

City of **MORRISON**

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



PLANNING / ZONING BOARD OF APPEALS AGENDA

**City Hall
200 West Main Street
Morrison, IL 61270**

July 29, 2026 5:30 p.m.

- I. Call to Order
- II. Roll Call
- III. Approval of June 24, 2026 Minutes
- IV. Public Hearing
 - A. Request for Variance – 210 W Lincolnway
- 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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MINUTES

Planning & Zoning Commission
June 24, 2026, 5:30 p.m.

The Planning & Zoning Commission met on June 24, 2026, at City Hall, 200 West Main Street. Mike Buckwalter was appointed as Chairman Pro Tem and called the meeting to order at 5:32 p.m. Executive Secretary Barb King recorded the minutes.

Commission members present on the roll call were Mike Buckwalter, Jim Workman, Charles Yost, and Vaughn Maxfield. Sherrie Shirk, Kathy Schmidt and Kevin Kuehl were absent.

Other city officials present – Alderman Vern Tervelt, Alderwoman Dunne & City Administrator Brian Melton

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

Public Hearing

Special Use Permit for 903 W. Morris St. - Brian Giovanni Jimenez submitted a Request for Special Use for the property located at 903 W. Morris Street, Morrison, IL. The petitioner is seeking a special use permit to allow for the operation of his business known as Five Star Landscaping in the R-2 General Residential District/R-3 Multiple Family Residential District. Public comments were heard regarding space and storage, burning, traffic flow, wildlife, noise, dust and debris. Property values, relocation, comprehensive plan, municipal code and allowable uses within the district and comments from people who support the location of the Five Star Landscaping current business location were also heard. Commission member Yost made a recommendation to postpone the vote until a full commission was present; seconded by commission member Workman. On a roll call vote of 1 ayes (Yost) and 3 no votes (Buckwalter, Workman and Maxfield) the motion failed. Commission member Maxfield made a motion to recommend to the city council the approval of the special use permit for the defined area (parcel #08-13-279-003) with the following conditions:

- The defined area shall be used for a landscaping business.
- Building shall be used for storage of small equipment only.
- Outside area shall be used for storage of business-related vehicles, small trailers and landscaping materials. (i.e. rock, block and mulch
- No chemicals shall be stored on property.
- No waste disposal on the property.
- No burning.
- Property shall be maintained in accordance to the Municipal Code.

City of Morrison, Illinois
200 West Main Street, Morrison IL USA 61270

Case No.:

26-05

Date Issued:

VARIANCE

APPLICATION

Whenever the standards of the City of Morrison Zoning Ordinance place an **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 conditions with granting a Variance, as it deems necessary to further the intent of this ordinance.

PROPERTY

Address or Location of Property: 210 W Lincoln Way

Property Tax ID (PIN) Number: 0918254002

Existing Zoning: C-1 Central Business District

APPLICANT

Name: MARSHALL R SIGN CORP

Address: 2935 W 36TH ST. CHICAGO IL 60632

Contact No.: 773-927-4442

Email: ALMASTGNCORP@SBCGLOBAL.NET

If **SIGN VARIANCE**, is the applicant the Sign Contractor?

☒ Yes ☐ No

PROPERTY OWNER

Name: Sali Malithuruthel

Address: 210 W lincolnway , Morrisson, il 61270

Contact No.: 630-479-0035

Email:

NATURE OF VARIANCE: Please explain the nature of the variance request and why it should be granted. The hardship must be clearly identified. Use additional pages and attach if necessary.

The proposed signage is part of the rebranding strategy for business and indicates fuel price to be clear and conspicuous to customer within the station and from the street area and is replacing was previously on the location.

It would not appear to have any apparent impact on any neighboring property.

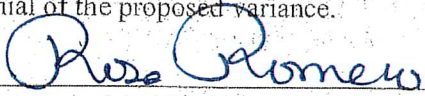
REQUIRED ATTACHMENTS

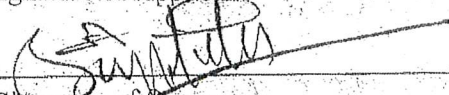
- ✓ **Legal description** of the property.
- ✓ **Name and address of all owners** of the site as well as the names and addresses of all professional site planners, architects, engineers, surveyors, or other consultants.
- ✓ **Page 3 Drawing** (to scale):
 - Show adjacent property owners, including across rights-of-way.
 - An indication of the area surrounding the site showing land use, unusual physical features, public facilities, and existing zoning.
 - Show streets, railroads, waterways, and other physical features.
 - Sign conceptual drawings, design work, plan sets, blueprints, etc. may be attached as well.

Public Hearing: After your application has been submitted and reviewed by the City Administrator (or designee), 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, 200 W. Main Street. At the Planning and Zoning Commission meeting, you will present your request. Notice of request and 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:

- ☐ The development activity cannot be located inside the Special Flood Hazard Area;
- ☐ An exceptional hardship would result if the variance were not granted;
- ☐ The relief requested is the minimum necessary;
- ☐ The requested Variance does not create a nuisance or threat to public health, safety, or welfare;
- ☐ There will be no additional public expense for flood protection, public safety services or repairs to roads, utilities, or other public facilities/infrastructure;
- ☐ There will not be an undue increase in traffic congestion on public roads and highways due to this Variance;
- ☐ The essential character of the locality of the property in question will not be altered;
- ☐ The relief requested is consistent with the purpose and intent of the Morrison Comprehensive Plan.

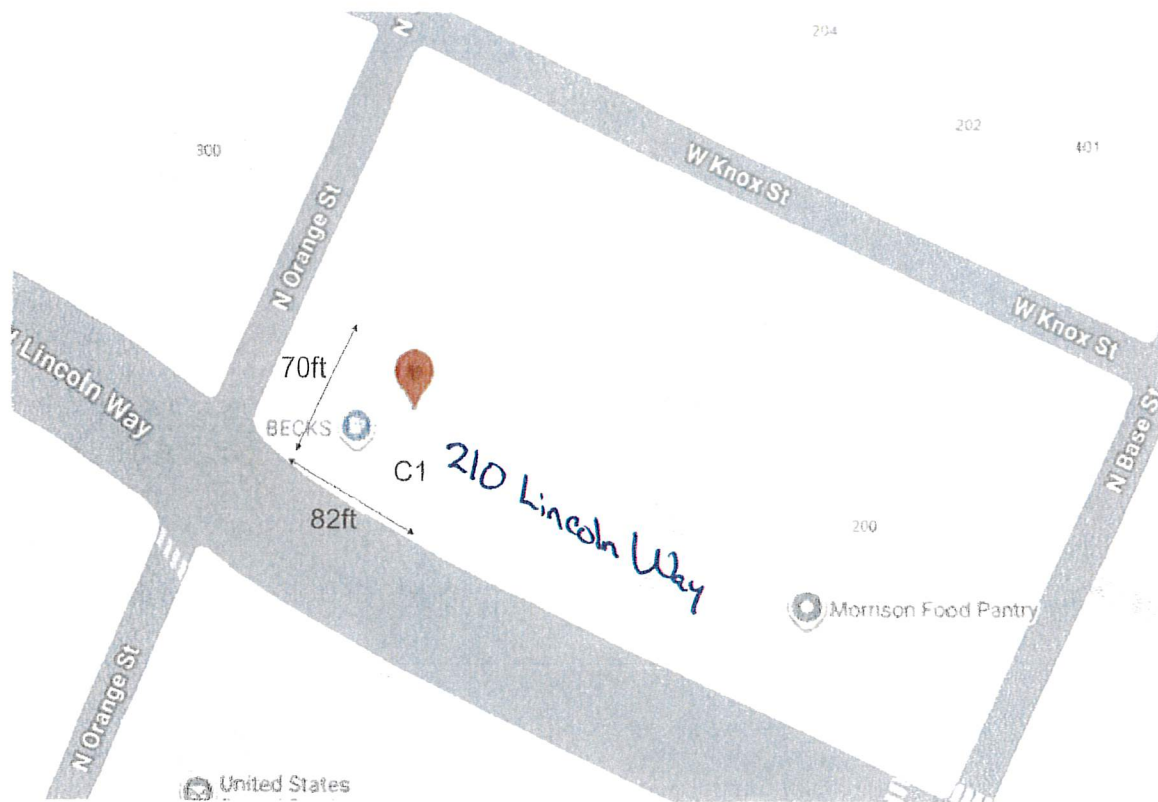
Certification: To the best of my knowledge, the information contained herein, and on the attachments, is true, accurate, and correct, and substantially represents the existing features and proposed features. Any error, misstatement, or misrepresentation of material fact or expression of material fact,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


Signature of Applicant


Signature of Owner

6-24-2026
Date

6/18/2026
Date



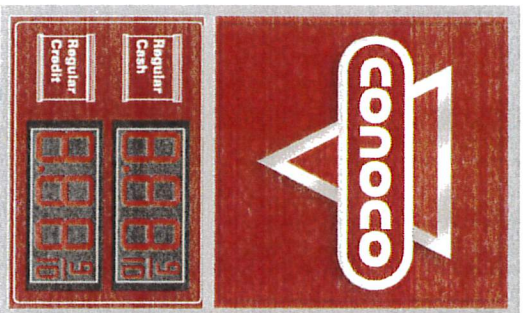
ILLUMINATED ID SIGN

61" 3/8"



EXISTING

102'-1/4"



PROPOSED

SQ. FT. 43.5

96"

Client: CONOCO - 210 W LINCOLNWAY - MORRISON, IL

Revised:

Sales: R.R.

Date: 06-03-26

Client approval:

Drawn by: MM

Included: Color, spelling & artwork

MARSHALL



2035 W. 36th STREET
CHICAGO, IL 60632
T: 773.927-4442 C: 773.503.9843
e-mail: almasigncorp@sbcglobal.net

All sign designs and concepts shown here are confidential and are property of Marshall Sign Company. They are not to be distributed, exhibited, copied, or otherwise used without our written permission.
COMPUTER GENERATED COLORS ARE NOT A TRUE MATCH TO ANY PMS, VINYL, OR PAINT

©MARSHALL Sign, Co 2026

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 City Administrator at (815) 772-7657.

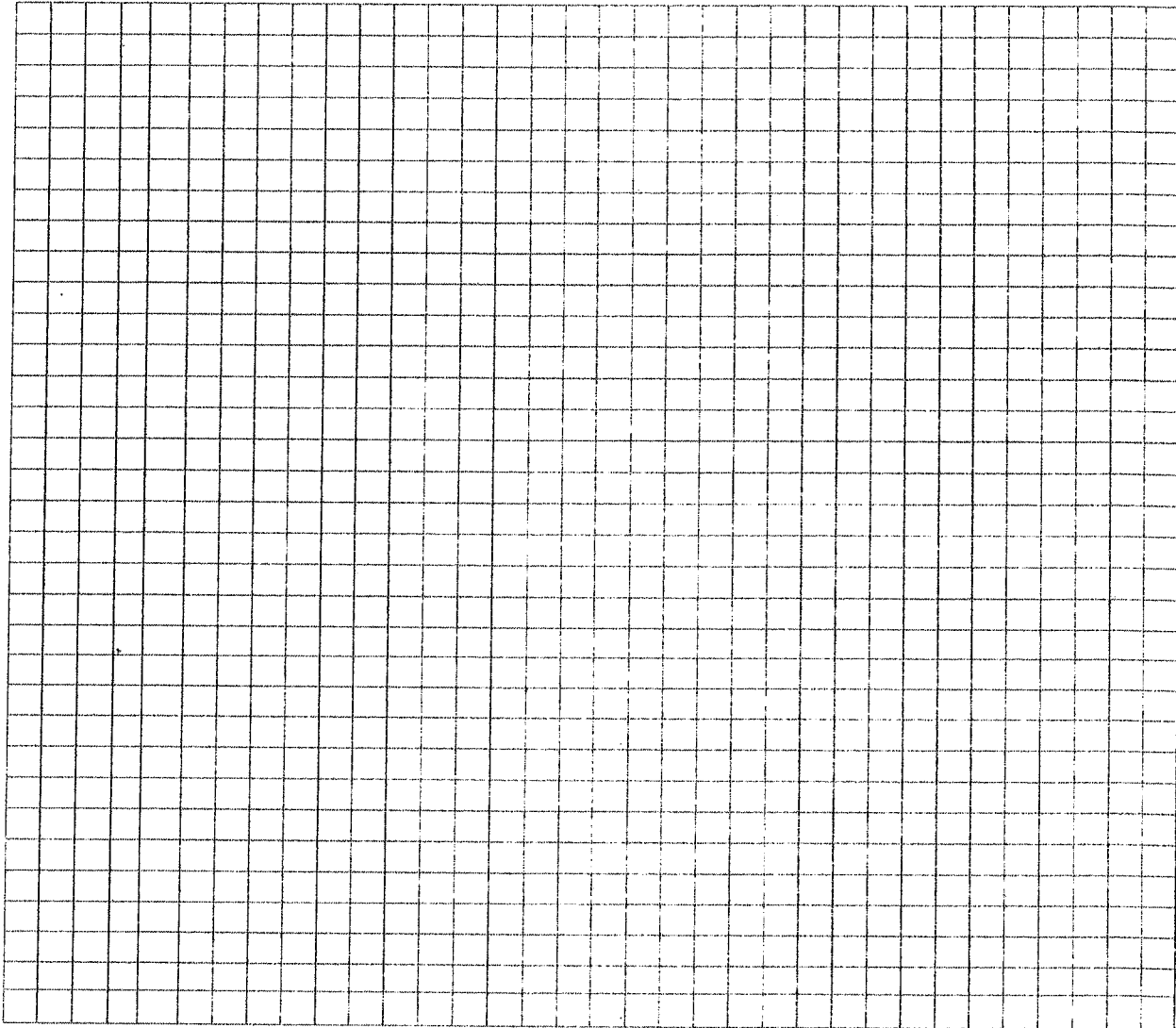
OFFICIAL USE ONLY

Fee Amount Paid: 175.00 Date Paid: 6/4/26
P&Z Commission Meeting Date: 7/29/26 Action Taken: _____

DRAWING

Illustrate below property lines, rights-of-way, streets, railroads, waterways, etc. and the exact location of all existing buildings and structures (marked X). Include any proposed buildings and structures (marked P).

Indicate north with an arrow. Scale drawing is 1 square equal 4 feet.



PROCEDURE FOR REQUESTING A VARIANCE

1. A preapplication conference between the developer and the City Administrator (or designee) shall be held for the purpose of establishing guidelines and general information before entering into building commitments or incurring substantial expense in the preparation of plans.
2. The applicant must submit a **completed** application to the City along with the established fee for providing Legal Notice and conducting the Public Hearing.
3. The completed application must include a full legal description of the property from the warranty deed, a copy of the deed or lease showing control of the property, and a site plan.
4. Application must be made prior to the publication date of the legal notice. The legal notice must be published in a local newspaper at least fifteen (15), but not more than thirty (30), days prior to the Planning and Zoning Commission meeting, which is typically held on the last Wednesday of each month.
5. Attendance is required at the public hearing. Once your case is opened for discussion, the chairperson will ask you to briefly state the nature of your request. You may have a representative make this statement on your behalf if you wish.
6. Following the public hearing, the Planning and Zoning Commission will make a recommendation to the City Council to either approve or deny the variance request based on the findings of facts during the public participation portion of the public hearing and recommendations from City staff. You must be present at the City Council meeting.
7. The City Council will consider the special use permit application at their next meeting following the Commission meeting in which a recommendation was made.

Please contact the City Administrator (or designee) at City Hall, 200 West Main Street, Morrison, Illinois or by calling 815-772-7657 with questions.

Payment Information

Date: 8:03 AM Thursday June 4th, 2026 Agency: Morrison IL Form: Morrison IL Utility Payments - 163602
Transaction ID: 12631020 Payment Status: Approved Authorization Code: 399215
Payment Amount: \$175.00 Technology Fee: \$6.13 Total: \$181.13
Form Type: At Home

Transaction Information

Name on Record: Morrison shop and go Service Address: 210 W Lincolnway Morrison IL 61270 Account Number: 0918254002
Cardholder Phone #: 773-505-9843

Credit Card Information

Name on Card: JOSE RUEDA Card Number: ****_****_****-2748 Expiration: 10 / 2030
Billing Address: 2935 W 36th St. CHICAGO, IL 60632 Email: ALMASIGNCORP@SBCGLOBAL.NET

Payment Will Be Sent To

Morrison IL
200 W Main St
Morrison, IL 61270

Payment Responsibility Acknowledgement

I understand that I agree to pay in full the amount of \$181.13 total for this transaction. No refunds on the fees will be given for this transaction. Refunds on the payment amount are only approved by the accepting agency. This charge will appear as MCM* on your bank statement.

Signature: JOSE
RUEDA