

# Lake County Illinois

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



## Meeting Minutes - Final

**Wednesday, September 3, 2025**

**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/4lxh3Gy>**

**Planning, Building, Zoning and Environment  
Committee**

**1. Call to Order**

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

**2. Pledge of Allegiance**

*Member Frank led the Pledge of Allegiance.*

**3. Roll Call of Members**

**Present** 7 - Chair Altenberg, Member Campos, Member Frank, Member Knizhnik, Vice  
Chair Pedersen, Member Schlick and Member Wasik

*Other Attendees*

*In Person:*

*Sandy Hart, County Board Chair*

*Krista Barkley Braun, Planning, Building and Development*

*Melanie Comer, Planning, Building and Development*

*Frank Olson, Planning, Building and Development*

*Eric Waggoner, Planning, Building and Development*

*RuthAnne Hall, County Administrator's Office*

*Matt Meyers, County Administrator's Office*

*Lacey Simpson, County Administrator's Office*

*Theresa Glatzhofer, County Board Office*

*Bailey Wyatt, Communications*

*Electronically:*

*Ann Maine, Board Member*

*Vijay Gadde, Planning, Building and Development*

*Eric Steffen, Planning, Building and Development*

*Michael Wheeler, Finance*

*Michael Dobrow, Illinois Realtors*

*Megan Soyka, Planning, Building and Development*

*John Muellner, Public*

*Kevin Quinn, Communications*

*Jennifer Brennan, Communications*

*Christine Sher, Stormwater Management*

*Robin Grooms, County Administrator's Office*

*Brea Barnes, Finance*

*Sonia Hernandez, 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 (Items 8.1 - 8.2)**

**\*MINUTES\***

**8.1 25-1059**

Committee action approving the Planning, Building, Zoning and Environment Committee minutes from July 30, 2025.

**Attachments:** [PBZ&E 7.30.25 Final Minutes](#)

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

**Aye:** 7 - Chair Altenberg, Member Campos, Member Frank, Member Knizhnik, Vice Chair Pedersen, Member Schlick and Member Wasik

**8.2 25-1060**

Committee action approving the Planning, Building, Zoning and Environment Committee minutes from August 6, 2025.

**Attachments:** [PBZ&E 8.6.25 Final Minutes](#)

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

**Aye:** 7 - Chair Altenberg, Member Campos, Member Frank, Member Knizhnik, Vice Chair Pedersen, Member Schlick and Member Wasik

**REGULAR AGENDA**

**\*PLANNING, BUILDING AND DEVELOPMENT\***

**8.3 25-1049**

Resolution to vacate an unimproved portion of a right-of-way located east of Lawson Road in the Fox River Springs Subdivision in Antioch Township.

**Attachments:** [001061-2025 Lawson Rd PBZE report](#)  
[PTRL-001061-2025 Vacation Minutes - Signed](#)  
[001061-2025 Powerpoint Lawson Rd Vacation PTRL](#)

*Krista Barkley Braun, Deputy Director and Zoning Administrator, Planning, Building and Development (PB&D); and Frank Olson, Planner, PB&D, provided background regarding the request to vacate an unimproved right-of-way located east of Lawson Road in the Fox River Springs Subdivision in Antioch Township.*

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

**Aye:** 7 - Chair Altenberg, Member Campos, Member Frank, Member Knizhnik, Vice Chair Pedersen, Member Schlick and Member Wasik

**8.4 [25-1050](#)**

Ordinance amending Chapter 151 of the Lake County, Illinois, Code of Ordinances relating to posted notice requirements in unincorporated Lake County.

**Attachments:**    [001114-2025 Exhibit A](#)  
                              [001114-2025 Exhibit B - ALP VERSION](#)  
                              [ZBA Resolution](#)

*Krista Barkley Braun, Deputy Director and Zoning Administrator, Planning, Building and Development (PB&D); Eric Waggoner, PB&D Director; and Melanie Comer, Planner, PB&D, provided background regarding posted notice requirements in unincorporated Lake County. Discussion ensued.*

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

**Aye:** 7 - Chair Altenberg, Member Campos, Member Frank, Member Knizhnik, Vice Chair Pedersen, Member Schlick and Member Wasik

**8.5 [25-1047](#)**

Resolution directing the Lake County Zoning Board of Appeals (ZBA) to conduct a public hearing on a comprehensive packet of proposed text amendments to Chapter 151 of the Lake County, Illinois, Code of Ordinances.

**Attachments:**    [Comprehensive Text Amendment Packet Info Paper](#)

*Krista Barkley Braun, Deputy Director and Zoning Administrator, Planning, Building and Development (PB&D) and Eric Waggoner, PB&D Director, provided background regarding a proposed comprehensive packet of proposed text amendments to Chapter 151 of the Lake County, Illinois, Code of Ordinances. Discussion ensued.*

**A motion was made by Member Knizhnik, 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:** 7 - Chair Altenberg, Member Campos, Member Frank, Member Knizhnik, Vice Chair Pedersen, Member Schlick and Member Wasik

**8.6 [25-1046](#)**

Resolution directing the Lake County Zoning Board of Appeals (ZBA) to conduct a public hearing on proposed text amendments to Chapter 151 of the Lake County, Illinois, Code of Ordinances relating to enhanced landscaping guidelines for unincorporated Lake County.

**Attachments:**    [Landscaping Amendments Info Paper](#)

*Krista Barkley Braun, Deputy Director and Zoning Administrator, Planning, Building and Development (PB&D) and Eric Waggoner, PB&D Director, provided background regarding proposed text amendments to Chapter 151 of the Lake County, Illinois, Code of Ordinances related to enhanced landscaping guidelines for unincorporated Lake County. Discussion ensued.*

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

**Aye:** 7 - Chair Altenberg, Member Campos, Member Frank, Member Knizhnik, Vice Chair Pedersen, Member Schlick and Member Wasik

**8.7    [25-0024](#)**

Director's Report - Planning, Building and Development.

*Eric Waggoner, Planning, Building and Development Director, reminded the Committee about an upcoming Lake County Affordable Housing Coalition workshop next Wednesday, September 10, 2025. Discussion ensued.*

**9.    County Administrator's Report**

*RuthAnne Hall, Assistant County Administrator, noted that a listening session pertaining to the Urban and Community Forestry Strategic Plan took place on Thursday, August 21, 2025. Assistant County Administrator Hall also provided an update regarding the Land Development Fee schedule item, noting that work is still ongoing for that item and that it will return to the Committee as Old Business once research is complete.*

**10.   Executive Session**

*The Committee did not enter into Executive Session.*

**11.   Member Remarks and Requests**

*There were no Member remarks or requests.*

**12.   Adjournment**

*Chair Altenberg declared the meeting adjourned at 11:07 a.m.*

**Next Meeting: October 8, 2025**

*Meeting minutes prepared by Theresa Glatzhofer.*

*Minutes were approved on October 8, 2025, by the Planning, Building, Zoning and Environment Committee.*