

**City of Oregon Planning Commission Agenda  
Tuesday April 21<sup>st</sup>, 2026, 6:00 P.M.  
City Hall 115 N. 3<sup>rd</sup> Street**

**Option to Join Zoom Meeting**

Meeting ID: 858 8294 8503

Passcode: 902529

One tap mobile

+13126266799

**Consideration and possible action**

**Public Hearing**

1. Ordinance 2026-006 adding Hotel and Motel as Permitted Uses in the General Business District

**Public Comment**

1. Approve March 19<sup>th</sup>, 2026, Minutes
2. Approve Ordinance 2026-006 adding Hotel and Motel as Permitted Uses in the General Business District
3. Set Public Hearing date of May 19<sup>th</sup>, 2026 for a Special Use Permit for a Short-Term Rental located at 713 Franklin Street parcel #16-04-291-003 submitted by Caitlin Bruns
4. Other business

**Committee Members**

Mark Herman - Chairman

Roger Cain, Randy Cropp, Jeff Hallock,  
Liz Hiemstra, Rick Ryland, and Karly Spell

## City of Oregon Planning Commission Meeting

The Planning Commission met Thursday March 19<sup>th</sup>, 2026, at 6:00 pm.

**Members Present:** Roger Cain, Randy Cropp, Jeff Hallock, Liz Hiemstra, Mark Herman, Rick Ryland, and Karly Spell.

**Also, Present:** City Manager Darin DeHaan, City Clerk Cheryl Hilton, and Mayor Ken Williams.

Mark Herman called the meeting to order at 6:00 p.m.

No public comment.

Jeff Hallock moved to approve January 20<sup>th</sup>, 2026, minutes, Seconded by Rick Ryland.

Motion carried. No Nays.

Karly Spell moved to approve a Public Hearing be held on April 21<sup>st</sup>, 2026 to add Hotel as a Permitted Use in Commercial Zoning, Seconded by Randy Cropp.

**Discussion:** A short-term rental application was submitted for 122 N 3<sup>rd</sup> Street, the previous location of the Patchwork Inn. The Patchwork Inn operated as a bed and breakfast. Mayor Ken Williams stated according to city code, a short-term rental falls under bed and breakfast requirements. Bed and breakfast establishments are limited to five guest rooms, where hotel establishments have five or more guest rooms. Operation of a hotel is not listed as a permitted use in commercial zoning. Roger Cain said adding hotel to the permitted list seems like a natural fit. Mark Herman asked about the tax obligations. Mayor Ken Williams stated taxes would continue to be collected by the owner and paid to the county.

Motion carried. No Nays.

Rick Ryland moved to table indefinitely a Public Hearing date of April 21<sup>st</sup>, 2026 for a Special Use Permit for a Short-Term Rental located at 122 N. 3<sup>rd</sup> Street parcel #16-03-160-006 submitted by Michele Girgis, Seconded by Liz Hiemstra.

Motion carried. No Nays.

**Other business:** City Manager Darin DeHaan said the EPA will be on-site at the old Moring property in April. The city has a very good chance of receiving federal funding for the cleanup of the property. The developer who reached out about redeveloping the property is no longer interested but the city has a couple of potential developers in mind to reach out to.

Mayor Ken Williams said the city has been working on retail related items. He said there are one hundred and thirty-eight brick and mortar retail sites within the city. Each of those locations contributes to retail sales tax.

Rick Ryland complimented the street department on the slurry seal application to the streets this previous year. City Manager Darin DeHaan gave credit to Bill Covell for researching this option

for the city. Mayor Ken Williams said both 2026 and 2027 street projects will be completed this year. The committee also discussed the deterioration of streets in the Fairground subdivision, snow removal in the downtown area, and scrap and rubbish being left out around homes throughout town.

Karly Spell moved to adjourn the meeting at 6:22 pm, Seconded by Rick Ryland.

Motion carried. No Nays.

Submitted by Cheryl Hilton, City Clerk

**CITY OF OREGON  
ORDINANCE 2026-006**

**ORDINANCE 2026-006 ADDING HOTEL AND MOTEL AS PERMITTED USES IN  
THE GENERAL BUSINESS DISTRICT**

**WHEREAS**, the City of Oregon (hereafter, "the City") is an Illinois municipal corporation organized under the laws of the State of Illinois; and

**WHEREAS**, the City is a non-home rule municipality and, as such, may exercise delegated authority and Constitutional powers and such powers as are necessarily implied therefrom; and

**WHEREAS**, pursuant to 65 ILCS 5/13-1-1 et seq., the City has the authority to adopt zoning regulations to govern the use and development of property within the City's boundaries; and

**WHEREAS**, the Planning and Zoning Commission reviewed and considered amendments to the zoning regulations of the City to update current regulations in the code.

**WHEREAS**, the Planning and Zoning Commission held a public hearing on April 21, 2026 to consider the proposal to add hotel/motels as permitted use in City's commercial districts, notice having been duly published as required by state statute, and at the conclusion of the hearing, recommended approval of the amendment set forth herein; and

**WHEREAS**, it is in the best interest of the residents of the City of Oregon to update the City Code and certain zoning regulations as provided herein;

**NOW THEREFORE**, be it ordained by the Council of the City of Oregon, in the State of Illinois, as follows:

**SECTION 1:**        **AMENDMENT** "32.20.035 B General Business District" of the City of Oregon Municipal Code is hereby *amended* as follows:

**BEFORE AMENDMENT**

32.20.035 B General Business District

- A. Purpose: The purpose of the General Commercial District is to:
1. Provide for a wide range of uses to support the needs of the community as well as provide employment opportunities.
  2. Provide for professional and general office uses at appropriate scales and locations.
  3. Establish a district for uses that combine service, retail, and light

industrial/manufacturing activities.

4. Ensure land use compatibility with residential and other adjacent uses.
5. As new development and redevelopment occur, encourage quality and variety in building and landscape design.
6. Improve the appearance of properties from public rights of way.

B. Lot and Building Location Requirements:

Minimum Area (sq. ft.)**	Minimum Width (ft.)	Setback Minimum Front (ft.)	Setback Yards Rear (ft.) ***	Setback Side Interior (ft.) ***	Setback Corners (ft.)	Maximum Bldg. Height (ft.)
15,000	100	50	30	20	20	60

\*\* Except those uses specifically identified in this B-District requiring a larger minimum lot size.

\*\*\* Off-street parking facilities required a (10) ft. minimum setback when located in any side or rear yards.

1. Those uses existing on a parcel on effective date shall be permitted uses on that parcel of property, and shall not be considered a nonconforming use. If a conflict exists between this provision and any other provision of this Chapter, this provision shall apply.

C. Permitted Uses: The following uses of land are permitted in the B-General Business District:

1. Animal hospitals and veterinary clinics, including accessory outdoor exercise yards and kennels which are complementary to principal use.
2. Automobile dealerships and service facilities.
3. Agricultural and construction equipment dealerships.
4. Bike/walking paths.
5. Building construction and supply.
6. Car washes.
7. Childcare facilities.
8. Churches, temples, synagogues, and other places of worship. No use shall be constructed on a lot less than 2 acres.
9. Clubs, lodges, and meeting rooms.
10. Communications center - sales and/or service.
11. Consumer Staples including: convenience stores/gas stations, drug stores and pharmacies, furniture and appliance stores, grocery stores, hardware stores, and other similar uses.
12. Financial institutions/services including drive-through facilities.
13. Funeral homes, memorial chapels.
14. Greenhouse/lawn & garden center.
15. Home improvement center/lumber yard.
16. Hospitals, hospices, and nursing homes.
17. Insurance offices, sales and claims services.

18. Light manufacturing, warehousing, and assembly. No more than six (6) truck loading docks shall be permitted. Uses with more than 6 truck loading docks will require a Special Use.
  19. Mass merchandisers/department stores.
  20. Medical, dental, chiropractic offices, including outpatient facilities.
  21. Indoor and outdoor sports and recreational facilities including bowling alleys, miniature golf, fitness centers, and other similar uses.
  22. Movie theater.
  23. Office or office buildings.
  24. Office supplies/services.
  25. Pet store - Pet services, with indoor kennels.
  26. Public and private schools.
  27. Real estate offices; realtors; title companies, rental management.
  28. Rental center: Home and/or professional equipment.
  29. Restaurants (including those that offer the sale of alcoholic beverages to customers), including fast food and drive-thru facilities.
  30. Salons, spas, haircare facilities.
  31. Vehicle service and repair facilities. Overnight outdoor storage of vehicles awaiting repair must be screen from public roadway view by landscaping, fencing, or the repair facilities building.
  32. Mini Warehouse and Self-Storage Facilities including one dwelling unit for an onsite resident manager.
  33. Service facilities including barbershops and beauty shops; copying and parcel delivery services; artists' studios; photographers; locksmith; shoe repair; dry cleaners; music and dance instruction studios; tanning parlors and day spas; travel agencies; and other similar type uses.
  34. Specialty shops including antique shops; art and school supplies; bookstores; camera shops, including film developing; greeting card and stationery shops; candy shops; florists; newspaper and magazine stores; gift and novelty shops; jewelry stores; pet shops; record shops; hobby shops; and other similar type uses.
- D. Special Uses: The following uses of land are permitted as special uses in the B-General Business District.
1. Commercial kennels, including outdoor facilities for the keeping of animals.
  2. Light Manufacturing, Warehousing, and Assembly/commercials supplies sales/service with more than 6 truck loading docks.
  3. Radio and television broadcast studios, excluding transmission towers that exceed thirty (30) feet in height.
  4. Taverns.
  5. All cannabis businesses as specified in OCC 32.08.040.
  6. All special uses listed in the B-1 Commercial Highway District.
- E. General Development, Site Plan, Landscape Improvement Standards: The general development and site plan review development standards in the B-1 Highway Commercial District (OCC 32.20.070, OCC 32.20.090, OCC 32.20.100, OCC 32.20.110) shall apply to all new construction, and major modifications to existing

uses. All development within the B District may be reviewed and approved by planning and landscape professionals selected by the City.

F. Consistency With City Official Plans:

1. Additional Guidance: Design and architectural guidelines contained in the City of Oregon's Official Comprehensive Plan, and other design guidelines or design manuals that the City may adopt from time to time, shall provide general guidance for and clarification of issues pertaining to the development and redevelopment of land within the B District.

AFTER AMENDMENT

32.20.035 B General Business District

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13. Funeral homes, memorial chapels.
14. Greenhouse/lawn & garden center.
15. Home improvement center/lumber yard.
16. Hospitals, hospices, and nursing homes.
17. [Hotels/motels.](#)
18. Insurance offices, sales and claims services.
19. Light manufacturing, warehousing, and assembly. No more than six (6) truck loading docks shall be permitted. Uses with more than 6 truck loading docks will require a Special Use.
20. Mass merchandisers/department stores.
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PASSED AND ADOPTED BY THE CITY OF OREGON COUNCIL

\_\_\_\_\_.

	<b>AYE</b>	<b>NAY</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
Council Member Terry Schuster	_____	_____	_____	_____
Council Member Tim Krug	_____	_____	_____	_____
Council Member Mel Cozzi	_____	_____	_____	_____
Council Member Josiah Flanagan	_____	_____	_____	_____
Mayor Ken Williams	_____	_____	_____	_____

Presiding Officer

Attest

\_\_\_\_\_  
Ken Williams, Mayor, City of Oregon

\_\_\_\_\_  
Cheryl Hilton, City Clerk, City of  
Oregon



Our Mission: To foster an environment of economic growth and opportunity through effective partnerships with our citizens, businesses, and visitors while maintaining a high standard for quality of life in a progressive community which embraces its heritage.

**City of Oregon**  
 115 N. 3<sup>rd</sup> St., Oregon, IL 61061  
 Phone: 815-732-6321 / website: cityoforegon.org

**SHORT TERM RENTAL PERMIT APPLICATION**

OWNER-OCCUPIED FEE \$100.00     NON-OWNER-OCCUPIED FEE \$250.00

APPLICANT INFORMATION		
Applicant Legal / DBA Names: <u>Caitlin Bruns</u>		
Legal Name used for IDOR Hotel Operators Tax License:		
IDOR Hotel Operators Tax License Number:		
PROPERTY OWNER INFORMATION (IF DIFFERENT FROM APPLICANT)		
Owner of Record (as shown on most recent deed):		
Address:		
City:	State:	Zip Code:
Business Phone:	Cell Phone:	Email:
PROPERTY INFORMATION		
Property Address: <u>713 Franklin St</u>		
City: <u>Oregon</u>	State: <u>IL</u>	Zip Code: <u>61061</u>
Responsible Party Name: <u>Caitlin Bruns</u>	Responsible Party Phone:	
Is this property the owner's primary residence?	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
Is this property zoned other than R-1?	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
Is this property in a historic district?	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
Does the property have River frontage?	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
Carbon Monoxide and Smoke Detectors installed?	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES
Applicant agrees to pay all State and County taxes?	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES
Proof of Liability Insurance in the amount of \$500,000.00?	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES
Short-Term Rentals are allowed under R-1 zoning as a special use. You must apply for a special use permit from the Planning Commission. SHORT TERM RENTAL: Oregon City Code 6.14.10.		

All inform

disclosure as a matter of public record. Any false statement made or given in this application or future revocation of this license.

Signed: \_\_\_\_\_

Date: 4/9/20

**OFFICE USE**

What type of residence	<input type="checkbox"/> Single Family	<input type="checkbox"/> Multi-Family
Owner Occupied	<input type="checkbox"/> NO	<input type="checkbox"/> YES
Planning Review Date	<input type="checkbox"/> NO	<input type="checkbox"/> YES      Approval Date:
City Council Review Date	<input type="checkbox"/> NO	<input type="checkbox"/> YES      Approval Date:



Our Mission: *To foster an environment of economic growth and opportunity through effective partnerships with our citizens, businesses, and visitors while maintaining a high standard for quality of life in a progressive community which embraces its heritage.*

By his or her signature below, the applicant agrees to follow all current City of Oregon requirements for a Short-Term Rental, which include:

The installation of smoke and carbon monoxide detectors in each guest room used for sleeping purposes, in each hallway or corridor on each floor, in each living room or lounge area, and in each dining room.

Oh (initial)

There shall be at least one bathroom for each four adult guests.

Oh (initial)

Certificate of insurance evidencing liability insurance coverage in an amount of not less than \$500,000.00 per occurrence for liability.

Oh (initial)

All State of Illinois tax laws must be followed. I understand that I will pay the 3% Ogle County tax as well as the state hotel tax.

Oh (initial)

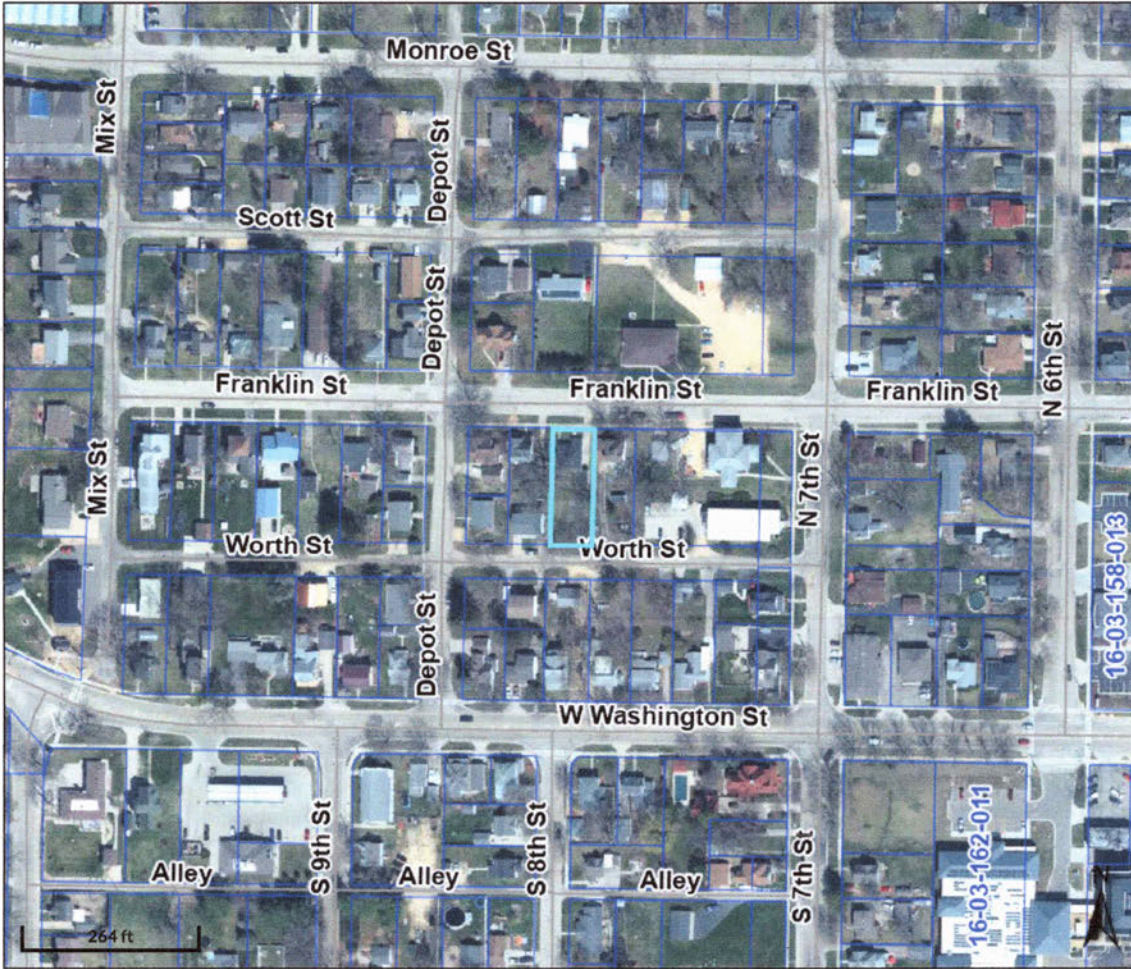
Proof of Liability Insurance, IDOR Hotel Operator Tax License Number and IDOR Hotel Operator Legal Name shall be provided after City Council approval.

Date: \_\_\_\_\_

4/9/24



# Ogle County, IL



## Overview



## Legend

- Municipalities
- Townships
- Roads
- Roads RMU Lee Co
- Parcels

**Parcel ID** 16-04-291-003  
**Township** Oregon-Nashua  
**Property Address** 713 FRANKLIN ST  
 OREGON

**Class** 0040  
**Acreage** n/a

**Owner Address Available with Subscription**

**District** 01840  
**Brief Tax Description** RNG/BLK: TWP:0 SECT/LOT: LOTS 9 & 10  
 BLK 3 POTTER'S ADD CITY OF OREGON

*(Note: Not to be used on legal documents)*

### THIS WEBSITE IS NOT A SUBSTITUTE FOR A SURVEY.

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## Short Term Rentals

<b>Date</b>	<b>Address</b>	<b>Application</b>	<b>Owner Occupied</b>	<b>Notes</b>
8/13/2021	403 S 9th Street	Air B & B	No	
12/1/2021	700 S 6th Street	Air B & B	No	
2/13/2023	511 N 5th Street	Air B & B	No	
3/28/2023	101 W. Washington Street Unit B	Air B & B	No	
5/8/2023	707 Monroe Street	Air B & B	No	
12/16/2025	305 N Mix Street	Air B & B	No	