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200 West Main Street | Morrison, IL 61270 | 815-772-7657

**PLANNING / ZONING BOARD  
AGENDA**

City Hall  
200 West Main Street  
Morrison, IL 61270

**September 30, 2026 5:30 p.m.**

- I. Call to Order
- II. Roll Call
- III. Approval of August 26, 2026 Minutes
- IV. Public Hearing
  - A. Request for Variance – 406 W Main Street
- V. New Business
- VI. Old Business
- VII. Other Considerations
- VIII. Adjournment

**BOARD MEMBERS PLEASE CONTACT  
CITY HALL (772-7657) IF YOU ARE  
UNABLE TO ATTEND THIS MEETING! THANKS!**

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# City of MORRISON

200 West Main Street  
Morrison, Illinois 61270-2400  
Phone 815.772.7657  
Fax 815.772.4291  
morrisonil.org



## MEETING MINUTES

Planning & Zoning Commission  
August 26, 2026, 5:30 p.m.

The Planning & Zoning Commission met on August 26, 2026, at City Hall, 200 West Main Street. Chairman Kevin Kuehl called the meeting to order at 5:30 p.m. Administrative Assistant Barb King recorded the minutes.

Commission members present on the roll call were Kevin Kuehl, Jim Workman, Vaughn Maxfield and Kathy Schmidt. Kevin Dunne arrived at 5:35 p.m. and Michael Buckwalter was absent.

Other city officials present – City Administrator Brian Melton.

Commission member Maxfield moved to approve the July 29, 2026, meeting minutes; seconded by commission member Workman. On a voice vote, the motion was carried with all ayes.

### Public Hearing

It was recently discovered that the properties located at 102 South Base Street, 103 South Genesee Street and 104 South Genesee Street had been incorrectly zoned for a number of years. The city is seeking to correct the zoning designations. Commission member Maxfield made a motion to recommend to the City Council that the zoning of the properties of 102 South Base Street, 103 South Genesee Street and 104 South Genesee Street be rezoned from R-2 General Residential District to C-2 General Commercial District; seconded by commission member Schmidt. On a roll call vote of 6 ayes (Kuehl, Dunne, Shirk, Workman, Schmidt and Maxfield) the motion carried.

Marty Parker, owner of the property located at 600 W Lincolnway, was present and provided an overview of the short-term rental (Airbnb) he is currently operating at the property. Parker applied for a Special Use Permit. Public comments were heard regarding the traffic flow, parking, lighting, zoning and the nature of the business being operated at the property.

City Administrator Brian Melton explained that the property is zoned residential and that a Special Use Permit is being requested to allow the property to operate as a short-term rental. He further explained that the special use would apply to Parker's operation of the short-term rental while he owns the property.

The Fire Chief and City Code Enforcement Officer are working with Parker to address any outstanding issues, and Parker is cooperating with the City's requirements. It was also noted that the short-term rental generated hotel/motel tax revenue for the city's tourism fund and that there have been no reported police or fire related issues associated with the property.

Commission member Maxfield made a motion to grant the Special Use for the property at 600 W Lincolnway to operate as a short-term rental Airbnb; seconded by commission member Workman. On a roll call vote of 6 ayes (Keuhl, Dunne, Shirk, Workman, Schmidt and Maxfield) the motion carried.

### **New Business**

None.

### **Old Business**

None.

### **Other Considerations**

The next regularly scheduled meeting will be September 30, 2026.

At approximately 6:03 p.m. Commission member Workman moved to adjourn the meeting; seconded by Commission member Dunne. On a voice vote, the motion was carried.

bk

\$175.00

Case. No. PZ 2026-003



**VARIANCE APPLICATION**

**City of Morrison, Illinois**

TO THE ENFORCING OFFICER OF THE CITY OF MORRISON ZONING ORDINANCE  
200 W Main Street, Morrison, Illinois 61270-2400 (815) 772-7657 Fax: (815) 772-4291

Whenever the standards of the Morrison Zoning Ordinance place **undue hardship** on a specific development proposal, the applicant may apply to the Planning and Zoning Commission for a Variance. The Planning and Zoning Commission shall review the applicant's request for a Variance and shall submit its recommendation to the City Council. The City Council may attach such conditions to granting of a Variance, as it deems necessary to further the intent of this ordinance.

Address or location of property: 406 W. MAIN ST., MORRISON, IL 61270

Property Tax ID (PIN) number 09 - 18 - 177 - 008 -

Name of Applicant: LARRY HAHN

Address of Applicant: 406 W. MAIN ST., MORRISON, IL 61270

Phone Number of Applicant: 815-631-6987 Fax Number of Applicant: \_\_\_\_\_

Owner of Property: LARRY HAHN

Address of Owner: 406 W. MAIN ST. Existing Zoning: R-2  
MORRISON, IL 61270

Specifically state the nature of the Variance requested and why it should be granted (e.g. to reduce the side yard requirement from 15ft. to 10ft. or to vary the height limitations from 35 ft. to 38ft.). The hardship should be clearly identified. Use additional sheets of paper, if necessary.

1 FOOT EAST SIDE YARD VARIANCE

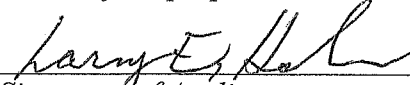
2 FOOT NORTH SIDE YARD VARIANCE

- Attach a Legal Description of the property.
- Photos of the property and the specific area of the property seeking the Variance shall be submitted with application.
- Your Variance plat or site plan must show: (show on page 3 or own drawing at a scale of not less than 1 inch = 20 feet, including north arrow)
  - Show adjacent property owners, including across rights-of-way
  - Show zoning of adjacent properties
  - Show streets, railroads, waterways, and other necessary physical features

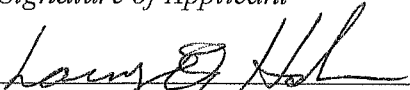
**PUBLIC HEARING:** After your application has been submitted and reviewed by the Zoning Administrator, it will be referred to the next regularly scheduled Planning and Zoning Commission meeting for a public hearing. The Planning and Zoning Commission meets the last Wednesday of every month at 5:30 p.m. at the City Hall at 200 W. Main. At the Planning and Zoning Commission meeting, you will present your request. Notice of the public hearing shall be mailed to all property owners within a 250-foot radius of the property. A Variance cannot be recommended by the Commission unless it finds, based upon the application and evidence presented at the public hearing, that all of the following conditions have been met:

- a. The development activity cannot be located inside the SFHA; (circle one) Yes / ☒ No  
(Special Flood Hazard Area)
- b. An exceptional hardship would result if the Variance were not granted; (circle one) ☒ Yes / No
- c. The relief requested is the minimum necessary; (circle one) ☒ Yes / No
- d. There will be no additional threat to public health, safety, or welfare or the creation of a nuisance; (circle one) Yes / ☒ No
- e. There will be no additional public expense for flood protection, fire rescue or relief operations, policing, or repairs to roads, utilities, or other public facilities; (circle one) Yes / ☒ No
- f. There will not be an undue increase in traffic congestion on public roads and highways; (circle one) Yes / ☒ No
- g. The essential character of the locality of the property in question will not be altered; (circle one) Yes / ☒ No
- h. The relief requested is consistent with the purpose and intent of the Morrison Comprehensive Plan. (circle one) ☒ Yes / No

**Certification:** *To the best of my knowledge, the information contained herein, and on the attachments, is true, accurate, and correct, and substantially represents the existing features and proposed features. Any error, misstatement, or misrepresentation of material fact or expression of material fact, with or without intention, shall constitute sufficient grounds for the revocation or denial of the proposed Variance.*

  
\_\_\_\_\_  
Signature of Applicant

26 Aug 2026  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Signature of Owner

26 Aug 2026  
\_\_\_\_\_  
Date

After receiving a completed application, the City Clerk will file notice of your request with the local newspaper and with the adjoining property owners. If you have any questions, please contact the Zoning Administrator at (815) 772-7657.

FOR OFFICE USE ONLY

Case No.

PZ 2026-003

Fee Paid? ☒ Y / ☐ N

Date: 8/26/26

Drawing submitted? ☒ Y / ☐ N

Date: 8/26/26

Documentation of Authority Submitted: \_\_\_\_\_

Date to go before the Planning Commission:

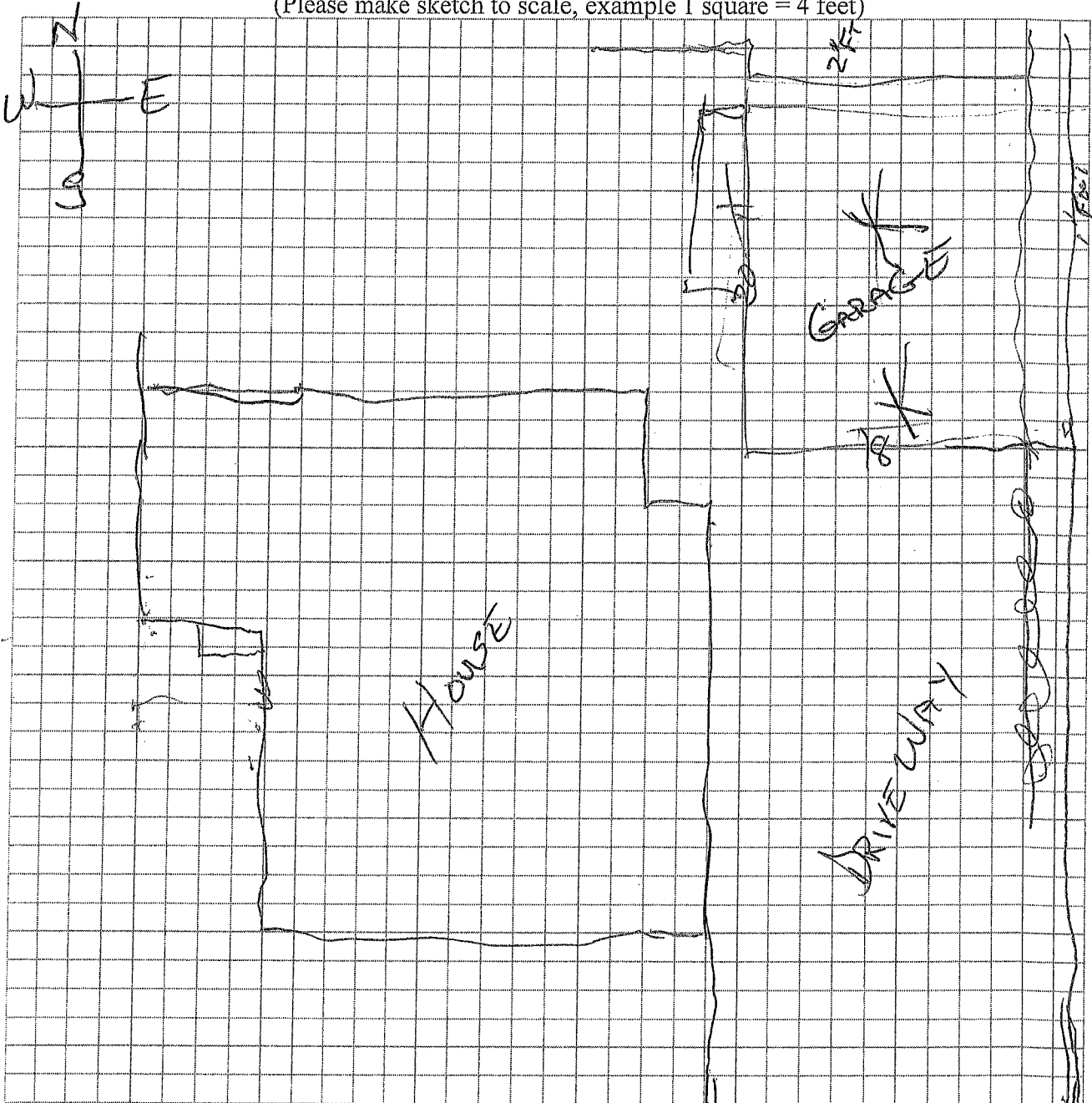
9/30/26

Commission Action: \_\_\_\_\_

DRAWING "A"

The dimensions of the lot or tract of land, the exact location of all existing buildings and structures, and distances to property or tract lines are shown on the drawing below. (Existing buildings and structures are marked X. Proposed buildings and structures are marked P. Include north arrow on map and indicate scale.)

(Make all measurements carefully)  
(Please make sketch to scale, example 1 square = 4 feet)



NOTICE TO APPLICANT: Location of buildings or structures must be staked out on the property as shown above. This will be checked before permit is issued. Construction must not be started until permit is issued. No changes in location as shown above may be made without first contacting the Administrative Office.



2 FOOT NORTH SIDE VARIANCE



1 Foot EAST SIDE VARIANCE