

COMMITTEE REPORT

COMMITTEE: Development & Planning (D&P)
CHAIRPERSON: Diane Gallagher, Chairman
DATE/TIME: December 17, 2019 @ 5:30 p.m.

PRESENT:

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

A quorum was established.

Other Board members: Hendrica Regez

Others: Emily Legel, Dan Reimer and Eric Tison

1. Approval of Minutes

- a) Review and approve minutes for the November 26, 2019 Development & Planning Committee meeting – **John Schultz made a motion to approve the minutes for the November 26, 2019 Development & Planning Committee meeting. Seconded by Scott Toot and motion passed.**

- 2. Citizens' Comments** – Hendrica Regez asked the committee to consider the climate action plan when discussing the Jo Daviess County Comprehensive Plan.

3. Unfinished Business

- a) FY2019/FY2020 Strategic Goals & Plans – Timelines/Responsibilities – Diane Gallagher reviewed the strategic goals & plans. Eric Tison updated the committee on the progress his department is making on their assignments. There was a lot of discussion on the committee assignments. Drew Townsend asked if we have any formal tax incentives for businesses and is there any ability to partner with the state? Emily Legel responded that there are some grants and project loans/low interest loans. We also have the enterprise zone. If they are investing in Stockton there is the opportunity zone. There is one potential future incentive that the Blackhawk Hills Regional Planning Commission is working on that may be coming out in the spring once we have more information on how the state will be administering it. It will need county approval however; the county also offers a revolving loan fund. Some municipalities do have tax increment financing. Townsend asked if we can look at an example or two and is the economic impact meaningful. For certain companies such as smaller businesses it does make a difference. For a larger company, tax incentives, it is more safety conditions and workforce that they are looking at. The comprehensive plan will cover economic development, environmental, a variety of issues and then any additional plan that we do whether it be environmental, economic development should be building off of the comprehensive plan and strategies. Comprehensive plan will lay out big goals while the county economic development plan will lay out certain strategies and how to achieve these big goals. That is how it works in a county with a well-run or established planning department. Legel commended Tison for the job he has done in updating the comprehensive plan. Right now we need to be competing as a region. We don't have the conditions that Wisconsin and Iowa does. We don't have the tax incentives and if we don't have a four lane highway throughout this county most of the county will not develop. Legel's organization has given her the go ahead to figure out what action items can be taken to carry out the goals that are working in concert with the comprehensive plan process and the county's planning and development goals while being realistic given our situation and helping existing businesses grow and create jobs.
- b) Update on Enterprise Zone – Emily Legel commented that she is planning a workshop in February. She has Andy Shaw the director of the Lee/Ogle Enterprise Zone lined up as a speaker. It will be held in Hanover. More information will be coming in January.

- c) Update on a Jo Daviess County Karst Feature Database – Diane Gallagher read a report from Beth Baranski on this item. The Information Technology Committee voted not to have the County host the database for Karst Features. The vote may be reviewed for consideration in the future. In the meantime, Baranski is working on completing the database with the U.S. Fish & Wildlife Service and will report back when the work is done. Remove this item from future agendas.
- d) Update on Countywide Water Resource Management – Diane Gallagher continued the report from Beth Baranski that she is in the process of bringing the Galena Water Recourse Plan completed last fall to the four townships that have jurisdiction in the water shed; East Galena, West Galena, Rawlins and Vinegar Hill for their approval of the plan. Baranski will then bring it to the City of Galena and the County for approval. The next water shed area the county planning group identified in the study is the Sinsinawa River water shed. Baranski will begin meeting with the Menominee Village and Township boards to see if they are interested after the first of the year. John Schultz commented that we never have too much information. We need to have regular scheduled testing of the water coming into and out of the water shed. Taking tests occasionally doesn't give you useful data. There are continuous monitors but they are rather expensive. Remove this item from future agendas.
- e) Update on potential grant applications for water resource management – Beth Baranski is waiting to schedule a meeting with the County Grant Administration Oversight Committee to discuss the possibility of the County being the applicant for grants supporting water resource management. Remove this item from future agendas.
- f) Update on Census 2020 – Diane Gallagher discussed that the committee had an overwhelming response of thirty people at the last meeting. Hendrica Regez prepared the text for the flyer and the County Administrator's office printed it so that the Galena Elks could add it into their 550 Christmas boxes that they deliver. This is one of the examples of how the census is asking people to be census takers, to apply for jobs and targeting that title of "everybody counts on April 1st". John Schultz asked if this information in Spanish was included in the baskets. Gallagher responded that they do have information in Spanish at the post offices, the libraries and sent it to the church that has a Spanish service. There is a *Get Counted in JDC* Facebook page and an Instagram page is being created. Use #jdc counts in your posts. They held a meeting at the Galena Library and someone is setting up the social media. The Housing Authority has a staff member that is posting on their bulletin boards for jobs. They have requested wording on utility bills. The next meeting is January 7 at 1:00 p.m. in Stockton. John Schultz got clarification from the Health Department that the count is to be where you are on April 1st. Gallagher responded that is the official stance, but we are telling people it is where you spend the majority of the time. Scott Toot added that a gentleman from the Census came and talked to the County Board chairs and stated it is where you are the majority of the time. Dan Reimer added that is why the Galena Territory and Apple Canyon Lake are so important because we have so many residents who may go south for the winter, but the majority of their time is spent at those two communities. Toot commented that Gallagher and Regez have brought a level of energy to the Complete Count Census committee that is outstanding. Staci Duerr commented that we had talked in the past about providing information to board members as the face of their districts. Historically Scales Mound is an older population that is not excited about going online or having people come to their homes. Regez responded that they are working on wording for chambers right now. Gallagher agrees that we probably should have a page for each board member in ways that they can help and wording that they can use that would be consistent. Schultz commented that he worked the 2010 census and the segment he was working on was going around to places that hadn't responded that they thought people lived at. The closest he worked from home was about twenty miles away. He didn't feel it was good to have them work in places that they were not familiar with.
- g) Review and discussion on Jo Daviess County 2020 Vision Statement – Diane Gallagher commented that we will remove this item from future agendas. Dan Reimer suggested that we leave this item on the agenda under unfinished business because we may end up with a new vision statement when we work through the comprehensive plan. Our current vision

statement was developed prior to the comprehensive plan. It was based on the survey to which 2,000 Jo Daviess County residents responded

4. New Business

- a) Discussion regarding the process for the Comprehensive Plan update – Eric Tison lead a discussion on the JDC Comprehensive Plan. The committee reviewed the time line that was in the packet. Tison is not 100% certain that these timelines are accurate, but he wanted to give an idea of what he thought it would take to put this together. An interesting idea that was discussed with Gallagher is getting a sense of community input from focus groups. He will need to review that out a little bit. This could be helpful and give us an idea of potential concerns that we need to review out during the process. Previous endeavors have established a comprehensive plan steering committee to review the requests for proposal and make a recommendation in reviewing the 2012 update. The goal here is to develop a completely new comprehensive plan. Tison is working on a scope of work to include in a request for proposal document. His goal is to have this for initial review in January. He has a couple of really good RFP documents that Legel was able to secure for him to use as a guide. We will need to have public outreach in the form of surveys, public information meetings and focus groups. That leads to the creation of a new vision statement. 2040 is just an estimate based on the useful life of a comprehensive plan. Then planning and development of a possible planned framework. In other words, what is the document actually going to look like? It will have those basic elements in it. You will find those basic elements in some degree in any comprehensive plan that you look at. Those are the qualities that focus on the umbrella view. There can be more specific addendums like trail plans, climate action plans, something that is studied outside the comprehensive plan process but added on to the comprehensive document as a guide for long range planning and land uses. Once the scope of work and RFP are prepared we need to select a consultant. Tison ambitiously anticipates executing the scope of work in eight to twelve months, but may have to change that to twelve to eighteen months. This is just a general timeframe to show you how long it might take. Review the draft including changes and revisions will go to this committee and the zoning board. The entire process could take eighteen to twenty-four months. It needs to go methodically and the chief driver of that is how much data needs to be sifted through from public outreach. This is a good start and hopefully he will have some tangible scope of work to add to an RFP for our meeting in January.
- b) Discussion on other regulation reviews in progress – Eric Tison commented that he has looked at the subdivision ordinance. We purchased 2018 building code books and he is reviewing that. The code enforcement officer has attended accessibility training in the Rockford area at the beginning of November that was very informative and acquired another book in the process. Tison’s goal is to get some type of formal action on that before the end of the next calendar year.

5. Staff Reports

a) Building & Zoning

- i. Monthly Report – Eric Tison, Planning & Development Administrator, reported there are several ongoing investigations into nuisance/zoning violations. Building permit activity volume decreased from the previous month with 19 permits issued, one new home and nine residential solar are included in that total. Permit value held steady when compared to the previous month, at over \$1.38M. With the end of the fiscal year on November 30, total construction value of permits added from 12/1/18 through 11/30/19 amounts to more than \$14.5M. Additionally, the department issued permits for 18 new homes so far in calendar year 2019 slightly behind last year’s pace. Calendar year to date permits for alternative energy sources (solar) is at 96 – the total for the previous three years combined was 35. With the passage of the text amendment by the County Board at the most recent meeting, staff can now assist proposed cannabis establishments through the zoning process.

b) Economic Development

- i. NW Illinois Economic Development Monthly Report – Emily Legel, NW Illinois Economic Development Executive Director, reported that NWILED has paused work on

the Honeywell project at this moment. While the plant is scheduled to close in Quarter 1 of next year, they are waiting to hear back from several partners regarding a potential tenant. NWILED is representing the tri-county area on a new port expansion study for the Dubuque and East Dubuque Area. At the meeting last Thursday, the consultant was able to report that the stakeholder outreach was mostly complete, with the market and site analysis progressing ahead of schedule. Early findings suggest that the ports are being used as efficiently as they could, less a substantial investment from a new anchor tenant. NWILED cosponsored an event at Sulcanna Hemp in Hanover this past week. With an estimated turnout of over 250 individuals from around the region, this event included presentations by farmers, processors, and individuals currently engaged in the CBD market. They will continue to engage these and other stakeholders as the industry continues to grow. Registration for our premier small business course is currently in process. With sessions on marketing succession planning and more, area businesses can take advantage of networking opportunities as well as an hour of private consulting. They will be holding workshops in both Fulton on the second Thursday of the month and in Galena on the fourth Thursday of the month. Interested parties can register online. NWILED is pleased to announce a new strategic planning event for our organization. Beginning early 2020, they will be reaching out to community organizations and stakeholders to receive feedback on the current state of our area and to look for more opportunities to move forward. Stay tuned to their social media, reach out to Emily Legel or call 815-297-7361 for more information. NWILED is pleased to announce the first-ever NW Illinois Young Professionals Social. Beginning in January, they will be meeting at Cajun Jack's on the third Thursday of the month between 5 and 7 pm. Individuals between the ages of 20 and 40 are encouraged to attend. In 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 beginning in February 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 NWILED 2020 annual meeting will be March 12, 2020 at Eagle Ridge Resort. Featuring Dr. Chris Merritt of Western Illinois University's Institute for Rural Affairs as the keynote speaker, they are planning on a morning meeting. More information will be shared in January. The next NWILED board meeting will be held February 12, 2020 from 4:30 – 6 pm at the NWILED office in Hanover.

c) LRA Board

- i. Update on LRA/Port Authority Discussions - Ron Smith was unable to attend the meeting. Emily Legel commented that they are still talking about merging the LRA and Port Authority.

6. Citizens' Comments – None.

7. Board Member Concerns – None.

The next regular Development & Planning Committee meeting will be Tuesday, January 28, 2020 at 5:30 p.m.

The meeting adjourned at 7:25 p.m. following a motion made by Scott Toot and seconded by John Schultz, motion passed.