

COMMITTEE REPORT

COMMITTEE: Development & Planning (D&P)

CHAIRPERSON: Merri Berlage

DATE/TIME: April 22, 2014

PRESENT:

Merri Berlage

John O'Boyle

Robert Heurman

Steve Rutz

Ron Smith

RJ Winkelhake

Other Board members: Rick Dittmar

Others: Linda Delvaux, Katherine Walker, Dan Reimer, Lisa McCarthy, Pete Ziat, Bill Hubbard, Robert Johnson, Mary Train and Eric Train.

1. **Minutes** – John O'Boyle made a motion to approve the minutes of the March 25, 2014 committee meeting. Seconded by RJ Winkelhake and motion passed.

2. **Citizens' Comments.** Pete Ziat discussed that he purchased property in Pleasant Valley Township approximately 10 years ago and he would like to sell the property but was informed that the property is not in compliance with certain zoning regulations and he needs to apply for a variance. Ziat discussed that one of the requirements is a natural resources report prepared the Soil and Water Conservation District at a cost of \$1,200. Ziat discussed that he already has a forest management plan for the property which contains a lot of the same soil information and asked if the forest management plan would be acceptable in lieu of a natural resources report. Building & Zoning Administrator Linda Delvaux discussed that she has been working with Mr. Ziat to help him bring his property into compliance with the zoning regulations; a natural resource report is required per Chapter 70 of the Illinois Compiled Statute and she does not have the authority to waive the report.

3. **Staff Reports**

a) **Building and Zoning** - Linda Delvaux, Building and Zoning Administrator, reviewed her written report and discussed an updated building permit report. Thirty building permits have been issued to date in 2014 including 3 new home permits. .

b) **Economic Development** - Katherine Walker, CVB Executive Director, provided a report on two important groups that visited Jo Daviess County as part of the International Conference that was held in Chicago this month. On April 8 & 9 Walker hosted Mr. Yoshiharu Matsumoto, President of World Air-Sea Service and Naco Ohta Saso, Director of Public Relations and Marketing for Connect Worldwide, both of Tokyo. Walker announced that Jo Daviess County is featured in the Best of The Midwest Magazine.

Lisa McCarthy, TCEDA Executive Director, discussed the Jo Daviess County CEDS committee and asked about the charge of the Committee and their duties and responsibilities. Dan Reimer discussed that the CEDS Committee is an advisory committee to the County Board. A Resolution to amend the Resolution that created the Jo Daviess County Comprehensive Economic Development Strategy (CEDS) Committee was adopted a couple of years ago. This resolution does provide some guidance for the Committee. It was suggested that the resolution be reviewed and discussed at the next CEDS committee meeting. Merri Berlage will invite the CEDS committee members to the next Development and Planning Committee meeting on May 27, 2014. McCarthy discussed some of the reasons that RockFarm decided to locate their new business to Dubuque, Iowa. McCarthy discussed that TCEDA has formed four sub-committees to work on varies economic issues; one of the committees is a Political Action committee that will be lead by John Cox who plans to schedule a meeting to address enterprise zone issues. McCarthy requested the Jo Daviess County Legislative Committee work with the Political Action Committee. McCarthy discussed some of the opportunities that will be available when the Thomson Prison opens. TCEDA will host a series of 3 workshops that will provide instruction on how to register a business for federal contracting opportunities. The workshops are scheduled for Thursday, August, 21, 2014, Thursday, August 28, 2014 and Thursday, September 4, 2014.

4. **Unfinished Business**

- a) **FY2014 Strategic goals.** Nothing new to report
- b) **Update on touring Revolving Loan Fund facility recipients, Hoskins Lumber and Assisted Living in Elizabeth.** Merri Berlage will set up tour dates with the businesses and let the committee know.
- c) **Update on Blackhawk Hills County Development Survey and Infrastructure Needs/Want List.** Ron Smith stated there is nothing new to report at this time.
- d) **Update on implementation of festivals/events in the Jo Daviess County Zoning Ordinance.** This item will be added to the agenda of the June 17, 2014 special Development and Planning Committee meeting.

5. New Business

- a) **Discussion and comments from rental and/or guest accommodation businesses regarding amendments to Title 4 Chapter 6 Guest Accommodation Ordinance.** Linda Delvaux, Zoning Administrator, reviewed the draft amendments to Title 4 Chapter 6 Guest Accommodations Ordinance. Bill Hubbard from Galena Area Rentals discussed his disagreement with the drafted change to 4-6-10 Site and Structure requirements; utilities - A. Occupancy, which added 'Children of all ages shall be included in the occupancy count'. Hubbard suggested that occupancy be determined by the number allowed in the fire code instead of the current number of bedrooms plus two up to a maximum of 12. Hubbard discussed that children 5 and under are sometimes not counted in the total occupancy number. If this became a requirement it could hurt business. Merri Berlage explained that the maximum occupancy for a 5 bedroom home has always been 12 and this amendment is to clarify the ordinance. The draft amendments were reviewed by the Jo Daviess County States Attorney's Office and it was recommended that all occupants regardless of age be included in the occupancy count. If a tragedy were to occur emergency service agencies would know exactly how many individuals were in the home. Mary Train discussed that some guest accommodation businesses count on the integrity of the individuals that they rent to, to report the correct number of occupants. Linda Delvaux discussed that she will review some of the life safety issues and also some of the current contracts used by the rental agencies with the States Attorney's Office and see if other options might be available to address occupancy. This item will be placed on next months agenda. Berlage discussed when the original guest accommodations ordinance was developed several years ago the local Fire Chief's were involved and recommended they also be involved in this discussion. Berlage will invite the Fire Chief's to next months meeting.

Item 4-6-10 Site and Structure Requirements; Utilities E. Fire Department Requirements, 3. Requirements for Emergencies d. Emergency Telephone – the draft amendment clarifies that a landline telephone must be provided. Linda Delvaux will contact the Jo Daviess County 911/ETSB and ask about phone requirements for emergency purposes and report back to the committee.

6. Other Business

7. Citizens' Comments

8. Board Member Concerns

Next meeting on Tuesday, May 27, 2014 @ 7:00 pm.

John O'Boyle made a motion to adjourn at 9:20 pm, seconded by Robert Heuerrman and motion passed.