

INFORMATION PAPER



June 25, 2025
Planning, Building and Development
Eric Waggoner, Director

SUBJ: PROPOSED TEXT AMENDMENTS FOR POSTED NOTICE REQUIREMENTS FOR PUBLIC HEARINGS

Summary:

The Planning, Building and Development Department staff periodically recommends amendments to the Lake County, Illinois Code of Ordinances (LCC) to streamline processes, respond to new trends, and clarify technical matters. Staff has determined that there is a need to improve the on-site signage held for Zoning Board of Appeals (ZBA) public hearings on applications such as Variation requests and Conditional Use Permits.

Background:

The ZBA holds approximately 30 hearings per year to consider various types of applications. Per the LCC, staff are required to install up to two signs on the subject property that are clearly visible to neighboring residents and passers-by from each adjacent street at least fifteen days prior to the hearing date. Currently, this is a 24" x 36" laminated paper sign that is produced by the print shop in Waukegan containing information specific to each application (picture shown below). However, the Department has received complaints in the past regarding the visibility and durability of the laminated paper signs as they tend to deteriorate or may be blown away in inclement weather. Staff has conducted best practice-based research into other local governments' alternatives to application-specific signs and have learned that numerous other jurisdictions rely on durable permanent/reusable signs for their public hearings. The signs provide a more generalized statement of an upcoming zoning-related public hearing related to the property and provide the local government's contact information for more hearing-specific details.

Accordingly, staff would like to amend the current LCC requirements for posted notices to allow for the use of reusable signs both to improve sign durability and reduce the overall waste and cost for noticing the public. To that end, amendments have been drafted to allow for a reusable sign able to withstand poor weather conditions.

Next Steps:

Following County Board's approval of the resolution, which is anticipated on July 8, 2025, staff will notice for a ZBA public hearing to consider the proposed text amendments to the LCC.



Attachments: (1) Exhibit A: Proposed Amendments to Chapter 151 of the Lake County, Illinois Code of Ordinances (Draft)