

COMMITTEE REPORT

COMMITTEE: Development & Planning (D&P)

CHAIRPERSON: Merri Berlage

DATE/TIME: June 22, 2015, 1:00 p.m.

PRESENT:

Merri Berlage

Steve Rutz

Rick Dittmar

Robert Heuerman

John O'Boyle

RJ Winkelhake

Ron Smith

A quorum was established.

Other Board members:

Others: Linda Delvaux, Lisa McCarthy, Dan Reimer, Katherine Walker, Melisa Soppe , Peter Taylor, Gary Dedrick, Wayne Raisbeck (Warren)

1. Approval of Minutes

- a) **Review and approve minutes for the March 24, 2015 Development & Planning Committee meeting** – John O'Boyle made a motion to approve the minutes of the March 24, 2015 Development & Planning Committee meeting. Seconded by Robert Heuerman and motion passed.
- b) **Review and approve minutes for the May 20, 2015 Development & Planning Committee meeting** – RJ Winkelhake made a motion to approve the minutes of the May 20, 2015 Development & Planning Committee meeting. Seconded by Robert Heuerman and motion passed.

2. Citizens' Comments

3. Unfinished Business

- a) FY2014 Strategic goals – No updates at this time due to forthcoming Board retreat.
- b) Update on Enterprise Zone – Merri Berlage provided an update. The Freeport/Stephenson County Enterprise Zone Committee met and voted to make application for a new Enterprise Zone and to include those same entities that are in the current enterprise zone. The Committee reviewed one consulting proposal for professional services associated with assisting the enterprise zone in preparing an application for a new zone. Berlage reported that Enterprise Zone administrator Kim Ellingson has resigned and accepted a position in Wisconsin. Former Enterprise Zone Administrator Ron Kane will take on certification duties and Dave Young will assist with some of the other responsibilities. The Bylaws will be reviewed with the new application.
- c) Discussion and possible action regarding the Jo Daviess County CEDS Committee – No updates.
- d) Update from Zoning Ad-Hoc Committee – Presented under New Business, 4B.

4. New Business

- a) Discussion and possible action regarding a request by Daniel Reed for an expansion of the Freeport/Stephenson County Enterprise Zone for the purpose of acquiring land, constructing and operating a cheese plant in Warren, Illinois. TCEDA Executive Director, Lisa McCarthy discussed a request from Daniel Reed to expand the City of Freeport/Stephenson County Enterprise Zone to a location in the Village of Warren, Illinois for the purpose of acquiring land, construction and operation of a cheese plant. McCarthy will assist the prospective company in completing a profile that will be sent to the State to determine which incentives would be available to them. **Rick Dittmar made a motion to approve a letter of recommendation for a request by Daniel Reed for the expansion of the Freeport/Stephenson County Enterprise Zone for the purpose of acquiring land,**

constructing and operating a cheese plant in Warren, Illinois. Motion seconded by John O'Boyle. Motion passed.

- b) Discussion and possible action regarding a recommendation from the Zoning Ad-Hoc Committee for any changes as established by the Zoning Ad-Hoc Review Committee. Linda Delvaux reviewed each of the zoning ordinance items that were assigned to the Zoning Ad-Hoc Review Committee. Delvaux summarized the recommendations of the ad-hoc committee. Delvaux discussed that a resolution will be needed to address a fee, or lack thereof, for placing a temporary shelter on property following a natural disaster (item 8-5b-37). Delvaux discussed that a resolution will be needed if the Development & Planning Committee decides to move forward the recommendations from the Zoning Ad-Hoc Review Committee to the County Board. The County Board would then send the recommendations to the Jo Daviess County Zoning Board of Appeals (ZBA). The ZBA would hold a public hearing(s) to present the changes on behalf of the County Board. After the public hearing(s) the ZBA would make a recommendation to the County Board. The County Board will have final disposition. The resolution moving the proposed changes to County Board now is only to ask for a public hearing and is not an approval of the changes at this time. **Ron Smith made a motion to move forward to the County Board a resolution directing the filing of petition to amend the Jo Daviess County Zoning Ordinance as presented at this meeting. The motion was seconded by John O'Boyle. Motion passed.**
- c) Discussion on the process for the changes as established by the Zoning Ad-Hoc Review Committee on festivals/events/fundraisers. See 4. B above.

5. Staff Reports

a) Building & Zoning

- i. Monthly Report – Linda Delvaux provided an update on nuisance complaints and building permits. Building permits are down year to date compared to 2014. However building permit fees and construction values are up. The Building & Zoning office is working with TKI on the permit process, continuing to investigate electronic payment options, and waiting for chip technology to come out in the industry.

b) Economic Development

- i. CVB Monthly Report – None.
- ii. TCEDA Monthly Report – Lisa McCarthy provided an update on Thompson prison, approximately 160 employees have been hired. TCEDA is working with USA Rural Development for zero percent loans. McCarthy gave an update on a new business in East Dubuque. A job fair will be held June 27 in Hannover. McCarthy announced a new program called Build It Grow It for start-ups or second-stage businesses. The SBA Director from Rockford will host an educational presentation on growing your business as well as provide consultations with business owners. The educational session will be held July 9th in Elizabeth. Paid internships are available with Rep. Brian Stewart. Employers now have access to a free job board hosted by Highland Community College.

6. Citizens' Comments – None

- 7. Board Member Concerns** – Ron Smith reminded everyone of the upcoming deadline to register for the UCCI summer conference which will be held at Eagle Ridge. Ron Smith informed the committee of a recent meeting with Congresswoman Cheryl Bustros, top executives from the BNSF Railroad, local leaders, EPA and IEPA for an update on train derailment.

The next Development & Planning Committee meeting will be Tuesday, July 28, at 7:00 p.m.

John O'Boyle made a motion to adjourn, seconded by Bob Heurman and motion passed.