

–UNAPPROVED–

**MINUTES OF THE
MARSHALL PLANNING COMMISSION MEETING
FEBRUARY 12, 2024**

MEMBERS PRESENT: Doom, Muchlinski, Pieper, Deutz
MEMBERS ABSENT: Lee, Stoneberg
OTHERS PRESENT: Ilya Gutman, Amanda Schroeder

Call to Order.

The meeting was called to order by Vice Chairperson Doom.

Approval of the Minutes.

Vice Chairperson Doom asked for the approval of the minutes of the December 4, 2024, 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. MOTION PASSED 4:0.

Conduct a public hearing on the request for a Conditional Use Permit for a duplex in an R1 District at 212 Carrow Circle.

Gutman presented this is a request to have a single ownership duplex in an R-1 low density residence District. This building was built in 1976 as a single-family residence. Recently, it has been used as a duplex, and such use in a lower density district requires a conditional use permit. Muchlinski asked if the owner would be living on the property. Gutman stated the owner would be living at this property for half of the year. Tanya Olsen, office manager at 212 Carrow Street, stated her children live on this property. Olsen stated none of the neighbors have placed any complaints. PIEPER MADE A MOTION, SECOND BY DEUTZ, to close the public hearing. ALL VOTED IN FAVOR. MUCHLINSKI MADE A MOTION, SECOND BY DEUTZ to recommend to City Council an approval of the request to grant a Conditional Use Permit for a single ownership duplex in an R-1 low density residence District with the following condition: an inspection is conducted to determine that the lower-level apartment is properly separated from the upper unit and garage and a building permit is obtained for all required work. ALL VOTED IN FAVOR. MOTION PASSED 4:0.

Other Business

None.

Adjourn

PIEPER MADE A MOTION, SECOND BY DEUTZ, to adjourn the meeting. ALL VOTED IN FAVOR. MOTION PASSED 4:0. Vice Chairperson Doom declared the meeting adjourned.

Respectfully submitted,
Karla Ellis, Recording Secretary