

# Lake County Illinois

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



## Meeting Minutes

Tuesday, February 5, 2013

8:30 AM

Assembly Room

**Planning, Building and Zoning Committee**

**1. CALL TO ORDER**

*Chair Thomson-Carter called the meeting to order at 8:31 a.m.*

**Present** 7 - Chair Thomson-Carter, Vice Chair Weber, Member Hart, Member Hewitt, Member Pedersen, Member Taylor and Member Wilke

*Others present:*

*Aaron Lawlor - County Board Chairman*

*Barry Burton - County Administrator*

*Amy McEwan - Deputy County Administrator*

*Ryan Waller - Assistant County Administrator*

*Mike Warner - Executive Director Stormwater Management Commission*

*Eric Waggoner - Director Planning, Building and Development Department*

*Steve Crivello - Planning, Building and Development Department*

*Matt Meyers - Planning, Building and Development Department*

*Brittany Albrecht-Sloan - Planning, Building and Development*

*Christine Gaynes - Stormwater Management Commission*

*Patrice Sutton-Burger - Finance and Administration*

*Sabrina Cotta - Finance and Administration*

*Chet Balwierczak - Information Technology*

*Megan Krueger - Planning, Building and Development Department*

**2. PLEDGE OF ALLEGIANCE**

*Chair Thomson-Carter asked Member Taylor to lead the group in the Pledge of Allegiance. The Pledge of Allegiance was recited.*

**3. APPROVAL OF MINUTES**

**3.1 13-0096**

Minutes from January 8, 2013.

*The Minutes from January 8, 2013, were circulated to the PB&Z Committee for the Members' signatures.*

**A motion was made by Member Hewitt, seconded by Member Wilke, that the minutes be approved. 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

**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**

**7.1 13-0128**

Joint resolution authorizing emergency appropriations for FY 2013 in various funds for certain projects, items and activities, which were budgeted in the prior year and not completed.

*Presented by Patrice Sutton-Burger, Finance and Administrative Services Department. Ms. Sutton-Burger provided a breakdown of the budget carryovers from Fiscal Year 2012, which included expenses and revenues for the Planning, Building and Development Department and the Stormwater Management Commission.*

**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:** 7 - Chair Thomson-Carter, Vice Chair Weber, Member Hart, Member Hewitt, Member Pedersen, Member Taylor and Member Wilke

**7.2 13-0129**

Joint resolution authorizing line-item transfers between various funds for the purpose of transferring previously approved funds in 2012.

*Presented by Patrice Sutton-Burger, Finance and Administrative Services. She announced there were no line item transfers from the FY2012 budget for either of the aforementioned departments; Item 7.2 was pulled from the agenda.*

**This matter was removed from the agenda.**

**STORMWATER MANAGEMENT COMMISSION**

**7.3 13-0102**

Joint ordinance authorizing the amount of \$2,760,000 in the Stormwater Management Commission budget (Fund 212) to be utilized for the purpose of purchasing the Gurnee Grade School. The amount will be reimbursed through a grant awarded by the Illinois Department of Commerce and Economic Opportunity for the acquisition and demolition of the Gurnee Grade School, District 56, 900 Kilbourne Road, Gurnee, Illinois, Lake County.

*Presented by Mike Warner, Executive Director, and Chris Gaynes, Stormwater Management Commission. Ms. Gaynes advised the Committee that the grant, in the amount of \$2,760,000, would be used for the acquisition and demolition of the Gurnee Grade School. She went on to say that this property is highly floodprone, which caused health issues for and displacement of many students in the local area.*

**A motion was made by Member Taylor, seconded by Member Hart, that this ordinance resolution be approved and referred on to Financial and Administrative Committee. 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

**7.4 13-0105**

Joint resolution authorizing an emergency appropriation in the amount of \$977,736 in the

Stormwater Management Commission budget (Fund 212) to be reimbursed by the Illinois Emergency Management Agency for the acquisition and demolition of five (5) floodprone properties throughout Lake County.

*Presented by Mike Warner, Executive Director, Stormwater Management Commission. Mr. Warner stated the emergency appropriation in the amount of \$977,736, would be provided by the Illinois Emergency Management Agency, and used for the acquisition and demolition of five additional floodprone properties throughout Lake County.*

**A motion was made by Member Hewitt, seconded by Member Hart, that this resolution be approved and referred on to Financial and Administrative Committee.**

**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

#### **PERMITS AND ENFORCEMENT**

##### **7.5 13-0121**

Joint resolution authorizing the State's Attorney of Lake County to institute legal action against certain named properties for the demolition of dangerous and unsafe or uncompleted and abandoned structures on said properties.

*Presented by Brittany Albrecht-Sloan, Interim Zoning Administrator, Planning, Building and Development Department. Ms. Albrecht-Sloan explained that this resolution is a request to take legal action against an owner whose property has been abandoned and contains a dangerous or unsafe structure, in particular, a dilapidated, single family dwelling with a shed roof.*

**A motion was made by Member Weber, seconded by Member Wilke, that this resolution be approved and referred on to Financial and Administrative Committee.**

**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

#### **DIRECTOR'S REPORT**

*Eric Waggoner, Director, Planning, Building and Development Department introduced Brittany Albrecht-Sloan, the Interim Lake County Zoning Administrator replacing Dusty Powell who retired last week.*

*Ms. Albrecht-Sloan previewed several agenda items that will be presented to the Committee in Q2 2013 including ordinance updates for local food, streamlining amendments, further discussion on staff's vacant nuisance property registration concept, and additional areas of enforcement under Administrative Adjudication.*

*Ms. Albrecht-Sloan also reminded the Committee that Horizon Centre, the County's integrated permitting consultant, will return within the quarter to conduct a post-implementation evaluation of the County's current integrated permitting system.*

#### **8. EXECUTIVE SESSION**

*There was no executive session.*

**9. COUNTY ADMINISTRATOR'S REPORT**

*There was no County Administrator's report.*

**10. ADJOURNMENT**

*Chair Thomson-Carter adjourned the meeting at 9:08 a.m.*

*Minutes prepared by Megan Krueger.*

*Respectfully submitted,*

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*Chair*

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*Vice-Chair*

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*Planning, Building & Zoning Committee*