

**Planning and Zoning Commission Meeting  
West Dundee Village Hall 6:30 p.m.**

**Village of West Dundee  
Monday, September 24, 2018**

**I. CALL TO ORDER:**

The Planning and Zoning Commission meeting was called to order at 6:30 p.m. by Chairman Susanke.

**II. ROLL CALL:**

Present were Chairman Rogers Susanke, Commissioners John Seaton, Brian Slovacek, Jim Kotleba and Bob Martin. Commissioner Rick Gilmore arrived at 6:33 p.m.

Commissioner Rick Magsamen was absent.

Also in attendance were Community Development Director Tim Scott, Village Planner Gosia Pociecha and three people in the audience.

**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, Kotleba, Martin and Chairman Susanke

**NAYS:** None

**ABSENT:** Commissioner Magsamen

**V. APPROVAL OF MINUTES:**

Chairman Susanke asked that the minutes be amended to reflect his absence at the August 27, 2018 meeting.

**MOTION:** Moved by Commissioner Martin and seconded by Commissioner Slovacek to approve the minutes of August 27, 2018 as amended. Upon roll call, motion was approved.

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

**NAYS:** None

**ABSTAIN:** Chairman Susanke

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

**VII. NEW BUSINESS:**

**A. Public Hearing – Consideration of Petition 18-08: Text Amendment- Consideration of a Text Amendment Related to Permanent Make-up**

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

**AYES:** Commissioners Gilmore, Seaton, Slovacek, Kotleba, Martin and Chairman Susanke  
**NAYS:** None  
**ABSENT:** Commissioner Magsamen

The Public Hearing opened at 6:34 p.m.

Village Planner Pociеча said that all notices have been entered.

Chairman Susanke said that the Village Staff has been contacted by multiple business owners regarding permanent make-up as a service. He added that the Municipal Code doesn't specifically address this service and this petition is intended to provide clarity and establish which districts would permit permanent make-up as a use.

Director Scott said permanent make-up is often referred to as cosmetic tattooing which essentially tattoos semi-permanent or permanently the appearance of common cosmetic applications such as eye lines, lip lines, eyebrow enhancements, and beauty marks to restore or improve the appearance of damaged or disfigured skin and outer bodily features to natural coloration and condition.

Director Scott said staff is proposing to add "permanent make-up" as a "permitted use" in all business districts, but only as an ancillary or supplementary offering to a full-service hairstyling or beauty salon.

Director Scott also said that staff is proposing to add 'permanent make-up' as a 'special use' in all business districts if proposed as a standalone operation or as the primary use within a salon.

He clarified by saying that as a special use, the Planning and Zoning Commission and Village Board of Trustees would have the opportunity to consider the proposed business, its location and potential impact on surrounding properties.

Director Scott noted that this use is regulated by the state through the Illinois Department of Public Health (and its Body Art Code) which requires a certificate of registration and makes clear that the service doesn't fall under the license of cosmetology or esthetics.

He added that proof of applicable state registration would be required as part of the Village's issuance of a local registration/license.

A brief discussion was held regarding the licensing by the State, difference between this type of use and a tattoo parlor, and where these businesses may be located within the Village's B-1, B-2 and B-3 districts.

There was no additional public comment.

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

**AYES:** Commissioners Gilmore, Seaton, Slovacek, Kotleba, Martin and Chairman Susanke  
**NAYS:** None  
**ABSENT:** Commissioner Magsamen

The Public Hearing closed at 6:48 p.m.

**MOTION:** Moved by Commissioner Gilmore and seconded by Commissioner Slovacek to recommend to the Village President and Board of Trustees a Text Amendment Related to Permanent Make up. Upon roll call, motion was approved.

**AYES:** Commissioner Gilmore, Seaton, Slovacek, Kotleba, Martin and Chairman Susanke  
**NAYS:** None  
**ABSENT:** Commissioner Magsamen

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

**IX. ADJOURNMENT**

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

The Planning & Zoning Commission adjourned at 6:50 p.m.

Respectfully submitted,

*Barbara Traver*

Barbara Traver  
Village Clerk