

# Lake County Illinois

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



## **Agenda Report - Final**

**Wednesday, September 25, 2024**

**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/3MLMCgH>**

**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 (Item 8.1)**

**\*MINUTES\***

8.1 [24-1084](#)

Committee action approving the Planning, Building, Zoning and Environment Committee minutes from August 7, 2024.

**Attachments:** [PBZ&E 8.7.24 Final Minutes](#)

**REGULAR AGENDA**

**\*PLANNING, BUILDING & DEVELOPMENT\***

8.2 [24-1105](#)

Resolution to vacate an unimproved portion of a right-of-way located east of Olive Street in the Cartlidge and Allen's Subdivision in Grant Township.

- Christopher J. Cahill and Leon LaJeunesse, record owners, are requesting vacation of an unimproved right-of-way located east of Olive Street and between 35555, 35545, 35557 and 35539 N Olive Street, Ingleside, Illinois. The portion of unimproved right-of-way to be vacated is 16 feet wide, extends 200 feet east (average), and consists of 0.07 acres.
- The right-of-way has not been improved nor accepted by the Grant Township Highway Commissioner. The Highway Commissioner has no objections to the proposed vacation, nor has any objection been received from public utility companies.
- The Board of Vacations held a public hearing on July 18, 2024, and recommended unanimously to grant the vacation. Following a recommendation by the Planning, Building, Zoning and Environment Committee, the vacation request will proceed to the County Board for final action.

**Attachments:** [Olive St Report PTRL 000986-2024](#)

[Plat of Vacation - PTRL 000986-2024](#)

[Location Map - PTRL 000986-2024](#)

[Vacation Minutes - Olive St 000986-2024](#)

[Powerpoint Olive St Vacation PTRL 000986-2024](#)

**8.3**     **24-1245**

Resolution to vacate an unimproved portion of a right-of-way located south of Asbury Avenue in the Asbury Terrace Subdivision in Antioch Township.

- Michael A. and Sharon A. Madsen, record owners, are requesting vacation of an unimproved right-of-way located south of Asbury Avenue and adjacent to 39845 N Lakeview Road, 26157 W Elm Tree Road, and 26156 W Lotus Road, in Antioch, Illinois. The proposed right-of-way sought to be vacated is approximately 50 feet wide, extending approximately 250 feet south, and consists of approximately 0.28 acres.
- The right-of-way has not been improved nor accepted by the Antioch Township Highway Commissioner. The Highway Commissioner has no objections to the proposed vacation, nor has any objection been received from public utility companies.
- The Board of Vacations held a public hearing on July 11, 2024, and recommended unanimously to grant the vacation. Following a recommendation by the Planning, Building, Zoning and Environment Committee, the vacation request will proceed to the County Board for final action.

**Attachments:**    [000978-2024 Asbury Ave PBZE Staff Report](#)

[000978-2024 Updated Plat of Vacation](#)

[000978-2024 Location Map](#)

[000978-2024 Vacation Minutes](#)

[000978-2024 Presentation Asbury Ave Vacation](#)

**\*ENVIRONMENTAL SUSTAINABILITY\***

**8.4**     **24-1248**

Joint resolution authorizing a professional services agreement with Davey Resource Group, Inc., Kent, Ohio, to prepare a Lake County Urban and Community Forestry Plan in an amount not to exceed \$144,395.

- The 2023 Strategic Plan directs staff to implement the Lake County Regional Tree Initiative in Fiscal Year 2024 to lead in the effort to prevent further increases in global temperature, mitigate climate change effects, and protect and enhance our natural environment.
- As part of the Fiscal Year 2024 budget, funding was allocated to contract with a firm to prepare an adaptive Urban and Community Forestry Strategic Plan in alignment with the Chicago Region Trees Initiative Master Plan 2050 that directs action on making trees healthier, more abundant, more diverse, and distributed equitably throughout Lake County, and including any necessary policy

recommendations and budgetary needs for the County Board regarding urban forestry.

- A Request for Proposal was extended to 14 vendors, sealed proposals were received from three vendors.
- Based on the criteria set forth in the Request for Proposals, the evaluation committee selected Davey Resource Group, Inc., Kent, Ohio, as the most qualified and favorable proposal for Lake County.

**Attachments:** [2024-13-9 Draft Agreement#24351 Urban and Community Forestry Plan](#)  
[Final RFP 24351 Urban and Community Forestry Planning Consultation](#)  
[Post Score Matrix Summary- RFP#24351](#)  
[Davey Resource Group, Inc- Vendor Disclosure](#)

**9. County Administrator's Report**

**10. Executive Session**

**10.1 [24-1268](#)**

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

**10.2 [24-1269](#)**

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

**10.2A [24-1270](#)**

Committee action approving the Planning, Building, Zoning and Environment Committee's Executive Session minutes from November 1, 2023.

**11. Member Remarks and Requests**

**12. Adjournment**

**Next Meeting: October 2, 2024**