

# **Lake County Illinois**

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



## **Agenda Report - Final**

**Wednesday, June 25, 2025**

**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/4n5bt0a>**

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

**PUBLIC ATTENDANCE:** The public can attend Lake County Committee and Board meetings in one of two ways:

- (1) In-person attendance is on the 10th Floor of the County Administrative Tower, 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:**

An opportunity for Public Comment will be provided during the meeting in accordance with the Lake County Board Rules of Order and Operational Procedures. At the time of Public Comment, it 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](mailto: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.

**PLEASE NOTE:** An individual is allowed 3 minutes total for one or more public comments.

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
2. Pledge of Allegiance
3. Roll Call of Members
4. Addenda to the Agenda
5. Public Comment
6. Chair's Remarks
7. Unfinished Business
8. New Business

**CONSENT AGENDA (Items 8.1 - 8.2)**

**\*MINUTES\***

8.1 [25-0853](#)

Committee action approving the Planning, Building, Zoning and Environment Committee minutes from May 28, 2025.

**Attachments:** [PBZ&E 5.28.25 Final Minutes](#)

8.2 [25-0854](#)

Committee action approving the Planning, Building, Zoning and Environment Committee minutes from June 4, 2025.

**Attachments:** [PBZ&E 6.4.25 Final Minutes](#)

**REGULAR AGENDA**

**\*ENVIRONMENTAL SUSTAINABILITY\***

8.3 [25-0876](#)

Joint resolution approving a contract with Living Habitats, LLC, Chicago, Illinois, for Professional Landscape Master Plan Design Services for Lake County in the amount of \$119,630 and authorizing a line-item transfer between General Operating Expense and the County Administrator's Office.

- A Statement of Interest (SOI) was issued to seek a landscape architect or engineering firm to create a landscape plan that preserves or enhances the appearances of the Libertyville Campus with the intention of setting standards for the wider portfolio of Lake County Facilities.
- The Lake County Purchasing Division received SOIs from 10 vendors, and interviews were held with the top three ranked firms.
- In accordance with the Local Government Professional Services Selection Act Living Habitats, LLC was selected as the most qualified firm.

- This agreement is for Phase 1 Analysis and Schematic Design for the former Winchester House site.
- The resolution authorizes a line-item transfer in the amount of \$60,428 from consultants in General Operating Expense to consultants in the County Administrator's Office Sustainability budget.

**Attachments:** [SOI 25191 VDS](#)

[Summary ScoreMatrix](#)

[LIT Landscape Master Plan](#)

[2025-06-13 SOI#25191 Professional Landscape Master Plan Design Ser](#)

**8.4** [25-0875](#)

Presentation on annual greenhouse gas inventory for the year 2024.

- The 2020 Net-Zero resolution commits Lake County to publicly reporting progress toward goals on an annual basis.
- Staff have prepared an informational presentation documenting the greenhouse gas emissions from County operations for the year 2024 and progress towards reduction goals since the established baseline.

**Attachments:** [Greenhouse Gas Inventory - 2024 Emissions \(Revised 6 18 25\)](#)

**\*PLANNING, BUILDING AND DEVELOPMENT\***

**8.5** [25-0846](#)

Resolution directing the Lake County Zoning Board of Appeals to conduct a public hearing on proposed text amendments to Chapter 151 of the Lake County, Illinois, Code of Ordinances relating to posted notice requirements in unincorporated Lake County.

- Staff has conducted research regarding posted notice requirements for public hearings to be held for Zoning Board of Appeals (ZBA) applications such as variation requests and conditional use permits.
- Staff would like to alter current requirements for posted notices to allow for the use of reusable signs to improve sign durability and reduce overall waste and cost for noticing the public.
- The proposed amendments have been formatted into a draft as reflected in "Exhibit A".
- A resolution has been prepared for County Board action directing the ZBA to conduct a public hearing on the proposed amendments.

**Attachments:** [Info Paper Public Hearing Signs Final](#)

[Exhibit A Proposed Amendments to 151.045](#)

**8.6** [25-0024](#)

Director's Report - Planning, Building and Development.

- 9. County Administrator's Report
- 10. Executive Session
- 11. Member Remarks and Requests
- 12. Adjournment

Next Meeting: July 30, 2025