



Minutes

Planning Commission

Village of Port Barrington

69 S. Circle Avenue

Port Barrington, IL 60010

Tuesday, April 8, 2025 - 7:00 p.m.

I. Call to Order

The meeting was called to order at 7:00 p.m.

II. Roll Call

Present: Chairperson Hallett and members Kotarski, Benson, and Alesi

III. Consideration of Approval of Minutes for March 11, 2025 Regular Planning Commission Meetings

Motion: Kotarski moved, seconded by Alesi, to approve the minutes of March 11, 2025 Regular Planning Commission Meeting.

All Ayes Motion Carried.

IV. Candidates for Consideration of Open PC Positions

It was noted that there were three residents in the audience observing tonight's meeting for the open Planning Commission Open positions. Diana Carlson, Tom Jenkins and Pat Hoft were in attendance to observe the meeting. Chairperson Hallett briefly explained the Planning Commission duties and expectations.

Also in attendance were residents Tom Bergbauer and Suzanne Alesi that have submitted their resume and Letter of Intent for the PC to review and ask relative questions about their interest about the open Planning Commission position.

There was a brief Q&A with the candidates and lead in the following motions:

Motion: Benson moved, seconded by Alesi, to recommend Tom Bergbauer a position on the Planning Commission.

Ayes: Hallett, Alesi, Kotarski and Benson

Nays: None

Motion Carried 4-0

Motion: Benson moved, seconded by Kotarski, to recommend Suzanne Alesi, a position on the Planning Commission.

Ayes: Kotarski, Alesi, Benson and Hallett

Nays: None

Motion Carried 4-0

Chairperson Hallett noted that a positive recommendation will be forwarded to the Village Board at the next VB meeting on Wednesday, April 23, 2025 at 7:00 p.m. She indicated that the consideration for review and approval will be on the Agenda and requested their attendance at the VB meeting.

Chairperson Hallett noted that current member Keith Kotarski's membership will expire 4/30/25. It was noted that Keith Kotarski expressed a desire to accept another five year term to continue as a Planning Commission member for the next five year term.

V. Affordable Housing Plan Update

Chair Hallett reported the IHDA received the Village updated Affordable Housing Plan. Follow up will need to be addressed for future requirements.

VI. Comprehensive Plan Update

It was noted that the attachments need to be posted on the website.

VII. Recap the Citizens for Conservation Meeting 3/15/25 – Solutions to Water in Your Yard

Chairperson Hallett reported the Class addressed more of the solutions of residential yards. There was discussion with working with the Citizens of Conservations.

Chair Hallett suggested collaborating with the Conservation on hosting general informational classes for residential on various topics. Hallett noted she can ask Trustee Tuke to post a notice on the Village FaceBook page to see if residents would have an interest and/or spread awareness of potential classes hosted through the Conservation. Hallett explained she can write up a notice for classes to be posted.

VIII. Update on Green Project Recommendations

Chair Hallett asked if resident Diana Carlson would reach out to Village Staff about the items on the Green Project List. Ms. Carlson stated that she would be willing to take on that task and report back at the next PC meeting in May.

IX. Update on Identifying Locations of Village Owned Road Stubs

Member Kotarski provided a brief report on the Village owned road stubs. Kotarski identified each of the stubs and indicated because of the location of the stubs there was no recourse in allowing residents to purchase that particular property.

Kotarski noted that stud location leading to the waterfront is not a matter of trespassing therefore there are no relative issues. There was general discuss to find out the property owner of the dock in the water. Hallett noted that a resident has expressed an interest in purchasing in one of the road stubs with the dock. It was noted that there currently has a no parking sign on it. Kotarski noted that there could be a conflict of interest with the resident that is interested in purchasing that road stub.

Kotarski questioned how would one put a value to the land for those road stub properties. Kotarski indicated he would reach out to the interested resident about his interest.

X. Village Native Planting

This topic will need to be pursued and continue discussion at the next meeting.

XI. Discussion To Bring Water to the Village

Chair Hallett noted that Trustees have files on the previous Village discussion on this matter. It was noted that past studies have been completed along with the infrastructure costs.

Chair Hallett voiced that she would like to get up to date information on bringing water to the Village. Kotarski mentioned that there would be mayor expenses to the residents.

There will be continued discussion as information is made available.

XII. Discussion on the Changes/Repairs on the Center Street Bridge

Chairperson Hallett gave a brief report on the meeting presentation and noted that it was more informational. Hallett noted that she would follow up to find out more information on what the repairs would be and for what purpose.

XIII. Village Board Discussion on the COW meeting April 9, 2025

Discussion under XII Center Street Bridge.

XIV. Any and/or New Business

PC Alesi read comments he received via cell phone from resident Tom Flesiner concerns about bringing water into the Village Mr. Fleisner was invited to express any concerns to both the PC or the Village Board.

XV. Open to the Floor

No Comments from the audience.

XVI. Adjourn

Motion: Kotarski moved to adjourn 8:40 p.m. seconded by Alesi. All Ayes Motion Carried.

Respectfully Submitted,

signature on file

Elizabeth Schroeder, Deputy Clerk

Chairperson Pam Hallett

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