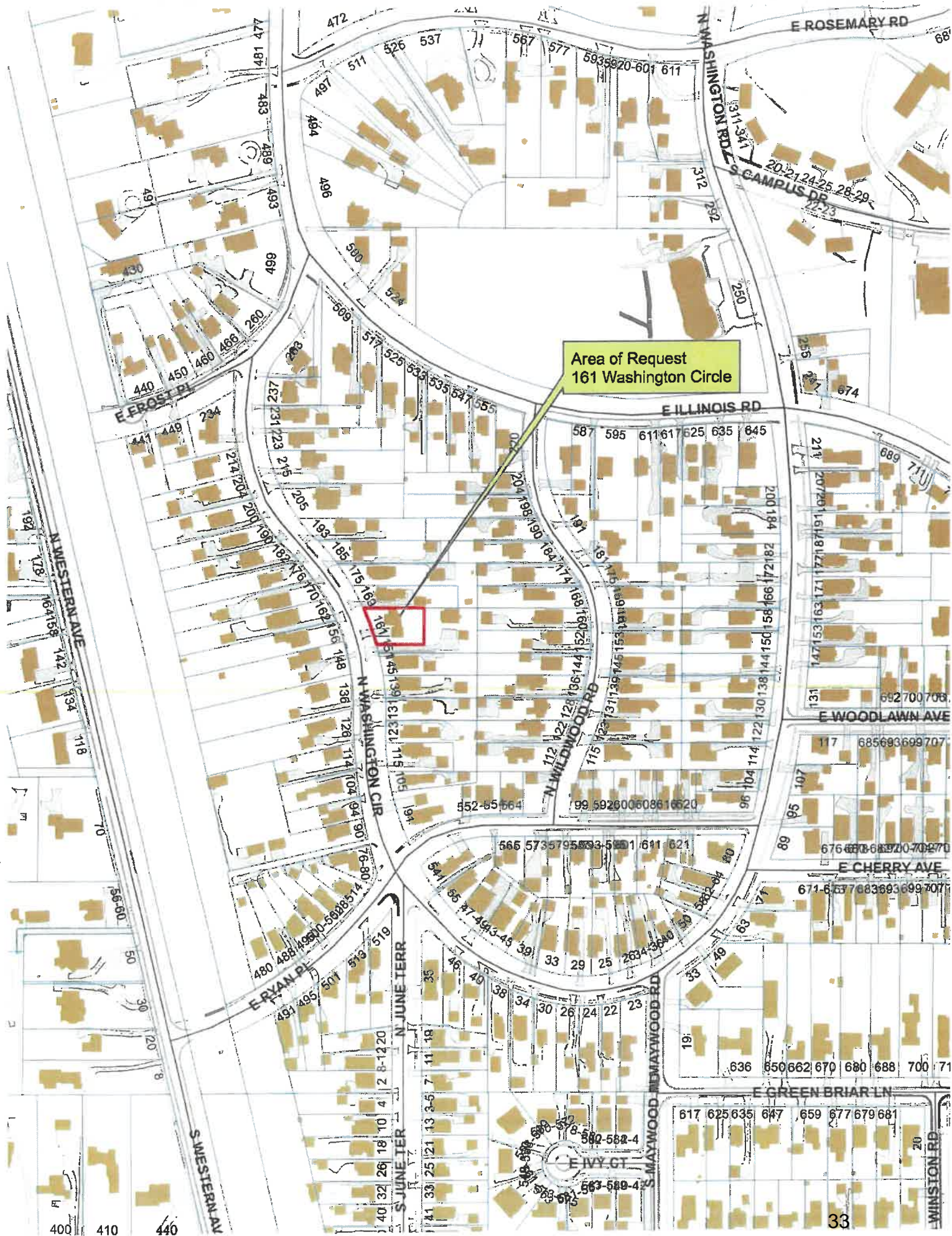
32



NORTH

ENLARGED LANDSCAPE PLAN

Scale: 1" = 10'0"



Area of Request
161 Washington Circle

THE CITY OF LAKE FOREST

ORDINANCE NO. 2023-___

AN ORDINANCE GRANTING VARIANCES FROM THE SIDE AND REAR YARD
SETBACKS FOR PROPERTY LOCATED AT 161 WASHINGTON CIRCLE

WHEREAS, James Chiu ("**Owner**") is the owner of that certain real property commonly known as 161 Washington Circle, Lake Forest, Illinois and legally described in **Exhibit A**, attached hereto ("**Property**"); and

WHEREAS, the Property is located in the R-1, Single Family Residence Zoning District; and

WHEREAS, the Owner desires to construct a single story addition partially within the rear yard setback and a second story addition in the side yard setback ("**Improvements**") as depicted on the site plans attached hereto as **Group Exhibit B** ("**Plans**"); and

WHEREAS, the Owner submitted an application ("**Application**") for a variance from Section 159.084, R-1, Single Family Residence District, of the City of Lake Forest Code to allow construction of the Improvements, within the side and rear yard setbacks; and

WHEREAS, pursuant to notice duly published, the ZBA reviewed and evaluated the Plans at a public hearing held on May 22, 2023; and

WHEREAS, the ZBA, 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 requested variances will not alter the essential character of the neighborhood. The proposed family room at the rear of the home will be constructed almost entirely on the footprint of an existing deck. The overall height and massing of the second floor addition will not be inconsistent with the appearance of other homes along the street.
2. The conditions upon which this request is based are unique to this property and are not generally applicable to other properties with the same zoning classification. This property was created through a resubdivision approved by the City in the 1970's prior to the adoption of current lot in depth setbacks.
3. The hardship or practical difficulty resulted from resubdivision of the property around the existing house and prior to the adoption of current Code requirements.

4. The construction of the additions will not impair light or ventilation to adjacent properties, substantially increase the congestion on public streets, or endanger public safety. No evidence has been submitted to indicate that the requested variances, if granted, will result in the substantial diminution of property values within the neighborhood.

and recommended that the City Council approve the variances 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 ZBA, have determined that it is in the best interests of the City and its residents to grant approval of the requested variances 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 159.042 of the City Code, and subject to the limitations therein and the conditions set forth in Section Four 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: Zoning Setback Variances Granted. Based on the findings presented above, the City Council does hereby grant approval of the requested variances to allow a single story addition no closer than 28 feet to the rear property line and a second story addition over the existing mudroom and garage no closer than 11 feet to the south property line.

SECTION FOUR: Conditions on Approval. The approval granted pursuant to Sections Two and Three 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 building 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. Staging, Parking and Storage. Prior to the issuance of building permits, a plan for staging and storage of construction and demolition materials and a plan for parking construction vehicles shall be submitted and will be subject to City review and approval.
- E. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans which detail the porch as an open, rather than an enclosed, element.
- F. 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.

SECTION FIVE: 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 C** 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. The City Clerk is hereby directed to record this Ordinance and such agreement and consent with the Recorder of Deeds of Lake County.

PASSED THIS __ DAY OF _____, 2023.

AYES: ()

NAYS: ()

ABSENT: ()

ABSTAIN: ()

PASSED THIS __ DAY OF _____, 2023.

Mayor

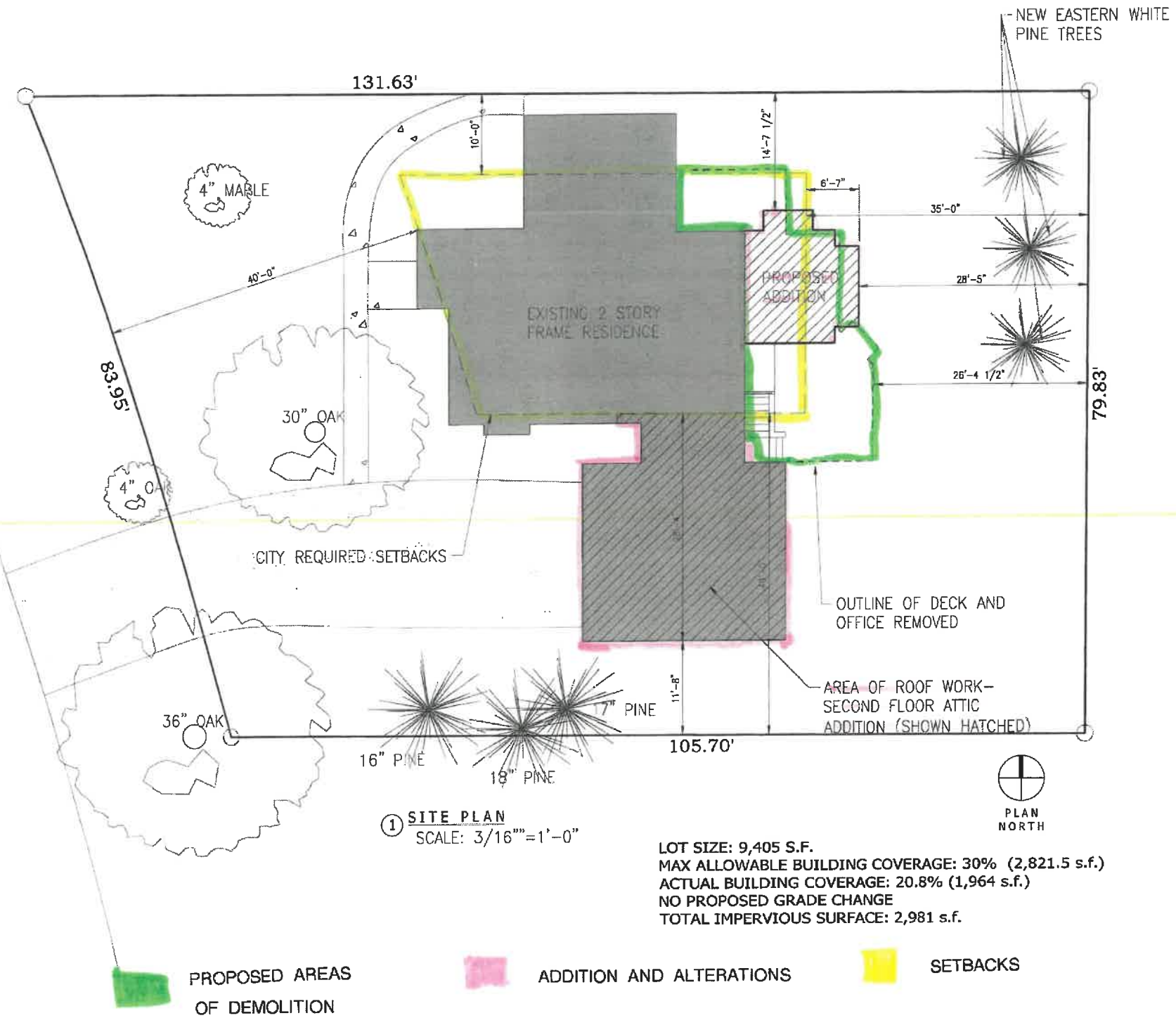
ATTEST:

City Clerk

GROUP EXHIBIT B

The Plans

PROPOSED SITE PLAN



CHIU RESIDENCE
161 WASHINGTON CIRCLE
LAKE FOREST, IL 60045

SCALE: 3/16" = 1'-0"
DATE: 12/13/2023
DRAWN BY: [Signature]

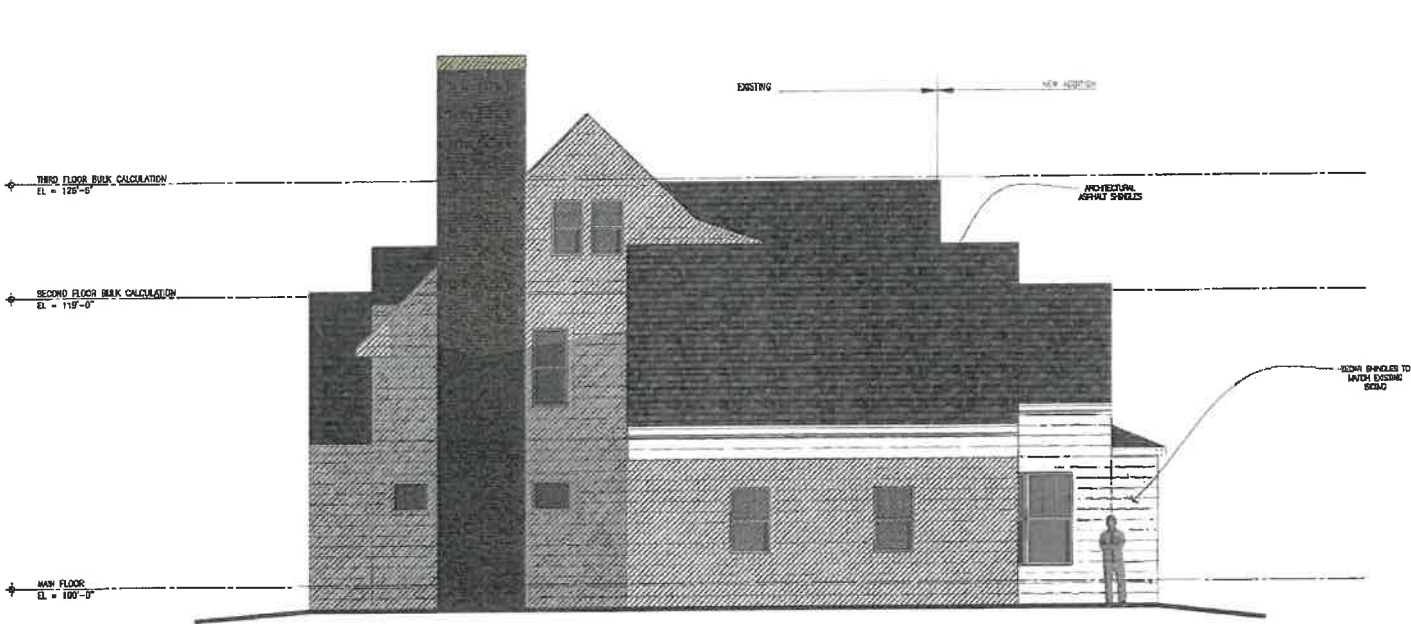
SITE PLAN/TREE SURVEY
PROPOSED LANDSCAPING

As.1

GROUP EXHIBIT B

The Plans

ELEVATION OVERLAYS



② SOUTH (RIGHT) ELEVATION



① WEST (FRONT) ELEVATION

CHIU RESIDENCE
161 WASHINGTON CIRCLE
LAKE FOREST, IL 60045

SCALE: 1/8" = 1'-0"
PRINTED ON 24x36
DATE: APRIL 13, 2023
DRAWN BY: [Signature]

EXTERIOR
ELEVATIONS

SHEET NUMBER
A4

GROUP EXHIBIT B

The Plans



② NORTH (LEFT) ELEVATION

MAIN FLOOR
1,245.5 S.F. EXISTING
154.5 S.F. NEW

SECOND FLOOR
753.5 S.F. EXISTING
213 S.F. NEW

THIRD FLOOR
178 S.F. EXISTING

2,446 S.F. TOTAL BULK

2,616 S.F. TOTAL
ALLOWABLE BULK



① EAST (REAR) ELEVATION

CHIU RESIDENCE
161 WASHINGTON CIRCLE
LAKE FOREST, IL 60045

SCALE: 1/4" = 1'-0"
PRINTED BY: 24/35
DATE: APRIL 13, 2023
DRAWN BY:

EXTERIOR
ELEVATIONS

SHEET NUMBER
A5

Area of Request
866 Oak Knoll Drive



THE CITY OF LAKE FOREST

ORDINANCE NO. 2023-__

AN ORDINANCE GRANTING VARIANCES FROM SIDE YARD SETBACKS FOR
PROPERTY LOCATED AT 866 OAK KNOLL DRIVE

WHEREAS, Alex Carterson ("**Owner**") is the owner of that certain real property commonly known as 866 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 Owner desires to construct a replacement residence partially on an existing foundation and make modifications to the existing driveway ("**Improvements**") as depicted on the site plan attached hereto as Group Exhibit B ("**Plans**"); and

WHEREAS, the Owner submitted an application ("**Application**") requesting approval of variances from Section 159.082, R-4, Single Family Residence District, of the City of Lake Forest Code to allow construction of the Improvements within the side yard setbacks; and

WHEREAS, pursuant to notice duly published, the ZBA reviewed and evaluated the Plans at a public hearing held on May 22, 2023; and

WHEREAS, the ZBA, 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 requested variances will not alter the essential character of the neighborhood. The proposed residence is largely on the existing foundation and does not encroach further into the side yard setback to the south than the existing residence. The proposed driveway generally is in the footprint of the existing driveway but is shifted slightly to encroach to a lesser extent than the existing condition.
2. The conditions upon which the variances are requested are generally unique to this neighborhood and to this property and are not generally applicable to other properties in the same zoning district throughout the City.
3. The hardship in conforming to the Code results from the construction of the existing residence prior to current setback requirements and the property owner's intent to construct a new residence in part on the existing

foundation. Options for locating the curb cut for the driveway are limited due to the intersection of Lakewood Drive with Oak Knoll Drive directly in front of the property.

4. The variances, if granted, will not impair light or ventilation to adjacent properties, increase congestion, endanger public safety, or diminish property values. The replacement residence is intended to upgrade the property and enhance the property value.

and recommended that the City Council approve the variances 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 ZBA, have determined that it is in the best interests of the City and its residents to grant approval of the requested variance 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 159.042 of the City Code, and subject to the limitations therein and the conditions set forth in Section Four 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: Zoning Setback Variances Granted. Based on the findings presented above, the City Council does hereby grant approval of the requested variances to allow the replacement residence to encroach no closer than 17.5 feet to the south property line and the driveway to encroach no closer than nine feet to the north property line.

SECTION FOUR: Conditions on Approval. The approval granted pursuant to Sections Two and Three 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 building 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. Staging, Parking and Storage. Prior to the issuance of building permits, a plan for staging and storage of construction and demolition materials and a plan for parking construction vehicles shall be submitted and will be subject to City review and approval.
- E. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans which detail the porch as an open, rather than an enclosed, element.
- F. 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.

SECTION FIVE: 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 C 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. The City Clerk is hereby directed to record this Ordinance and such agreement and consent with the Recorder of Deeds of Lake County.

PASSED THIS __ DAY OF _____, 2023.

AYES: ()

NAYS: ()

ABSENT: ()

ABSTAIN: ()

PASSED THIS __ DAY OF _____, 2023.

Mayor

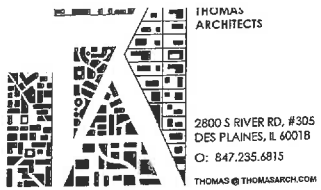
ATTEST:

City Clerk

GROUP EXHIBIT B

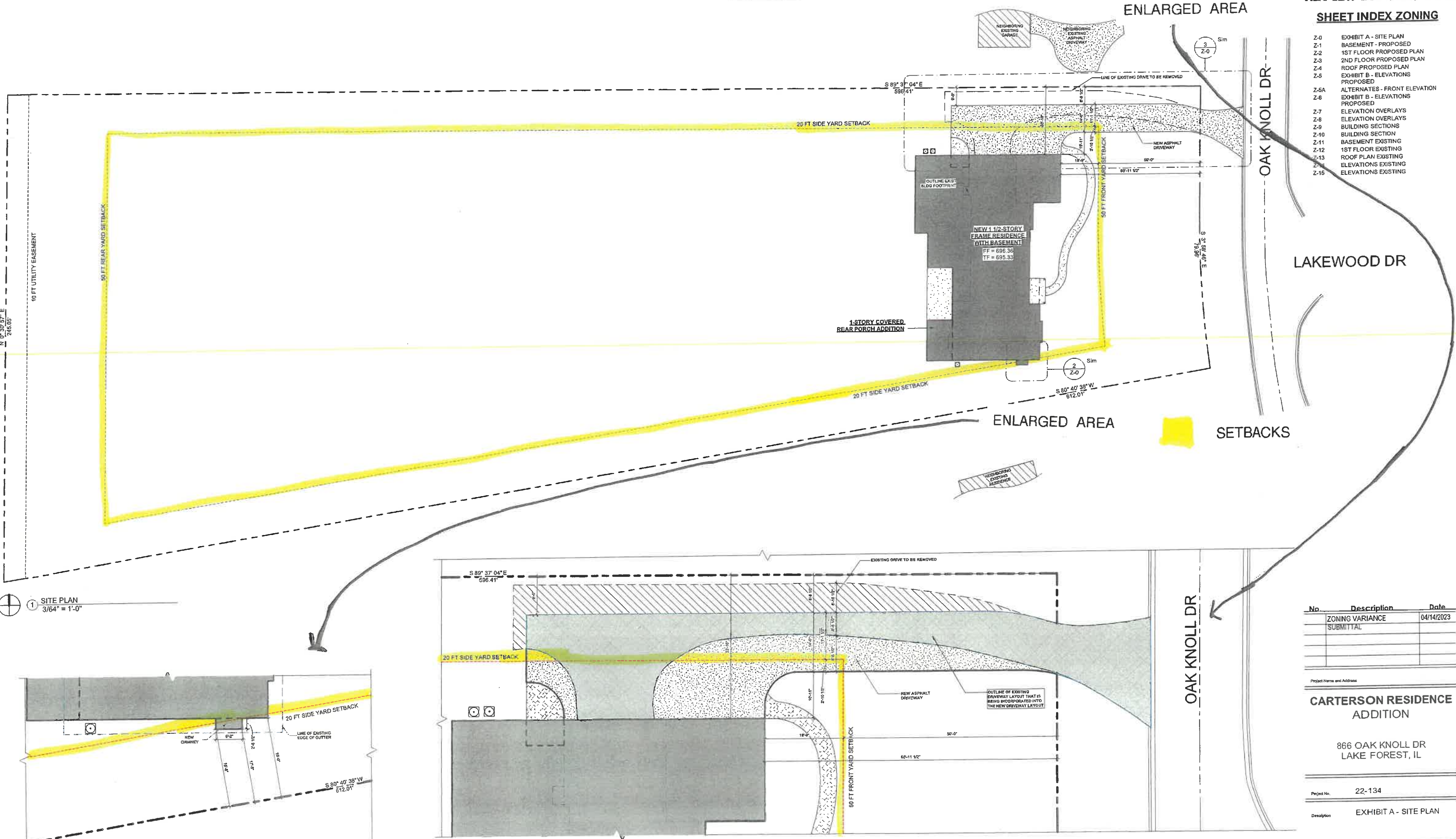
The Plans

PROPOSED SITE PLAN

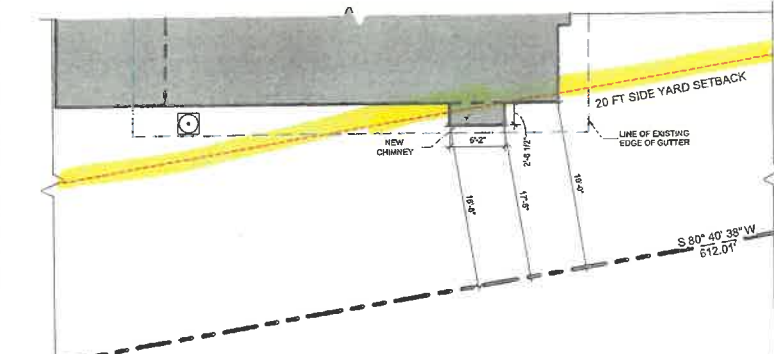


SHEET INDEX ZONING

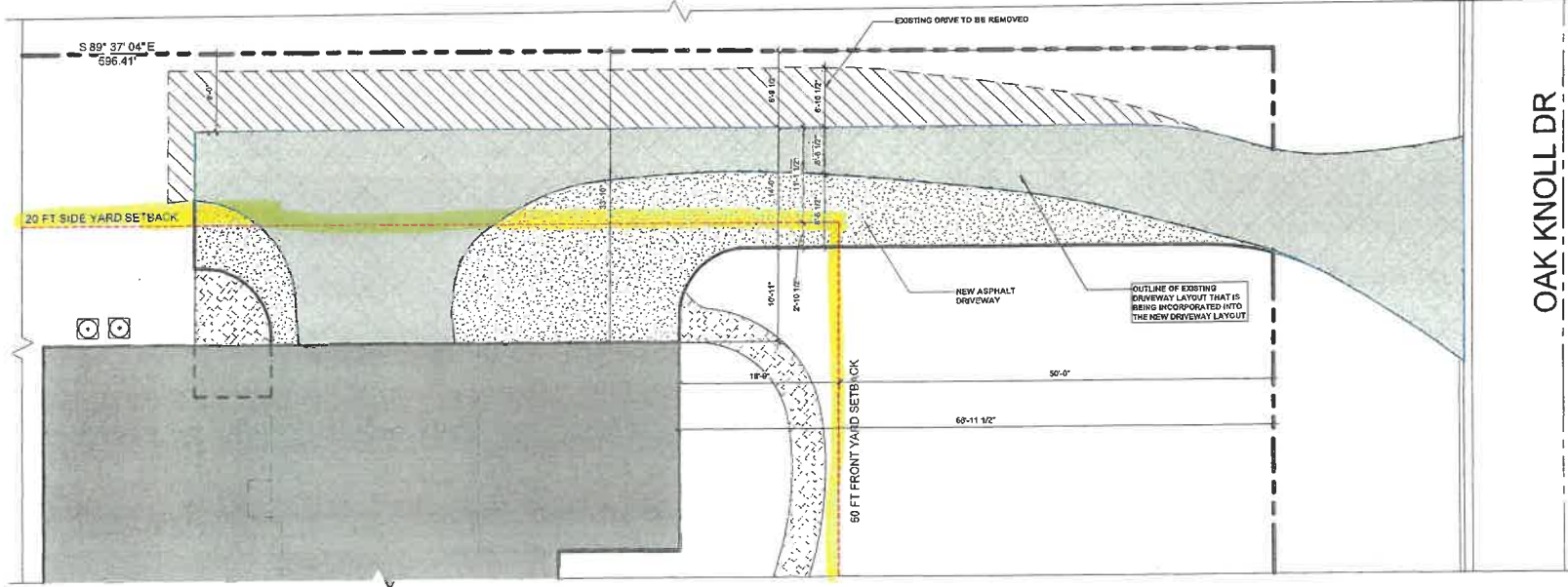
Z-0	EXHIBIT A - SITE PLAN
Z-1	BASEMENT - PROPOSED
Z-2	1ST FLOOR PROPOSED PLAN
Z-3	2ND FLOOR PROPOSED PLAN
Z-4	ROOF PROPOSED PLAN
Z-5	EXHIBIT B - ELEVATIONS PROPOSED
Z-5A	ALTERNATES - FRONT ELEVATION PROPOSED
Z-6	EXHIBIT B - ELEVATIONS PROPOSED
Z-7	ELEVATION OVERLAYS
Z-8	ELEVATION OVERLAYS
Z-9	BUILDING SECTIONS
Z-10	BUILDING SECTIONS
Z-11	BASEMENT EXISTING
Z-12	1ST FLOOR EXISTING
Z-13	ROOF PLAN EXISTING
Z-14	ELEVATIONS EXISTING
Z-15	ELEVATIONS EXISTING



1 SITE PLAN
3/64" = 1'-0"



2 SITE PLAN - SE CORNER ENLARGED
1" = 10'-0"



3 SITE PLAN - DRIVEWAY ENLARGED
1" = 10'-0"

No.	Description	Date
1	ZONING VARIANCE SUBMITTAL	04/14/2023

Project Name and Address

CARTERSON RESIDENCE
ADDITION

866 OAK KNOLL DR
LAKE FOREST, IL

Project No. 22-134

Description EXHIBIT A - SITE PLAN

Sheet Z-0