



Minutes

Plan Commission

Village of Port Barrington

69 S. Circle Avenue

Port Barrington, IL 60010

Tuesday, February 13, 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

This meeting was called to order at 7:01 p.m.

II. Roll Call

Present: Chairman Weiner, Kotarski, Benson, Alesi and Bergbauer.

III. Consideration of Approval of Minutes for January 9, 2024 & November 14, 2023 Planning Commission Meeting

Motion: Benson moved to approve the November 14, 2023 meeting minutes, seconded by Bergbauer.

Ayes: Benson, Weiner, Alesi and Bergbauer

Nays: None

Abstain: Kotarski

Motion Carried. 4-0

Motion: Benson moved to approve the January 9, 2024 meeting minutes, seconded by Kotarski.

Ayes: Bergbauer, Benson, Weiner, Alesi

Nays: None

Abstain: Alesi

Motion Carried. 4-0

IV. Review: Revisions of the Draft Brochure for Retail Development in Business General Zoned Property Brochure in the Village of Port Barrington

The PC reviewed the changes presented. Clerk asked Kotarski to forward the brochure to Village Administration to add the map and Village logo on the brochure.

V. Review of PC Job Description

The PC reviewed and made changes per their discussion. Chairman Weiner asked Clerk Schroeder to forward the changes to Village Staff accordingly.

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

Kotarski provided a synopsis on a prospective interest in the SE corner of Roberts & Darrell roads. A developer presented a preliminary proposal at the last Village Board meeting in an interest of the unincorporated SE corner of Roberts and Darrell roads property for housing (age 50 and over) for roughly 120 homes with small retail.

Kotarski explained that the property is unincorporated Lake County, currently zoned for residential (R1) minimum half acre. Rezoning would be required (annexation) or a PUD, high density which violates the Village Comprehensive Plan.

There was discussion regarding the water and sewer opportunities that would be available for such a development. There was discussion about water hook up costs.

Chairman Weiner mentioned that it would need to be ADA compliant if it would be an age 50 and above development.

There was discussion that there is not enough traffic to support a long term thriving retail development in that location.

The PC discussed water run off concerns that would have to be addressed.

Kotarski mentioned there currently is a Boundary Agreement between surrounding communities which is close to expiring and would have to be reviewed. It was noted that this development would be subject to following the Illinois Affordable Housing Planning and Appeals Act.

Kotarski noted that considering it's preliminary, he would keep the PC updated as the Village Board continues discussion.

VII. Planning Commission Training Overview

Clerk Schroeder explained the PC annual requirements per the Village Policy. The newest requirement is filing the Statement of Economic Interest form. Clerk explained that an email will come directly from the McHenry County Clerk's Office. It was noted that there is a deadline and penalty fees if filed after the due date. The other requirement is the Sexual Harassment policy. It was pointed out that if the PC files with their company, a copy of the certificate can be copied and used as credit for the PC credit.

VIII. Update on the draft revisions of the Village Comprehensive Plan

There was discussion to ask the Village Board if they choose to have the photos included in the document before the public hearing or just a text document. The PC would like to hold a public hearing in March before the regular PC meeting. Clerk Schroeder was asked to forward the question to Village Administration prior to holding a March public meeting.

IX. Review: IL Housing Development Authority Affordable Housing Planning Appeals Act: Notification of None-Exemption Status

Chairman Weiner acknowledged the letter from the Illinois Housing Development Authority regarding 2023 Affordable Housing Planning and Appeals Act: Notification of Non-Exemption Status.

Kotarski noted that this would have to be exercised with the preliminary proposed development should the developer annex into the Village.

X. Any and/or New Business

None

XI. Open to the Floor

None

XII. Adjourn

Motion: Benson moved to adjourn at 7:59 p.m., seconded by Weiner.

All ayes – Motion Carried

Respectfully submitted,

Signature on File

Elizabeth Schroeder, Deputy Clerk

Chairman Michael Weiner