

**Planning and Zoning Commission Meeting  
West Dundee Village Hall 7:30 p.m.**

**Village of West Dundee  
Monday, November 26, 2018**

**I. CALL TO ORDER:**

The Planning and Zoning Commission meeting was called to order at 7:30 p.m. by Chairman Susanke.

**II. ROLL CALL:**

Present were Chairman Rogers Susanke, Commissioners Rick Gilmore, John Seaton, Brian Slovacek, Rick Magsamen, Jim Kotleba, and Bob Martin.

Also in attendance was Community Development Director Tim Scott.

**III. PLEDGE OF ALLEGIANCE:**

Chairman Susanke led those in attendance in the Pledge of Allegiance.

**IV. APPROVAL OF AGENDA:**

**MOTION:** Moved by Commissioner Kotleba and seconded by Commissioner Seaton to approve the agenda as presented. Upon roll call, the motion was approved.

**AYES:** Commissioners Gilmore, Seaton, Slovacek, Magsamen, Kotleba, Martin and Chairman Susanke

**NAYS:** None

**V. APPROVAL OF MINUTES:**

**MOTION:** Moved by Commissioner Martin and seconded by Commissioner Seaton to approve the minutes of October 22, 2018. Upon roll call, motion was approved.

**AYES:** Commissioners Gilmore, Seaton, Slovacek, Kotleba, Martin, and Chairman Susanke

**NAYS:** None

**ABSTAIN:** None

**VI. QUESTIONS FROM THE AUDIENCE:** There were none.

**VII. NEW BUSINESS:**

**A. Public Hearing – Consideration of Petition 18-11: Text Amendments to Title 3, Chapter 10, Section 3-1-1; Title 10, Chapter 4, Section 10-4-1; and Title 10, Chapter 4, Section 10-4-4(3) of the West Dundee Municipal Code Related to Residential Property and Its Rental**

**MOTION:** Moved by Commissioner Seaton and seconded by Commissioner Slovacek to open the Public Hearing. Upon roll call, motion was approved.

**AYES:** Commissioners Gilmore, Seaton, Slovacek, Magsamen, Kotleba, Martin, and Chairman Susanke

**NAYS:** None

The Public Hearing opened at 7:39 p.m.

Director Scott said public notice had been provided and entered.

Director Scott noted that members of the Commission would recall review and approval of a prior petition (18-07) on August 27, 2018 that recommended to the Village President and Board of Trustees approval of a text amendment related to short-term rental and bed and breakfast uses.

He reminded commissioners that the amendments added a definition for short-term rental, specified the zoning districts where the use was allowed, clarified the licensing process, and added language regarding taxation. Director Scott stated that the Village Board had subsequently approved the ordinance amending the appropriate sections of the Municipal Code at their meeting of September 10, 2018.

Director Scott relayed that upon further review by the Village Attorney, additional text would be needed to clarify that rental of less than an entire dwelling unit in any residential district is prohibited. Members of the Planning and Zoning Commission commented that the proposed language appeared to confirm the Village's established policy regarding rental of residential property.

There was no public comment.

**MOTION:** Move by Commissioner Gilmore and seconded by Commissioner Slovacek to close the Public Hearing. Upon roll call, motion was approved.

**AYES:** Commissioners Gilmore, Seaton, Slovacek, Magsamen, Kotleba, Martin, and Chairman Susanke

**NAYS:** None

The Public Hearing closed at 7:50 p.m.

**MOTION:** Moved by Commissioner Gilmore and seconded by Commissioner Martin to recommend to the Village President and Board of Trustees Approval of Text Amendments Related to Rental of Residential Property as outlined in the staff memo of November 26, 2018.

**AYES:** Commissioners Gilmore, Seaton, Slovacek, Magsamen, Kotleba, Martin and Chairman Susanke

**NAYS:** None


**VIII. OLD BUSINESS:** There was none.

## **IX. ADJOURNMENT**

**MOTION:** Moved by Commissioner Magsamen and seconded by Commissioner Kotleba to adjourn the Planning & Zoning Commission Meeting. Motion was approved by unanimous voice vote.

The Planning & Zoning Commission adjourned at 7:57 p.m.

Respectfully submitted,



Timothy J. Scott, AICP, CNU-A  
Community Development Director