

Overview of the Barrington Hills Zoning Board of Appeals (ZBA)

- The ZBA serves two main functions: (1) Administrative: interpreting zoning ordinances and (2) Legislative: making recommendations to Village Board or other Governmental Bodies.
- The ZBA is composed of 7 residents appointed by Board of Trustees, with terms of 1 to 5 years. Board Members are volunteers and serve without compensation.
- ZBA meetings by statute are always open to the public and all issues brought before the Zoning Board of Appeals are reviewed without bias or preferential treatment, and are conducted in a non-antagonistic manner.
- Issues typically involve Variances, Special Uses, Map and Text Amendments. (Text Amendments involve changing the zoning statutes, whereas map amendments involve changing the zoning of a parcel).
- Petitioners are entitled to be heard by the ZBA, whose “due process” is required to be fair and equitable and is not arbitrary or capricious.
- ZBA meetings can be legal, fact-finding proceedings or can be held for informational purposes. When sworn testimony is given and is subject to cross-examination, hearings by legal definition are adversarial.
- The ZBA makes findings of facts based on the testimony of expert and lay witnesses. Decisions must be based on facts presented to the ZBA in an open meeting.
- The ZBA’s decision-making process follows the standards set forth in the Village Code.
- The ZBA has authority by Village statute to grant Variances within prescribed limits. However, it can only make recommendations to the Village Board regarding Special Uses and Map and Text Amendments. Village Board may approve or deny the recommendations of the ZBA.

- Decisions on Variances require the concurring votes of five Members for approval. Decisions on recommendations to Village Board require four concurring votes for approval.
- The ZBA does welcome comments from the public, as there are often circumstances or questions that should be brought to the attention of the ZBA so that nothing is overlooked in the questioning of those bringing petitions before the Zoning Board of Appeals.
- The ZBA does not enjoy the luxury of advocacy. Decisions are not based on a popular vote or by private lobbying of Board Members. Board Members by statute must be open and un-biased in their consideration of petitions before them.
- It is an absolute invasion of privacy of any Board Member and inappropriate for a Village resident or non-resident, to distribute to the public at large the email address or fax number of a Board Member in the hopes of influencing that Board Member by an influx of information on a pending issue. Information must not be distributed privately to Board Members.
- All information that any member of the public wishes to transmit to Zoning Board Members must be submitted through the Village Clerk:

Village Clerk
Village of Barrington Hills
112 Algonquin Road
Barrington Hills, Illinois 60010-5199
Phone: 847.551.3000
clerk@barringtonhills-il.gov

- VILLAGE CODE is available on the Village Website at www.barringtonhills-il.gov.