

# Lake County Illinois

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



## **Agenda Report - Final**

**Wednesday, February 5, 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/3PKKo2D>**

**Planning, Building, Zoning and Environment  
Committee**

**PUBLIC ATTENDANCE:** The public can attend Lake County Committee and Board meetings in one of two ways:

- (1) In-person attendance is on the 10th Floor of the County Administrative Tower, 18 N. County Street, Waukegan, Illinois.
- (2) Remote attendance through an electronic conferencing application (register via the link on the front page of the agenda).

**RECORDING:** Meetings, to include Public Comment, will be recorded.

**PUBLIC COMMENT:**

An opportunity for Public Comment will be provided during the meeting in accordance with the Lake County Board Rules of Order and Operational Procedures. At the time of Public Comment, it will proceed in the following order: (1) Public Comment by individuals in attendance and then (2) Public Comment by individuals attending remotely through an electronic conferencing application. Individuals may provide written Public Comment that must be received by 3:00 p.m. the day prior to the meeting (emailed to [PublicComment@Lakecountyil.gov](mailto:PublicComment@Lakecountyil.gov) or delivered to the County Board Office, 18 N. County Street, Waukegan, Illinois, (10th floor)). Written comments will be circulated to the Members, but not read aloud.

**PLEASE NOTE:** An individual is allowed 3 minutes total for one or more public comments.

Individuals providing Public Comment will provide the following information:  
Meeting: Planning, Building, Zoning and Environment Committee (Subject line for written Public Comment)

Topic or Agenda Item #: (REQUIRED)

Name: (REQUIRED)

Organization/Entity Represented: (REQUIRED) ("Self" if representing self)

Street Address, City, State: (Optional)

Phone Number: (Optional)

Email: May be REQUIRED for remote attendance

1. Call to Order
2. Pledge of Allegiance
3. Roll Call of Members
4. Addenda to the Agenda
5. Public Comment
6. Chair's Remarks
7. Unfinished Business
8. New Business

**CONSENT AGENDA (Item 8.1)**

**\*MINUTES\***

8.1 [25-0190](#)

Committee action approving the Planning, Building, Zoning and Environment Committee minutes from January 8, 2025.

**Attachments:** [PBZ&E 1.8.25 Final Minutes](#)

**REGULAR AGENDA**

**\*PLANNING, BUILDING AND DEVELOPMENT\***

8.2 [25-0182](#)

Presentation and discussion of Land Development Fee Schedule analysis.

- The Land Development Fee Schedule, last updated in 2018, requires periodic analysis to determine sufficient cost coverage and market parity and to identify other relevant modifications.
- Staff will present the findings of the updated market comparison study and assessment of labor costs versus fee revenue.
- Staff has prepared several policy options for Committee discussion and seeks feedback and direction prior to bringing forth a draft fee schedule for Committee review at a subsequent meeting.

**Attachments:** [FY 25 Fee Schedule Analysis 2 5 25 FINAL](#)

8.3 [25-0024](#)

Director's Report - Planning, Building and Development.

9. **County Administrator's Report**

10. **Executive Session**

11. **Member Remarks and Requests**

12. **Adjournment**

**Next Meeting: February 26, 2025**