

COMMITTEE REPORT

COMMITTEE: Development & Planning (D&P)

CHAIRPERSON: Diane Gallagher, Chairman

DATE/TIME: November 23, 2021 at 5:30 p.m.

PRESENT:

☒ Diane Gallagher	☒ John Schultz	☒ Bill Bingham
☒ Staci Duerr	☐ Bob Heuerman	☒ John Lang
☒ Don Hill	☒ Darcy Wild	

A quorum was established.

Other Board members:

Others: Eric Tison, Emily Legel, Steve Keeffer, Mike Dittmar and Scott Toot

1. Approval of Minutes –

- a) Review and approve minutes for the May 25, 2021 Development & Planning Committee meeting – **John Lang made a motion to approve the minutes for the May 25, 2021 Development & Planning Committee meeting. Seconded by John Schultz. Motion passed following all ayes.**
- b) Review and approve minutes for the June 22, 2021 Development & Planning Committee meeting – **John Schultz made a motion to approve the minutes for the June 22, 2021 Development & Planning Committee meeting. Seconded by John Lang. Motion passed following all ayes.**
- c) Review and approve minutes for the July 27, 2021 Development & Planning Committee meeting – **Bill Bingham made a motion to approve the minutes for the July 27, 2021 Development & Planning Committee meeting. Seconded by John Schultz. Motion passed following all ayes.**

2. **Citizens' Comments** – Mike Dittmar, Elizabeth, asked questions regarding the Zoning Board chairman replacement. He also asked specific items to be added to future Development and Planning agendas.

3. Unfinished Business

- a) Discussion and possible action on County Board goal “simplify and replace present zoning ordinances to encourage business (clarify zoning ordinance standards versus licensing certificate standards) – Continued discussion on ways to simplify the current zoning ordinances.
- b) Discussion and possible action on a guest accommodations text amendment - John Lang suggested adding an amendment to state that no advertisement reservation would be honored without proper licensing approval. Staci Duerr said she does not want to add more duties to Eric and his office by having to check online listings for licensing approvals, etc. Emily Legel stated that the Planning and Development office already checks online listings on Airbnb, Vrbo, etc. for any listing in Jo Daviess County that does not have a license. Adding the actual license number to the listings would potentially make it easier for Eric’s office to monitor. Continued discussion and no action taken.
- c) Discussion and possible action on guest accommodation regulations for driveway slopes - Diane Gallagher reviewed the feedback received from emergency agencies regarding the questionnaire that was sent out. Bill Bingham explained some situations he has had while he was on an emergency medical call. The emergency personnel experience issues when on calls but most of the issues are within the home rather than the driveway slopes. Eric Tison advised that these regulations are not required for single family homes. The regulations are for the guest accommodation homes. Steve Keeffer commented that the 15% grade slope is pretty steep. Allowing guest accommodations to have a driveway with a slope greater than 15% would be pretty dangerous. **John Schultz made a motion to eliminate the 15% grade**

requirement for driveway slopes on guest accommodations. Motion was seconded by Staci Duerr. Motion passed 5 ayes – 1 nay John Lang.

4. New Business

- a) Discussion and possible action on establishing meeting dates and start time for the FY2022 Development & Planning Committee meeting - Meeting dates and start time for FY2022 will remain the fourth Tuesday at 5:30 p.m. **John Schultz made a motion to approve the date and start time for the FY2022 Development & Planning Committee meetings as presented. Motion was seconded by John Lang. Motion passed.**
- b) Review and discuss targeting goal steps toward comprehensive plan update - This item will be moved to discuss at the January meeting.

5. Staff Reports

- a) **Building & Zoning**
 - 1. Monthly Report – Eric Tison, Planning & Development Administrator, reviewed his report that was included in the informational packet. The permit volume continues a downward trend, decreasing again from the previous month. Permit value is down sharply as well, more consistent with pre pandemic, early fall activity. Permit volume and value fell considerably in October when compared to the previous year. Survey Monkey results were also reviewed.
- b) **Economic Development**
 - 1. NW Illinois Economic Development Monthly Report – Emily Legel, NW Illinois Economic Development Executive Director, reviewed her report that was included in the informational packet.
- c) **Ad Hoc Economic Development Committee** – John Schultz advised that the Ad Hoc Economic Development Committee has not meet and will not be meeting until January.
- d) **Blackhawk Hills Regional Council** – Diane Gallagher advised that the Blackhawk Hills Regional Council did meet and there was a lot of information coming in regarding grant opportunities.
- e) **LRA Board** – Steve Keeffer advised that the LRA Board is continuing to work with the Port District.

6. Citizens' Comments – Mike Dittmar spoke again.

- 7. **Board Member Concerns** – John Schultz updated on the Foreign Trade Zone Board. They are currently in the process of renegotiating the contract for the processor. Diane Gallagher thanked the members committee for taking time to work together on this committee and others. Staci Duerr thanked Eric and his staff for the continued work.

The next regular Development & Planning Committee meeting will be Tuesday, January 25, 2022 at 5:30 p.m.

The meeting adjourned at 7:36 p.m. following a motion made by John Schultz and seconded by Staci Duerr. Motion passed following a roll call vote resulting in all ayes.