

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, March 7, 2018

10:30 AM

PLEASE NOTE EARLIER START TIME

Assembly Room, 10th Floor

Planning, Building and Zoning Committee

1. Call to Order

Chair called the meeting to order at 10:31 a.m.

Present 7 - Chair Weber, Vice Chair Martini, Member Bartels, Member Pedersen, Member Werfel, Member Wilke and Member Mathias

Others Present:

Lorna Leben, Lake County Resident

Mike Prusila, Stormwater Management Commission

Angela Panateri, Stormwater Management Commission

Kurt Woolford, Stormwater Management Commission

Dakisha Wesley, Assistant County Administrator

Paul Fetherston, Assistant County Administrator

Antia Patel, Planning, Building and Development

Matt Meyers, Planning, Building and Development

Brittany Sloan, Planning, Building and Development

Krista Braun, Planning, Building and Development

Hannah Mulroy, Planning, Building and Development

Eric Waggoner, Planning, Building and Development

Shane Schneider, Division of Transportation

Mike Warner, Stormwater Management Commission

Amy McEwan, Deputy County Administrator

Craig Taylor, County Board Member

Paul Frank, County Board Member

Steve Carlson, County Board Member

Heidie Hernandez, County Board Office

2. Pledge of Allegiance

Member Werfel led the Pledge of Allegiance.

3. Approval of Minutes

3.1 [18-0295](#)

Minutes from November 8, 2017.

A motion was made by Member Wilke, seconded by Member Mathias, that the minutes be approved. Motion carried by voice vote.

Aye: 7 - Chair Weber, Vice Chair Martini, Member Bartels, Member Pedersen, Member Werfel, Member Wilke and Member Mathias

4. Addenda to the Agenda

There were no items added to the agenda.

5. Public Comment

There was no public comment.

6. **Chairman's Remarks**

The Chairman made no remarks.

7. **Old Business**

There was no old business to conduct.

8. **New Business**

STORMWATER MANAGEMENT COMMISSION

8.1 **18-0258**

Stormwater Management Commission (SMC) 2017 Year in Review, 2018 Highlights.

Michael Prusila and Kurt Woolford of Stormwater Management Commission reported on events from 2017 that the Stormwater Management Commission was engaged in. There were 27 projects completed with a total cost of \$2,468,354, there were many partnerships including five municipalities, one park district, five townships, seven non-for-profit organizations, five homeowners associations and others. An update on the All-Natural Hazards Mitigation Plan was provided. It was completed, approved by Illinois Emergency Management Agency (IEMA) and the Federal Emergency Management Agency (FEMA) in August 2017, and adopted by 46 municipalities.

A recap was provided on the collaborative efforts done to improve the Strawberry Condo complex in North Chicago. The improvements provide additional water storage and flow capacity. Collaborative efforts will continue to provide better drainage solutions.

Mr. Woolford reported on the utilization of drone technology to show the impact of the July 2017 flood and to assess damage in inaccessible areas. An expo for workshops, outreach and education on flood proofing homes was held and 250 residents attended.

Mr. Prusila highlighted on the Des Plaines River Watershed Plan. There are 39 municipalities, 15 townships involved, two small watershed action plans and a Des Plaines River Watershed workgroup water quality study. The plan is expected to be completed in June 2018. Additionally, the Bull Creek Stream Restoration was completed in October of 2017. He also reported on the Stormwater Award Program and introduced two new staff members.

Some major initiative for 2018 include Des Plaines River Watershed planning and projects, wetland restoration, preservation plan completion, complete community re-certifications and others.

Member Taylor commended the Stormwater Management Commission's staff for all their efforts. Discussion ensued.

This item was presented.

ZONING

8.2 [18-0247](#)

Joint resolution approving the vacation of an unimproved portion of 12th Street located south of 42144 North Fago Avenue, Zion, Illinois, and north of 11642 W. 13th Street, Winthrop Harbor, Illinois, in the Frederick H. Bartlett's North Shore Acres Third Addition Subdivision. Vacation request by Lorna Leben and John Charles Judge, record owners.

Brittany Sloan and Brad Denz of Planning, Building and Development reported on the Street Vacation for Leben-Judge. Street Vacation is the removal of a public road right-of-way to private property owners. Ms. Sloan provided the street vacation process. Mr. Denz indicated that the petitioners are Lorna Leben and John Charles Judge for the vacation of 12th Street. The Vacation Board recommends approval of the street vacation.

Ms. Leben, reported that Mr. Judge and neighboring houses dont have any objections to this vacation.

A motion was made by Member Martini, seconded by Member Werfel, that this resolution be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.

Aye: 7 - Chair Weber, Vice Chair Martini, Member Bartels, Member Pedersen, Member Werfel, Member Wilke and Member Mathias

PERMITS AND ENFORCEMENT

8.3 [18-0249](#)

Joint resolution approving an Intergovernmental Agreement between the City of Lake Forest and the Lake County Planning, Building and Development department, to share inspection and development review services.

Matt Meyers of Planning, Building and Development reported on the agreement between the City of Lake Forest and the County for shared services. Lake Forest will inspect small sections of isolated unincorporated areas in the southeast of the County and in turn the County will provide staff coverage for inspection and plan review.

Planning, Building and Development Director Eric Waggoner noted that opportunities for similar agreements will be looked into in the future.

Mr. Meyers added that a report on this will be provided in a year. Vice Chair Martini requested for an update on this in six months under Directors Report.

A motion was made by Member Bartels, seconded by Member Pedersen, that this resolution be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.

Aye: 7 - Chair Weber, Vice Chair Martini, Member Bartels, Member Pedersen, Member Werfel, Member Wilke and Member Mathias

UNIFIED DEVELOPMENT ORDINANCE

8.4 [18-0248](#)

Continued discussion of Unified Development Ordinance (UDO) text amendments: general development standards packet.

Brittany Sloan, Hanna Mulroy and Krista Braun of Planning, Building and Development reported on the general development standards for parking regulations and landscaping. Ms. Mulroy noted that the focus is for restaurant and warehouse parking to clarify floor area measurement calculation. Additionally, it will address unique cases like fleet vehicle parking and operational standards. Restaurant parking standards will be modernized to address a gap in regulations for an emerging trend of restaurants sharing characteristics of both a standard and fast-food restaurants. Other amendments include reducing the number of parking spots for fast food restaurants, requiring the highest parking ratio for fast casual restaurants, and requiring one parking space per three employees. Warehouse parking amendments require one space per employee. Clarifications will also be made to the calculation methodology, and areas that are exempt from parking requirements.

Ms. Braun explained that landscaping amendments include relocating best management practices to encourage greater visibility and utilization and include credits for the incorporation of native plants to encourage sustainable practices and others.

This item was discussed,

9. Executive Session

There was no Executive Session.

10. Director's Report

There was no Directors report.

11. County Administrator's Report

Deputy County Administrator Amy McEwan, requested that the members notify staff if they will be out during spring break. She also added that the Chairman of the Financial and Administrative Committee requested that any proposed modifications to the budget policy be provided this month so they can be considered during the May committees. Additionally, sessions on budget will be held for informational purposes, if anyone is interested in attending. She also reminded everyone that the Committee of the Whole meeting will be held at the Division of Transportation and the Diversity Luncheon will be directly following the Committee of the Whole meeting.

12. Members' Remarks

Vice Chair Martini inquired on appointments to Zoning Board of Appeals. Planning, Building and Development Director Eric Waggoner responded that the County Board Chairman is working on filling any vacancies.

13. Adjournment

Meeting adjourned at 11:59 a.m.

**A motion was made by Member Pedersen, seconded by Member Bartels, to adjourn.
The motion carried unanimously.**

Aye: 7 - Chair Weber, Vice Chair Martini, Member Bartels, Member Pedersen, Member Werfel, Member Wilke and Member Mathias

Next Meeting: April 4, 2018

Minutes prepared by Heidie Hernandez.

Respectfully submitted,

Chair

Vice-Chair

Planning, Building & Zoning Committee