

COMMITTEE REPORT

COMMITTEE: Development & Planning (D&P)
CHAIRPERSON: Merri Berlage
DATE/TIME: March 22, 2016, 7:00 p.m.

PRESENT:

<input checked="" 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, Lisa McCarthy, Dan Reimer and Tess Wackerlin

1. Approval of Minutes

- a) Review and approve minutes for the February 3, 2016 Special Development & Planning Committee meeting – **RJ Winkelhake made a motion to approve the minutes of the February 3, 2016 Special Development & Planning Committee meeting. Seconded by Robert Heuerman and motion passed.**
- b) Review and approve minutes for the February 23, 2016 Development & Planning committee meeting - **RJ Winkelhake made a motion to approve the minutes of the February 23, 2016 Development & Planning Committee meeting. Seconded by Robert Heuerman and motion passed.**

2. Citizens' Comments – None

3. Unfinished Business

- a) FY2016 Strategic Goals & Plans – Bypass this item this evening.
- b) Update on Enterprise Zone – Merri Berlage reported that a public hearing was held yesterday March 21st on an application from the Helm Group for inclusion in the City of Freeport/County of Stephenson Enterprise Zone. Each of the five member entities now must adopt an ordinance and resolution to expand the Enterprise Zone and allow the Helm Group to construct a new facility in Freeport. Berlage discussed that the resolution and ordinance were not ready and not on the agenda. Rather than call a special meeting the consensus of the committee was to move the ordinance and resolution forward to the April 11th County Board agenda without a recommendation from this committee. Berlage and Reimer discussed that they recently requested financial information from the enterprise zone including allocation of enterprise zone fees, the policy for distribution of enterprise zone fees back to member entities, the balance allocated to Jo Daviess County and the account balance for each of the member entities.
- c) Update on Ag promotion/support – Berlage reported that the Ag Promotion Committee met and the Committee discussed that they wanted to make sure they are going in the right direction with ag promotion and guiding the Development and Planning Committee in the right direction. By consensus of the Ag committee they decided to read the book *Team of Teams* by General Stanley McChrystal. Berlage has the book and the committee is welcome to read it. Berlage has not done anything more and is waiting for the next Ag Committee meeting to see what recommendations they will bring forward.
- d) Re-evaluation of items not fully addressed for the zoning ordinance
 1. Mobile homes – Merri Berlage reported that she met with Linda Delvaux and her staff regarding mobile homes which were discussed at last month's meeting. Delvaux handed out and discussed a draft that she prepared for Committee discussion. In the draft, manufactured homes would be allowed as a special use in an Ag and R-1 residential zoning district. There would be two types of special use one being a detached accessory dwelling unit; manufactured home, the other being a

detached accessory dwelling unit which is something that is stick built. Delvaux discussed the proposed purpose and intent which would be to provide an opportunity to offer cost effective independent accessory housing options in close proximity to the principal dwelling. Delvaux discussed the standards section which would be in place to ensure that the detached accessory dwelling units are compatible with the character of the area, share infrastructure and common spaces with the principal residence on the parcel and not be split from the parcel on which the principal residence sits. Delvaux discussed some of the proposed development standards which included, no more than one detached accessory dwelling unit on a parcel and shall only be allowed as an accessory to a principal residence on the property, manufactured homes shall not be older than 15 years at the time of placement, special use permits issued for detached accessory dwelling unit: manufactured home shall expire three (3) years from issuance date and may be extended in accordance with the ordinance, if no extensions received the unit shall be removed from the property, home occupations are prohibited in a detached accessory dwelling unit, the gross floor area of an accessory dwelling unit shall not be greater than nine hundred (900) square feet, shall be located no more than 150 feet from a principal dwelling, detached accessory dwellings shall not be used as a guest accommodations. The Committee discussed the draft and made suggestions for revisions.

2. Events/Festivals – Bypass this item this evening.

4. New Business

- a) Discussion and possible action on a letter of support for Berner Foods Enterprise Zone expansion – Merri Berlage reported that a letter of support for Berner Foods is on the agenda because the Enterprise Zone would like a letter of support from each of the governing bodies. In the past, only the governing body in which the property was located would write a letter of support. This will help the application as it moves forward in the approval process to DCEO. **Rick Dittmar made a motion to approve a letter of support for Berner Foods & Beverage LLC request to expand the City of Freeport/County of Stephenson Enterprise Zone. Seconded by Steve Rutz and motion passed.**
- b) Discussion and possible action on draft of mobile home zoning ordinance – **John O’Boyle made a motion to approve to move forward 8-5B-52: Detached Accessory Dwelling Unit; Manufactured Homes with changes as noted. Seconded by RJ Winkelhake and motion passed.**

Merri Berlage excused herself from the meeting at this time. Steve Rutz took over as vice-chairman of the meeting.

5. Staff Reports

a) Building & Zoning

- i. Monthly Report – Linda Delvaux reported that her office continues to work with the States Attorney’s office on ongoing investigations into nuisance/zoning violations. Build permits were a little slower in February which is normal. Now that the weather is getting nicer the numbers are starting to pick up. Her office is wrapping up the guest accommodations for 2016. They continue to work with TKI and are getting close to issuing a temporary occupancy permit for their office building so they can start phase one. The Longhollow Zip Line project has been permitted. The projected opening date in sometime in June or July. The Zoning Board seems to be staying pretty busy. Andy Mensindike is working on a mutual aid project with the Building Commission Coalition.

b) Economic Development

- i. CVB Monthly Report – Katherine Walker was absent as she is attending the Governor’s Conference on Tourism in Springfield.
- ii. TCEDA Monthly Report – Lisa McCarthy reported that AUSP Thomson has hired approximately 255 employees. Hiring is slow and they are waiting for federal funding. Governor Rauner announced the creation of the Illinois Business &

Economic Development Corporation to increase Illinois' competitiveness for job creation and investment. All current processes/programs will remain unchanged with all communications and points of contacts to be directed toward DCEO. The Governor announced that the Department of Commerce and Economic Opportunity will resume approval of EDGE incentives. Actual tax credits for NEW projects approved will still not be certified or able to be claimed until a FY16 budget is enacted. The EDGE application form will be streamlined from a six-page application to 2.5 pages. TCEDA was invited to participate in Office of the Illinois Comptroller Rural Affairs Advisory Board, which met in Springfield. The group will meet quarterly to establish regional relationships and learn through best practices. The first bi-state freight study meeting with IA on all modes of transportation took place. TCEDA is currently assisting eleven businesses with expansion or location to our region. The TCEDA Annual Meeting was well attended. TCEDA was invited to attend a meeting at the LRA to discuss the Depot and tour the facilities. TCEDA's Build it Grow it Business Program will be hosted for 10 months at the Elizabeth Village Hall. Rep. Brian Stewart has introduced HB4636 re: eliminating the need for an out-of-state option for incentives and incentives for full-time workers working in Illinois. We will email this information to the JDC Legislative Committee on how to advocate for this bill. TCEDA now has 41 rental listings on its public database of rental properties for our region. TCEDA's Education/Workforce Development Committee is polling companies, nonprofits and government agencies regarding interest in a 2-4 hour job shadow program. The Illinois Office of Trade & Investment's schedule for 2016 is available online. TCEDA is on the move with education presentations regarding economic development in our region. The next TCEDA board meeting is Thursday, March 31st.

6. Citizens' Comments -- None

- 7. Board Member Concerns** – Dan Reimer handed out updated final Sales Tax Receipts and County Supplemental Tax statistics and reviewed these with the committee. Steve Rutz asked the committee if we could change the date of the Finance Committee meeting from Thursday to Wednesday next week. There were no objections to the date change.

The next Development & Planning Committee meeting will be Tuesday, April 26, 2016, at 7:00 p.m.

The meeting adjourned at 9:15 p.m. following a motion made by Robert Heurman and seconded by John O'Boyle, motion carried.