

Lake County Illinois

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



Meeting Minutes - 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**

1. Call to Order

Chair Vealitzek called the meeting to order at 10:30 a.m.

2. Pledge of Allegiance

Chair Vealitzek led the Pledge of Allegiance.

3. Roll Call of Members

Present 6 - Member Altenberg, Member Frank, Vice Chair Pedersen, Member Schlick,
Chair Vealitzek and Member Wasik

Absent 1 - Member Roberts

Other Attendees

In Person:

Bailey Wyatt, Communications

Robin Grooms, County Administrator's Office

RuthAnne Hall, County Administrator's Office

Alex Carr, Communications

Tammy Chatman, Communications

Theresa Glatzhofer, County Board Office

Patrice Sutton, County Administrator's Office

Matt Meyers, County Administrator's Office

Vijay Gadde, Planning, Building and Development

Eric Waggoner, Planning, Building and Development

Jessica Oliver, Planning, Building and Development

Francis Olson, Planning, Building and Development

Electronically:

Janna Philipp, County Administrator's Office

Melanie Comer, Planning, Building, and Development

Eric Steffen, Planning, Building, and Development

Michael Wheeler, Finance

Taylor Gendel, Planning, Building, and Development

Natalia Fic, Planning, Building, and Development

Chris Blanding, Enterprise Information Technology

Sonia Hernandez, County Administrator's Office

Jim Hawkins, County Administrator's Office

4. Addenda to the Agenda

There were no additions or amendments to the agenda.

5. Public Comment

There were no comments from the public.

6. Chair's Remarks

There were no remarks from the Chair.

7. Unfinished Business

There was no unfinished business to discuss.

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](#)

A motion was made by Member Altenberg, seconded by Member Frank, that these minutes be approved. The motion carried by the following voice vote:

Aye: 6 - Member Altenberg, Member Frank, Vice Chair Pedersen, Member Schlick, Chair Vealitzek and Member Wasik

Absent: 1 - Member Roberts

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.

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](#)

Eric Waggoner, Director of Planning, Building and Development (PB&D), noted that this item will be presented by Vijay Gadde, Manager, PB&D, and Jessica Oliver, Planner, PB&D. Mr. Gadde provided a brief overview of the request to vacate an unimproved portion of a right-of-way located east of Olive Street in Grant Township. Ms. Oliver then provided a presentation regarding the vacation request. Discussion ensued.

A motion was made by Member Schlick, seconded by Member Wasik, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Altenberg, Member Frank, Vice Chair Pedersen, Member Schlick, Chair Vealitzek and Member Wasik

Absent: 1 - Member Roberts

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.

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](#)

Vijay Gadde, Manager, Planning, Building, & Development (PB&D), provided a brief overview of the request to vacate an unimproved portion of a right-of-way located south of Asbury Avenue in Antioch Township. Francis Olson, Planner, PB&D, then provided a presentation regarding the vacation request.

A motion was made by Vice Chair Pedersen, seconded by Member Schlick, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Altenberg, Member Frank, Vice Chair Pedersen, Member Schlick, Chair Vealitzek and Member Wasik

Absent: 1 - Member Roberts

8.3a Director's Report - Planning, Building and Development.

Eric Waggoner, Director of Planning, Building, and Development (PB&D), provided an overview of PB&D projects for future Committee consideration.

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.

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

Robin Grooms, Sustainability Programs Manager, explained that this item is an agreement to prepare a Lake County Urban and Community Forestry Plan. Discussion ensued.

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

Aye: 6 - Member Altenberg, Member Frank, Vice Chair Pedersen, Member Schlick,
Chair Vealitzek and Member Wasik

Absent: 1 - Member Roberts

9. County Administrator's Report

RuthAnne Hall, Assistant County Administrator, introduced Robin Grooms, Sustainability Programs Manager, who answered questions from the Committee regarding the American Rescue Plan Act (ARPA) funded Lake County Tree Planting Initiative. Discussion ensued.

10. Executive Session

A motion was made by Member Frank, seconded by Member Wasik, that the Committee go into Executive Session. The motion carried by the following roll call vote:

Aye: 6 - Member Altenberg, Member Frank, Vice Chair Pedersen, Member Schlick,
Chair Vealitzek and Member Wasik

Absent: 1 - Member Roberts

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).

10.2 [24-1270](#)

A

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

Action was taken outside of Executive Session.

A motion was made by Member Altenberg, seconded by Member Wasik, that these minutes be approved. The motion carried by the following voice vote:

Aye: 6 - Member Altenberg, Member Frank, Vice Chair Pedersen, Member Schlick,
Chair Vealitzek and Member Wasik

Absent: 1 - Member Roberts

11. Member Remarks and Requests

There were no remarks or requests from Members.

12. Adjournment

Chair Vealitzek declared the meeting adjourned at 11:31 a.m.

Next Meeting: October 2, 2024

Minutes prepared by Theresa Glatzhofer.