

COMMITTEE REPORT

COMMITTEE: Development & Planning (D&P)

CHAIRPERSON: Diane Gallagher, Chairperson

DATE/TIME: May 23, 2023 at 5:30 p.m.

PRESENT:

☒ Diane Gallagher	☒ Steve Endress	☐ John Schultz
☒ Steve McIntyre zoom	☒ Bob Heuerman	
☐ LaDon Trost	☒ John Lang	

A quorum was established.

Other Board members: None.

Others: Kristina Tranel and Scott Toot. Peter Huschitt and Nicole Hermsen were present electronically.

1. Approval of Minutes –

- a) Review and approve minutes for the April 25, 2023 Development & Planning Committee meeting – John Lang made a motion to approve the minutes for the April 25, 2023 Development & Planning Committee meeting. Seconded by Steve Endress and motion passed following a voice vote resulting in all ayes.

2. Citizens' Comments – None.

3. Unfinished Business

- a) Jo Daviess County Housing Study updates – Gallagher briefly updated the committee on the Housing Study.
- b) Comprehensive Plan update – The report from MSA was included in the packet. The project team formally met one time to kick off the project. MSA is currently building the project website for the Comprehensive Plan Update. The website will house project elements, public engagement tools such as the community survey and crowdsourcing mapping and project announcements. The County will be provided a link to put on the Jo Daviess County website to navigate to the project page. The committee list will go to the County Board on June 13th for their approval and appointment. An in-person kick-off meeting will then be scheduled.

4. New Business

- a) Discussion to update the committee's reporting for the Board Retreat
 - (i) Summary review and updates of committee activities since biennial retreat - items may include: General discussion topics, goals progress County Board recommendations, coordination with other entities like LRA, BHRC, NWLED, data, legislation, permits, procedures, educational speakers/topics, staff, surveys and website Gallagher would like for us to look in a positive vein in the future that we try to promote the County as being an operative place to live and work. Although we are working on making it better we want to celebrate the good things. Minutes from the Board Retreat were included in the packet. Gallagher commented that we need a progress report on our committee. In the packet we have included that monthly to review. There was general discussion from the committee on how they feel they have been doing and what they think we need to set for goals. The committee was agreeable with having educational speakers attend committee meetings. They also discussed agritourism.
 - b) Discussion and possible action regarding June 27, 2023 Development & Planning committee meeting – John Lang made a motion to cancel the June 27, 2023 Development & Planning Committee meeting. Seconded by Bob Heuerman and motion passed following a voice vote resulting in all ayes.

5. Reports

a) **Building & Zoning**

- (i) Monthly Report – Kristina Tranel, Planning & Development Administrator, reported permit data for the past twelve (12) months was included in the packet and shown amongst five different charts: Total of all permits, New Homes, Accessory Buildings, Additions, and Solar/Alternative Energy Sources. In April, 32 total building permits were issued with a total construction value estimate of \$2.9 million, similar to last month, in which 31 total permits were issued, with an estimated construction value \$1.7 million, and 36 issues in April 2022 & 2021 (estimated construction value \$3 & \$3.8 million respectively). Of the 31 permits issued, there were: two (2) New Homes, nine (9) Accessory buildings, one (1) Addition, eleven (11) Residential alternative energy source permits, one (1) cell tower, two (2) decks and four (4) others. Year to date 112 permits have been issued with a total construction value estimated at \$8.8 million.

b) **Economic Development**

- (i) NW Illinois Economic Development Monthly Report – David Schmit, NW Illinois Economic Development Executive Director, was not in attendance at this time. His report was included in the packet. His reported stated that NWILED announced their 2023 scholarship winners. On May 25, there will be a Hispanic Businesses Networking Event held. NWILED also has a meeting scheduled with Senator Chesney in June.

c) **Blackhawk Hills Regional Council –**

- (i) Diane Gallagher reported that BHRC is going through inputting their data into new software. They are using a new financial reporting system.

6. **Citizens' Comments** – Nicole Hermesen updated the committee on a survey that Jo Daviess County Transit did.

7. **Board Member Concerns** – Gallagher wanted to thank the County staff. She also wanted to remind the committee of the board retreat coming up. Toot commented that positive things come out of the retreat, for example, the courthouse renovation.

8. **Adjourn**

The next regular Development & Planning Committee meeting is to be determined at 5:30 p.m.

The meeting adjourned at 6:59 p.m. following a motion made by John Lang and seconded by Bob Heuerman. Motion passed following a voice vote resulting in all ayes.