

CITY OF MARSHALL
LEGISLATIVE AND ORDINANCE COMMITTEE
M I N U T E S
Monday, March 16, 2026

MEMBERS PRESENT: James Lozinski and See Moua-Leske
MEMBERS ABSENT: Amanda Schwartz.
STAFF PRESENT: Jason Anderson, Director of Public Works/City Engineer; Ilya Gutman, Plans Examiner; and Steven Anderson, City Clerk.
OTHERS PRESENT: None.

At 3:00 PM Chair Lozinski called the meeting to order.

Consider Approval of the Minutes

Motion made by Moua-Leske seconded by Lozinski to approve the minutes as presented. All voted in favor.

Ordinance Amendment to Table 86-185 Sign Limitations

Gutman explained that the changes are minor and are relaxing the ordinance to allow residents to keep small temporary signs out longer than is currently allowed. Ordinance limits temporary signs to 14 consecutive days and no more than 60 days total in a year. Staff found that many people keep temporary signs up for long durations for sports, school recognition, and other promotions and that keeping a small temporary sign next to a residence and out of the public right of way to be acceptable. Lozinski questioned if advertising signs would still be allowed. Gutman said if it is next to the house it would be allowed.

Motion made by Lozinski seconded by Moua-Leske to recommend amendments to Table 86-185 Sign limitations be brought to city council for consideration.

Ordinance Amendment to Section 86-247 Landscaping

The changes being made are part of continued effort of staff to make zoning ordinances more straightforward, consistent and user-friendly. The changes are minor clarifications or removals to the landscaping ordinance. Members discussed the need for an escrow account and requiring trees on residential properties. Several developers install trees to meet ordinance and may not place them in optimal locations or use popular varieties. Many homeowners end up either relocating or removing the trees altogether. Director Anderson was also not in favor of keeping the escrow provision and would rather see more commercial properties follow landscaping regulations than residential areas. Gutman conceded that he would be okay with only needing the planting of grass on residential lots, but trees and grass would still be required in commercial zones.

Motion made by Lozinski seconded by Moua-Leske to recommend amendments to Section 86-247 Landscaping be brought to city council consideration.

Ordinance amendment to Sections 86-27 Nonconforming Use, 86-30 Amendments, and 86-46 Issuance; Purpose

The changes are minor and for clarification on ordinance provisions. The language is being changed to align with other language found in similar ordinance sections. Lozinski asked if the change from 60 days to 30 days was intentional to come to city council quicker. Director Anderson explained that staff had run into issues having a quorum with Planning Commission members before and businesses or homeowners would become frustrated because their item would need to come back to the Planning Commission one additional time before city council would see it. Changing the ordinance to 30 days would still give the Planning Commission an opportunity to be heard.

Motion made by Lozinski, seconded by Moua-Leske to recommend amendments to Sections 86-27, 86-30 and 86-46 be brought to city council for consideration.

Ordinance amendment to Section 86-50 Home occupations and businesses

For the last nine years the City of Marshall has not issued a single permit for a home occupation. There are plenty of people in town who run businesses from their homes, few complaints are received so there is no follow up. This contradiction showed that there was a need for staff to review the home occupation section. One option as currently being amended in the proposed ordinance, was to allow all home occupations as accessory use without requiring a permit (provided they meet certain requirements intended to reduce the neighborhood's impact) while still banning certain types. This would leave very few home occupations that need an interim use permit as most would be either permitted or banned. This option will significantly reduce government regulations and City's involvement in home occupations.

The second option may be to significantly reduce the application fee for the initial one-year term, coupled with allowing staff to approve the initial application without the need for public hearing, planning commission or council involvement. This would be accompanied by an awareness campaign to share home occupations' rules and requirements and a willingness to go after those who conduct business from home without first obtaining a permit. Including charging administrative fines for ordinance violation when appropriate. Staff believe that either proposed approach would be reasonable and would provide greater flexibility while still maintaining a certain degree of control over situations where people may complain. Members discussed the types of prohibited activities that would not be allowed. Suggestions were made to change subsection (f) (10) to be "for sale" instead of "or sale".

Motion made by Moua-Leske, seconded by Lozinski to recommend amendments to Section 86-50 as written with the change to subsection (f) (10) be brought to city council for consideration.

Ordinance amendment to Section 18-41 Special Requirements for Moving Buildings

This section was for regulating the moving of buildings on city streets, whether they are being moved into town or just through it. The proposed changes exclude situations when the move occurs along state and county routes only, since a state or country permit would be required. This section would now also align with state requirements for size and allow for appeal if a permit were denied.

Motion made by Lozinski, seconded by Moua-Leske to recommend amendments Section 18-41 be brought to city council for consideration.

Ordinance amendment to Section 18-56 Required

The proposed change was minor and was intended to exclude small sheds from the section requirements. Staff thought it would be unreasonable to require people who want to bring a 100 square foot shed, which wouldn't require a building permit, to go through the same process that people who are bringing an entire house would have to go through.

Motion made by Lozinski, seconded by Moua-Leske to recommend amendments to Section 18-56 be brought to city council for consideration.

Adjournment

At 3:45 PM Motion made by Moua-Leske, seconded by Lozinski to adjourn the meeting. All voted in favor.

Respectfully submitted,

Steven Anderson
City Clerk