

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, August 30, 2017

11:00 AM

Assembly Room, 10th Floor

Planning, Building and Zoning Committee

1. **Call to Order**

Chairman Weber called the meeting to order at 11:02 am.

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

Others in attendance:

*Barry Burton, County Administrator
Amy McEwan, Deputy County Administrator
Dakisha Wesley, Assistant County Administrator
Paul Fetherston, Assistant County Administrator
Eric Waggoner, Planning, Building, and Development
Matt Meyers, Planning, Building, and Development
Brittany Sloan, Planning, Building, and Development
Hannah Mullroy, Planning, Building, and Development
Krista Barkley Braun, Planning Building, and Development
Ryan Horne, Finance and Administrative Services
Ben Gilbertson, Finance and Administrative Services
Joy Rice, Finance and Administrative Services
Larry Mackey, Health Department*

Chairman Weber, noting that a quorum of the Committee is physically present, reported that Member Bartels will participate the meeting electronically due to an illness.

2. **Pledge of Allegiance**

Chair Weber led the committee in the Pledge of Allegiance.

3. **Approval of Minutes**

3.1 **[17-0939](#)**

Minutes from August 02, 2017.

A motion was made by Member Wilke, seconded by Member Mathias, that minutes for itmes 3.1 and 3.2 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

3.2 **[17-0940](#)**

Minutes from June 28, 2017.

A motion was made by Member Wilke, seconded by Member Mathias, that minutes for itmes 3.1 and 3.2 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 were no public comments.

6. Chairman's Remarks

Chair Weber acknowledged receipt of a letter from a resident in unincorporated Lake County. It's contents will be discussed in Item 8.1 regarding the Unified Development Ordinance.

7. Old Business

There was no old business conducted.

8. New Business

PLANNING, BUILDING, AND DEVELOPMENT

8.1 [17-0920](#)

Discussion of Unified Development Ordinance (UDO) text amendments: local food.

Brittany Sloan, Hannah Mulroy, and Krista Barkley Braun, of Planning, Building, and Development led the discussion regarding Unified Development Ordinance (UDO text amendments.

Hoophouses were the first topic brought before the committee. Chair Weber read a letter from a resident in unincorporated Lake County requesting the committee consider allowing hoophouses on smaller lots as well as increasing the size of allowable hoophouses. The County is proposing to reduce the minimum lot size from 10,000 square feet to 8,500 square feet and increase the maximum allowable structure size from 50 square feet to 100 square feet, accommodating commercially available models. Discussion ensued.

Cottage Food Operation was the next topic of discussion. The proposal of Cottage Food Operations consists of permitting the production of certain food items in a residential kitchen for sale exclusively at farmer's markets. These operations would be subject to existing home occupation regulations such as no more than six customers a day and require operators annually register as Cottage Food Operation vendors from the Lake County Health Department. Discussion ensued.

Mrs. Braun concluded the discussion with the topic of Farm-to-Table Events. The proposed amendment would add farm-to-table events as a permitted temporary Event of Public Interest. She explained that these events would be subject to existing UDO standards, including a maximum of 15 days per calendar year, limited to nonresidential or institutional properties, adequate parking, obtaining a liquor permit when needed, and other additional standards. Farm-to-table events would also require a temporary food service

permit from the Lake County Health Department. Discussion ensued.

9. Executive Session

There was no Executive Session.

10. Director's Report

There was no report from Director Waggoner.

11. County Administrator's Report

Deputy Administrator McEwan thanked staff for their support and hard work during the flood. She noted that the magnitude and damage of Hurricane Harvey will most likely take precedence over any financial assistance Lake County would receive from FEMA, but there is still approximately 30 days before official word is expected back. Discussion ensued.

12. Members' Remarks

There were no remarks made by the members.

13. Adjournment

This meeting was adjourned at 12:06 pm.

A motion was made by Member Werfel, seconded by Member Wilke to adjourn. The motion carried by voice vote.

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

Next Meeting: September 27, 2017

Meeting minutes prepared by Joy Rice.

Respectfully submitted,

Chairman

Vice-Chairman

*Planning, Building and Zoning
Committee*