VILLAGE OF
LINCOLNSHIRE

MINUTES
ARCHITECTURAL REVIEW BOARD
Tuesday, August 25, 2026

Present:

Chair Kennerley
Member Lazarus
Member Malhotra
Member McCall
Member Merrifield
Member Santosuosso
Alternate Member Chung
Alternate Member Shao
Trustee Liaison Raizin
Assistant Village Manager/Community & Economic Development Director Davies
Planning & Development Manager Zozulya

1.0 ROLL CALL

Chair Kennerley called the Architectural Review Board (ARB) meeting to order at 7:03 p.m. Planning & Development Manager (PDM) Zozulya called the roll and declared a quorum present.

Chair Kennerley welcomed Allan Chung, the new alternate member, appointed to the ARB by the Village Board in June 2026. Chair Kennerley noted the ARB is now fully staffed and expressed her appreciation to all members for their service and contributions.

2.0 APPROVAL OF MINUTES

2.1 Approval of the June 16, 2026, Architectural Review Board Meeting Minutes

Member Santosuosso moved to approve the minutes as submitted, and Member McCall seconded the motion. The motion passed unanimously by voice vote.

3.0 ITEMS OF GENERAL BUSINESS

3.1 Consideration and Approval of Parking Lot Design and Exterior Building Modifications (121 Schelter Road – Fitzgerald Architecture Planning Design/TZ Properties LLC)

PDM Zozulya stated the petitioner received Village approvals for a rear building expansion in 2023. However, the owners decided not to move forward with construction after determining a parking expansion would better support their business operations. The current parking expansion request includes a setback variance for the north property line which the Zoning Board recommended in favor of. The request in front of the ARB is for the design review and approval which does not

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require final consideration and approval of the Village Board. The Village Board will, however, have final approval on the zoning variance.

Ms. Daniela Fitzgerald of Fitzgerald Architecture Planning Design, representing the petitioner, reviewed the existing and proposed parking lot configuration, lighting, trash enclosure, overhead doors, and tree removal and installation.

Member McCall asked whether the existing parking spaces in the front would be retained. Ms. Fitzgerald explained the front parking lot and parallel spaces will be reconfigured and brought into compliance.

Member Lazarus commended the building architectural design but expressed concern about the amount of hard surface and drainage impacts. Ms. Fitzgerald stated engineering calculations and drainage studies show no negative effects. PDM Zozulya added the Lake County Stormwater Management Commission will sign off on the project before any permits are issued, following final Village Board approval.

Alternate Member Chung noted the landscaping and engineering plans do not reflect the updated trash enclosure location. Ms. Fitzgerald acknowledged the issue and stated it will be corrected. He also suggested adding a bollard near the rear man as a barrier, which Ms. Fitzgerald said the team would consider.

Alternate Member Shao asked whether trucks can safely maneuver in and out of the site and whether customers would access the rear of the property. Business owner TJ Zizzo stated truck movement should not pose issues, and customers will not access the rear, adding company employees will bring vehicles to the front.

Member Malhotra asked whether only company employees will use the rear loading dock. Mr. Zizzo replied affirmatively.

Member Santosuosso noted the incorrect trash enclosure location shown on the landscaping plans.

Chair Kennerley confirmed the removal of 16 existing trees and the planting of two new deciduous trees. She encouraged planting evergreen trees and shrubs, particularly along the south property line adjacent to the post office, to improve year-round screening. She suggested a total of six trees and shrubs as a reasonable target.

Member Lazarus moved and Member McCall seconded the motion to approve the proposed rear parking lot design and building modifications with the condition to add a truck turning radius diagram, a protective bollard near the rear door, and evergreen trees and shrubs. The motion passed unanimously by voice vote.

4.0 UNFINISHED BUSINESS

None.

5.0 NEW BUSINESS

None.

6.0 CITIZENS COMMENTS

None.

7.0 ADJOURNMENT

Chair Kennerley declared the meeting adjourned at 7:34 p.m.

Minutes submitted by Tonya Zozulya, Planning & Development Manager.