

Lake County Illinois

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



Meeting Minutes - Final

Tuesday, September 1, 2015

9:00 AM

Assembly Room, 10th Floor

Planning, Building and Zoning Committee

1.0 Call to Order

Chair Weber called the meeting to order at 9:00 a.m.

Present 6 - Chair Weber, Vice Chair Wilke, Member Bartels, Member Carlson, Member Hart and Member Pedersen

Absent 1 - Member Sauer

Others present:

Barry Burton, County Administrator

Steve Crivello, Planning, Building and Development

Mark Eiden, Eiden Law

Gary Gordon, Finance and Administrative Services

Scott Griffith, Stormwater Management Commission

Benjamin Gilbertson, County Administrator's Office

RuthAnne Hall, Finance and Administrative Services

Adlil Issakoo, County Administrator's Office

Kimberly Mannette, Information Technology

Amy McEwan, Deputy County Administrator

Matt Meyers, Planning, Building and Development

Lora Nordstrom, Information Technology

Anita Patel, Planning, Building and Development

Brittany Sloan, Planning, Building and Development

Lisle Stalter, State's Attorney's Office

Eric Steffen, Planning, Building and Development

Patrice Sutton, Finance and Administrative Services

Blanca Vela-Schneider, County Board Office

Eric Waggoner, Planning, Building and Development

Ryan Waller, Assistant County Administrator

Mike Warner, Stormwater Management Commission

Farrah Watson, Finance and Administrative Services

2.0 Pledge of Allegiance

Chair Weber requested Vice Chair Wilke lead the Pledge of Allegiance.

3.0 Approval of Minutes

3.1 [15-0908](#)

Minutes from August 4, 2015

A motion was made by Member Carlson, seconded by Member Bartels, that the minutes be approved. Motion carried by voice vote.

Aye: 6 - Chair Weber, Vice Chair Wilke, Member Bartels, Member Carlson, Member Hart and Member Pedersen

Absent: 1 - Member Sauer

4.0 Added to Agenda

There were no items added to the agenda.

5.0 Public Comment

There was no public comment.

6.0 New Business

Stormwater Management Commission

6.1 [15-0902](#)

Revised Watershed Development Ordinance Overview

Scott Griffith and Mike Warner of the Stormwater Management Commission (SMC) provided an overview of the Watershed Development Ordinance (WDO) and proposed amendments. Amendments include two administrative amendments regarding the SMC variances/appeals process and the administrative adjudication process, a definition amendment regarding isolated waters, reformatting of the WDO for user convenience, and the adoption of Appendix C, a federal emergency management agency (FEMA)/National Flood Insurance Program (NFIP) map amendment federally mandated to remain in good standing with the NFIP. Discussion ensued.

Unified Development Ordinance

6.2 [15-0904](#)

Resolution directing the Lake County Zoning Board of Appeals to conduct a public hearing to consider certain proposed text amendments to the Unified Development Ordinance of Lake County, Illinois (Chapter 151 of the Lake County, Illinois Code of Ordinances) adopting the latest floodplain maps prepared by the Federal Emergency Management Agency.

Steve Crivello of Planning, Building and Development (PBD), reported the adoption of this resolution authorizes the PBD to conduct a hearing to consider FEMA-related amendments to the Unified Development Ordinance.

A motion was made by Member Hart, seconded by Member Carlson, that this resolution be recommended for adoption to the regular agenda. The motion carried by the following vote:

Aye: 6 - Chair Weber, Vice Chair Wilke, Member Bartels, Member Carlson, Member Hart and Member Pedersen

Absent: 1 - Member Sauer

Joint Committee Item

6.3 [15-0905](#)

Joint resolution to approve an Intergovernmental Agreement with the Illinois Office of the Comptroller to obtain access to the Comptroller's Local Debt Recovery Program.

Matt Meyers of the Planning, Building and Development Department reported this Intergovernmental Agreement with the Comptroller's Local Debt Recovery Program allows the County to collect delinquent debts such as outstanding fines or fees via the debtor's state income tax refund, payroll check, or other state payment such as lottery winnings. Lisle Stalter of the State's Attorney's Office outlined the extensive notice and appeals process that precedes the collection phase of this program. Discussion ensued.

A motion was made by Member Wilke, seconded by Member Bartels, that this item be approved and referred on to Financial and Administrative Committee. The motion carried by the following vote:

Aye: 6 - Chair Weber, Vice Chair Wilke, Member Bartels, Member Carlson, Member Hart and Member Pedersen

Absent: 1 - Member Sauer

6.4 [15-0906](#)

Joint resolution to enter into a contract for consulting services with Beth Malloy and Associates, Chicago, Illinois, in a not to exceed amount of \$266,420 to provide consulting services for the implementation phase for the replacement of the land management, code enforcement and permitting system for Lake County.

Matt Meyers of Planning, Building and Development reported this contract for consulting services will assist the County as a technical advisor and third party Tyler System implementation expert for the new land management system. Deputy County Administrator Amy McEwan reported the consultant will act on behalf of the County and will make sure the County is utilizing the system in the most effective way. Discussion ensued.

A motion was made that this item be approved and referred on to Financial and Administrative Committee. The motion carried unanimously. The motion carried by the following vote:

Aye: 6 - Chair Weber, Vice Chair Wilke, Member Bartels, Member Carlson, Member Hart and Member Pedersen

Absent: 1 - Member Sauer

Zoning

6.5 [15-0907](#)

Committee action to approve a variance from Section 151.191 of the Lake County Code of Ordinances to amend an agreement extending the completion date for Final Plat approval for the Wanish Park PUD.

Patrick Tierney of the Planning, Building and Development Department reported Wanish LLC is seeking a variance to temporarily suspend the completion date of the Final Plat for the Wanish Park Planned Unit Development (PUD). The final plat was to be completed in 2010 but due to the downturn in the economy, the subdivision was not economically viable and an extension was sought. While the market is improving, there is still no market for the subdivision, and an agreement to extend the completion date to 2017 is being requested. It was noted the agreement reflects the Lake County Code of Ordinance codification amendments.

A motion was made by Member Hart, seconded by Member Wilke, that this item be approved. The motion carried by the following vote:

Aye: 6 - Chair Weber, Vice Chair Wilke, Member Bartels, Member Carlson, Member Hart and Member Pedersen

Absent: 1 - Member Sauer

7.0 County Administrator's Report

There was no County Administrator's report.

8.0 Director's Report

8.1 [15-0910](#)

PB&D Annual Report

Planning, Building and Development (PBD) Director Waggoner reviewed the Department's efforts in regards to integrated permitting, inspections, and shared services. He discussed historic trends of the various permit types and improved permit process efficiencies, including review cycle, time to issuance, and inspection routing-related improvements.

The PBD has several intergovernmental agreements (IGAs) with Lindenhurst, Hainesville, Round Lake Beach, Grayslake, Indian Creek, Third Lake, and most recently Fox Lake for inspections and plan review. The Department has been able to provide services to these municipalities without increased staff via gained internal efficiencies. Staff continues to explore ways to gain additional efficiencies and to provide services, when possible, to other municipalities.

Current initiative include the replacement of the land management system, acquiring new and expanding existing IGAs, and reviewing the Department's fee scheduled.

9.0 Adjournment

The meeting was adjourned at 10:08 a.m.

A motion was made by Member Carlson, seconded by Member Hart, to adjourn the meeting. The motion carried by the following vote:

Aye: 6 - Chair Weber, Vice Chair Wilke, Member Bartels, Member Carlson, Member Hart and Member Pedersen

Absent: 1 - Member Sauer

Meeting minutes prepared by Blanca Vela-Schneider.

Respectfully submitted,

Chairman

Vice-Chairman

*Planning, Building and Zoning
Committee*