

**MINUTES OF THE
MARSHALL PLANNING COMMISSION MEETING
October 11, 2023**

MEMBERS PRESENT: Lee, Pieper, Deutz, Doom

MEMBERS ABSENT: Stoneberg, Muchlinski, Agboola

OTHERS PRESENT: Jason Anderson, Amanda Schroeder, Ilya Gutman

1. Call to Order.

The meeting was called to order by Chairperson Lee.

2. Approval of the Minutes.

Lee asked for the approval of the minutes of the September 13, 2023, regular meeting of the Marshall Planning Commission. DOOM MADE A MOTION, SECOND BY DEUTZ, to approve the minutes as written. ALL VOTED IN FAVOR OF THE MOTION.

3. Ordinance amending Section 86-30 Amendments.

Gutman presented changes that will make more uniform the most common procedures that involve the Planning Commission and require public hearings. Currently, rezoning, variances, and conditional use permits go to the Planning Commission meeting for public hearings; however, plats and changes to zoning ordinance text have public hearings at the Council meetings. This inconsistency sometimes causes confusion. The proposed changes will move public hearings for platting and zoning ordinance amendments to the Planning Commission meetings making everything more consistent. Procedures requiring two council meetings will still have them, except the second one will not be a public hearing. Pieper questioned if it was possible to record meetings. Historical process was discussed indicating recordings have been conducted only a couple of times for controversial items. It was noted that Schroeder is the Council liaison. DEUTZ MADE A MOTION, SECOND BY PIEPER, to make the recommendation to the City Council approving the revisions amending Section 86-30 Amendments. ALL VOTED IN FAVOR.

4. Ordinance amending Section 86-247 Landscaping and relevant definitions in Section 86-1 Definitions.

Gutman informed this section adds a concept of pollinator gardens that has been recently approved by the Council. To be consistent with general structure of the Zoning Ordinance, the pollinator garden definition is added to Section 86-1 Definitions of the Zoning Ordinance (this definition was created in cooperation with Amanda Beckler from the Community Services department). The Ordinance treats vegetable, flower, and pollinator gardens in a similar manner, removing practically all limitations on their placements, including allowing them in front yards with no limitation on their sizes. To help alleviate neighbors' concerns, a minimal setback from property lines is required for all gardens. Planning Commission members had some concerns about the upkeep of the gardens, the type of flowers and vegetables that would be planted, and gardens invading additional areas. Lee suggested that there should not be vegetable gardens in the front yard, and that we should require an interim use permit for the flower gardens in the front yard. DOOM MADE A MOTION, SECOND BY DEUTZ, to approve as suggested but allow no more than 25% of the front yard to be used for gardens. PIEPER, DEUTZ, AND DOOM VOTED IN FAVOR. LEE VOTED AGAINST. MOTION PASSED 3:1.

5. Ordinance amending Section 86-248 Outside Storage.

Gutman updated that this section had been amended multiple times in the past, first to allow a single shipping container in a general business district with an interim use permit, and then several times more to make it less and less restrictive. At the Council meeting in August, City staff asked for confirmation of City Council support for the City Ordinance as it was written and confirmation of City Council support for City staff's function regarding Code enforcement. At that meeting, the Council directed staff to review this section again. The proposed change will now allow a single storage unit – still with an interim use permit – without a fence around, provided it is painted to match the building. PIEPER MADE A MOTION, SECOND BY DOOM for the recommendation to City Council approving the revision to amending Section 86-248 outside storage as proposed. ALL VOTED IN FAVOR, MOTION PASSES.

6. Other Business.

Gutman asked the members if they would want packets emailed out as attachments or if sending out a link to a city website where the packet is located would be OK. Anderson directed Commission to a link on City website. Everyone agreed that emailing packets is not necessary. Deutz also asked for a reminder to be sent the week of the meeting.

7. A MOTION WAS MADE BY DOOM, SECOND BY DEUTZ to adjourn the meeting. ALL VOTED IN FAVOR. Chairman Lee declared the meeting adjourned.

Respectfully submitted,
Karla Ellis, Recording Secretary