

-- UNAPPROVED --

**MINUTES OF THE
MARSHALL PLANNING COMMISSION MEETING
SEPTEMBER 14, 2022**

MEMBERS PRESENT: Lee, Deutz, Stoneberg and Muchlinski

MEMBERS ABSENT: Doom

OTHERS PRESENT: Jason Anderson, Ilya Gutman, and Amanda Schroeder

1. *Call to Order* - The meeting was called to order by Chairperson Lee at 5:30 pm.
2. *Approval of Minutes* - Chairperson Lee asked for the approval of the minutes of the July 13, 2022, regular meeting of the Marshall Planning Commission. MUCHLINSKI MADE A MOTION, SECOND BY DEUTZ, to approve the minutes as written. ALL VOTED IN FAVOR OF THE MOTION.
3. *Ordinance Amendment to Section 86-165 relating to Structures in Residential Districts* - Gutman explained the current ordinance prohibits exterior finishes with exposed fasteners on non-accessory structures in all residential districts to avoid industrial looking buildings and protect the values of the properties. However, it appears that those fasteners on low slope roofs (with less than 4 in 12 pitch) are practically not visible. Considering that metal roofs with exposed fasteners may be a practical alternative to shingles in this situation, it would be reasonable to allow it. Staff recommends the recommendation to the City Council approving the revisions amending Sec. 86-165 Structures in Residential Districts to allow exposed fasteners on low slope roofs.

Deutz asked for clarification if this is prohibited just for roofs and not siding. Gutman confirmed this amendment applies only to roofs.

DEUTZ MADE A MOTION, SECOND BY MUCHLINSKI to recommend to City Council as recommended by staff. ALL VOTED IN FAVOR OF THE MOTION.

4. *Ordinance Amendment to Section 86-180 to 86-187 relating to Signs* - Gutman advised that the current City Sign Ordinance was adopted in 1976 and has practically not been amended ever since. It is therefore outdated in not covering many newer sign types and applications, thus creating ambiguity, restrictive in allowed sign area, and difficult to follow. Considering the above reason, staff suggests completely revising the Sign Ordinance as presented. The revised Ordinance includes all existing sign related definitions that will be moved out of the Chapter definition section (Sec. 86-1) to have all sign related information in one place. The new ordinance also expands a list of signs not requiring a sign permit and includes requirements for LED signs. Additionally, the new Ordinance slightly increases maximum allowed signage area and gives additional allowances for properties located on extra-large lots and/or facing divided highway. In general, the City's new sign ordinance is less restrictive than sign ordinances of comparable cities and allows for more signage than average. To simplify Ordinance understanding, a summary spreadsheet is attached. Also, staff has created a spreadsheet for signage area calculations that considers all ordinance provisions. Staff recommends the recommendation to the City Council approving the revisions amending Division VI-2 Signs in its entirety.

Muchlinski asked what constitutes an incidental sign. Gutman read definition from proposed ordinance amendment. Gutman indicated that spreadsheet would be on the website also to clarify

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types of signs and determination of type of sign and what is permissible. Anderson indicated that contractors still consult with City staff on allowable signage. Deutz inquired on preparation of proposed amendments. Gutman provided some examples of signage area and applicable conditions. Anderson and Gutman commented on the increased maximum sign areas in the proposed ordinance. Gutman brought up a few restrictions for several situations (i.e., banners).

MUCHLINSKI MADE A MOTION, SECOND BY DEUTZ to recommend to City Council as recommended by staff. ALL VOTED IN FAVOR OF THE MOTION.

5. *Other Business* - Cathy Lee welcomed Sara Stoneberg to the Planning Commission. Gutman gave an update on the Comprehensive Plan that it is actually being written now and will be open to public comment in October with a presentation to Commission in November. Schroeder indicated Comp Plan Task Force is now reviewing and to have comments in by the end of this week. Gutman indicated staff would then be reviewing after Task Force review. Deutz inquired on development of former West Side School site. Anderson indicated that site is under private ownership with possible development of the area. The developer has placed a sign at the site, but the City has not seen plans nor has developer shared intent with the City. The current zoning of the site is R-1. Deutz also inquired on former Thrifty White site. Deutz inquired on possible permanent music venues and potential locations. Anderson commented on Parks and Community Services discussions relating to bandshell location and the structure and discussing possible considerations for the Council of a different venue altogether of a more modern outdoor music venue.
6. *Adjourn* - A MOTION WAS MADE BY STONEBERG, SECOND BY DEUTZ to adjourn the meeting. ALL VOTED IN FAVOR. Chairperson Lee declared the meeting adjourned at 5:48 pm.

Respectfully submitted,
Lona Rae Konold, Recording Secretary