

COMMITTEE REPORT

COMMITTEE: Development & Planning (D&P)
CHAIRPERSON: Merri Berlage
DATE/TIME: June 28, 2016, 7:00 p.m.

PRESENT:

<input checked="" type="checkbox"/> Steve Rutz	<input checked="" type="checkbox"/> Robert Heuerman	<input 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, Dan Reimer and Katherine Walker, Hal Gilpin, Matt Carroll, Erin Murphy and Terry McGovern

1. Approval of Minutes

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

2. Citizens' Comments – None

3. Unfinished Business

- a) FY2016 Strategic Goals & Plans – This item was not discussed.
- b) Update on Enterprise Zone – Nothing new to report at this time. Merri Berlage, Development & Planning Committee Chair, reported that she did hear that Pearl Valley Egg farm is considering one more expansion. Prairie Ridge did not use the enterprise zone for their project. To be removed from the enterprise zone the same approval process will have to be following as used for inclusion in the enterprise zone.
- c) Update on Ag promotion/support – Merri Berlage reported that several committee members participated in the farm tour last week. Stops included the Mapes Farm beef operation and the Lawfer Farm dairy operation. It was very interesting. Another farm tour is being planned for later in the year.
- d) Re-evaluation of items not fully addressed for the zoning ordinance
 1. Events/Festivals – Merri Berlage commented that she thought this item had been removed from the agenda. This item should not have been on the agenda.

4. New Business

- a) Discussion and possible action on draft of mobile home zoning ordinance – Merri Berlage commented that she thought this item had been removed from the agenda. There must have been a miscommunication with the Administration office.
- b) Discussion on draft of events/festivals zoning ordinance – Linda Delvaux, Building & Zoning Administrator, began by discussing a draft ordinance for events/festivals that would allow events/festivals including larger events that would require a special use permit. Broken down into three categories – small events such as weddings and graduation parties, accessory use; larger events, temporary use permit (safe and secure event); large scale event with impact on adjoining landowners, special use permit. After much discussion it was the consensus of the committee to have Delvaux prepare a resolution for the July meeting that would move the draft ordinance forward. This would be a resolution directing the filing of petition to amend the Jo Daviess County Zoning Ordinance. Delvaux explained the process: the Development & Planning Committee makes a recommendation to move the resolution forward to the County Board; the County Board would consider the resolution, if the resolution is adopted Delvaux

will schedule a public hearing with the Zoning Board of Appeals (ZBA). The ZBA will conduct the public hearing and make a recommendation. The recommendation would then go back to the County Board for final disposition. **Steve Rutz made a motion to move the proposed draft of events/festivals zoning ordinance as presented with changes. Seconded by Robert Heuerman and motion passed.**

- c) Discussion and possible action on changing the current name of the Building and Zoning Department to Jo Daviess County Planning and Development Department – Merri Berlage discussed that the Building & Zoning Department name sometimes carries the wrong perception. We have looked at other counties and a common department name is planning and development department. Planning and development sounds a little bit softer and more helpful for the public. **John O’Boyle made a motion to change the current name of the Building & Zoning Department to Jo Daviess County Planning and Development Department. Seconded by Steve Rutz and motion passed.**

5. Staff Reports

a) Building & Zoning

- i. Monthly Report – Building & Zoning Administrator, Linda Delvaux, reported that there are several ongoing investigations into nuisance/zoning violations. The department continues to work with the States Attorney’s office. There are two cases that are now scheduled for a bench trial. Eleven new home permits were issued in the months of April and May. A total of 47 permits have been issued including new homes, additions, accessory structures and floodplain permit. Before 2017 Guest Accommodations renewals are sent out. Delvaux plans to meet with the Treasurer’s office and representatives from the CVB regarding Hotel/Motel taxes. TKI has finished Phase one of their two part construction project at Rentech. Phase one is the loading in and storage of product on site for local delivery. Phase two construction for the production of product has started and should be completed before next spring. The site is working on placing the vessels and connecting the piping to them for the production of fertilizer. The Longhollow Canopy Tour opened for business a couple weeks ago. They have a website if you want to see what it’s all about www.longhollowcanopytours.com. Five new requests were received that will go to the Zoning Board of Appeals for public hearing in July. Delvaux notified the committee that she plans to retire from her position at the end of the year. Nothing however has been made official at this time.

b) Economic Development

- i. CVB Monthly Report – CVB Executive Director, Katherine Walker, left the meeting. Merri Berlage reported on the new CVB website. They have received a lot of positive compliments on it. Cory Jobe from the Illinois Office of Tourism puts out a weekly newsletter and he even mentioned how awesome the website is.
- ii. TCEDA Monthly Report – Tri-County Economic Development Alliance Executive Director, Lisa McCarthy, was unable to attend. The report was included in the informational packet.

6. Citizens’ Comments -- None

7. **Board Member Concerns** – Ron Smith commented that we do not have a sign out front that identifies the Courthouse. Smith recommended that a design be drawn up and funds appropriated in the budget. We would have to comply with the City of Galena monument sign requirements and the historic preservation requirements.

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

The meeting adjourned at 9:02 p.m. following a motion made by Robert Heuerman and seconded by Rick Dittmar, motion carried.