

Lake County Illinois

*Lake County Courthouse and Administrative Complex
18 N. County Street
Waukegan, IL 60085-4351*



Meeting Minutes - Final

Wednesday, November 1, 2023

10:30 AM

**or 10 minutes after the conclusion of the Public Works and
Transportation Committee, whichever is later.**

**Assembly Room, 10th Floor or register for remote attendance at
<https://bit.ly/3SbyDoC>**

**Planning, Building, Zoning and Environment
Committee**

PUBLIC ATTENDANCE: The public can attend Lake County Committee and Board meetings (two options):

- (1) In-person attendance is on the 10th Floor of the County Administrative Tower (9th Floor, if necessary), 18 N. County Street, Waukegan, Illinois.
- (2) Remote attendance through an electronic conferencing application (register via the link on the front page of the agenda).

RECORDING: Meetings, to include Public Comment, will be recorded.

PUBLIC COMMENT:

Time is reserved near the beginning of the meeting for all Public Comment. At the Chair's discretion, Public Comment for an item(s) on the agenda may be presented during consideration of that specific item. Public Comment will proceed in the following order: (1) Public Comment by individuals in attendance and then (2) Public Comment by individuals attending remotely through an electronic conferencing application. Individuals may provide written Public Comment that must be received by 3:00 p.m. the day prior to the meeting (emailed to PublicComment@Lakecountyil.gov or delivered to the County Board Office 18. N. County Street, Waukegan, Illinois, (10th floor)). Written comments will be circulated to the Members, but not read aloud.

Individuals providing Public Comment will provide the following information:

Meeting: Planning, Building, Zoning and Environment Committee
(Subject line for written Public Comment)

Topic or Agenda Item #: (REQUIRED)

Name: (REQUIRED)

Organization/Entity Represented: (REQUIRED) ("Self" if representing self)

Street Address, City, State: (Optional)

Phone Number: (Optional)

Email: May be REQUIRED for remote attendance

1. Call to Order

Chair Vealitzek called the meeting to order at 10:36 a.m.

2. Pledge of Allegiance

Member Altenberg led the Pledge of Allegiance.

3. Roll Call of Members

Present 6 - Member Altenberg, Member Frank, Vice Chair Pedersen, Member Schlick,
Chair Vealitzek and Member Wasik

Absent 1 - Member Roberts

**Electronic Attendance: Member Frank*

Other Attendees:

In Person:

Bailey Wyatt, Communications

Brad Denz, Planning, Building and Development

Dawn Selleck, Public

Eric Waggoner, Planning, Building and Development

Gary Gibson, County Administrator's Office

Jeff Levrant, JFMC Facilities Corporation

John Cassara, Public

John Kadlec, Public

Justine Gilbert, Communications

Karen Nomovicz, Public

Kathy Kadlec, Public

Kevin Hanzel, Public

Kevin Quinn, Communications

Krista Barkley Braun, Planning, Building and Development

Lisle Stalter, State's Attorney's Office

Matt Meyers, County Administrator's Office

Rich Namovicz, Public

Theresa Glatzhofer, County Board Office

Electronically:

Abby Krakow, Communications

Brett Rogers, Public

Eric Steffen, Planning, Building and Development

Fernando Gertzenstein, JFMC Facilities Corporation

Frank Olson, Planning, Building and Development

Jaclyn Melka, Public

James Hawkins, County Administrator's Office

Janna Philipp, County Administrator's Office

*Jennifer Zislis, JCC Chicago-Sunrise Day Camp
Kristy Cechini, County Board Office
Patrice Sutton, Finance
Paul Frank, Board Member
RuthAnne Hall, Purchasing
Scott Puma, Ancel Glink
ShaTin Gibbs, Finance
Stacy Davis-Wynn, Purchasing
Taylor Gendel, Planning, Building and Development
Tom Duensing, Public*

4. Addenda to the Agenda

There were no additions or amendments to the agenda.

5. Public Comment

Public comments were heard during their respective agenda items.

6. Chair's Remarks

There were no Chair remarks.

7. Unfinished Business

7.1 [23-0327](#)

Resolution to vacate an unimproved portion of Midway Street located in the Allen City Subdivision in Cuba Township.

Attachments: [000742 Midway St PBZE report 03-01-23 \(FINAL\)](#)

[Location Map - Midway Street](#)

[Midway St Plat of Vacation](#)

[Powerpoint Midway Street Vacation \(FINAL\)](#)

[000742 - 2022 Vacation Minutes - Midway St](#)

[Allen City Subdivision Plat 1925.pdf](#)

Brad Denz and Krista Barkley Braun, Planning, Building and Development (PB&D), gave a brief overview about the vacation request for an unimproved portion of Midway Street, located in the Allen City Subdivision of Cuba Township. Ms. Barkley Braun noted that no agreement has been reached between the applicant and the Township.

Public comment was provided by: John Kadlec, Kathy Kadlec, John Cassara, Kevin Hanzel, Dawn Selleck, Brett Rogers, Scott Puma, and Tom Duensing.

Discussion ensued.

A motion was made by Member Schlick, seconded by Member Wasik, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Altenberg, Member Frank, Vice Chair Pedersen, Member Schlick,
Chair Vealitzek and Member Wasik

Absent: 1 - Member Roberts

8. New Business

CONSENT AGENDA (Items 8.1 - 8.2)

MINUTES

8.1 [23-1591](#)

Committee action approving the Planning, Building, Zoning and Environment Committee minutes from September 27, 2023.

Attachments: [PBZ&E 9.27.23 Final Minutes](#)

A motion was made by Member Wasik, seconded by Member Altenberg, that these minutes be approved. The motion carried by the following voice vote:

Aye: 6 - Member Altenberg, Member Frank, Vice Chair Pedersen, Member Schlick,
Chair Vealitzek and Member Wasik

Absent: 1 - Member Roberts

8.2 [23-1592](#)

Committee action approving the Planning, Building, Zoning and Environment Committee minutes from October 4, 2023.

Attachments: [PBZ&E 10.4.23 Final Minutes](#)

A motion was made by Member Wasik, seconded by Member Altenberg, that these minutes be approved. The motion carried by the following voice vote:

Aye: 6 - Member Altenberg, Member Frank, Vice Chair Pedersen, Member Schlick,
Chair Vealitzek and Member Wasik

Absent: 1 - Member Roberts

REGULAR AGENDA

PLANNING, BUILDING AND DEVELOPMENT

8.3 [23-1583](#)

Committee action approving a minor modification to a Conditional Use Permit (CUP) for Planned Unit Development (PUD) #3455 to allow additional on-site improvements - District 18.

Attachments: [000910 Presentation Sunrise Day Camp](#)
[000910 Aerial Map Sunrise Day Camp](#)
[000910 Site Plan Sunrise Day Camp](#)
[000910 Info Paper Sunrise Day Camp.pdf](#)

Brad Denz and Krista Barkley Braun, Planning, Building and Development (PB&D), gave

a brief overview about the request for minor modification to a Conditional Use Permit (CUP) for Planned Unit Development (PUD) #3455. Mr. Denz noted that staff recommends approval of the modification.

Public comment was provided by Jeff Levrant.

Discussion ensued.

A motion was made by Member Altenberg, seconded by Member Schlick, that this committee action be approved. The motion carried by the following voice vote:

Aye: 6 - Member Altenberg, Member Frank, Vice Chair Pedersen, Member Schlick, Chair Vealitzek and Member Wasik

Absent: 1 - Member Roberts

8.4 [23-1584](#)

Committee action amending the final plat relating to Lots 5, 16, 17, 18, 36, and 37 in the Warren H. Fales Columbia Bay Estates Subdivision - District 5.

Attachments: [PTL 000877-2023 Presentation](#)
 [PTL 000877-2023 Aerial](#)
 [PTL 000877-20236 Plat Amendment](#)
 [PTL 000877-2023 Info Paper.pdf](#)

Brad Denz and Krista Barkley Braun, Planning, Building and Development (PB&D), gave a brief overview of the proposed amendment to the final plat relating to lots 5, 16, 17, 18, 36, and 37 in the Warren H. Fales Columbia Bay Estates Subdivision. Mr. Denz noted that staff recommends approval of this proposed amendment.

Discussion ensued.

A motion was made by Member Schlick, seconded by Member Wasik, that this committee action be approved. The motion carried by the following voice vote:

Aye: 6 - Member Altenberg, Member Frank, Vice Chair Pedersen, Member Schlick, Chair Vealitzek and Member Wasik

Absent: 1 - Member Roberts

8.5 [23-0010](#)

Director's Report - Planning, Building and Development.

Eric Waggoner, Planning, Building and Development (PB&D) Director, noted that staff has completed their research with Openlands regarding increasing native vegetation in the County's ordinance. Director Waggoner further noted that highlights of a draft of fill-grade amendments will also be forthcoming.

Lastly, Director Waggoner introduced Bob Springer, Deputy Director of PB&D, to recognize him for his years of service to Lake County, as he will be retiring. Director

Waggoner also explained that Mr. Springer has trained the following staff to take over his job responsibilities in the interim: Krista Barkley Braun, Interim Deputy Director/Zoning Administrator, Eva Donev, Interim Building Official, and Eric Tooke, Interim Code Enforcement Programs Manager.

ENVIRONMENTAL SUSTAINABILITY

8.6 [23-1612](#)

Presentation and Discussion on modification to Farmer's Fridge service in Lake County facilities.

Attachments: [Farmer's Fridge 6 Month Sales Report](#)

Robin Grooms, Sustainability Programs Manager, gave a presentation regarding the Farmer's Fridge service provided in Lake County facilities. Ms. Grooms noted that the staff recommendation is to remove the Farmer's Fridge in Libertyville and to retain the Farmer's Fridge in Waukegan at this time.

Discussion ensued.

Ms. Grooms also provided an update regarding inviting Hawthorn Woods to speak about the dark sky initiative.

9. County Administrator's Report

There was no County Administrator's report.

10. Executive Session

The Committee entered Executive Session at 11:36 a.m.

A motion was made by Member Altenberg, seconded by Vice Chair Pedersen, that the Committee go into executive session. The motion carried by the following roll call vote:

Aye: 6 - Member Altenberg, Member Frank, Vice Chair Pedersen, Member Schlick, Chair Vealitzek and Member Wasik

Absent: 1 - Member Roberts

10.1 [23-1599](#)

Executive session to discuss a personnel matter pursuant to 5 ILCS 120/2 (c)(1).

10.2 [23-1601](#)

Executive Session to review closed session minutes pursuant to 5 ILCS 120/2 (c) (21).

10.2 [23-1602](#)

A

Committee action regarding periodic review of closed session minutes.

Regular Session resumed at 11:54 a.m. Action was taken outside of Executive Session.

A motion was made by Member Altenberg, seconded by Member Wasik, to accept and follow the State's Attorney's recommended guidelines. The motion carried by

the following voice vote:

Aye: 6 - Member Altenberg, Member Frank, Vice Chair Pedersen, Member Schlick,
Chair Vealitzek and Member Wasik

Absent: 1 - Member Roberts

11. Member Remarks and Requests

There were no remarks from members.

12. Adjournment

Chair Vealitzek declared the meeting adjourned at 11:56 a.m.

Next Meeting: November 8, 2023

Meeting minutes prepared by Theresa Glatzhofer.