

# Lake County Illinois

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



## Minutes Report

Tuesday, March 3, 2009

8:30 AM

Assembly Room

**Planning, Building and Zoning Committee**

**1.0 Call to Order**

*The meeting was called to order by Chairman Newton at 8:34 a.m. Roll call was taken with Members Carlson, Gravenhorst, Mountsier, Newton, and Wilke present, constituting a quorum.*

*Staff Present: Brittany Albrecht, Steve Crivello, Brad Denz, Bill Hunt, Megan Krueger, Mike Kuhar, Pat Tierney, Philip Rovang, Eric Waggoner*

*Others: Barry Burton - County Administrator, Dusty Powell - County Administrator's Office, Mike Warner - Stormwater Management Commission, Patty Werner - Stormwater Management Commission, Gary Gordon - OMB*

**Present** 4 - Member Carlson, Member Wilke, Chair Newton and Vice Chair Mountsier

**Absent** 3 - Member Hewitt, Member Sabonjian and Member Gravenhorst

**2.0 Pledge of Allegiance**

*The group recited the Pledge of Allegiance.*

**3.0 Minutes**

**3.1 09-1229**

Minutes from the February 3, 2009 PB&Z Committee Meeting

*Motion to approve the minutes from the February 3, 2009 PB&Z Committee Meeting by Member Wilke, seconded by Member Mountsier. Motion passed.*

**approved**

**Aye:** 3 - Member Wilke, Chair Newton and Vice Chair Mountsier

**Abstain:** 1 - Member Carlson

**4.0 Added to Agenda Items**

*Member Sabonjian entered the meeting at 8:36 a.m.*

*There were no items to be added to the agenda.*

**Present** 5 - Member Carlson, Member Wilke, Chair Newton, Member Sabonjian and Vice Chair Mountsier

**Absent** 2 - Member Hewitt and Member Gravenhorst

**5.0 Public Comments - Items not on the Agenda**

*There were no items for public comment.*

**6.0 Chair's Remarks**

*Chairman Newton stated that she will be attending the NACo Annual Convention beginning next week. She will update the Committee at the next meeting at which she is in attendance.*

**6.1 Members' Remarks**

*Member Wilke stated that he has some information to provide to staff regarding the use of wind turbines. He will provide the information following the meeting.*

*Mr. Gary Gordon stated that the energy audit was planned as a year long project, and while the first phase is done, the audit continues through fall 2009. He went on to say that he has received an initial report, but has not yet determined the costing for the list of projects provided. He intends to have that information very soon including a list of projects with which to begin.*

**7.0 Old Business**

*There was no old business to conduct.*

**8.0 Public Informational Meetings and Related Actions**

*There were no public informational meetings.*

**9.0 Stormwater Management Commission**

*Member Gravenhorst entered the meeting at 8:56 a.m.*

**Present** 6 - Member Carlson, Member Wilke, Chair Newton, Member Sabonjian, Vice Chair Mountsier and Member Gravenhorst

**Absent** 1 - Member Hewitt

**9.1 09-1238**

An Ordinance adopting the Indian Creek, Bull Creek-Bull's Brook and Fish Lake Drain Watershed-Based Plans prepared by the Lake County Stormwater Management Commission (SMC) as an Amendment to the Lake County Comprehensive Stormwater Management Plan.

- Once adopted, the Indian Creek, Bull Creek-Bull's Brook and Fish Lake Drain Watershed-Based Plans (Plans) will become an amendment to the Lake County Comprehensive Stormwater Management Plan.
- The Plans were developed to provide a "blueprint" for reducing flood damages, improving water quality and protecting natural resources. The Plans are intended to assist private citizens and local, State, and Federal governments to better manage the water resources of these watersheds in a cost-effective and environmentally sound manner.
- The Plans were developed through a cooperative effort between the Lake County Stormwater Management Commission and stakeholder representatives in each of the watersheds.
- The Lake County Stormwater Management Commission approved the Indian Creek Watershed-Based Plan on November 6, 2008 and the Bull Creek-Bull's Brook and Fish Lake Drain Watershed-Based Plans on February 5, 2009.

*Mr. Mike Warner presented the staff report on the ordinance adopting the Indian Creek, Bull Creek-Bull's Brook and Fish Lake Drain Watershed-Based plans prepared by the Lake County Stormwater Management Commission as an amendment to the Lake County Comprehensive Stormwater Management Plan.*

*Motion to approve the amendments to the Lake County Comprehensive Stormwater Management Plan regarding Indian Creek, Bull Creek-Bull's Brook and Fish Lake Drain Watershed-Based plans by Member Mountsier, seconded by Member Sabonjian. Motion passed.*

**recommended for adoption to the regular agenda**

**Aye:** 6 - Member Carlson, Member Wilke, Chair Newton, Member Sabonjian, Vice Chair Mountsier and Member Gravenhorst

**10.0 Unified Development Ordinance**

**10.1 Subdivisions**

**10.1.1 09-1258**

**Leese's Acres Subdivision - Variation Requests  
Vernon Township - District 21**

- Proposed 2-lot conventional detached residential subdivision on approximately 5.03 acres, located on the east side of Elm Road approximately ¼ mile north of State Route 22 in Vernon Township.
- A variation from Section 10.19.3.C and 10.19.4.C of the UDO, to postpone providing the subdivision assurances until a buyer for the new lot has been established and has applied for a building permit for a single-family dwelling.
- The Staff Review Committee is opposed to granting the variation. The variation is not necessary as the applicant could simply delay the recordation of the Final Plat of Subdivision until they have a buyer for the lot. Denying the variation will not prevent the petitioner's ability to subdivide the property.

*Mr. Brad Denz presented the staff report on the variation requests by Leese's Acres Subdivision regarding the recordation of the subdivision plat.*

*Mr. Leese stated that he has lived on this parcel for most of his lifetime. He went on to say that he has had significant expense due to floodplain investigation, plus other personal expenses. He is now retired and does not have the income to complete the subdivision requirements. He has also had other setbacks and is reaching the limitation of time to record the plat. He is concerned that if the project does not proceed as it is currently designed, the laws and circumstances may change which would again set him back with his plans.*

*Chairman Newton explained that she has a email message from County Board Member Ann Maine stating that she was unable to attend this meeting. She asked that the Committee members listen to the requests of the petitioner and render a decision that takes into account the concern for the precedent, while understanding the needs of the petitioner.*

*Motion to approve the variation requests by Member Mountsier, seconded by Member Carlson. Motion failed.*

**approved**

**Nay:** 6 - Member Carlson, Member Wilke, Chair Newton, Member Sabonjian, Vice Chair Mountsier and Member Gravenhorst

**10.2 Zoning**

*There were no zoning items.*

**11.0 Planning**

*There were no planning items.*

**12.0 Permits and Enforcement**

*There were no items under permits and enforcement.*

**12.1 09-1243**

PRESENTATION TO BEGIN AT 8:30 A.M.

Presentation on New Land Development Permit Process Improvements

- The County's Consultant (George Arimes, Horizon Centre, Inc.) will provide Board Members a summary of efforts to date in streamlining and integrating the County's permit process.
- The presentation will summarize customer survey results, explain the new "customer-centered" integrated permit process design, and highlight up-coming milestones to implement this process.

*The presentation on the Land Development Permit Process Improvements with the Horizon Centre consultant had to be postponed due to illness. This presentation will be rescheduled at a later date.*

**13.0 Other Business**

**13.1 County Administrator's Report**

*Mr. Dusty Powell stated that the presentation on the Land Development Permit Process Improvements with the Horizon Centre consultant George Arimes will be presented at the next meeting.*

**13.2 Director's Report**

*Mr. Rovang stated that he would like to introduce Mr. Bill Hunt, the new Planning Division Head replacing Dennis Sandquist.*

*Mr. Hunt stated that he has worked with Lake County for nine years. He was previously a Planning Director in Florida, and his wife is also a planning manager in Highland Park. He is finishing up his duties with the Zoning Board of Appeals and making the transition to his new post.*

*Mr. Rovang presented the Committee with a current status listing of properties that have been identified for possible demolition. He went on to say that the department will continue to have a tickler system for such properties, and to notify the Committee of the status of these properties.*

*Mr. Rovang explained that a new software system has been purchased to make the updates of the Unified Development Ordinance easier. He introduced Mr. Eric Waggoner who went on to discuss the document they would be receiving.*

*Mr. Waggoner stated that the system for numbering the items has changed, but it makes the document more user friendly. The updates are now completed and the documents are being printed. When the documents are ready, the staff will request that the Board Members return their current binders and the updated documents will replace the current one. Staff is working to complete this request by the next Committee of the Whole Meeting. He asked that they let him know if an entirely new binder is required.*

*Mr. Rovang stated that the next scheduled meeting of the PB&Z Committee will be on March 31, 2009.*

*Mr. Rovang introduced the new format for the Planning, Building and Development Department's Annual Report. It is easier to read and more cost effective than the previous documents. It highlights the ten most important events of the Department for the year.*

**14.0 Adjournment of the PB&Z Committee Meeting**

*Motion to adjourn this session of the PB&Z Committee by Member Sabonjian, seconded by Member Mountsier. There being no further business to conduct, the motion passed unanimously.*

*The meeting adjourned at 10:09 a.m.*

	Aye	Nay
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<i>Chairman</i>		
_____	_____	_____
<i>Vice-Chairman</i>		
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*Recording Secretary*  
*Planning, Building & Zoning Committee*