

# Lake County Illinois

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



## Meeting Minutes - Final

**Wednesday, June 6, 2018**

**10:30 AM**

**Assembly Room, 10th Floor**

**Planning, Building and Zoning Committee**

**1. Call to Order**

*Chair Weber called the meeting to order at 10:32 a.m.*

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

*Steven Goodman, THG Holding, LLC  
Deborah T. Haddad, Odonnell, Callaghan, and Haddad  
Jeff Ohm Premier Realty Group  
Corky Johnson, Lake County Resident  
Alison Claus, Lake County Resident  
Kristin Vole, Lake County Resident  
Kristi Ewing, Lake County Resident  
Diane Kotek, Lake County Resident  
Frank Hauptman, Lake County Resident  
Jim Powell, Lake County Resident  
Leslie Severson, Lake County Resident  
Barbara Fields, Lake County Resident  
Jim Fields, Lake County Resident  
Kim Kotek, Lake County Resident  
Mark Kotek, Lake County Resident  
Kathleen Snyder, Lake County Resident  
Anita Patel, Planning, Building and Development  
Lisle Stalter, State's Attorney's Office  
Brittany Sloan, Planning, Building and Development  
Brooke Hooker, Division of Transportation  
Shantel Franklin, Finance and Administrative Services  
Zach Creer, Finance and Administrative Services  
Michael Wheeler, Finance and Administrative Services  
Denise Neufeldt, Lake County Resident  
Sharon Barovsky, Lake County Resident  
Evelyn Bach, Lake County Resident  
Angela Bach, Lake County Resident  
William Bach, Lake County Resident  
Jean Shutters, Lake County Resident  
Joyce Osmond, Lake County Resident*

**2. Pledge of Allegiance**

*Member Werfel led the Pledge of Allegiance.*

*Chair Weber noted there is a quorum present and Members Pedersen and Bartels will be participating electronically.*

**3. Approval of Minutes**

**3.1 [18-0647](#)**

Minutes from January 10, 2018.

**Attachments:** [PBZ 1.10.18 Minutes Final](#)

**A motion was made by Member Wilke, seconded by Member Martini, that the minutes 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 [18-0648](#)**

Minutes from February 7, 2018.

**Attachments:** [PBZ 2.7.18 Minutes Final](#)

*A motion was made by Member Wilke, seconded by Member Martini, that the minutes 3.1 and 3.2 be approved. Motion carried by voice vote.*

**A motion was made by Member Wilke, seconded by Member Martini, that the minutes 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 was no public comment.*

**6. Chairman's Remarks**

*The Chairman did not provide any remarks.*

**7. Old Business**

*There was no old business to conduct.*

**8. New Business**

**A motion was made by Member Werfel, seconded by Member Mathias, to amend the agenda, moving items 8.2 and 8.3 before 8.1. The motion carried unanimously.**

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

**SUBDIVISIONS**

**8.2 [18-0633](#)**

Preliminary Plat Approval for The Enclaves of Woodbine Subdivision - District 18.

**Attachments:** [Enclaves - Staff Report for Preliminary Plat Approval \(FINAL\)](#)  
[Enclaves Location Map 6-6-18](#)  
[F12017 PRELIM SUB 051817 \(005\)](#)  
[Summary of Public Comment as of May 23](#)

*Brittany Sloan and Brad Denz of Planning, Building and Development presented. Ms. Sloan provided an overall timeline for the project and reported that a neighborhood meeting took place on May 23.*

*Mr. Denz displayed a visual of the site's location. He indicated that the subdivision is a conservation design concept with nine lots, for single family homes. He also displayed where the stormwater detention will be located.*

*Chair Weber noted that County Board Chairman is not available to attend but will be updated on this project.*

*Deborah Haddad of O'Donnell, Callaghan, and Haddad representing the developer, provided public comment. She reported that there are no variances being proposed, and that the application is in compliance with all requirements.*

*Steve Goodman of THG Holding, LLC the developer, provided public comment. He reiterated that the application meets all requirement and there are no variances being proposed. He added that school district agreements have been signed.*

*Jeff Ohm of Premier Realty Group made public comment supporting the approval of this subdivision.*

*Public comments against this project were provided by Jim Fields, Lake County Resident; Jim Powell, Lake County Resident; Kristin Vole, Lake County Resident; and Alison Claus, Lake County Resident. Some indicated that the lot is not buildable due to an aquifer, other concerns were expressed regarding potentially contaminated soil due to the proximity of the Nike Missile site to the project's west, and the increased traffic due to the addition of the subdivision.*

*Ms. Sloan reported that the contamination issue was reviewed by the United States Navy and is not within the County's regulatory scope and authority. Deputy Planning, Building and Development Director Matt Meyers added that a wetland specialist did an investigation regarding the possible location of a shallow aquifer and did not identify and aquifer; however, the possibility of a high water table may limit or, otherwise, impact basement/foundation design for the new homes during the construction phase. Discussion continued regarding how staff is addressing the residents concerns.*

*Chair Weber noted that the purpose of this item is for the Committee to approve the project based on compliance with the County's regulations.*

**A motion was made by Member Wilke, seconded by Member Mathias, that this committee action item be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.**

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

## **ZONING**

### **8.3 [18-0634](#)**

Resolution on Zoning Board of Appeals Case Number. RZON-000252-2017, on the application of Donald F. Rogers Trust, record owner, to rezone Property Index Number (PIN) 12-19-117-002 located on the south side of West North Avenue, approximately 0.02 miles east of the intersection of West North Avenue and Waukegan Road, from the Residential-3 (R-3).

**Attachments:** [#RZON-000252-2017 Staff Recommendation to ZBA\(Final\)](#)

[Site Plan](#)

[Signed ZBA Resolution RZON-000252-2017](#)

[#RZON-000252-2018 Rezoning Minutes 04-11-18\\_\(Final\)](#)

*Eric Tooke and Brittany Sloan of the Planning, Building and Development Department reported on the rezoning case from residential to general commercial. The rezoning review process was explained and Mr. Tooke noted that the Zoning Board of Appeals approved the rezoning request.*

*Ms. Sloan listed the conditions of rezoning include landscaping maintenance, fence maintenance, alley paving, and to add parking and traffic signage. Additionally, any future redevelopment of the subject property will be tied to the redevelopment of the properties fronting Illinois Route 176.*

*Mr. Tooke reported on the finding of facts and provided a time line for County Board action on June 12, 2018.*

**A motion was made by Member Martini, seconded by Member Werfel, that this resolution be recommended for adoption to the regular agenda. Motion carried by voice vote.**

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

## **PLANNING, BUILDING AND DEVELOPMENT**

### **8.1 [18-0630](#)**

Joint resolution amending the Lake County Land Development Fee Schedule.

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**Attachments:** [Summary Memo of Changes 060618](#)  
[Exhibit A - Proposed Land Dev Fee Schedule 060618](#)

*Anita Patel, Bob Springer, Brittany Sloan and Matt Meyers of Planning, Building and Development presented. It was noted that 130 contractors have been notified of the permit fee change. Many permit types have moved to the registration program including air conditioner replacements, water heater replacement, minor demolition and several others.*

*Early assistance fee modifications includes a \$250 fee that will be credited towards future permitting for non-residential or subdivision early assistance and no charge for the residential project early assistance.*

*The application fee for street vacations will be increased from \$1,000 to \$2,150 and the purchasing price will be eliminated.*

*Fee escalation will automatically increase by two percent or by Consumer Price Index (CPI) whichever is less. This will keep moderate pace with inflation, smaller more incremental increases, provide certainty to the building community and benchmark will be done every five years.*

*Next steps were discussed and it was decided that if the proposed modifications are approved, the effective date would be July 2, 2018, to allow adequate time for outreach, updates and fee changes in the Tyler Energov System.*

**A motion was made by Member Wilke, seconded by Member Mathias, that this resolution be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.**

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

**Nay:** 1 - Vice Chair Martini

#### **UNIFIED DEVELOPMENT ORDINANCE**

#### **8.4 [18-0402](#)**

Continued discussion of the Unified Development Ordinance (UDO) text amendments and other substantive and miscellaneous housekeeping.

**Attachments:** [PBZ April 4 Other Substantive and Miscellaneous Housekeeping.pdf](#)

**A motion was made by Member Martini, seconded by Member Mathias, that this discussion be postponed. Motion carried by voice vote.**

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

#### **9. Executive Session**

*There was no executive session.*

**10. Director's Report**

*Planning, Building and Development Director Eric Waggoner reported on a two year agreement with a village to provide plumbing and other inspection services. In return, the village will assist in providing inspection services, should the County have the need due to scheduling issues or overloads. This agreement brings the County closer to the long term goal of shared services with other communities. This item can be expected in June or July for action.*

*Mr. Waggoner announced that Brittany Sloan of Planning, Building and Development has accepted a position in the Public Works Department and thanked her for exceptional service during her tenure at the Planning, Building and Development Department.*

**11. County Administrator's Report**

*Deputy County Administrator Amy McEwan reported that a notice was sent regarding the upcoming shared services "road show" in venues across the County. Ms. McEwan explained that this outreach effort was part of the County's Strategic Plan goal of shared services. A group of staff members meet each year to find strategies to increase shared services and provided examples. Two meeting will be held in June and two in July in each of the four quadrants of the County; staff at those meetings will highlight County shared services initiatives and seek participation in shared service opportunities. She encouraged the members to reach out to their communities to attend these meetings. The Committee will be updated on the meetings in August.*

*Additionally, an email will be sent regarding a meeting for the review of the CMAP 2050 Plan on July 12 in Libertyville.*

**12. Members' Remarks**

*There were no member remarks.*

**13. Adjournment**

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

**A motion was made by Member Mathias, seconded by Member Martini, that this item be 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: June 27, 2018**

*Minutes prepared by Heidie Hernandez.*

*Respectfully submitted,*

*Chair*

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*Vice-Chair*

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*Planning, Building & Zoning Committee*