

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, August 29, 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 6 - Chair Weber, Vice Chair Martini, Member Bartels, Member Pedersen, Member Wilke and Member Mathias

Absent 1 - Member Werfel

Others present:

Reggie Boyson, Lake County Resident

Keith Caldwell, Information Technology - Geographic Information System

Krista Braun, Planning, Building and Zoning

Matthew Meyers, Planning, Building and Development

Mary Ross-Cunningham, County Board Member

Carol Calabresa, Acting Chair

Barry Burton, County Administrator

Amy McEwan, Deputy County Administrator

Eric Waggoner, Planning Building and Development

Hannah Mulroy, Planning, Building and Development

Monika Nelsen, County Board Office

2. **Pledge of Allegiance**

Member Pedersen led the Pledge of Allegiance.

3. **Approval of Minutes**

3.1 **18-1001**

Minutes from August 8, 2018.

Attachments: [PBZ 8.8.18 Minutes FINAL](#)

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

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

Absent: 1 - Member Werfel

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**

The Chairman provided no remarks.

7. **Old Business**

There was no old business to conduct.

8. New Business

SUBDIVISIONS

8.1 [18-0982](#)

Committee action on Knesley Subdivision Plat Amendment modification request, Shields Township - District 15.

Attachments: [Modification Request Letter](#)

[Knesley Sub Modification Report](#)

[Knesley Subdivision Modification and Plat Amendment Presentation](#)

Hannah Mulroy of Planning, Building and Development (PBD) gave a presentation on the Knesley Subdivision Plat Amendment and Subdivision Modification request in Shields Township. This discussion was a continuation from the August 8, 2018, Planning, Building and Zoning Committee meeting.

During the continued discussion, Ms. Mulroy noted that per a neighbor comment at the prior Public Information meeting about adjacent flooding, the applicant has volunteered to provide additional stormwater-related improvements on the neighbor's property to further improve drainage.

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

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

Absent: 1 - Member Werfel

8.2 [18-0983](#)

Committee action amending the Final Plat relating to Outlot "A" in Knesley Subdivision - District 15

Attachments: [Knesley Plat Amendment](#)

[Amendment Report Plat Committee](#)

A motion was made by Member Martini, 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 Wilke and Member Mathias

Absent: 1 - Member Werfel

9. Executive Session

There was no executive session.

10. Director's Report

Planning, Building and Development (PBD) Director, Eric Waggoner explained that

together with Matt Meyers of PBD, RuthAnne Hall of Finance and Administration, and Brooke Hooker of Communications, a series of shared services-related outreach workshops were conducted with area communities in all four quadrants of the county.

The meetings were attended by 31 municipal, township and school district representatives. At the quad meetings, staff presented the following: (1) opportunities to further partner on joint procurement contracts, (2) a request for coordinate data to improve the County's GIS spacial accuracy, (3) updates on Tyler-Energov shared services opportunities and (4) an invitation to consider partnering with the County for construction inspections and plan reviews.

10.1 [18-0991](#)

Shared Services updates

Director Eric Waggoner and Senior Planner Hannah Mulroy updated the Committee on the status of staff's research into solar energy-related regulations. Staff is developing a Task Force process to engage area communities on regulatory best practices with the plan to develop a model ordinance for solar energy, and anticipates initiating the Task Force in early to mid-2019. Board members will be provided communication/outreach information when available. Discussion ensued.

10.2 [18-0992](#)

Unified Development Ordinance text amendment status update

Hannah Mulroy of Planning, Building and Development (PBD) reported that the public hearings for the Unified Development Ordinance (UDO) text amendment will begin in November. Following the conclusion of the ZBA public hearing process, the ZBA recommendation will be forwarded to the Committee for further review and recommendation.

Director Waggoner noted that public and stakeholder outreach would continue to occur throughout the process. Discussion ensued.

11. County Administrator's Report

11.1 [18-1000](#)

Demonstration of a new Geographic Information System (GIS) mapping tool that provides enhanced access to land related agreements.

The Deputy County Administrator, Amy McEwan, introduced Keith Caldwell of Information Technology - Geographic Information Systems (GIS).

Mr. Caldwell gave a demonstration of a new GIS mapping tool that provides enhanced access to land related agreements. This tool allows for exploration of areas with agreements, as well as links to the actual agreements themselves. The new tool will both enable more integration information sharing among County departments and also enable improved public access to these documents.

12. Members' Remarks

There were no remarks provided by members.

13. Adjournment

Meeting ended at 11:21 a.m.

A motion was made by Member Pedersen, seconded by Member Wilke, to adjourn.

The motion was carried u

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

Absent: 1 - Member Werfel

Next Meeting: September 26, 2018

Minutes prepared by Monika Nelsen.

Respectfully submitted,

Chairman

Vice-Chairman

Planning, Building and Zoning