

Lake County Illinois

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



Meeting Minutes - Final

Tuesday, April 1, 2014

8:30 AM

Assembly Room

Planning, Building and Zoning Committee

1. CALL TO ORDER

Vice-Chair Weber called the meeting to order at 8:31 a.m.

Present 6 - Vice Chair Weber, Member Hart, Member Hewitt, Member Pedersen, Member Taylor and Member Wilke

Absent 1 - Chair Thomson-Carter

Others present:

Barry Burton - County Administrator

Amy McEwan - Deputy County Administrator

Mike Warner - Stormwater Management Commission

Brittany Albrecht-Sloan - Planning, Building and Development Department

Patty Werner - Stormwater Management Commission

Steve Crivello - Planning, Building and Development Department

Matt Meyers - Planning, Building and Development Department

Bob Springer - Planning, Building and Development Department

Ashley Lucas - County Administrator's Office

Lisle Stalter -State's Attorney's Office

RuthAnne Hall - Finance and Administration

Patrice Sutton-Burger - Finance and Administration

Anita Patel - Finance and Administration

Efren Heredia - Finance and Administration

Yvette Albarran - Finance and Administration

Andrea Cline - Stormwater Management Commission

Kimberly Mannette - Information Technology

Megan Krueger - Planning, Building and Development Department

Pam Taylor - Resident

2. PLEDGE OF ALLEGIANCE

Vice-Chair Weber asked Member Wilke to lead the group in the Pledge of Allegiance.

The Pledge of Allegiance was recited.

3. APPROVAL OF MINUTES

3.1 [14-0213](#)

Joint minutes from October 15, 2013.

Attachments: [PBZ & FA 10.15.13\(FINAL\).pdf](#)

The Joint meeting minutes from October 15, 2013, were circulated to the PB&Z Committee for the Member's signatures.

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

Aye: 6 - Vice Chair Weber, Member Hart, Member Hewitt, Member Pedersen, Member Taylor and Member Wilke

Absent: 1 - Chair Thomson-Carter

3.2 [14-0264](#)

Minutes from February 25, 2014.

Attachments: [PBZ_022514.pdf](#)

The minutes from February 25, 2014, were circulated to the PB&Z Committee for the Member's signatures.

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

Aye: 6 - Vice Chair Weber, Member Hart, Member Hewitt, Member Pedersen, Member Taylor and Member Wilke

Absent: 1 - Chair Thomson-Carter

4. ADDED TO AGENDA

There were no items added to the agenda.

5. PUBLIC COMMENT

There was no public comment.

6. OLD BUSINESS

There was no old business to conduct.

7. NEW BUSINESS

STORMWATER MANAGEMENT COMMISSION

7.1 [14-0174](#)

Ordinance adopting the Mill Creek Watershed and Flood Mitigation Plan prepared by the Lake County Stormwater Management Commission (SMC) as an Amendment to the Lake County Comprehensive Stormwater Management Plan.

Attachments: [SMC_Adoption.pdf](#)

[Mill_Creek_MunisandTownships.pdf](#)

Presented by Mike Warner, Executive Director, and Andrea Cline, Stormwater Management Commission.

A motion was made by Member Taylor, seconded by Member Pedersen, that this item be recommended for adoption to the regular agenda. The motion carried by the following vote:

Aye: 6 - Vice Chair Weber, Member Hart, Member Hewitt, Member Pedersen, Member Taylor and Member Wilke

Absent: 1 - Chair Thomson-Carter

UNIFIED DEVELOPMENT ORDINANCE

7.2 [14-0316](#)

Ordinance adopting the ICC International Building Code, 2012 (as amended), the ICC International Residential Code, 2012 (as amended), the ICC International Mechanical Code 2012, (as amended), the ICC International Fuel Gas Code 2012, (as amended), the ICC International Swimming Pool and Spa Code 2012, (as amended), the ICC International Fire Code 2012 (as amended) and the NFPA 70 National Electrical Code 2011, (as amended) and request its adoption.

Attachments: [Staff Memorandum for Building Code Ordinance.pdf](#)
[Amendments to ICC Code.pdf](#)
[Presentation Document 3-12-2014- Final Draft.pdf](#)
[Building Code Analysis.pdf](#)

Presented by Steve Crivello, Chief Engineer and Building Code Official, Planning, Building and Development Department. Mr. Crivello explained that the proposed updates to the building codes will allow commercial and residential development projects to be designed and built in a manner more consistent with most other municipalities throughout the County. This code alignment will accommodate more shared service opportunities with the surrounding municipalities.

Mr. Crivello introduced Bob Springer, Commercial Code Review for the Planning, Building and Development Department. He explained Mr. Springer was instrumental in producing the proposed code updates and would be presenting the updates to the Committee.

Mr. Springer went through each of the proposed updates and answered questions posed by the Committee regarding the changes.

A motion was made by Member Wilke, seconded by Member Pedersen, that this ordinance be approved and referred on to Financial and Administrative Committee. The motion carried by the following vote:

Aye: 6 - Vice Chair Weber, Member Hart, Member Hewitt, Member Pedersen, Member Taylor and Member Wilke

Absent: 1 - Chair Thomson-Carter

PLANNING

7.3 [14-0315](#)

Joint resolution authorizing a contract with Berry Dunn, Portland, Maine, in an amount not to exceed \$126,056 for a needs assessment and to develop requirements for the replacement of the land management, code enforcement and permitting service systems for Lake County.

Presented by Matt Meyers, Planning, Building and Development Department. Mr. Meyers explained many of the systems currently in use throughout the County and municipalities are outdated and need to be replaced. The ultimate goal is to find an all-encompassing

enterprise solution that will meet the needs of all County departments for software and mobile solutions, with the capability of interfacing with local municipalities. Berry Dunn of Portland, Maine was chosen to conduct the needs assessment and to develop requirements for the replacement of the land management, code enforcement and permitting service systems for Lake County and the municipalities based on current interactions and future integration. Berry Dunn will produce the RFP for submittal of proposals and then recommend the system best able to meet the needs of all parties involved.

Amy McEwan, Deputy County Administrator explained the overall goal is to find components that have the capability to serve the County and the surrounding municipalities if they choose to participate. System compatibility would provide advantages and shared service opportunities through software connections between County departments and the municipalities.

A motion was made by Member Hart, seconded by Member Pedersen, that this resolution be approved and referred on to Financial and Administrative Committee. The motion carried by the following vote:

Aye: 6 - Vice Chair Weber, Member Hart, Member Hewitt, Member Pedersen, Member Taylor and Member Wilke

Absent: 1 - Chair Thomson-Carter

DIRECTOR'S REPORT

There was no director's report.

8. EXECUTIVE SESSION

A motion was made by Member Hewitt, seconded by Member Wilke, to enter into executive session at 9:15 a.m. The motion carried by the following vote:

Aye: 6 - Vice Chair Weber, Member Hart, Member Hewitt, Member Pedersen, Member Taylor and Member Wilke

Absent: 1 - Chair Thomson-Carter

8.1 [14-0313](#)

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

A motion was made by Member Hewitt, seconded by Member Wilke, that the release of executive session minutes was discussed. The motion carried by the following vote:

Aye: 6 - Vice Chair Weber, Member Hart, Member Hewitt, Member Pedersen, Member Taylor and Member Wilke

Absent: 1 - Chair Thomson-Carter

EXECUTIVE SESSION

A motion was made by Member Hart, seconded by Member Hewitt, to close the

executive session at 9:19 a.m. 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

8.2 14-0301

Committee action regarding semi-annual review of closed session minutes.

A motion was made by Member Hewitt, seconded by Member Wilke to release the Executive Session Minutes as recommended by the State's Attorney's Office. The motion carried by the following vote:

Aye: 6 - Vice Chair Weber, Member Hart, Member Hewitt, Member Pedersen, Member Taylor and Member Wilke

Absent: 1 - Chair Thomson-Carter

9. COUNTY ADMINISTRATOR'S REPORT

Amy McEwan, Deputy County Administrator announced the update to the plan for the court tower will be presented at the Law and Judicial and Finance and Administrative Committees. Committee members are invited to attend.

10. ADJOURNMENT

A motion was made by Member Hewitt, seconded by Member Hart, that the meeting be adjourned at 9:23 a.m. The motion carried by the following vote:

Aye: 6 - Vice Chair Weber, Member Hart, Member Hewitt, Member Pedersen, Member Taylor and Member Wilke

Absent: 1 - Chair Thomson-Carter

Minutes prepared by Megan Krueger.

Respectfully submitted,

Chair

Vice-Chair

Planning, Building & Zoning Committee