

VILLAGE OF BARRINGTON HILLS

Plan Commission Special Meeting Minutes

Monday, October 2<sup>nd</sup>, 2025 – 6:30 PM

Village Hall, 112 Algonquin Road Barrington Hills, IL 60010

The Meeting of the Village of Barrington Hills Plan Commission was called to order by Chairman Matt Vondra at 6:30 PM.

**Members Present:**

Matt Vondra, Chairman  
Curt Crouse, Vice Chairman  
David Meehan, Secretary  
Gillian Stoettner  
Ann Rosenbaum

**Members Absent:**

Kelly Mazeski  
Christopher Geier  
Maggie Topping

**Staff Present:**

Sean Conway, Village Attorney

**PUBLIC COMMENT:**

No comments were made.

**APPROVAL OF MINUTES:**

Member Stoettner moved to approve the minutes of the July 14<sup>th</sup>, 2025 meeting as distributed. Member Crouse Seconded.

There was no discussion. Roll was called.

Aye: 5 (Vondra, Crouse, Rosenbaum, Stoettner, Meehan)

Absent: 3 (Mazeski, Geier, Topping)

The motion passed. Minutes were approved.

**PUBLIC HEARING:**

**Approval of a Sketch Plan for a Subdivision Made by the Owner of Residential Property Located at 65 Spring Creek Road, PINs 20-29-151-010 and 20-29- 300-002.**

**Caitlyn Culbertson, owner's attorney:** The lot lines were designed so that both properties would have access to the cul-de-sac at Rock Ridge Road. Lot 1 would be 8.77 acres and Lot 2 would be 17.66 acres. The owner did request any additional zoning relief from the subdivision code.

**Member Stoettner** asked whether there would be an egress on the south of the property.

**Caitlyn Culbertson, owner's attorney:** Confirmed the only egress will be to the north of property.

**Member Meehan** asked if there has been any pushback from neighbors in the area.

**Caitlyn Culbertson** said they have not received any pushback.

**Sean Conway** said from a legal standpoint, he finds the submission to satisfy all the legal requirements under the village code for a sketch plan approval. He said he consulted with village staff and they confirmed completeness. He said the village engineer is requesting a plat of survey that can be provided with the applicants final submission.

**Chairman Vondra** asked if any member of the public would like to make a comment related to the proposed sketch plan. There were no public comments.

**Caitlyn Culbertson** said that unless the commission has any major concerns, they expect to come back with the same proposal for the final plan.

**Chairman Vondra** entertained a motion to close the public hearing. Member Stoettner moved. Member Rosenbaum seconded.

Roll was called.

Aye: 5 (Vondra, Crouse, Rosenbaum, Stoettner, Meehan)

Absent: 3 (Mazeski, Geier, Topping)

The motion passed. The public meeting was closed.

**Chairman Vondra** requested from Sean Conway to suggest the form of motion to allow the plan commission to vote.

**Sean Conway** recommended a form motion based on the applicant's submissions, hearing their presentation, and the combined attorney, staff, and engineering staff, I moved to recommend approval of the proposed sketch plan to the village board.

Member Crouse moved. Member Meehan seconded.

Aye: 5 (Vondra, Crouse, Rosenbaum, Stoettner, Meehan)

Absent: 3 (Mazeski, Geier, Topping)

The motion passed to recommend approval to the village board for the sketch plan.

### **Adjournment:**

Chairman Vondra entertained a motion to adjourn. Member Meehan moved. Member Stoettner seconded. A voice vote was taken and all members present voted aye. The meeting was adjourned at 6:59 PM.

Respectfully Submitted,  
David Meehan  
Recording Secretary