

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.