

# Lake County Illinois

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



## **Meeting Minutes - Final**

**Wednesday, November 29, 2023**

**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/3R0tVJ6>**

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

**PUBLIC ATTENDANCE:** The public can attend Lake County Committee and Board meetings (two options):

- (1) In-person attendance is on the 10th Floor of the County Administrative Tower (9th Floor, if necessary), 18 N. County Street, Waukegan, Illinois.
- (2) Remote attendance through an electronic conferencing application (register via the link on the front page of the agenda).

**RECORDING:** Meetings, to include Public Comment, will be recorded.

**PUBLIC COMMENT:**

Time is reserved near the beginning of the meeting for all Public Comment. At the Chair's discretion, Public Comment for an item(s) on the agenda may be presented during consideration of that specific item. Public Comment will proceed in the following order: (1) Public Comment by individuals in attendance and then (2) Public Comment by individuals attending remotely through an electronic conferencing application. Individuals may provide written Public Comment that must be received by 3:00 p.m. the day prior to the meeting (emailed to [PublicComment@Lakecountyil.gov](mailto:PublicComment@Lakecountyil.gov) or delivered to the County Board Office 18. N. County Street, Waukegan, Illinois, (10th floor)). Written comments will be circulated to the Members, but not read aloud.

Individuals providing Public Comment will provide the following information:

- Meeting: Planning, Building, Zoning and Environment Committee (Subject line for written Public Comment)
- Topic or Agenda Item #: (REQUIRED)
- Name: (REQUIRED)
- Organization/Entity Represented: (REQUIRED) ("Self" if representing self)
- Street Address, City, State: (Optional)
- Phone Number: (Optional)
- Email: May be REQUIRED for remote attendance

**1. Call to Order**

*Chair Vealitzek 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 - Member Altenberg, Member Frank, Vice Chair Pedersen, Member Roberts,  
Member Schlick, Chair Vealitzek and Member Wasik

*Other Attendees:*

*In Person:*

*Bailey Wyatt, Communications*

*Eric Waggoner, Planning, Building, and Development*

*Gary Gibson, County Administrator's Office*

*Kim Stewart, Village of Hawthorn Woods*

*Krista Barkley Braun, Planning, Building, and Development*

*Matt Meyers, County Administrator's Office*

*Pamela Newton, Village of Hawthorn Woods*

*Robin Grooms, County Administrator's Office*

*Sandy Hart, County Board Chair*

*Tammy Chatman, Communications*

*Theresa Glatzhofer, County Board Office*

*Electronically:*

*Beth Shapiro, Public*

*Carl Kirar, Facilities and Construction Services*

*Eric Steffen, Planning, Building, and Development*

*Janna Philipp, County Administrator's Office*

*Kristy Cechini, County Board Office*

*Lisle Stalter, State's Attorney's Office*

*Maegan Trygstad, Public*

*Michael Wheeler, Finance*

*Patrice Sutton, Finance*

*RuthAnne Hall, Purchasing*

*Stacy Davis-Wynn, Purchasing*

*Susan Pribyl, Public*

*Taylor Gendel, Planning, Building, and Development*

**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 Chair remarks.*

**7. Unfinished Business**

*There was no unfinished business to discuss.*

**8. New Business**

**CONSENT AGENDA (Item 8.1)**

**\*MINUTES\***

**8.1 [23-1727](#)**

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

**Attachments:** [PBZ&E 11.1.23 Final Minutes](#)

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

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

**Not Present:** 1 - Member Altenberg

**REGULAR AGENDA**

**\*ENVIRONMENTAL SUSTAINABILITY\***

**8.2 [23-1752](#)**

Presentation on DarkSky designation in the Village of Hawthorn Woods.

**Attachments:** [Lake County Dark Sky Presentation](#)

*Robin Grooms, Sustainability Programs Manager, and Pamela Newton, Village of Hawthorn Woods, gave a presentation regarding dark sky lighting designation.*

*Discussion ensued.*

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

**8.3 [23-1693](#)**

Committee action authorizing a Temporary Administrative Deferral for Applications related to establishment of fill/grade operations.

*Eric Waggoner, Planning, Building and Development (PB&D) Director, and Krista Barkley Braun, PB&D, provided background on the work that has been done thus far regarding the establishment of fill/grade operations. Director Waggoner also gave an overview of the requested Temporary Administrative Deferral for Applications related to establishment of fill/grade operations.*

*Discussion ensued.*

**A motion was made by Member Frank, seconded by Member Altenberg, that this committee action be approved. The motion carried by the following voice vote:**

**Aye:** 7 - Member Altenberg, Member Frank, Vice Chair Pedersen, Member Roberts, Member Schlick, Chair Vealitzek and Member Wasik

**8.4 [23-1719](#)**

Committee action to amend an agreement extending the Final Plat approval date for the Wanish Park Planned Unit Development (PUD).

**Attachments:** [Extension request](#)  
[Wanish Seventh Agreement signed](#)  
[Info Paper Wanish Park 11 29 2023](#)  
[Wanish Park PUD Final Plan](#)  
[Wanish Ext Req 11 29 23](#)

*Krista Barkley Braun, Planning, Building and Development (PB&D), provided background regarding the Wanish Park Planned Unit Development (PUD). Ms. Barkley Braun then explained the staff recommendation to extend the Final Plat approval date for the Wanish Park PUD.*

*Discussion ensued.*

**A motion was made by Member Schlick, seconded by Member Altenberg, that this committee action be approved. The motion carried by the following voice vote:**

**Aye:** 7 - Member Altenberg, Member Frank, Vice Chair Pedersen, Member Roberts, Member Schlick, Chair Vealitzek and Member Wasik

**8.5 [23-0010](#)**

Director's Report - Planning, Building and Development.

*Eric Waggoner, Planning, Building and Development (PB&D) Director, explained that staff are working on a Dark Sky ordinance and policy for the Committee's consideration and discussion. Director Waggoner also noted that discussion and policies regarding native trees and plants and bird-friendly building design will also be forthcoming.*

*Discussion ensued.*

*Member Wasik requested that a discussion regarding affordable housing appear on a future meeting agenda.*

**9. County Administrator's Report**

*There was no County Administrator's report.*

**10. Executive Session**

*The Committee did not enter into Executive Session.*

**11. Member Remarks and Requests**

*There were no remarks from members.*

**12. Adjournment**

*Chair Vealitzek declared the meeting adjourned at 11:41 a.m.*

**Next Meeting: December 6, 2023**

*Meeting minutes prepared by Theresa Glatzhofer.*