

COMMITTEE REPORT

COMMITTEE: Development & Planning (D&P)

CHAIRPERSON: Merri Berlage

DATE/TIME: February 23, 2016, 7:00 p.m.

PRESENT:

<input type="checkbox"/> Steve Rutz	<input checked="" type="checkbox"/> Robert Heuerman	<input checked="" type="checkbox"/> RJ Winkelhake
<input checked="" type="checkbox"/> Merri Berlage	<input checked="" type="checkbox"/> John O'Boyle	<input checked="" type="checkbox"/> Ron Smith
<input checked="" type="checkbox"/> Rick Dittmar		

A quorum was established.

Other Board members:

Others: Linda Delvaux, Mike Dittmar, Dan Reimer, Nick Tranel, Tess Wackerlin and Katherine Walker

1. Approval of Minutes

- a) Review and approve minutes for the January 26, 2016 Development & Planning Committee meeting – **John O'Boyle made a motion to approve the minutes of the January 26, 2016 Development & Planning Committee meeting. Seconded by Robert Heuerman and motion passed.**

2. **Citizens' Comments** – Tess Wackerlin, South Eden Road, Stockton, IL discussed the current zoning ordinance does not allow mobile homes. Wackerlin has spoken with Building & Zoning Administrator Linda Delvaux and has offered several suggestions, none of which seem to accomplish what she wants to do. Wackerlin discussed that she has a farm and the farmhouse is not visible from the road. She would like to bring in a trailer on a temporary basis for her mother who is in the process of selling her home and lives several hours south of Jo Daviess County. Her mother does not want to reinvest into another home but would like to live next to her daughter. Wackerlin would like to get a variance or special use of some type with guidelines from the County to set a mobile home for her mother; this would allow her to have her own space and independence, but still be close enough that if something were to happen she could be there in a moment's notice. Wackerlin offered her assistance to help the County develop guidelines to allow mobile homes for seniors on a temporary case by case basis.

3. Unfinished Business

- a) FY2016 Strategic Goals & Plans – The committee will bypass this item tonight.
- b) Update on Enterprise Zone – Merri Berlage reported that the enterprise zone applications for Berner Foods and JJ Enterprises are progressing. A special public hearing meeting will be held in March. Ron Smith commented that he was at a UCCI conference this past week and had an opportunity to discuss HB4300 with Representative Stewart. This is a 900 page bill that includes many items including a section that would eventually eliminate enterprise zones in Illinois. The bill is currently assigned to the Revenue and Finance Committee. Stewart is recommending that we submit witness slips regarding our position. Dan Reimer discussed that if HB4300 passes as is the effective date would be immediately and mean that there would be no more opportunity to apply for a new enterprise zone.
- c) Review of Special Meeting Ag Notes and discussion – Merri Berlage discussed that the list of notes from the special Ag meeting is included in the Committee packet. The Committee reviewed each of ideas or thoughts from the meeting. Berlage discussed the idea of farm tours for tourists and local residents to become more aware of what actually happens on an operating farm. Rick Dittmar commented that the message heard most often at the meeting was continuing education. The committee reviewed the list and placed a priority ranking of high, medium or low on items from the meeting. Berlage would like to schedule a future meeting to focus on the high priority items on the list.
- d) Re-evaluation of items not fully addressed for the zoning ordinance

1. Mobile homes – Linda Delvaux discussed that there were two pages of notes that she and her staff put together for committee consideration. Delvaux would like the committee to think about these considerations, discuss them, and let her know what the priorities are and what the concerns are. Delvaux commented that at a previous meeting one of the objectives would allow a family member or farm hand to live on the farm. Rick Dittmar discussed what may be considered a hardship case where you take care of a family member who isn't ready to go to the nursing home or assisted living; this would provide an extra option to live near their family member and help take care of them if needed. Berlage discussed that this might not be a hardship case. That would be someone who couldn't afford a home but could afford a trailer. This would not be a permanent situation. They may eventually need to go to a nursing home and the trailer would have to be removed. Steve Rutz suggested renewing the permit on a yearly basis so that the trailer would not still be sitting vacant years later. Delvaux commented that this would be quite costly to monitor and enforce because of the process and procedures that would need to be followed. Tess Wackerlin suggested that this be implemented as a special use with a fee that would be applied upon the issuance of the permit. After a set number of years the property owner would have to come in and renew and prove that the person is still living in the trailer. If they are no longer living in the trailer, that permit would not be renewed. Delvaux discussed that she understands and sympathizes with the examples being presented, however zoning is a land use issue; it is not a personal issue. You cannot zone based upon a person. The decision on the table is if you want to allow this land use. If so, in a zoning ordinance you cannot limit it to a person. If it is an appropriate land use then it is appropriate for anyone. We need to decide if this is an appropriate use to be allowed. If this is the appropriate use to be allowed then we need to determine the parameters. What kind of district do you want to allow this use in? Is it an appropriate use in an agricultural district or a residential district? Do you want to allow one or more than one accessory residential housing unit on the property? Those are the initial decisions the Committee should make, then Delvaux can draft some language and bring to the committee for review. Rental leads us into transient rentals which are guest accommodations. They are allowed in an agricultural district on a principal residence. Is that going to be allowed in reference to an accessory residential residence as well? Delvaux discussed that there are several items to be addressed. Currently you can have a guest house on your property up to 900 square foot; however it can't be used as a full time rental. You can use it for a guest of the principle residence. Some people have converted garages, hen houses and corn cribs as guest houses. Delvaux discussed that if the Committee wants to create a special use category to allow for a mobile home to be used as a secondary accessory residence and provide some guidelines or standards, the process would include sending the recommendation to the Zoning Board of Appeals (ZBA) for public hearing. The ZBA would then make a recommendation to the County Board for final disposition. Delvaux would like to research if a time limit can legally be placed on the use. It was the consensus of the committee that Merri Berlage and Linda Delvaux should review what has been discussed at tonight's meeting and prepare a rough draft for committee consideration. Delvaux will draft an option of a special use category with a set of standards that would allow for a mobile home to be used as an accessory residence. Merri Berlage asked if this could be a permitted use. Delvaux discussed that guest accommodations began as a special use. The purpose was to bring each special use request to the Zoning Board of Appeals to iron out any concerns or issues. This provided insight into what the issues and concerns were and how to address them going forward. Eventually a change was made to a permitted use.

2. Events/Festivals – This item will be addressed next month.

4. New Business

- a) Discussion and possible action on project funding for Agriculture Education – partnering with the Jo Daviess County Farm Bureau and the Jo Daviess County Ag Coalition – Merri Berlage reported that she attended the Farm Bureau meeting last week and they discussed a public farm

tour which would include some agricultural education. They were wondering if the County would partner with them with some sort of funding. There is a grant available through the CVB and Berlage suggested that they apply for that as well. Ron Smith suggested that they apply for a Wal-Mart grant. **John O’Boyle made a motion to approve a commitment of \$2,000 for Agricultural Education – partnering with the Jo Daviess County Farm Bureau and the Jo Daviess County Ag Coalition pending bringing back of a list of activities for funding. Seconded by RJ Winkelhake and motion passed.**

- b) Discussion and possible action on reviewing renewal of billboard project for Elizabeth/Hanover/River Ridge – Mike Dittmar updated the committee on the current billboard project and handed out project statistics which includes a proposal for another twelve month contract. There is also a six month contract. Thompson Prison initially hired 200 – 300 people. Since the billboard was installed there has not been any additional hiring. His village board is not in favor of another contract unless there will be hiring. Hanover has approved six months of funding, but they did not have all of the information that he is presenting. Landing page hits on the website were good. The sign was generating the most hits by far. Dittmar asked Lisa McCarthy to contact the prison to see when the next round of hiring would be. Their response was, “We are currently waiting for funding in the next fiscal year. Dittmar discussed that he did not know what the time would be to begin additional hiring and recommended we wait on any marketing contracts.

5. Staff Reports

a) Building & Zoning

- i. Monthly Report – Linda Delvaux reported that there are several ongoing investigations into nuisance/zoning violations; several have been referred to the States Attorney’s office. Nine permits were issued in the month of January, three of which were new homes. The Building & Zoning office has sent out approximately 525 guest accommodations license renewal notifications for the 2016 licensing year. There are approximately 37 rentals that have not yet turned in applications. Final reminder will be sent out the first part of March. The special use request for a zip line was approved by the County Board they are now working with the owners on building permits. The Building & Zoning department has dropped e-pay and is in the process of engaging the services of Munici-pay; this will allow the department to continue to provide customers an opportunity to use credit cards and pay online. Delvaux also discussed a flow chart of zoning and zoning, the flows in and out, who process the formation, and who are the decision makers. .

b) Economic Development

- i. CVB Monthly Report – Katherine Walker reported that the state has caught up with the LTCB grant and the CVB received a check for \$91,296.00 which brings their payments current. The CVB Board met earlier this evening and they have endorsed the Letter of Intent. Walker will be attending a bridal show in Chicago tomorrow with over 600 brides attending. Thursday Walker will attend a seminar in DeKalb for creative entrepreneurial shifts in downtowns. The last overlook meeting will be February 29th at Timmerman’s in East Dubuque. Everyone has been very positive so far about doing something at the site. There have been a lot of creative ideas and some people have said what they don’t want to see. There are a lot of questions to ask IDOT. March 1st – 3rd Walker will be in Springfield for tourism lobby days. We will be thanking our legislatures for their support of tourism. March 3rd we have a networking reception at Charlie’s Place in Hanover from 4:30 – 6 pm. Everyone is welcome to attend. March 8th and 9th there is an economic development conference in Springfield. March 21st through 23rd they will be attending the Governor’s Conference on Tourism in Springfield. May 1st – 7th is National Tourism Week.
- ii. TCEDA Monthly Report – A report from TCEDA was provided in the packet.

6. Citizens’ Comments -- None

7. Board Member Concerns – Ron Smith reported that TCEDA Executive Director, Lisa McCarthy is in Springfield. The TCEDA board has scheduled their annual meeting for Thursday, March 17th at the Irish Cottage from 11:30 am – 1 pm.

The next Development & Planning Committee meeting will be Tuesday, March 22, 2016, at 7:00 p.m.

The meeting adjourned at 9:22 p.m. following a motion made by Steve McIntyre and seconded by John O'Boyle, motion carried.