

# lake effect

ARCHITECTS, INC.

September 4, 2020

Mr. James Hogue  
Village of Long Grove  
3110 Old McHenry Road  
Long Grove, Illinois 60047

Re: 7031 North Willow Spring Rd. Long Grove

Jim,

With the upcoming PCZBA meeting on October 6th, I have attached the following information for your review:

- Plan Commission Zoning Board of Appeals Application
- Filing fees
- Statement of Intent to the Chair of the PCZBA
- Copy of the slides of the PowerPoint Presentation
- Copy of the Schematic Design of the house addition

Due to the file size of the Powerpoint file, I was unable to email it to you. I can get you a copy of the PowerPoint presentation file on a jump drive or if the Village has a dropbox capability I can send it to you that way. At the PCZBA meeting in October my understanding is that Zoom will be the platform for the meeting. If so can the Village display the PowerPoint presentation for me? I have signed onto Zoom meetings in the past, but I have not used a PowerPoint presentation on the Zoom platform. Any help and/or guidance would be greatly appreciated.

Please let me know if any additional information is needed.

Cordially,  
LAKE EFFECT ARCHITECTS, INC.



Robert D. Douglass, Architect