

Lake County Illinois

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



Agenda Report - Final

Tuesday, September 6, 2011

8:30 AM

Assembly Room

Planning, Building and Zoning Committee

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes

3.1 [11-0838](#)

Minutes from August 2, 2011.

Attachments: [PBZ Minutes 08.02.11](#)

4. Public Comment
5. Added to Agenda
6. Old Business
7. New Business

Unified Development Ordinance

Subdivisions

7.1 [11-0795](#)

Committee action on a variance request from Article 10 of the Unified Development Ordinance to extend the performance period beyond the three-year time limit for the Riverside of Barrington Subdivision.

- The subdivision is located on the south side of Roberts Road across from the Fox River Forest Preserve in Wauconda Township (District 17).
- The applicant requests an extension of the performance period beyond the maximum permitted three-year period to resolve all remaining performance items.
- A recent inspection of the subdivision and a review of the record drawings by PB&D staff determined that the performance assurances cannot be released at this time, but may be released prior to the end of this year's construction season.
- The performance period should be extended until November 30, 2011, contingent upon favorable committee action.
- Staff supports the requested variation.

Administrative Adjudication

7.2 [11-0625](#)

Ordinance authorizing an administrative adjudication enforcement process for resolution of minor nuisance and animal care and control violations.

- In March 2011, the County initiated a study to evaluate the merits of adding an administrative adjudication enforcement process with the aim of expediting the resolution of minor ordinance violations and reducing the total cost of enforcement.
- A study team was formed including the County Administrator's Office, Planning, Building & Development, Population Health Services, the Sheriff's Office, along with support from Finance & Administrative Services and the States Attorney's Office.
- The study team benchmarked the other local municipal and county administrative

adjudication processes, drafted administrative adjudication procedures and developed a process cost analysis.

- On the basis of the study, the team concluded that administrative adjudication provides a clear time savings, and an increase in voluntary compliance for minor nuisance and animal care and control violations as compared to the circuit court process. The more complex or contentious cases will continue be handled through circuit court.
- Staff recommends the adoption of the Lake County Administrative Adjudication Ordinance for use in the resolution of minor nuisance and animal care and control violations is attached.

Attachments: [Lake County Administrative Adjudication Ordinance](#)

7.3 [11-0717](#)

Ordinance authorizing an amendment to the Lake County Public Nuisance Ordinance.

- Upon their relocation to the Central Permit Facility, the Planning, Building & Development and Population Health Services Departments have partnered in integrating service delivery.
- A staff team was formed to review each departments codes and ordinances and identify where there was cross-over or opportunity for joint or shared enforcement. One such opportunity was with the separate codes and enforcement procedures for the Public Nuisance, Graffiti, and the Board of Health Ordinances.
- Staff recommends these ordinances be consolidated into one Public Nuisance Ordinance that can be enforced by either department via the County's proposed Administrative Adjudication Ordinance.
- The proposed text also creates the "chronic nuisance" category as an additional violation type to provide a more effective process for the prosecution of repeat offenses.

Attachments: [Lake County Public Nuisance Ordinance](#)

7.4 [11-0792](#)

Ordinance creating the Lake County Fines and Fees Schedule associated with the Administrative Adjudication Ordinance.

- To assist with the enforcement of the proposed Lake County Administrative Adjudication Ordinance, various fines and fees are to induce timely compliance and aid in recovering cost associated with enforcement.
- These fines and fees would be imposed by a hearing officer upon a finding of liability at the conclusion of an administrative adjudication hearing.

Attachments: [Lake County Administrative Adjudication Fee Schedule](#)

Director's Report

8. Other Business

9. Executive Session

10. County Administrator's Report

11. Adjournment of the PB&Z Committee Meeting

