



Minutes

Plan Commission

Village of Port Barrington

69 S. Circle Avenue

Port Barrington, IL 60010

Tuesday, January 9, 2024 - 7:00 p.m.

Note: This will be an in-person meeting in accordance with the current CDC COVID-19 recommendations

I. Call to Order

Meeting was called to order at 7:02 p.m.

II. Roll Call

Present: Chairman Weiner, Commissioners Benson, Bergbauer, and Kotarski. Alesi was absent.

III. Consideration of Approval of Minutes for November 14, 2023 Planning Commission Meeting

Tabled. No Quorum to consider approval

IV. Update: Draft of Guidelines for Potential Retail Development in Business General Zoned Properties in the Village of Port Barrington

Kotarski drafted the brochure for the development of the vacant property located at the SW corner of Roberts and Rawson Bridge Roads. It was noted the uses are indicated in Appendix B Table of Permitted uses contained in the Village of Port Barrington Zoning Ordinance. Kotarski noted that the Village letterhead and title of brochure needs to be added.

Chairman Weiner asked Kotarski to indicate the page of Appendix B in the brochure. Chairman asked to correct any spelling errors and include on the brochure what Village staff or official should be contacted for further questions. Chairman asked

Kotarski to find out from the Village Board for that information. Kotarski noted that he would follow up with Trustee Jurkowski to work on the mentioned updates

**V. 2024 draft PC Yearly Calendar 2024 for review & consideration for approval
Commissioners reviewed and entertained the following motion:**

Motion: Bergbauer moved to approve the 2024 PC meeting Schedule, seconded by Benson. All Ayes – Absent Alesi Motion Carried. 4-0

VI. Interest in development: SE Corner of Roberts & Darrell Roads

There was general discussion that the property is unincorporated and would need to be annexed into the Village. Kotarski noted that he believes the property is currently zoned residential/estates. Also this property is mentioned in the Village Comprehensive Plan.

VII. Recruitment of new Planning Commissioners

Commissioners were asked if they were aware of any interested residents in various subdivisions to fill the two (2) positions currently open on the PC.

VIII. Any and/or New Business

The PC were given a copy of the January 9, 2024 Northern Moraine WRD meeting agenda for informational purposes (Review of Available Planning Area Build-out information agenda item as well as Comprehensive Plans and Future Summary)

Weiner asked Clerk Schroeder about the status of photos inserts in the draft updated Comprehensive Plan document. Clerk Schroeder indicated that Village Staff will be working with Jody Thelin inserting the photos in the coming days. Clerk Schroeder will keep the PC updated on the status as it progresses.

IX. Open to the Floor

No audience present tonight.

X. Adjourn

*Motion: Benson moved to adjourn the meeting, seconded by Bergbauer. All Ayes.
Alesi was absent – Motion Carried 4-0*

Respectfully Submitted,

Signature On File

**Elizabeth Schroeder
Deputy Clerk**

Chairman Michael Weiner