

COMMITTEE REPORT

COMMITTEE: Development & Planning (D&P)
CHAIRPERSON: Diane Gallagher, Chairman
DATE/TIME: September 24, 2019 @ 7:00 p.m.

PRESENT:

<input checked="" type="checkbox"/> Diane Gallagher	<input checked="" type="checkbox"/> John Schultz	<input checked="" type="checkbox"/> Robert O'Connor
<input checked="" type="checkbox"/> Robert Heuerman	<input checked="" type="checkbox"/> Staci Duerr	<input checked="" type="checkbox"/> Ron Smith
<input checked="" type="checkbox"/> Scott Toot		

A quorum was established.

Other Board members: None.

Others: Beth Baranski, Emily Legel, Lisa McCarthy, Dan Reimer and Eric Tison

1. Introductions - None.

2. Approval of Minutes

- a) Review and approve minutes for the July 23, 2019 Development & Planning Committee meeting – **John Schultz made a motion to approve the minutes for the July 23, 2019 Development & Planning Committee meeting. Seconded by Bob Heuerman and motion passed.**
- b) Review and approve minutes for the August 13, 2019 Special Development & Planning Committee meeting – **Bob Heuerman made a motion to approve the minutes for the August 13, 2019 Special Development & Planning Committee meeting. Seconded by John Schultz and motion passed.**
- c) Review and approve minutes for the August 27, 2019 Development & Planning Committee meeting – **Staci Duerr made a motion to approve the minutes for the August 27, 2019 Development & Planning Committee meeting. Seconded by Scott Toot and motion passed.**

3. Citizens' Comments - None

4. Unfinished Business

- a) FY2019/FY2020 Strategic Goals & Plans – Timelines/Responsibilities – The committee reviewed and updated their strategic goals and plans.
- b) Update on Enterprise Zone – Ron Smith reported that that new Enterprise Zone for Northwest Illinois (Stephenson/Jo Daviess Counties) goes into effect on January 1, 2020 and is for fifteen years.
- c) Update, discussion and possible action on the Revolving Loan Application request from Dittmar Farms, LLC – Staci Duerr reported on the Dittmar Farms revolving loan application. Duerr met with Mike Dittmar earlier this evening. Several months ago Dittmar submitted a Revolving Loan Fund (RLF) application to assist with the funding needed to build a tree house on his property for tourists to stay in. The original application was for \$25,000 with an estimated project cost of \$80,000. Since that time Dittmar has worked with Eric Tison on zoning matters and has received cost estimates for the project which now total \$130,000, which is much higher anticipated. Dittmar would like the County to consider increasing the amount of the RLF. Duerr explained how the RLF process works. The application policy does state that the loan can be anywhere in the range from \$10,000 to \$100,000 but must not exceed 25% of the total financing package with the new additional request the amount would be approximately 57%. Duerr will discuss with Dittmar and provide an update next month.
- d) Update on a Jo Daviess County Karst Feature Database – Beth Baranski gave a summary on what the Karst Feature Database is. It is a collection of data about the location and character of sink holes, springs, crevices and caves in Jo Daviess County. The League of Women

Voters received grants from the U.S. Fish and Wildlife Service to pursue this initiative and helped bring scientists in to help do characterization. Currently the data is an Excel spreadsheet, but there is an opportunity for more mapping components that are associated with it and using GIS. The database right now goes to U.S. Fish and Wildlife and is also housed at the Illinois State Geological Survey but Baranski feels its value is to Jo Daviess County and it would be nice to have it here. She is worried about the stability in other locations. Baranski has spoken with Jo Daviess County IT/GIS Director Joe Kratcha and they had a conference call with a gentleman from the State Geological Survey. The next step would be to write the pros and cons of the county having and maintaining this information. It would be good to include Steve Keeffer and Eric Tison because their departments would use it the most. This is where we are at the present time and Baranski will provide another update next month.

- e) Update on Countywide Water Resource Management – Beth Baranski reported that they met in February and put in updates to the plan. The effort is ongoing. They are doing water sampling on the Galena River looking at nutrients. They are having field days. Baranski had people at her house to play the watershed game. There is a rain barrel demonstration coming up at William Bookless's. There are all kinds of things happening with that. Baranski will also be giving a talk on Thursday night at Prairie Ridge on all of the water work that the League is doing if anyone is interested in attending.
- f) Update on potential grant applications for water resource management – Beth Baranski reported that the grants she had previously applied for have met their limit. She is trying to find a home for grant writing for the water resource management work. We have been very successful to date and Baranski feels they will continue to be successful. Baranski had previously requested that the County consider possibly being the applicant for grants for the water resource management work. It was suggested that she speak with Trina Orr. Baranski started with drafting a memorandum of understanding that would just loosely outline what the relationship might be with the thought that then perhaps if there is a specific grant there is actually a contractual agreement specifying the details of that. The next step will be to schedule a meeting with the Jo Daviess County Grant Administration Oversight Committee (GAOC) to review and make a recommendation on what is being proposed. After the meeting with the GAOC a recommendation will come back to this committee.

5. New Business

- a) Discussion and possible action on a proposed text amendment to the Zoning Ordinance for adult use cannabis facilities in Jo Daviess County– Eric Tison commented that a draft of the ordinance for adult use cannabis facilities in Jo Daviess County was included in the informational packet. Tison quickly summarized the ordinance adding definitions based on the model ordinance for the different business establishments including craft grower, cultivation center, dispensing organization, infuser organization, processing organization and transporting organization. Also defined is the cannabis term. The second part of it is adding the set of use standards to that section of the zoning ordinance to define what needs to be provided to make the playing field level for anybody that comes to us with zoning action. This is direct from the model ordinance which was crafted from state statute. **John Schultz made a motion to approve and move forward to the Zoning Board of Appeals (ZBA) a proposed text amendment to the Zoning Ordinance for adult use cannabis facilities in Jo Daviess County. Seconded by Bob Heurman and motion passed. A nay vote was recorded for Ron Smith.**

6. Staff Reports

- a) **Building & Zoning**
 - i. Monthly Report – Eric Tison, Planning & Development Administrator, reported that building permits are holding steady. Mother Nature hasn't been cooperative here in September. He did have a new home come across his desk today that he approved. Volume is moving comparatively to last year. Staff is in the guest accommodation renewal process right now. There have been approximately 530 licenses issued in 2019. Initial renewal notices have already gone out for 2020.

b) Economic Development

- i. NW Illinois Economic Development Monthly Report – Emily Legel, NW Illinois Economic Development Executive Director, reported the State of Illinois has announced the enterprise zone awards to start in 2020, including the Northwest Illinois Enterprise Zone covering Jo Daviess and Stephenson Counties, including properties in Galena, Stockton, and East Dubuque. While the application was submitted earlier this year, NWILED is very grateful for all the time and effort put onto this valuable tool for economic development. NWILED executive director spoke with a Honeywell Representative this past Thursday. The plant is scheduled to close by the end of 2019. NWILED has posted a real estate listing on our website and on Intersect Illinois, the state database. All interested parties should make efforts to help facilitate the sale of the property. NWILED is continuing its workforce development efforts. A program from the United States Chamber of Commerce Foundation, Talent Pipeline Management (TPM) engages employers by industry to examine and prepare for future workforce needs. We held our 3rd quarter meeting this past week, and we currently have 12 collaborators across 3 industries, including health care, manufacturing, and hospitality. Businesses with workforce issues are encouraged to engage. For more information, contact info@nwiled.org. NWILED is representing the tri-county area on a new port expansion study for the Dubuque and East Dubuque area. Led by Alan Meyers of WSP Consulting, the project involves a variety of stakeholders. The businesses education program is held at the Stockton Township Library on the 2nd Thursday of the month, Jan.-Oct., 8:30 – 10:00 a.m. Brian McIntyre will have five hours of private consulting available each month from 10:15 – 3:30 p.m. at IL Bank & Trust in Stockton. Businesses can sign up for free consulting at <http://www.nwiled.org/builditgrowit>. Entrepreneurial Mastermind Forum will be held on the 4th Thursday of the month, Jan. – Oct., 8:00 – 9:00 a.m. at Prairie Ridge in Galena. All businesses in the region are welcome. The charge is only \$15 per person. Email info@nwiled.org for more information. Locations have been selected! Northwest Illinois Economic Development is pleased to announce not one but TWO locations for Build It Grow It 2020. While the exact locations are yet to be announced: we will be holding one session in Galena on the fourth Thursday of the month and one session in Fulton on the second Tuesday of the month. Stay tuned with NWILED for more updates. NWILED will build on the success of its hour of code program. This year the program will be offered to area primary school students to teach coding basics. NWILED staff is in the process of reaching out to local schools to recruit students from Galena, River Ridge and West Carroll, with plans to hold classes at local libraries. We anticipate classes starting soon. NWILED is pleased to announce its first – ever quarterly report. In this report, you can expect an overview of our highlights, as well as a quantified summary of our impact in the region. For more information or to get added to our email list, please email ellegel@nwiled.org. With many of our employers listing talent as their biggest concern when it comes to the Jo Daviess County economic environment, NWILED is starting a network for area young professionals to connect and build relationships through outings, meetups, and advocacy. Funds from this will be used to pay for marketing, meals, and activities to draw existing young residents to events. In the Jo Daviess County, we have three types of finance zones of economic incentives - - opportunity zones, foreign trade zones, and the enterprise zone just recently approved. With many of these zones underutilized, NWILED plans to hold workshops to inform local businesses and bankers of the tools available, and how to use them to help existing and new businesses grow here in Jo Daviess County. The next NWILED board meeting will be held October 9th from 4:30 – 6 PM at the NWILED office in Hanover.

c) LRA Board

- i. Update on LRA/Port Authority Discussions - Ron Smith reported we have not had any discussion between the two groups since our last meeting. The LRA recently engaged the services of Western Solutions to do a study and each member of the LRA Board and Port Authority meet individually with a representative from Western Solutions.

7. Citizens' Comments – None.

8. **Board Member Concerns** – Ron Smith commented that the Blackhawk Hills Regional Council held their annual meeting last night. One of the items discussed was the U.S. Census outreach that will be presenting at the County Board Chairs meeting.

The next regular Development & Planning Committee meeting will be Tuesday, October 22, 2019 at 7:00 p.m.

The meeting adjourned at 9:10 p.m. following a motion made by Scott Toot and seconded by Staci Duerr, motion passed.