

Lake County Illinois

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



Meeting Minutes - Final

Tuesday, February 2, 2016

9:00 AM

Assembly Room, 10th Floor

Planning, Building and Zoning Committee

1.0 Call to Order

The meeting was called 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:

Amy McEwan - Deputy County Administrator

Eric Waggoner - Director, Planning, Building and Development Department

Mike Warner - Director, Stormwater Management Commission

Patty Werner - Stormwater Management Commission

Steve Crivello - Planning, Building and Development Department

Matt Meyers - Planning, Building and Development Department

Cindy Godbold - Planning, Building and Development Department

Leslie Fulton - Planning, Building and Development Department

Marie Lazzara - Planning, Building and Development Department

Pat Tierney - Planning, Building and Development Department

Anita Patel - Planning, Building and Development Department

Tom Chefalo - Planning, Building and Development Department

Ben Gilbertson - County Administrator's Office

Patrice Sutton-Burger - Finance and Administrative Services

Farrah Watson - Finance and Administrative Services

Bob Masini - Attorney for Petitioner

Jimmy Thomas - Applicant

2.0 Pledge of Allegiance

Member Pedersen led the group in the Pledge of Allegiance.

3.0 Approval of Minutes

3.1 [16-0054](#)

Joint budget minutes from October 20, 2015.

Attachments: [PBZ Minutes 10.20.15.pdf](#)

A motion was made by Member Carlson, seconded by Member Wilke, that the minutes be approved. 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

3.2 [16-0083](#)

Minutes from January 5, 2016

Attachments: [PBZ Minutes 1-5-16.pdf](#)

A motion was made by Member Carlson, seconded by Member Wilke, that the minutes be approved. 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

4.0 **Added to Agenda**

There were no items added to the agenda.

5.0 **Public Comment**

There were no public comments.

6.0 **New Business**

Joint Committee Item

Stormwater Management Commission

6.1 [16-0082](#)

Joint resolution authorizing an emergency appropriation for SMC in the amount of \$395,564 for services performed for ILEPA Grant 3191506.

Mike Warner and Patty Werner presented to the Committee.

A motion was made by Member Hart, seconded by Member Carlson, that this resolution be approved and referred on to Financial and Administrative Committee. 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

Pat Tierney presented ZBA case # 7184 for Gurnee Truck Stop - Rezoning and CUP. Disussion

6.2 [16-0115](#)

Resolution on Zoning Board of Appeals Case No. 7184, which consists of a petition of Gurnee Truck Stop, Inc. - Thomas Chummar and Mary Thomas record owners, who are requesting a rezoning of the western 7.51 acres of PIN 07-10-200-009, from the Agricultural (AG) Zoning District to the General Commercial (GC) Zoning District.

Attachments: [7184_GurneeTruckStopRezoneApp.pdf](#)
[Site Plan.pdf](#)
[7184_7617 Staff Report_Final_12-08-15.pdf](#)

Pat Tierney of Planning, Building and Development presented to the Committee.

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

6.3 [16-0114](#)

Resolution on Zoning Board of Appeals Case No. 7617, which consists of a petition of Gurnee Truck Stop, Inc. - Thomas Chummar and Mary Thomas record owners, requesting approval of a Conditional Use Permit for a Planned Unit Development (PUD) and PUD Preliminary Plan for the western 7.51 acres of PIN 07-10-200-009 to continue the use and improvement of the existing Gasoline Service Station, Convenience Store, Restaurant, Truck Stop, Trailer Parking, Truck Rest Area, Automotive Repair, Car Wash, and the implementation of site enhancements to improve marketing and site circulation.

Attachments: [7617 CUP Application.pdf](#)
[Site Plan.pdf](#)
[7184_7617 Staff Report_Final_12-08-15.pdf](#)
[PBZ Memo_Signage Amendment.pdf](#)
[ZBA Case 7617 CUP for PUD - Exhibit A.pdf](#)
[ZBA Case 7617 CUP for PUD - Exhibit B.pdf](#)
[Gurnee Truck Stop Signs.pdf](#)
[LandscapePlan_Gurnee Truck stop.pdf](#)
[Natural Resources & Site Capacity.pdf](#)

Pat Tierney of Planning, Building and Development presented to the Committee.

A motion was made by Member Hart, seconded by Member Bartels, that this resolution be recommended for adoption to the regular agenda. 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 Other Business

7.1 [16-0112](#)

Presentation: "Fix What Bugs You" Program.

Eric Waggoner introduced the program "Fix What Bugs You". Anita Patel, program manager explained that this internal department program encourages all staff to identify inefficiencies in their work and propose solutions. In an example of the program's early success, Ms. Patel and staff team members Tom Chefalo, Leslie Fulton and Cindy Godbold introduced a project to streamline daily bank deposits. The end result reduced the time spent completing daily bank deposits from 70 minutes to 15 minutes.

Committee members thanked staff for their diligence in looking at processes to gain efficiencies and noted the importance of feed back to improve customer service.

Amy McEwan acknowledged the effectiveness of this program and indicated that similar efforts have been and will continue to be initiated in other County departments.

8.0 County Administrator's Report

There was no County Administrators Report.

Present 7 - Chair Weber, Vice Chair Wilke, Member Bartels, Member Carlson, Member Hart, Member Pedersen and Member Sauer

9.0 Director's Report

Eric Waggoner and Matt Meyers gave a status update on the Tyler Energov land management system implementation project.

10.0 Adjournment

A motion was made by Member Carlson, seconded by Member Pedersen, that the meeting be adjourned at 10:00 a.m.. 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 Marie Lazzara.

Respectfully submitted,

Chairman

Vice-Chairman

*Planning, Building and Zoning
Committee*