

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, October 4, 2017

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 a.m.

Present 6 - Chair Weber, Vice Chair Martini, Member Bartels, Member Pedersen, Member Werfel and Member Wilke

Absent 1 - Member Mathias

Others Present:

Paul Fetherston, Assistant County Administrator

Dakisha Wesley, Assistant County Administrator

Carol Calabresa, County Board Member

Ann Maine, County Board Member

Amy McEwan, Deputy County Administrator

Matt Meyers, Planning, Building and Development

Eric Waggoner, Director of Planning, Building and Development

Diane Hewitt, County Board Member

Mike Warner, Stormwater Management Commission

Craig Taylor, County Board Member

Brittany Sloan, Planning, Building and Development

Brad Denz, Planning, Building and Development

Brian Frank, Planning Building and Development

Hanna Mulroy, Planning Building and Development

Joe Cavender, Developer

Ashley Warren, Stormwater Management Commission

Chris Geiselhart, Liberty Prairie Area Homeowners' Association

Marty Neal, Libertyville Township Highway Department

Ben Gilbertson, Finance and Administrative Services

Steve Carlson, County Board Member

Krista Barkley-Braun, Planning, Building and Development

Heidie Hernandez, County Board Office

2. Pledge of Allegiance

Chair Weber led the Pledge of Allegiance.

Chair Weber indicated there is a physical quorum present and Member Bartels will be participating electronically due to illness.

3. Approval of Minutes

3.1 [17-1064](#)

Minutes from August 30, 2017.

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

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

Absent: 1 - Member Mathias

4. Addenda to the Agenda

There were no items added to the agenda.

5. Public Comment

There were no comments made by the public.

6. Chairman's Remarks

There were no remarks made by the Chairman.

7. Old Business

There was no old business to conduct.

8. New Business

A motion was made by Member Martini, seconded by Member Wilke, that item 8.1 be moved to the end of the agenda. The motion carried unanimously.

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

Absent: 1 - Member Mathias

8.2 [17-1017](#)

Committee action on Bull Creek Drive modification request for Libertyville Township - District 15.

Brad Denz of Planning, Building and Development presented on the Bull Creek Drive modification request to eliminate the requirement of a sidewalk on the north side of the subdivision. Mr. Denz provided a brief history on the Subdivision, and Brian Frank of Planning, Building and Development also described the subdivision's significant stormwater management-related engineering features. Staff supports the request to ensure continuity along the street and to assist with stormwater management goals.

Joe Cavender of Colliodi Builders provided public comment, expressing the intent to revive this previously dormant project and seek the Committee's approval for the modification.

Chris Geiselhart of Liberty Prairie Area Homeowners' Association commented that she's expressed neighborhood concerns regarding the potential for flooding with this development, appreciates the feedback provided by staff and area Board members Calabresa and Maine, and would appreciate continued feedback including timing of the road work.

Marty Neal the Libertyville Highway Commissioner also provided public comment, indicating the Township's support for the modification.

Discussion ensued.

A motion was made by Member Pedersen, seconded by Member Wilke, that this committee action item be approved. Motion carried by voice vote.

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

Absent: 1 - Member Mathias

8.3 [17-0997](#)

Resolution adopting the multi-jurisdictional, 2017 Lake County All Natural Hazards Mitigation Plan (ANHMP).

Stormwater Management Commission Director Mike Warner presented the ANHMP and noted background, purpose and mechanics of the program, and SMC's efforts to promote its adoption among Lake County communities.

Member Bartels noted that this report does not included the most current flood event (July 2017) and a snow storm which occurred in recent years. Mr. Warner responded that the July's flood disaster will not be in the report given cycle timing. He will look into any information available on the snow storm and, at Deputy County Administrator's recommendation, will provide an update at a future meeting.

This matter was recommended for adoption to the regular agenda

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

Absent: 1 - Member Mathias

8.4 [17-0998](#)

Joint resolution authorizing an emergency appropriation to implement Stormwater Best Management Practices (BMP) by the Stormwater Management Commission (SMC) in the amount of \$323,797 and funded through the Illinois Environmental Protection Agency (IEPA) Grant 3191715.

Stormwater Management Commission Director Mike Warner reported on the emergency appropriation for a local-match Illinois Emergency Management Agency (IEMA) grant. Stormwater Management Commission will provide project manager services and costs will be reimbursed. Underground projects taking place will be done with Libertyville Township, Grayslake Park District and the University of Saint Mary's of the Lake.

This matter was approved and referred on to the Financial and Administrative Committee

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

Absent: 1 - Member Mathias

8.1 [17-0996](#)

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

Brittany Sloan and Krista Braun, of Planning, Building and Development, presented. Ms. Sloan noted that this is continued policy-level discussion on recommended amendments to the UDO, Local Food - Part 1 (farmers markets as a "temporary use" and value-added agricultural processing). Both uses aim to address regulatory gaps in local food production and distribution for small to midsized farm operations.

On the topic of farmers markets, Ms. Braun indicated that the amendment would allow multiple vendors to sell on the same site (for up to 24 days per calendar year), and that 75 percent of the sales items must be farm produce-related. In response to Vice Chair Martini's question about compliance monitoring of such events, Ms. Braun and Ms. Sloan noted that the Health Department (and the State of Illinois) regulated farmers markets and that the Planning, Building and Development Department also retained authority over the temporary use permit process itself.

Regarding value-added agricultural processing, Ms. Braun explained that the amendment would allow, as an accessory use on agriculturally-exempt farm sites, the processing of raw agricultural products to increase their value and marketability. Discussion ensued.

Vice Chair Martini inquired about the amendment process time-line. Mr. Waggoner noted that, following policy-level discussion and feedback from the Committee on all the policy topics, the formal amendment packet will be presented to the Committee in preparation to initiate the Zoning Board of Appeals public hearing process. The policy-level discussion is expected to be completed by spring of 2018.

This item was discussed.

9. **Executive Session**

There was no Executive Session.

10. **Director's Report**

There was no report provided by the Director.

11. **County Administrator's Report**

11.1 [17-1058](#)

Presentation and discussion regarding the fiscal year (FY) 2018 Legislative Agenda Proposals.

Assistant County Administrator Paul Fetherston and Ben Gilbertson of Finance and Administrative Services presented. Mr. Fetherston reported that the Seavey Drainage District is a paper district and all the operational and capital needs are covered by its surrounding communities and therefore has not levied taxes. This is a draft place holder to

allow staff to analyze the District's history and determine whether the County can pursue sponsorship of legislation to eliminate the District. None of the District's surrounding communities, upon inquiry, have expressed objections to its potential elimination.

Vice Chair Martini inquired whether more expeditious mechanisms were available to dissolve districts in the future. Deputy County Administrator Amy McEwan reported that, per staff analysis and discussions with area legislators, the most viable option currently available is to request district elimination on a case by case basis.

discussed

Deputy County Administrator Amy McEwan reminded the Committee that a short budget presentation will be provided, and Board Members will receive their budget books at the Committee of the Whole Meeting on October 6. Joint Budget Committee Meetings will occur on October 24 and 25.

12. Members' Remarks

There were no remarks made by the Members.

13. Adjournment

Meeting ended at 12:04 p.m.

**A motion was made by Member Pedersen, seconded by Member Werfel, 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: October 25, 2017

Minutes prepared by Heidie Hernandez.

Respectfully submitted,

Chair

Vice-Chair

Planning, Building & Zoning Committee