

COMMITTEE REPORT

COMMITTEE: Development & Planning (D&P)
CHAIRPERSON: Diane Gallagher, Chairperson
DATE/TIME: November 26, 2024 at 5:30 p.m.

PRESENT:

☒ Diane Gallagher

☒ Lynn Gallagher

☒ LaDon Trost

☒ Steve Endress

☒ Bob Heuerman

☒ John Lang

☒ John Schultz

☒ Michael Dittmar

A quorum was established.

Other Board members: John Grizzoffi and Daisha Boehm. Jacob Ambrosia appeared electronically.
Others: Angela Kaiser, Bill Meeker, and David Schmit of NWILED.

1. Approval of Minutes –

- a) Review and approve minutes for the October 22, 2024 Development & Planning Committee meeting – **Schultz made a motion to approve the minutes for the October 22, 2024 Development & Planning Committee meeting, with the addition of 'of Planning & Development Administrator in section 3.e.', as corrected. Seconded by Lang and motion passed following by voice vote.**

2. Citizens' Comments – None.

3. Unfinished Business

- a) FY2023/FY2024 Strategic Goals and Plans – The goals and plans were not included in the packet.
- b) Consideration and possible action to recommend a first-time homebuyer loan program – The first-time homebuyer Resolution needs some cleanup on the financial institutions portion. There was much discussion on the program. **Dittmar made a motion to direct the County Administrator to do research on the homebuyer Resolution in anticipation of the December Development & Planning Committee Meeting. Seconded by Trost and motion carried by voice vote.**
- c) Update on the Jo Daviess County Small Business Development Grant Program and the December 2024 – May 2025 process – The application window opens on December 1st and there will more than likely be some quality applicants.
- d) Staffing Update – Introduction of Bill Meeker, the new Planning & Development Administrator who started with Jo Daviess County on November 12, 2024 – Meeker gave a summary on himself and his past professional work experience.

4. New Business

- a) Review of current incentive programs available in Jo Daviess County – The committee spoke about some incentive programs within the County, such as the Business Grant, First-Time Homebuyer Loan Program and the Revolving Loan Fund. A handout from David Schmit of Northwest Illinois Economic Development was also discussed.
- b) Discussion and possible action on establishing meeting dates and start times for the FY2025 Development & Planning Committee meetings – **L. Gallagher made a motion to approve the FY2025 Development & Planning Committee Meeting Dates as presented. Seconded by Schultz.** There was some discussion regarding the current start time of 5:30 p.m. It was decided that 6:00 p.m. would be best since there the County Board is changing and the committee may have a few new members. It was also decided that the December meeting

will still take place, except it will be held on Thursday, December 19th at 6:00 p.m. **Trost made a motion to amend the original motion, to approve the FY2025 Development & Planning Meeting Dates with a start time of 6:00 p.m. for the year. Schultz seconded. The amended motion was voted on by voice vote and passed with all Ayes.**

- c) Discussion on a Revolving Loan Fund application from S&K Packaging in East Dubuque – The application received for the Revolving Loan Fund was East Dubuque business S&K Packaging. The opinion is that they are refinancing, but still fit the criteria. Dittmar said he disagreed with it fitting within the criteria, but he still wants to help them. There was more discussion and the item will be brought back for the December meeting.

5. Reports

- a) Building & Zoning Monthly Reports – Bill Meeker (Inc. permits, guest accommodations, public hearings, text amendments appeals) – Bill Meeker's report was included in the packet. In October, thirty-three (33) building permits were issued with a total construction value of \$3,621,840. That included 7 new homes, 3 accessory structures, 6 additions and/or decks and 10 renewable energy permits. The YTD total estimated construction value is \$36,433,245, compared to \$28,488,855 by this time last year. There have been forty-three (43) new homes permitted since January 2024, compared to twenty-six (26) new homes by this time last year. The IACZO fall 2024 meeting was held on Zoom was recorded and that will be made available to the Board. Meeker's report also included ZBA agenda items with 4 requests for November and 2 requests for December. He spoke about his research on the revocation of Special Use Permits after approval. The only option in the Ordinance is to write a citation and go through the Courts system. Other counties verbiage in their Ordinance with the process of having to take the request back to the ZBA, ultimately sending the recommendation to County Board.
- b) Economic Development Monthly Report – NWILED – David Schmit – David Schmit presented his report. There was a joint Press Release issued which he included in the packet. He mailed program materials to 750 regional addresses. Display ads have run in the Gazette, Weekly Visitor and The Flash. Schmit also attended recent community meetings.
- c) Blackhawk Hills Regional Council Report on CEDS Plan – Diane Gallagher – Diane Gallagher provided an LRA Report in the meeting packet.
- d) Weed Control Superintendent 2024 Report – Andrew Mensendike – The Weed Control Superintendent Report for 2024 was included in the meeting packet.

6. Citizens' Comments – None.

- 7. **Board Member Concerns** – Dittmar acknowledged the complaint on the Havens Special Use permit. He visited the site but voiced his opinion on not being in favor of a citation. Schultz would like to be careful about going forward with programs in the future. Ambrosia would like the County Board to look into childcare facilities. Boehm would like an analysis done on the timeline to attain building permits.

8. Adjourn until next meeting on Thursday, December 19th at 6:00 p.m.

The meeting adjourned at 7:28 p.m. following a motion made by Schultz and seconded by Lang. Motion passed by voice vote.