

Lake County Illinois

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



Minutes Report - Final

Wednesday, August 8, 2018

10:30 AM

PLEASE NOTE EARLIER START TIME

Assembly Room, 10th Floor

Planning, Building and Zoning Committee

1. Call to Order

Chair Weber called the meeting to order at 10:33 a.m.

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

Others Present:

Judy Pierce, Lake County Resident

Mike Tascher, Lake County Resident

Zach Creer, Finance and Administrative Services

Boris Tsarik, Lake County Resident

Reggie Boyson, Lake County Resident

Larry Mackey, Health Department

Leslie Fulton, Planning, Building and Development

Eric Steffen, Planning, Building and Development

Daniel Didech, Vernon Township Supervisor

Lisle Stalter, State's Attorney Office

Barry Burton, County Administrator

Amy McEwan, Deputy County Administrator

Matthew Meyers, Planning, Building and Development

Hannah Mulroy, Planning, Building and Development

Bradley Denz, Planning, Building and Development

Carol Calabresa, County Board Member

Steve Carlson, County Board Member

Craig Taylor, County Board Member

Heidi Hernandez, County Board Office

Monika Nelsen, County Board Office

2. Pledge of Allegiance

Member Werfel led the Pledge of Allegiance.

Chair Weber noted there is a quorum present and Member Bartels will be participating electronically.

3. Approval of Minutes

3.1 [18-0905](#)

Minutes from April 4, 2018.

A motion was made by Member Pedersen, seconded by Member Werfel, that the minutes 3.1 through 3.4 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 [18-0906](#)

Minutes from May 2, 2018.

A motion was made by Member Pedersen, seconded by Member Werfel, that the minutes 3.1 through 3.4 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

3.3 [18-0907](#)

Minutes from June 6, 2018.

A motion was made by Member Pedersen, seconded by Member Werfel, that the minutes 3.1 through 3.4 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

3.4 [18-0916](#)

Minutes from June 27, 2018.

A motion was made by Member Pedersen, seconded by Member Werfel, that the minutes 3.1 through 3.4 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**

Daniel Didech, Vernon Township Supervisor, spoke on the topic of the Enclaves in Woodbine subdivision. Mr. Didech raised concerns regarding the public health consequences of the development and is asking for soil testing before advancing the project.

Chair Weber asked if any environmental agency or anyone else has been contacted. Mr. Didech responded that the Vernon Township Highway Commission rejected the plan, which decision has been appealed by the developer to the County Engineer. The Township board has authorized the Township's acquisition of the property and they are beginning negotiations. The Illinois Environmental Protection Agency and Illinois Attorney General's Office has been contacted to assist with involving the federal government in an inquiry given the federal government's role in environmental remediation.

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**

SUBDIVISIONS

8.1 [18-0866](#)

Public Information Meeting - Knesley Subdivision Plat Amendment and Subdivision

Modification Request, Shields Township - District 15.

- Proposed plat amendment and subdivision modification request for Knesley Subdivision, located on the south side of Quassey Avenue, approximately 540 feet west of US Highway 41 and 0.36 miles north of Rockland Road, Shields Township.
- The subdivision and surrounding area is zoned R-3, as single-family residential.
- The applicant is pursuing a plat amendment to reconfigure an existing lot in the Knesley Subdivision to accommodate an additional building site. The proposed building site design will incorporate additional engineered site improvements designed to improve drainage in the vicinity of the subject property.
- Concurrently, the applicant is requesting a subdivision modification to allow the new building site access to the private portion of Quassey Avenue. Section 151.190(B)(1) of the Lake County Code prohibits private drives from serving more than three lots; the private portion of Quassey Avenue provides access to nine single family residences.
- This is a public information meeting; thus no action will be taken. The proposed plat amendment and subdivision modification request will be acted on at a subsequent Planning, Building and Zoning committee meeting.

Hannah Mulroy of Planning, Building and Development (PBD) gave a presentation on the Knesley Subdivision Plat Amendment and Subdivision Modification request in Shields Township.

The developer has elected to make stormwater design improvements. Matt Meyers, Deputy Director of PBD, stated the department is aware of the flooding challenges in this area. This development will be engineered to minimize off-site stormwater impacts. The existing wetland will be used as a mini-detention basin for stormwater with a controlled release.

The next step will be the plat amendment final action. Reggie Boyson, future home owner and developer, introduced himself and stated he was there to learn about the amendment process.

Member Martini asked if there is a restricted release rate regarding the stormwater. Mr. Meyers answered that the changes cannot result in a greater rate than currently exists.

Member Martini then asked whether a Lake and McHenry County Soil and Water Conservation District natural resource inventory report was required for this project. Ms. Mulroy responded that the change did not trigger a the report since one was commissioned for the original subdivision.

Member Werfel inquired whether are any issues with homes behind this lot on Smith Avenue. Ms. Mulroy responded that she did outreach to the neighbors but that no one came forward with any concerns.

Chair Weber opened discussion to public comments, upon which Mr. Boris Tsarik introduced himself as a neighbor to the south of the lot. Mr. Tsarik revealed that he has had flooding problems on his property since the home on lot three was built; he was

concerned that the additional home would worsen his situation. Mr. Meyers stated that the flow drains from the east of the backyard, not the south, and that this area is naturally wet. Ms. Mulroy stated that since they would be in the area, they will address the situation, possibly by extending the berm.

Member Werfel commented that it is important to address this gentleman's concerns. Ms. Mulroy provided Mr. Tsarik her contact information and asked him to call her. County Board Member Rummel applauded the petitioner for addressing this common issue.
This item was discussed.

UNIFIED DEVELOPMENT ORDINANCE

8.2 [18-0867](#)

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 (UDO) of Lake County, Illinois (Chapter 151 of the Lake County, Illinois, Code of Ordinances).

- Planning, Building and Development (PBD) Department staff has engaged the Committee in a series of discussions over the past year and sought its initial feedback on a number of proposed UDO amendment topics.
- As a result of these topical discussions, PBD staff has drafted a set of proposed amendments, attached as "Exhibit A". The proposed amendments are aimed at improving regulatory flexibility, responding to new trends, and clarifying technical matters. The packet of amendments for Committee review is structured into six main sections: "Rural Business", "Local Food", "Parking Regulations", "Landscaping", "Other Substantive", and "Housekeeping."
- A resolution has been prepared for County Board action directing the Zoning Board of Appeals to conduct public hearings on the proposed text amendments.

Hannah Mulroy of Planning, Building and Development said that the modifications to the UDO began a year ago. She presented the documented proposed changes. She indicated that the amendments to the sign ordinances are not included and are awaiting review by the the State's Attorney's Office.

Chair Weber reiterated that upon approval, this resolution would proceed to the Zoning Board of Appeals to initiate public hearings, submit revisions and any public comments before returning to the Committee.

A motion was made by Member Mathias, seconded by Member Pedersen, that this resolution move forward to the Zoning Board of Appeals for public hearings. 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

8.3 [18-0908](#)

Joint resolution authorizing on a certain named property, 15081 West Inverrary Lane, Deerfield, Illinois, the demolition, and associated garbage removal of a dangerous and unsafe structure deemed to be an "immediate and continuing hazard to the community".

- Pursuant to state law, the County Board has the authority to expediate the demolition of any open and vacant building and remove any garbage, debris, or other hazardous, noxious, or unhealthy substances or materials within unincorporated portions of Lake County that constitute an immediate and continuing hazard to the community per 55 Illinois Compiled Statute (ILCS) 5/5-1121.
- Planning, Building and Development (PBD) has identified, in the resolution, a residential building within unincorporated Lake County that constitutes an immediate and continuing hazard to the community where the building is located.
- Upon County Board approval, the Lake County State's Attorney will notify the property owners and lienholders of record of the pending action pursuant to Statute.
- Upon expiration of the thirty-day notice period, if the property owners and lienholders of record have not cleaned up the building, or otherwise restored it to a safe condition, nor have filed an appeal of the action to the Circuit Court, PBD will initiate the demolition and remove the garbage, debris, or other hazardous, noxious, or unhealthy substances or materials.
- In the interim, the County is pursuing other emergency actions available to remedy the situation.

Deputy Director of Planning, Building and Development (PBD), Matt Meyers presented photos taken within a residence of a four unit townhome that has been red-tagged for unfit living conditions, described the interior condition of the unit and provided a brief history of the property. Bob Springer, Building Official, has visited the location several times. He is soliciting bids for remediation of the unit's interior in light of its condition.

The action being requested is to proceed with garbage removal and interior demolition. Staff are assisting the previous occupant mortgagee in locating a garbage company to remove interior debris as quickly as possible. More extensive interior demolition may not occur until after 30 days of notification.

Member Mathias wanted to confirm that the outside structure would not be touched. Mr. Meyers affirmed that no exterior demolition was planned at this time but noted that appropriate additional remediation may be necessary depending on the spread of infestation and contamination within the larger building. Barry Burton, County Administrator, highlighted the immediate need for action considering the impact on the townhome neighbors.

Member Mathias asked if a lien will be placed on the property. Mr. Burton affirmed. A discussion ensued regarding potential costs and accountability.

A motion was made by Member Pedersen, seconded by Member Mathias, to approve the matter and refer on to the Financial and Administrative Committee.

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

9. Executive Session

9.1 [18-0884](#)

Executive session to review closed session minutes pursuant to 5 ILCS 120/2 (c)(21).
There was no Executive Session.

9.1A [18-0885](#)

Committee action regarding semi-annual review of closed session minutes.

A motion was made by Member Wilke, seconded by Member Pedersen, to accept the State's Attorney's Office recommendation that this committee action item 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

10. Director's Report

There was no Director's Report.

10.1 [18-0892](#)

Update on the progress of the land management software system, Tyler Energov.
Leslie Fulton of Planning, Building and Development gave a presentation on the Tyler Energov Online permitting system. This online permitting option allows customers to apply and pay for permits through the County website. This system saves staff a significant amount of time.

Chair Weber commented that he personally used the system and it was simple to use with the benefit of not having to drive to Libertyville for a permit. Member Martini was impressed with the fast tracking permitting process. A discussion regarding complaint processing and status updates ensued.

The Deputy County Administrator, Amy McEwan, said this is an example of how the team is working together to provide improved service to Lake County. Member Bartels and Member Werfel praised the effort and technology.
This item was presented.

11. County Administrator's Report

There was no report provided by the County Administrator.

12. Members' Remarks

There were no remarks provided by members.

13. Adjournment

Meeting adjourned at 11:33 am

**A motion was made by Member Werfel, seconded by Member Martini, 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: August 29, 2018

Minutes prepared by Monika Nelsen.

Respectfully submitted,

Chair

Vice-Chair

Planning, Building & Zoning Committee