

*Village of Barrington  
Special Plan Commission Meeting  
Minutes Summary*

Date: September 9, 2014

Time: 7:00 p.m.

Location: Village Board Room  
200 South Hough Street  
Barrington, Illinois

In Attendance: Harry Burroughs, Commissioner  
Todd Sholeen, Commissioner  
Mike Ward, Commissioner  
Dan Hogan, Vice Chairperson  
Anna Markley Bush, Chairperson

Staff Members: Jennifer Tennant  
Jeff Ende  
Jean Emerick

*Call to Order*

Chairperson Bush called the meeting to order at 7:03 p.m.

Roll call noted the following: Harry Burroughs, present; Richard Ehrle, absent; Dan Hogan, present; Todd Sholeen, present; Mike Ward, present; Jeff Anderson, absent; Chairperson Anna Markley Bush, present.

There being a quorum, the meeting proceeded.

Chairperson Bush announced the order of proceedings and swore in those wishing to address the Commission.

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*New Business*

PC 14-08: Workshop Session – Review of Draft Development Regulations

The existing Subdivision Regulations were adopted in 1974 and last amended in 2007. A comprehensive review of the document has never been conducted and the majority of the regulations are outdated including the road construction specifications, utility specifications, easement language, approval process, etc. In order to address all of these issues at once, a comprehensive re-write of this document will serve better than a complex text amendment. A comprehensive re-write also provides the opportunity to address the structure and

administration of the document. The Village took the same approach in 2001 when a comprehensive re-write of the Zoning Ordinance was completed in order to address numerous policy changes as well as the structure of the document. Such process also allowed for a comprehensive review of other municipalities regulations and the ability to combine the best proven techniques from their ordinances with those conditions unique to Barrington and provide one comprehensive set of regulations to best serve the Village.

Ms. Tennant explained that the Subdivision Regulations from 1974 have been amended periodically. Staff has been working on a rewrite for 18 months. The new title is Development Regulations. The first 10 sections cover the purpose, applicability, administration and definitions. The Development Regulations address the general design and layout of a development and the Zoning Ordinance addresses improvements on individual lots. Exceptions can still be made from the Development Regulations. Staff will be able to enforce the regulations like a Village Code enforcement. Staff looked at surrounding communities' regulations as a place to begin.

All streets will now be categorized as arterial, major collector, minor collector or local. The Village will allow private streets to be built as long as they are built according to the Village standards contained in the Development Regulations. If future sidewalk improvements have been planned to that area, the developer will have to install them. Street lighting is required for all new developments.

The existing tree preservation ordinance will be folded into the Development Regulations. Ms. Tennant explained that there will be an amendment to the Zoning Ordinance because there may be conflicts with the Landscaping and Tree Preservation Section.

The appendices will include Engineering Details, the Watershed Development Ordinance, the Plat Signature Blocks, Easement Language and Street Designations.

These changes should help to ease up staff time and be more efficient.

Commission Hogan asked about a vacant lots.

Ms. Tennant said there are certain exceptions for individual single family home but the majority of the regulations do apply to existing single-family lots. Multifamily or non-residential they will have to abide by the Regulations.

Commissioner Ward asked if it then applies to developers.

Ms. Tennant said yes, from scratch developments.

Commissioner Ward asked will he have to build sidewalks when building a new home if he is the only one on his block.

Ms. Tennant said yes and that the Village will most likely fill in the remaining sidewalks when the block is 50% completed.

Commissioner Burroughs asked if the Village will review concept plans and who reviews the plats.

Ms. Tennant said that Staff reviews concept plans.

Mr. Ende said that if a plat is required, it will come before the Plan Commission.

Ms. Tennant said that Staff has a checklist and timeline that is provided to all developers and anyone else going through the Plan Commission process. These guidelines are also an appendix to the Zoning Ordinance. She said there are no changes to the Watershed Development Ordinance.

Commissioner Ward suggested if it would apply to individuals, it should be broken out in the Regulations.

Vice-Chairperson Hogan said a single homeowner would not necessarily know how to apply Development Regulations.

Ms. Tennant said they could make the Bicycle and Tree Preservation sections clearer that they do not apply to existing single-family lots. However, all other sections could be applicable if the right situation occurs.

It was a consensus of the Commission that they are in agreement with the Development Regulations.

#### Planners Report

David Weekley Homes will come to the Commission on October 14<sup>th</sup> with elevations and floor plans.

#### Approval of Minutes

##### *July 8, 2014*

Commissioner Burroughs made a motion to approve the July 8, 2014 meeting minutes, Vice-Chairperson Hogan seconded the motion. A voice vote noted all ayes, and Chairperson Bush declared the motion approved.

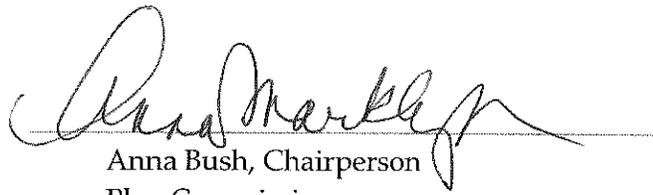
##### *August 5, 2014*

The appropriate commissioners were not in attendance, so the minutes could not be approved.

#### Adjournment

Commissioner Hogan and seconded by Commissioner Sholeen to adjourn the meeting at 8:00 p.m. Chairperson Bush declared the motion approved.

Respectfully submitted,  
Jean Emerick



Anna Bush, Chairperson  
Plan Commission