

# Lake County Illinois

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



## **Meeting Minutes - Final**

**Wednesday, January 10, 2018**

**11:00 AM**

**Assembly Room, 10th Floor**

**Planning, Building and Zoning Committee**

1. **Call to Order**

*Chair Weber called the meeting to order at 11:00 a.m.*

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

*Others Present:*

*Paul Frank, County Board Member*

*Craig Taylor, County Board Member*

*Steve Carlson, County Board Member*

*Dakisha Wesley, Assistant County Administrator*

*Ben Gilbertson, Finance and Administrative Services*

*Gary Gordon, Finance and Administrative Services*

*Eric Waggoner, Planning, Building and Development*

*Brittany Sloan, Planning, Building and Development*

*Matt Meyers, Planning, Building and Development*

*Mike Warner, Stormwater Management Commission*

*Mike Prusila, Stormwater Management Commission*

*Hannah Mulroy, Planning, Building and Development*

*Heidie Hernandez, County Board Office*

*Amy McEwan, Deputy County Administrator*

2. **Pledge of Allegiance**

*Chair Weber led the Pledge of Allegiance.*

3. **Approval of Minutes**

3.1 **18-0036**

Minutes from October 4, 2017.

**A motion was made by Member Martini, seconded by Member Werfel, to approve the minutes 3.1 and 3.2. 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 **18-0041**

Minutes from May 3, 2017.

**A motion was made by Member Martini, seconded by Member Werfel, to approve the minutes 3.1 and 3.2. 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**

*The Chairman made no remarks.*

7. **Old Business**

*There was no old business to conduct.*

8. **New Business**

**STORMWATER MANAGEMENT COMMISSION**

8.1 **18-0033**

Joint committee action authorizing the Stormwater Management Commission (SMC), to submit grant applications to the Illinois Department of Natural Resources - Coastal Management Program (CMP) and Illinois Environmental Protection Agency (IEPA) - 319 Program.

*Stormwater Management Director Mike Warner and Mike Prusila presented on the CMP and IEPA grants. The grants are to complete the watershed-based planning for the Lake Michigan Watershed. Mr. Warner added that the grants will pay for salaries during the process of completing the watershed planning. Mr. Prusila provided a brief background on the grants. Discussion ensued.*

**A motion was made by Member Pedersen, seconded by Member Mathias, that this item be approved and referred on to the Financial and Administrative Committee.**

**The motion carried unanimously.**

**Aye:** 6 - Chair Weber, Vice Chair Martini, Member Pedersen, Member Werfel, Member Wilke and Member Mathias

**Not Present:** 1 - Member Bartels

**PLANNING, BUILDING AND DEVELOPMENT**

8.2 **17-1322**

Presentation on "bird-friendly building designs."

*Brittany Sloan and Tom Chafelo of the Planning, Building and Development Department and County Board Member Paul Frank presented on the bird friendly building designs. Ms. Sloan reported that there is a significant number of bird deaths related to low and high rise buildings and the building's landscape reflection. She reported that many communities don't have bird-friendly buildings. The City of Highland Park provides educational flyers and the Village of Barrington has adopted a resolution encouraging bird-friendly designs. Additionally, she provided ordinance regulations from other states. If the Committee wishes for staff to take action, it is recommended, that an informational brochure be prepared and added to the Lake County website. The information would be provided to applicants for new developments. Discussion ensued on local ordinances and other methods used to deflect birds from flying into a building.*

*County Board Member Frank thanked staff for their time. He provided his thoughts, findings and requested that the Committee consider a policy to encourage bird-friendly building designs for County Government Buildings. Deputy County Administrator Amy McEwan noted that construction purview is under the Financial and Administrative Committee.*

*It was the consensus of the Committee to bring back a letter that provides information on bird-friendly designs that will also include a link to the County website for additional information.*

**presented**

**8.3 [18-0035](#)**

Continued discussion of Unified Development Ordinance (UDO) text amendments: local food packet.

*Brittany Sloan and Hannah Mulroy of the Planning, Building and Development Department presented. Amendments include allowing any lot size, in any zoning district to be a food garden. Standards of operations and maintenance for local food gardens include access only during daylight, regular weeding and end of season cleanup. In addition, the gardens must follow the composting standards which include being on the same parcel as the garden, composted material must be produced on site, and the compost pile cannot exceed four feet high or 100 square feet in area. Other compost standards were listed. Accessory structures were reviewed and include that sheds for tools and materials for crop raising cannot exceed 250 square feet, and water storage structures may be allowed with visual screening. Additional standards were reviewed.*

**discussed**

**9. Executive Session**

*There was no Executive Session.*

**10. Director's Report**

*Director of Planning, Building and Development Eric Waggoner noted that during the next meeting an initial review of the fee schedule will be provided and further discussion will continue on modifications to the unified development ordinance. Additionally, new development requests are anticipated and will be included in the packets.*

**11. County Administrator's Report**

*Amy McEwan, suggested that the time of Planning, Building and Zoning Committee Meeting be changed to 10:30 a.m. or directly after the Public, Works and Transportation Committee Meeting. The members agreed to the time change.*

**12. Members' Remarks**

*Member Wilke expressed that he agrees there should be more time to discuss items.*

13. Adjournment

*Meeting adjourned at 12:08 p.m.*

**A motion was made by Member Mathias, seconded by Member Pedersen, 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: February 7, 2018**

*Minutes prepared by Heidie Hernandez.*

*Respectfully submitted,*

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*Chair*

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*Vice-Chair*

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*Planning, Building & Zoning Committee*