

Lake County Illinois

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



Minutes Report

Tuesday, January 7, 2014

8:30 AM

Assembly Room

Planning, Building and Zoning Committee

1. **CALL TO ORDER**

Chair Thomson-Carter called the meeting to order at 8:30 a.m.

Present 7 - Chair Thomson-Carter, Vice Chair Weber, Member Hart, Member Hewitt, Member Pedersen, Member Taylor and Member Wilke

Others present:

Steve Carlson - County Board Member

Barry Burton - County Administrator

Amy McEwan - Deputy County Administrator

Ryan Waller - Assistant County Administrator

Eric Waggoner - Director Planning, Building and Development Department

Lisle Stalter - State's Attorney's Office

Steve Crivello - Planning, Building and Development Department

Matt Meyers - Planning, Building and Development Department

Ashley Lucas - County Administrator's Office

Brittany Albrecht-Sloan - Planning, Building and Development Department

Patrice Sutton-Burger - Finance and Administration

Anita Patel - Finance and Administration

Tom Chefalo - Planning, Building and Development Department

David Husemoller - Planning, Building and Development Department

Megan Krueger - Planning, Building and Development Department

2. **PLEDGE OF ALLEGIANCE**

Chair Thomson-Carter asked Steve Crivello to lead the group in the Pledge of Allegiance. The Pledge of Allegiance was recited.

A motion was made by Member Taylor, seconded by Member Hewitt, that the minutes be approved. The motion carried by the following vote:

Aye: 7 - Chair Thomson-Carter, Vice Chair Weber, Member Hart, Member Hewitt, Member Pedersen, Member Taylor and Member Wilke

3. **APPROVAL OF MINUTES**

3.1 **13-1464**

Minutes from December 3, 2013.

The minutes from December 3, 2013, were circulated for the Members' signatures.

A motion was made by Member Taylor, seconded by Member Hewitt, that this item be approved. The motion carried by the following vote:

Aye: 7 - Chair Thomson-Carter, Vice Chair Weber, Member Hart, Member Hewitt, Member Pedersen, Member Taylor and Member Wilke

4. **ADDED TO AGENDA**

There were no items added to the agenda.

5. **PUBLIC COMMENT**

There were no public comments.

6. **OLD BUSINESS**

There was no old business to conduct.

7. NEW BUSINESS

UNIFIED DEVELOPMENT ORDINANCE

7.1 [14-0181](#)

Ordinance to amend the Unified Development Ordinance relating to the regulation of Medical Cannabis Cultivation Centers and Medical Cannabis Dispensaries.

- The Compassionate Use of Medical Cannabis Pilot Program Act, which became effective on January 1, 2014, will allow for the establishment of medical cannabis dispensaries and cultivation centers in Illinois upon the State's subsequent adoption of Administrative Rules within 120 days of the Act's effective date. The Act authorizes local governments (including counties) to enact "reasonable zoning regulations" to mitigate any impacts from such facilities.
- Upon adoption of the Act in 2013, the Planning, Building and Development Department convened a multi-jurisdictional medical cannabis zoning task force to develop model regulations in accordance with the Act. The task force's model zoning regulations have been finalized; the attached UDO text amendments are consistent with the model regulations.
- Staff will present to the Committee the proposed amendments to the UDO relating to the regulation of Medical Cannabis Cultivation Centers and Medical Cannabis Dispensaries in unincorporated Lake County.
- After introduction of the proposed amendments, the Committee will recommend that the County Board direct the Zoning Board of Appeals to conduct a public hearing to consider the proposed amendments.

The proposed text amendments to the Unified Development Ordinance (UDO) relating to the regulation of Medical Cannabis Cultivation Centers and Medical Cannabis Dispensaries were introduced by Brittany Albrecht-Sloan, Deputy Director, Planning, Building and Development Department.

Tom Chefalo, Planning, Building and Development Department, reviewed each of the proposed amendments in Exhibit A for the Committee and explained the reasoning behind each of the amendments.

recommended for adoption to the regular agenda

Aye: 7 - Chair Thomson-Carter, Vice Chair Weber, Member Hart, Member Hewitt, Member Pedersen, Member Taylor and Member Wilke

7.2 [13-1462](#)

Temporary Administrative Deferral for Applications for establishment of Medical Cannabis Cultivation Centers and Medical Cannabis Dispensaries.

- The Planning, Building and Development Department has proposed the Committee recommend passage of a County Board resolution directing the Zoning Board of Appeals (ZBA) to hold a public hearing on UDO text amendments governing the siting and operation of Medical Cannabis Cultivation Centers and Medical Cannabis Dispensaries in the unincorporated area.
- The UDO provides that the Planning, Building and Zoning Committee may consent to empower the Planning, Building and Development Director to place a temporary administrative deferral on all applications materially affected by proposed amendments. The temporary administrative deferral period would begin upon County Board adoption of a resolution directing the ZBA to conduct hearings on the aforementioned amendments.
- Such a temporary administrative deferral shall automatically cease upon the expiration of

120 days or upon final action by the County Board relating to the proposed amendment, whichever occurs first.

Presented by Brittany Albrecht-Sloan, Deputy Director, Planning, Building and Development Department. Ms. Albrecht-Sloan stated that this companion item would authorize the Planning, Building and Development Director to defer any development applications received while this item is under consideration. She explained that the deferral would take effect upon the County Board's adoption of the resolution directing the Zoning Board of Appeals to conduct the public hearing on February 11, 2014.

A motion was made by Member Taylor, seconded by Member Wilke, that this committee action item be approved. The motion carried by the following vote:

Aye: 7 - Chair Thomson-Carter, Vice Chair Weber, Member Hart, Member Hewitt, Member Pedersen, Member Taylor and Member Wilke

DIRECTOR'S REPORT

Eric Waggoner, Planning, Building and Development Department (PB&D) Director, stated that based on the success of the integrated permitting system PB&D continues to find methods of streamlining all service aspects under the Department to better serve the needs of the residents within Lake County. The Committee previously gave staff direction to explore ways to streamline the development review process with respect to the roles of the Zoning Board of Appeals and Regional Planning Commission. Mr. Waggoner reported on the status of staff's research on best practices and asked for the Committee's further direction in light of the presented research.

Following a brief discussion, the Committee advised Mr. Waggoner to investigate options to streamline the approval process including combining the roles of the ZBA and RPC for items currently under the review of both bodies. Mr. Waggoner stated that staff will consult the State's Attorney's Office, prepare findings based on that consultation, and bring the matter back to the Committee for further discussion.

8. EXECUTIVE SESSION

There was no executive session.

9. COUNTY ADMINISTRATOR'S REPORT

There was no County Administrator's Report.

10. ADJOURNMENT

Chair Thomson-Carter adjourned the meeting at 10:16 a.m.

Minutes prepared by Megan Krueger.

Respectfully submitted,

Chair

Vice-Chair

Planning, Building & Zoning Committee