

AGENDA
MEETING OF THE MARSHALL PLANNING COMMISSION
WEDNESDAY – APRIL 13, 2022
COUNCIL CHAMBERS – CITY HALL
5:30 P.M.

- 1) *Call to Order*
- 2) *Consider the approval of the minutes of the March 9, 2022, regular meeting of the Marshall Planning Commission*
- 3) *Conduct Public Hearing on the request of BN Kor Investments LLC, Marshall, MN for a Conditional Use Permit to install a digital billboard at 507 South Highway 23*
- 4) *Ordinance amending Sections 86-96 Agricultural district and Section 86-230 Required number of spaces*
- 5) *Comprehensive Plan Discussion/Update*
- 6) *Other Business*
- 7) *Adjourn*

**MINUTES OF THE
MARSHALL PLANNING COMMISSION MEETING
MARCH 9, 2022**

MEMBERS PRESENT: Schroeder, Lee, Deutz, and Muchlinski

MEMBERS ABSENT: Fox

OTHERS PRESENT: Bob Byrnes, Ilya Gutman, and Jason Anderson

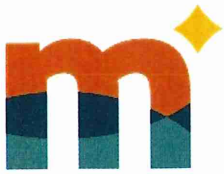
1. The meeting was called to order by Chairperson Lee. She asked for the approval of the minutes of the January 12, 2022, regular meeting of the Marshall Planning Commission. Schroeder MADE A MOTION, SECOND BY Muchlinski, to approve the minutes as written. ALL VOTED IN FAVOR OF THE MOTION.
2. Gutman explained this is the request by the Owner for an Interim Use Permit for a shipping container placement in a B-3 General business district. Last spring the City has amended its Ordinance governing placement of shipping containers and semi-trailers on properties within the City. The revised Ordinance now allows placing a limited number of containers in a general business district by an interim use permit. The above-listed conditions include a reference (condition 4) to a particular Ordinance section that itemizes specific conditions for container placement. This section is attached to make sure that only its current version is applicable and compliance with future amendments, if any, to this section will not be required. Staff recommends approval to the City Council of the request by Shri Gayatri LLC for an Interim Use Permit to have a storage container on the Quality Inn premises at 1511 East College Drive with the following conditions: 1. That the regulations, standards, and requirements as set forth in the City Code and as pertains to the class of district in which such premises are located shall be conformed with. 2. That the City reserves the right to revoke the Interim Use Permit in the event that any person has breached the conditions contained in this permit provided that the City serve the person with written notice specifying items of any default and allow the applicant a reasonable time in which to repair such default. 3. That this permit expires when the property changes ownership. 4. That this container meets all conditions of Sec. 86-248(f) dated 04-27-2021 (as attached) by June 30, 2022, including a fence. Marcia Friskey, General Manager at the hotel, explained that they will contact someone to install a fence around the container. Muchlinski ask what the fence will be made of? Friskey said they do not know at this time but possibly the same as the fence they have around their dumpsters which is screened chain link. They use the container to store extra stuff for the hotel. Lee asked if the Planning Commission approved this container, would the hotel be able to add more containers later. Gutman said no that they could only have what is allowed per the ordinance, which is basically one large container. Jim Swenson, of Marshall asked if anyone could rent containers out by the month. He thinks \$600 to get an Interim Use Permit (IUP) is an added expense and he doesn't agree with it. Gutman informed that before the recent ordinance change, they were never permitted. Swenson stated that they were used. Anderson advised that containers in use were in violation of the ordinance. Schroeder asked how this came up. Anderson explained that there were several complaints which resulted in an ordinance change. Brennan Clark of 229 Rainbow Drive, the owner of the Mattress Barn, said he was in the same situation and 15 years ago he was allowed to have it and now he gets letters for each of his locations regarding the storage container and needing to remove it or get an IUP. Clark said he must have a lot of storage to have inventory and due to COVID it takes so long to get inventory. He feels that the ordinance should only apply to the locations where there is a mess or a complaint. Clark read a text from Brandon Skewes who was unable to attend the hearing. The text stated that they received a letter about the container at their location. It further state that they had the container placed on the property long ago after they talked to Ray at the city to receive permission. Muchlinski asked Clark what he wants changed. Clark said he would like everything left the way it is if it is cleaned up. He said he

--UNAPPROVED --

feels it is funny how the city drives around looking for things to enforce. He said he is looking to expand his building as much as he can when he can afford it. Muchlinski said with the one we are addressing tonight he likes the idea of the fence as it is a road adjacent to the college. Clark added he would be interested to know if the college ever complained. Muchlinski said probably not, but it would look better with a screened fence. Deutz said his only comment is that commercial areas shouldn't need the fence, but if it is residential, then maybe a fence is justified. Deutz MADE A MOTION, SECOND BY Schroeder to close the public hearing. ALL VOTED IN FAVOR OF THE MOTION. Anderson said we do have notes regarding the statements. Any changes to City Ordinance would need to go to City Council. Currently, we need to address the matter that we are dealing with now. Muchlinski MADE A MOTION, SECOND BY Deutz to recommend to City Council as recommend by staff. ALL VOTED IN FAVOR OF THE MOTION. Byrnes stated he will also take these comments back to council.

3. Gutman said this is a request of Menard, Inc. to have a mini storage in a B-3 General Business District at 1211 Clarice Avenue, which requires a Conditional Use Permit in a B-3 District. Conditions attached will minimize an impact on surrounding properties. Staff recommend approval to the City Council of the request of Menard, Inc. to have mini storage in a B-3 General Business District at 1211 Clarice Avenue with the following conditions: 1. All driveways, approaches, any other non-landscaped areas are paved. 2. The perimeter of the property is separated from surrounding areas either by storage units or a minimum 6-foot high fence. 3. The landscape ordinance provisions for live vegetation and trees are complied with, both at the time of construction for area allocated for mini-storage, and for future subdivided parcel as determined at that time. 4. The number of units is as follows: 558 enclosed units and 78 RV parking stalls. Nick Brenner, of Menards, 5101 Menards Drive, Eau Claire, WI, stated this is one of many locations that they are looking at putting self-storage on the extra land that is owned by Menards. Schroeder MADE A MOTION, SECOND BY Muchlinski to close the public hearing. ALL VOTED IN FAVOR OF THE MOTION. Muchlinski said it makes perfect sense. Muchlinski MADE A MOTION, SECOND BY Deutz to recommend to City Council as recommend by staff.
4. Gutman explained that the proposed changes are minor and intended to provide it flexibility in approving conditions for variances and conditional use permits. For example, allows additional storage during major construction projects for owners and contractors. Staff recommends the recommendation to the City Council approving the revisions amending Section 86-162 Yard Modification and 86-248 Outside Storage. Schroeder MADE A MOTION, SECOND BY Muchlinski, to recommend approval as recommended by staff. ALL VOTED IN FAVOR OF THE MOTION.
5. Lee asked for updates on the comprehensive plan. Gutman went over some of the survey results. He said the next step is a meeting in a month or month and a half with the final results from the survey. Schroeder said in the last meeting we went through all the survey results and had a discussion on the findings. There was additional conversation about results of the survey.
6. A conversation was held regarding the container ordinance. Anderson answered commission questions and explained how the process works.
7. A MOTION WAS MADE BY Schroeder, SECOND BY Deutz to adjourn the meeting. ALL VOTED IN FAVOR. Chairperson Lee declared the meeting adjourned.

Respectfully submitted,
Chris DeVos, Recording Secretary



MARSHALL

CULTIVATING THE BEST IN US

MEMORANDUM

TO: Members of the Marshall Planning Commission
Sharon Hanson, City Administrator
Jason R Anderson, P.E., Director of Public Works/Zoning Administrator

FROM: Ilya Gutman, Assistant Planning & Zoning Administrator

DATE: April 6, 2022

SUBJECT: REQUEST FOR CONDITIONAL USE PERMIT
BN Kor Investments LLC
507 South Highway 23

Action Recommendation

Motion to close public hearing.

Staff recommends a motion to recommend to City Council an approval of the request of BN Kor Investments LLC, for a Conditional Use Permit for an advertising sign at 507 South Highway 23, subject to the following conditions:

1. The sign must be installed as shown on attached sketch. A survey showing exact sign location by the registered land surveyor shall be filed with the City of Marshall prior to sign installation. The sign or any part thereof shall not encroach into any public right-of-way or adjacent property.
2. This permit is for the sign structure described as follows:
 - a. Two panels will be installed at an angle to each other.
 - b. Each sign shall be no greater than 12 feet by 25 feet.
 - c. The overall height of the sign shall be no more than 30 feet.Prior to sign installation, a sign permit application must be applied and paid for. Structural drawings showing sign footing and foundations shall be signed by a registered professional engineer and submitted along the sign permit application.
3. The sign structure shall be maintained in a safe condition and all surfaces maintained without blemish or defects. The current land and sign owner, and all future sign and land owners are fully responsible for maintenance, together or separately.
4. The sign shall comply with the following in regards to image change and brightness:
 - a. Image Change Frequency: Not more often than every 6 seconds;
 - b. Image transition shall be instantaneous without any special effect;
 - c. Image maximum illumination shall be not more than 0.3 foot candle above ambient light at a distance of 150 feet from sign face.
 - d. No flash or moving images are allowed.
 - e. The sign brightness shall adjust depending on ambient light conditions.
 - f. The sign image shall be discontinued in case of sign malfunction.
5. The sign owner shall adjust the sign brightness if the City finds it to be too bright and interfering with driver's operation of motor vehicle and official traffic control.
6. The City of Marshall is granted the right to utilize this sign for any safety related messages when necessary.
7. Obtain the required permit from the State Department of Transportation.

Background

BN Kor Investments LLC applied for a Conditional Use Permit for an advertising sign at 507 South Highway 23. This sign will be installed behind a private driveway. This is a so-called dynamic display LED sign which is a sign with the electronic image that changes every so often. Similar signs were installed at the corner of Highway 59 and Highway 23 and Highway 19 and Highway 23. The City staff has not heard any adverse or negative comments about those signs and it appears that the highway traffic has not been affected.

The new sign will consist of two LED panels, 11 feet by 23 feet each, installed at about 30-degree angle to each other to face traffic on Highway 23 in both directions. The overall height of the sign is requested to be 27 feet. Each panel size is less than maximum allowed length of 55 feet and smaller than previously installed signs of this nature.

The City of Marshall does not have an ordinance that regulates those signs and not many other cities do. The science of the light and brightness is complicated. The Condition 4 pertaining to this issue is based on the State regulations, industry standards, and other communities' rules. All conditions may be revised or new conditions added by both the Planning Commission and the City Council.

Advertising sign definition may be found in Section 86-1 under Sign, Advertising, and sign regulations for this zoning district are in Section 86-185 (3). The Conditional Use Permit regulations are found in Section 86-46 and the Standards for Hearing are found in Section 86-49. An area site diagram, sign specifications and drawings are all attached.

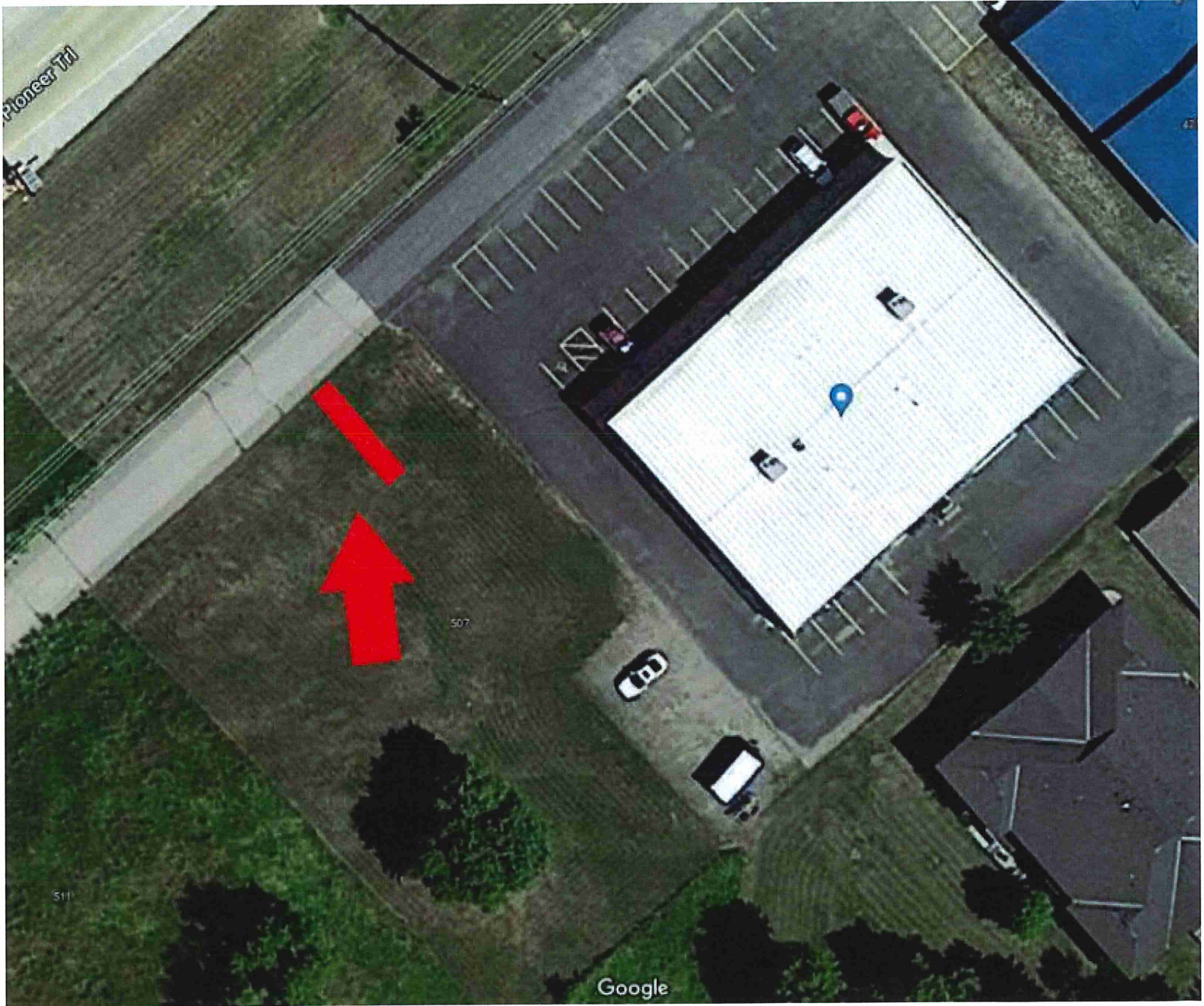
Fiscal Impact

None known.

Alternatives Variations

None recommended

IG: cld



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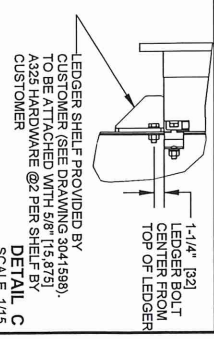
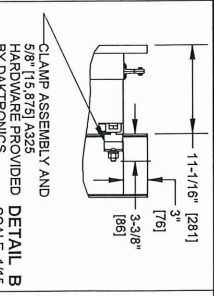
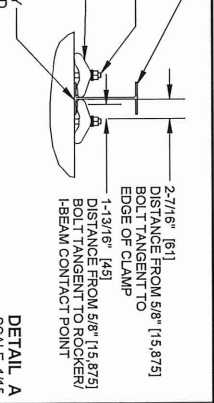
VERTICAL UPRIGHT SPACING TABLE SEE DCA 45274 FOR APPLICABLE DESIGN CODE.					
IF UPRIGHT SPACINGS FALL OUTSIDE LISTED RANGE CONTACT DAKTRONICS ENGINEERING					
ASD DESIGN WIND PRESSURE "psf"	59 PSF [2,777 KPa]	72 PSF [3,447 KPa]	87 PSF [4,166 KPa]	103 PSF [4,832 KPa]	122 PSF [5,641 KPa]
MAX UPRIGHT SPACING "ft"	12' 0"	11' 0"	11' 0"	10' 0"	9' 6"
MAX CANTILEVER SPACING "ft"	6' 0"	5' 0"	5' 0"	5' 0"	4' 6"
MINIMUM REQUIRED # OF UPRIGHTS	2	2	2	3	3
MAX OUTSIDE UPRIGHT SPACING "ft"	15' 3"	14' 5 1/2"	13' 9"	12' 11"	11' 11"

STRUCTURAL COLUMNS MUST BE VERIFIED TO PROVIDE CORRECT NUMBER OF MOUNTING CLAMPS

ALL 5/8" (15.875) A325 MOUNTING HARDWARE TO BE TIGHTENED TO 75 FT-LBS (10.31 KG-M) NOT TO EXCEED 100 FT-LBS (13.63 KG-M)

CLAMPS MUST BE SLID ONTO I-BEAMS UNTIL ROCKER CONTACTS I-BEAM WEB OR BOLT CONTACTS OUTER FLANGE OF I-BEAM TO ENSURE PROPER LOAD DISTRIBUTION

I-BEAM MUST BE IN CONTACT WITH DISPLAY WHEN CLAMPS ARE FULLY TIGHTENED



NOTES:

- 1.0 REFERENCE
- 1.1 REFER TO INSTALLATION AND MAINTENANCE MANUAL FOR COMPLETE INSTALLATION INSTRUCTIONS
- 1.2 REFER TO DAKTRONICS RISER DIAGRAM FOR ALL ELECTRICAL POWER AND SIGNAL CONNECTIONS
- 1.3 ALL DIMENSIONS ARE DUAL DIMENSIONED.
- 2.0 PROJECT RESPONSIBILITY
- 2.1 CUSTOMER IS RESPONSIBLE FOR DESIGNING AND CERTIFYING THE SUPPORT STRUCTURE.
- 2.2 CUSTOMER IS RESPONSIBLE FOR OBTAINING LOCAL CERTIFICATION FOR THE STEEL MOUNTING STRUCTURE.
- 2.3 CUSTOMER IS RESPONSIBLE FOR SUPPLYING EQUIPMENT TO BE MOUNTED ON THE SUPPORT STRUCTURE.
- 2.4 DAKTRONICS AND CUSTOMER ARE RESPONSIBLE FOR CONFIRMING THE STRUCTURAL UPRIGHT QUANTITY AND SIZE.
- 2.5 DAKTRONICS IS RESPONSIBLE FOR PROVIDING STRUCTURAL CLAMPS OF THE CORRECT QUANTITY.
- 2.6 DISPLAY TO BE SUPPORTED EVENLY ACROSS ALL LEDGERS.
- 2.7 SUPPORTING LEDGERS SHOULD NOT EXCEED 1/16" (1.5875 MM) TOLERANCE ON THE ELEVATIONS. SHIMS SHALL BE USED TO FILL GAPS TO ENSURE A DISTRIBUTED LOAD.
- 2.8 INSTALL ELECTRICAL MAIN IS RESPONSIBLE FOR DRILLING CONDUIT LOCATIONS. TYPICAL CONDUIT SIZE IS 1/2" (REQUIRING A 7/8" HOLE).
- 3.0 ENCLOSED STRUCTURE VENTILATION NOTES (WHERE APPLICABLE)
- 3.1 OPEN AREA REQUIREMENTS FOR NATURAL CONVECTION: PER DISPLAY = 7.250 FT² (0.674 M²) EACH AT INTAKE AND AT EXHAUST.
- 3.2 FORCED VENTILATION IF OPTION #1 REQUIREMENTS CAN'T BE MET: PER DISPLAY = 2175.000 CFM (61.553 CMM) WITH 7.250 FT² (0.674 M²) AT THE INTAKE
- 3.3 ACTIVE COOLING REQUIREMENTS IF OPTIONS #1 OR #2 CAN'T BE MET: CONTACT DAKTRONICS FOR ACTIVE COOLING REQUIREMENTS
- 3.4 SPACED HORIZONTALLY ALONG THE WIDTH OF THE DISPLAY.
- 4.0 DISPLAY SPECIFICATIONS
- 4.1 DISPLAY IS ALL ALUMINUM CONSTRUCTION.
- 4.2 DISPLAY IS FRONT AND REAR ACCESSIBLE. CONTROL SYSTEM IS REAR ACCESS ONLY.
- 4.3 DISPLAY WILL SHIP IN 1 SECTION.
- 4.4 DISPLAY OVERALL AREA: 236.450 SQ. FT. (21.967 SQ. METERS)
- 4.5 DISPLAY ACTIVE AREA: 220.444 SQ. FT. (20.480 SQ. METERS)
- 4.6 WEIGHTS: SECTION 100 = 2400 LBS (1089 KGS)
- 4.7 TOTAL DISPLAY WEIGHT = 2400 LBS (1089 KGS)

SCALE 1/15

SEE DETAIL A

TOP VIEW

OVERALL WIDTH

ACTIVE WIDTH

WEIGHT: 2400 LBS (1089 KGS)

OVERALL HEIGHT

ACTIVE HEIGHT

SEE DETAIL B

STEEL I-BEAM STRUCTURE PROVIDED BY OTHERS

SEE DETAIL C

DISPLAY TOP

DISPLAY BOTTOM

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TO: Members of the Marshall Planning Commission
Sharon Hanson, City Administrator
Jason R. Anderson, P.E., City Engineer/Zoning Administrator *ja*

FROM: Ilya Gutman, Assistant Planning & Zoning Administrator *lg*

DATE: April 6, 2022

SUBJECT: Ordinance amending Sections 86-96 Agricultural district and Section 86-230
Required number of spaces

Action Recommendation

Staff recommends the recommendation to the City Council approving the revisions amending Sections 86-96 Agricultural district and Section 86-230 Required number of spaces.

Background

The proposed amendments to Section 86-96 Agricultural district are based on requested changes, past and current. A few other changes are made to better align the section with other sections.

Section 86-230 is amended to better reflect certain businesses' nature and parking needs. In most cases parking requirements were reduced. These changes were presented to the L&O yesterday prior to being presented to the Planning Commission today – to speed up the process, since one of the changes is time sensitive.

Fiscal Impact

None.

Alternatives/Variations

None recommended.

IG/cld / Attachments

Sec. 86-96. - A agricultural district.

- (a) *Intent; scope.* This section applies to the A agricultural district. This A district preserves land for agricultural or undeveloped uses until development pressures require that such land be released and rezoned for purposes of controlled and orderly growth according to the comprehensive plan, pending proper timing and allowance for the economical provision of urban services.

- (b) *Permitted uses.* The following uses shall be permitted in the A agricultural district:

Cultivation, maintenance, or harvest of plants for the sale or other commercial use.

~~Agricultural, F~~arming and truck gardening, ~~shrimp growing in enclosed facilities~~, nurseries and greenhouses, ~~except kennels, terrestrial (land) animal or poultry farms operated for commercial purposes.~~

Golf courses and country clubs, ~~except clubhouses.~~

Hobby farms including keeping up to six horses, mules, sheep, goats, llamas, or ponies.

Parks and recreational areas owned or operated by governmental agencies, ~~except auto racetracks.~~

- (c) *Permitted accessory uses.* The following uses shall be permitted accessory uses in the A agricultural district:

Accessory uses customarily incident to the uses permitted in subsections (a) and (b) of this section.

Fallout shelters.

Keeping of not more than two boarders and/or roomers by a resident family; ~~provided, however, that the council may grant a special permit to keep more than two boarders and/or roomers for one year at a time upon proof of compliance by the applicant for such special permit with the provisions of this chapter prescribing the required number of off-street parking spaces.~~

Private garages and storage sheds.

Private amateur radio towers and antennas complying with division 6.

Private swimming pool when completely enclosed within a ~~non-climbable chainlink or similar~~ fence five feet high with openings no greater than four inches in any dimension and self-closing and self-locking gate. Swimming pools exempt from the building permit requirements as defined in the state building code and hot tubs with latchable covers do not need to be enclosed.

Single-family farm residences if used by the farm owner or operator, member of the immediate family, or an employee working on the premises.

Private accessory equipment complying with Section 86-164, including, but not limited to, s~~Solar~~ energy collectors and systems, playgrounds, and sports courts.

- (d) *Conditional uses.* All conditional use permits for the A district may only be issued if the proposed use meets the specific requirements of this section and also meets the general regulations as outlined in article VI and meets the eligibility for conditional use permits as specified in article II, division 2. The following uses may be allowed in the A agricultural district by conditional use permit:

Archery ranges s.

Automobile, motorcycle, go-cart or snowmobile race and driving -tracks.

Cemeteries~~y~~, memorial gardens s, and crematoriums.

Commercial solar energy collectors and systems.

~~Crematorium.~~

~~Driving track.~~

~~Golf clubhouse, country club, public swimming pool, private swimming pool serving more than one family, provided that no principal structure shall be located within 25 feet of any lot line of an abutting lot in any of the classes of residence districts.~~

Keeping of three or more roomers or boarders.

Kennels.

~~Offices of persons and home occupations in existing structures when they meet the specific conditions of section 86-50.~~

Other residential uses of the same general character as listed in subsection (b).

Outdoor and indoor gun ranges.

Recreational vehicle parks and camp sites.

Riding stables with up to six horses.

Shrimp and fish growing operations.

Water supply buildings, reservoirs, wells, elevated tanks and similar essential public utility structures.

(e) *Height, yard, area and lot width and depth regulations.* Height, yard, area and lot width and depth regulations for the A district are as follows:

(1) *Height regulations.* No building hereafter erected or altered shall exceed 2½ stories or 30 feet in height.

(2) *Front yard regulations.*

a. There shall be a front yard having a depth of not less than 25 feet except as otherwise provided in this section.

b. There shall be a front yard of not less than 35 feet on a lot or plot that abuts a thoroughfare as shown on the adopted city thoroughfares plan.

~~c. Where a lot is located at the intersection of two or more streets, there shall be a front yard on each street side of each corner lot. No accessory buildings shall project into the front yard of either street.~~

(3) *Side yard regulations.* There shall be a side yard, on each side of a building, each having a width of not less than five feet.

(4) *Rear yard regulations.* There shall be a rear yard having a depth of not less than 25 percent of the lot depth.

(5) *Lot area regulations.* Every lot ~~on which a single-family dwelling is erected~~ shall contain an area of not less than 22,000 square feet.

(6) *Lot width and depth regulations.* Every lot or plot of land on which a single-family dwelling is erected shall have a minimum width of not less than 110 feet at the building setback line, and a minimum depth of not less than 200 feet.

(f) *General regulations.* Additional regulations in the A agricultural district are set forth in article VI of this chapter.

(g) *Future annexation.* Any land annexed to the city in the future shall be placed in the A agricultural district until placed in another district by action of the council after recommendation of the planning commission, unless the land being annexed is located within orderly annexation area and is not zoned A agricultural at the time of annexation.

Sec. 86-230. Required number of spaces.

Off-street parking areas of sufficient size to provide parking for patrons, customers, suppliers, visitors, and employees shall be provided for each use. For mixed use buildings, the required number of parking spaces shall be calculated separately for each area use and then added up. Unless otherwise noted, required off-street parking noted as a S.F. (square foot) ratio is to be applied to the gross building area for each use. The minimum number of off-street parking spaces for each use is listed in table 86-230. The number of provided parking spaces shall not exceed the minimum number by more than ten percent.

Apartment (more than 4 units)	1/efficiency or one bedroom unit plus 2/two or more bedroom unit plus 1/4 units for visitors
Assisted and congregate living facility	0.5/unit plus 1/ employee plus 1/8 units
Art gallery, museum	1/500 S.F.
Assembly or auditorium with fixed seats, theatre	1/ 4 seats
Assembly without fixed seats <u>not listed anywhere else</u> , arcade	1/100 S.F.
Auction house	1/100 S.F. or 1/4 fixed seats, whichever is greater
Bank	1/ 300 250 S.F.
Baseball, <u>soccer, football</u> and sports field, arena or stadium	1/ 4 seats plus 20/field (<u>court/rink, etc.</u>) plus 1 oversize space/field (<u>court/rink, etc.</u>)
Beauty salon, barber shop, massage or tattoo parlor, tanning salons	2/service station or bed <u>plus 2</u>
Bed and breakfast	1/guest bedroom plus 2
Boarding or lodging house	1/rented bed plus 2
Boat, ATV, RV sales and service	1/ 1,000 800 S.F. plus 4 <u>as required for outside sales lot</u>
Bowling alley	<u>45</u> /alley <u>plus 2</u>
Car wash	2 <u>plus 1/employee</u>
Church	1/ 5 seats in largest auditorium
Clinic, medical, dental, etc., doctor or chiropractic office	1/ 250 S.F.
Convenience store	1/ 200 S.F. plus <u>12</u> plus 1 oversize space plus as required for fuel station if applicable
Corrections facility, jail	1/ <u>108</u> beds plus 1/employee
Court, tennis or racquetball, without fixed seating	2/court plus 1
Dance hall	1/ 50 S.F.
Day care	1/ <u>classroom</u> employee plus 1/10 participants
Dwellings, one to four units	2 /dwelling plus one for each roomer or boarder
Drinking or dining establishment; <u>sit down or buffet</u> restaurant, bar	1/ 50 S.F. of seating area or 1/4 seats, whichever is greater , plus 1/100 S.F. of kitchen and storage <u>area</u>
<u>Dining establishment: fast food restaurant</u>	<u>1/ 75 S.F. of seating area plus 1/ 100 S.F. of kitchen and storage area</u>

Farm implement, industrial equipment, and trucks sales and service repair	1/ 1,000 800 S.F. plus 4 plus 50% of required for 50%-of outside sales lot requirements
Fraternity or sorority house, dorm	1 / bedroom plus 1/4 bedrooms for visitors
Funeral home	1/100 S.F. or 1/4 fixed seats in largest parlor, whichever is greater
Furniture, large appliances, spas, building materials, garden supplies sales store, retail greenhouse	1/500 S.F. for area less than 20,000 S.F. plus 1/ 1,000 800 S.F. for area over 20,000 S.F.
Golf course	4/green plus 1/200 S.F. of clubhouse
Grocery, food, and beverage sales	1/200 S.F. plus 1 oversize space/30,000 S.F.
Golf, miniature course	2/hole plus 1
Golf, driving range	2/tee plus 1
Hospital	1/2 beds plus 1/employee
Kennel	1/10 kennels plus 1/employee
Library	1/500 S.F. plus 1/employee
Manufactured home park	2/home plus 1/4 homes for visitors plus as required for office building
Manufacturing, fabricating, processing, or printing plants	1/ 800 1,000 S.F. or 1/employee plus 2, whichever is greater
Motor vehicle fuel station	12 plus 2/pump plus as required for convenience store if applicable
Motor vehicle sales	1/ 500 S.F. plus 4 as required for outside sales lot
Motor vehicle repair	13 /service stall or 1/200 S.F., whichever is greater plus 2
Motor vehicle garage (commercial)	1/stall plus 1
Motel or hotel	2 plus 1/room plus 1 oversize space/30 rooms
Nursing or rest home, memory care	1/ 6 beds plus 1/employee
Office; business (data processing center, call center, radio, and TV station, etc.)	1/ 200 S.F.
Office; professional (insurance, accountant, travel agent, etc.) or public (city, county) or industrial/contractor	1/300 S.F.
Outside sales lot	1/ 5 4,000 S.F. for area less than 20,000 S.F. plus 1/ 10 6,000 S.F. for area over 20,000 S.F.
Park	4/acre plus 2/playground plus 5/shelter plus 20/ sports field
Recreation: fitness club, gymnasium, dance, and martial arts studio, without fixed seating	1/ 200 S.F. plus 1/employee
Residential facility, group home	0.5/bedroom plus 2 1/employee plus 1/8 bedrooms
Retail store; general, department , hardware, discount, drug, shopping center, pawn shop, wireless store	1/200 S.F. for area less than 2,000 S.F. plus 1/300 SF for area over 2,000 S.F. but less than 100,000 S.F. plus 1/1,000 S.F. for area over 100,000 S.F.
Retail store; specialized, boutique	1 plus 1/ 500 300 S.F.

Service establishment: laundry, repair, dry-cleaning, glazing shop, rental, take-out only restaurant, wireless store photo studio, etc.	1/ 500 300 S.F. plus 1/ employee
Service establishment: glazing shop, take out only restaurant, bridal shop, etc. (labor intensive)	1/500 S.F. plus 3
School: Elementary or junior high, private, or public	1.5/classroom or 1/20 students or 1/4 seats in the largest auditorium, whichever is greater
School: Senior high, public, or private	10/classroom or 1/3 students or 1/4 seats in the largest auditorium or gymnasium, whichever is greater
Short-term rental	1/bedroom minus 1, but not fewer than 2
School; post-secondary, professional or business (educational buildings)	15/classroom 1/student plus 1/employee for entire campus or 1/100 S.F. per educational building
Skating rink	1/200 S.F. of rink plus 1 25
Swimming pool	1/200 100 S.F. of lap pool area plus 1/500 S.F. of kids pool area plus 1/employee
Terminal, passenger; bus, train, airline	1/200 S.F.
Veterinary clinic	1/500 S.F.
Warehouse, R ental storage units	1/4 units plus 1 plus as required for office if applicable
Wholesale sales, and warehouse	1/2,000 S.F. or 1/employee plus 1, whichever is greater

Table footnotes:

- a. Continuous benches and pews shall be assumed to allow one person per 22 inches of length.
- b. Rental storage units parking spaces located in front of storage units do not require painted line identification and independent access.
- c. When parking requirements are determined by employee counts, such calculation shall be based on the maximum number of employees on the premises at any one time; when parking requirements are determined by student or participant count, such calculations shall be based on the maximum design or licensed capacity.
- d. Parking spaces for all outside sales lots and other outside uses shall be calculated separately based on this table in addition to building parking requirements.
- e. The number of required parking spaces for parks, ~~sports~~baseball fields, churches, and stadiums may be reduced by 20 percent if gravel or grassy overflow space, adequate to compensate for reduced parking, is provided and all landscaping section requirements are met without considering overflow space.
- f. In all industrial zoning districts, the city may allow a reduction in the number of required parking spaces for industrial uses when the owner can demonstrate, in documented form, a required need less than prescribed by the ordinance ~~[this chapter]~~. The city may require the additional land that is necessary to meet the required parking standard to be placed in reserve for parking development should the use change or parking provided be determined inadequate. If at any time the city determines parking to be inadequate, the city may require construction of any or all of the additional parking held in reserve.

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- g. Buildings or building areas where an accessory storage constitutes more than 30 percent of the use area shall be considered mixed uses and parking calculations shall be based on mixed use requirements.
 - h. Buildings where an auxiliary use serving the main use constitutes more than 20 percent of building human occupancy or building area and people not using the rest of the facility are allowed to be present shall be considered mixed use buildings and parking calculations shall be based on mixed use requirements except only 90 percent of parking spaces required for auxiliary uses shall be provided.
 - i. If calculated number of parking spaces is less than five, an accessible space shall be provided in addition to those spaces.

(Ord. No. 686, § 1, 6-10-2014)

KEY THEMES



- Maintain a warm, safe, and welcoming community for all and promote pride in the community
- Support initiatives and active communication that promote inclusion and engage future leaders
- Maintain and build relationships and engagement opportunities that encourage action
- Support a variety of housing options that provides access to all
- Support growth and policies that supports Marshall's sense of place
- Create flexibility into policies and regulations to meet the community's needs
- Invest in high quality utilities, services and resources and support redevelopment opportunities
- Build sustainable and resilient infrastructure to support emerging trends and needs and prepares the community for change
- Develop and attract a qualified and varied workforce to meet the variety of businesses
- Explore opportunities to diversify retail and businesses
- Emphasize business expansion and retention by supporting and growing businesses
- Build partnerships and spaces to share and celebrate culture, art, and history
- Maintain and expand the park and trail system that includes year round recreation opportunities
- Advertise and promote available facilities and services to the community and collaborate on future needs

FOCUS GROUP SUMMARY

INTRODUCTION

Five focus group discussions were held with community stakeholders to discuss specific topics and themes emerging from the planning process. Each focus group was scheduled for a 90 minute discussion, providing an overview of the Comprehensive Plan and discussion of questions to confirm issues and opportunities. The five meeting topics included Diversity, Equity, and Inclusion; Housing; Young Professionals; Southwest Minnesota State University; and Businesses. The themes that emerged from these conversations are highlighted on the following page.

FOCUS GROUPS



Diversity, Equity, and Inclusion



Housing



Young Professionals



Southwest Minnesota State University



Business Stakeholders



Marshall Comprehensive Focus Group Summary

Perspectives	Challenges	Goals/Opportunities
<ul style="list-style-type: none"> Positives: Parks, Economic Development (new jobs) Negatives: food deserts, lack of transportation connection, affordability Asking "Where am I welcome?" Lack of support – welcoming representation with some public events Invisible fence between SMSU and Marshall – why would students stay here? There isn't enough of all types of housing People want to live in Marshall Need for workforce housing Stable community Securing housing helps people feel a member of the community Perception of high costs and taxes Desire to age in place 	<ul style="list-style-type: none"> Why are people leaving Marshall for other communities (Wilmar, Tracy, St. Cloud)? Welcoming opportunities Connection to existing community groups (e.g. chamber) to everyone Facilities that are equipped for multiple abilities Employers are buying homes to support/attract workers Strong housing market – tough to keep up Hard to attract the housing types and services Lack of economic confidence Processes and requirements limit growth 	<ul style="list-style-type: none"> Support of BIPOC Business Start Ups Affordable Rental Housing Providing a welcoming view for all Regional collaboration to access goods and services Community space to provide year round opportunities and spaces to celebrate culture Microloans to support BIPOC/Women owned Public Art that is expressive of Culture Current Demand ranges from \$280 to \$360k for general range or \$100 to \$150k for affordability Assist renters to establish financing to become homeowners. Need for education with community groups Policies to assist challenges and perspectives. Welcoming message Housing maintenance

Diversity, Equity, and Inclusion

Housing

Marshall Comprehensive Focus Group Summary

Perspectives		Challenges	Goals/Opportunities
 Young Professionals	<ul style="list-style-type: none"> • What is Marshall a hub for • Community is great for families – what about non-families • Lots or resources to leverage • How do we get people to invest? • Welcoming community (you are more than just a number) • Good compromise on Space • Economic resilience • Long standing relationship between the city and SMSU – need to continue to explore opportunities. • Varied views of living/working within the community – partner/spouse employment • Community amenities/destinations and things for students to engage with 	<ul style="list-style-type: none"> • Daycare opportunities • Housing Access • Balancing workforce • Impacts of COVID – remote work, change in community, what does this mean for Marshall 	<ul style="list-style-type: none"> • Keeping SMSU transplants in Marshall • Access to daycare • Need additional technical services • Promote and Share Marshall • Community Image/ Aesthetics
	 Southwest Minnesota State University	<ul style="list-style-type: none"> • Places for students to gather – changes in bar accessibility (under 21) • Needs of increased collaboration • Changes in enrollment and future growth at SMSU 	<ul style="list-style-type: none"> • Increased collaboration between city and SMSU leaders • Spaces for students to gather and celebrate within the community • Collaboration on programs and workforce needs

Marshall Comprehensive Focus Group Summary

Perspectives	Challenges	Goals/Opportunities
<ul style="list-style-type: none"> • Positive view of businesses and community • Investments and engagement between businesses and the community • Regional and Other State Competition • Regional Connectivity from a freight and traffic perspective (Hwy 23) • Loyalty and work ethic • Community safety • Support of existing businesses • Good community collaboration • City is great support • Younger leaders are willing to take risks 	<ul style="list-style-type: none"> • Workforce availability – housing, daycare, education • Challenges to bring in new businesses – many grown within Marshall • Locational Competition – taxes, policies, regulations • How can we invest in the community? • Need for entertainment destinations – bringing dollars into the community • Keeping SMSU students in the community • Daring ourselves to think big enough 	<ul style="list-style-type: none"> • Resource hubs and program examples (Sioux Falls, Green Bay) • Keep SMSU students and investments in Marshall • Indoor facilities for various activities • Creating workshare spaces or business incubators • Find opportunities to become a destination • Get focused on the priorities and TAKE ACTION



**Business
Stakeholders**

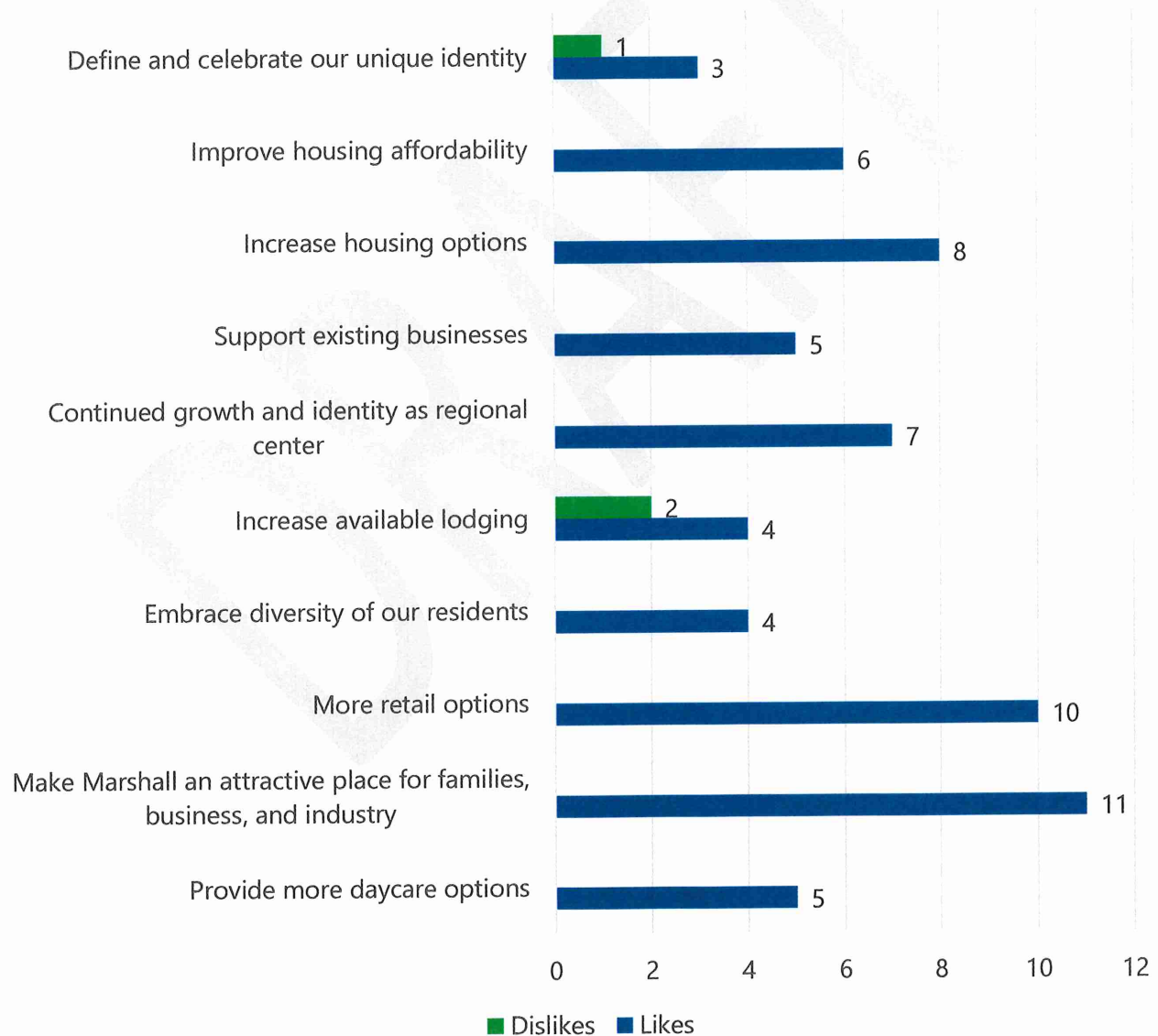
OPEN HOUSE SUMMARY

INTRODUCTION

Marshall stakeholders were invited to an open house on February 16, 2022 to learn more about the Comprehensive Plan Update and provide their input. A presentation was given at 4pm and 5pm to provide an overview of the process. Attendees were then invited to participate in a number of activities that are summarized within the document.

WHAT IS MARSHALL'S BIGGEST OPPORTUNITY?

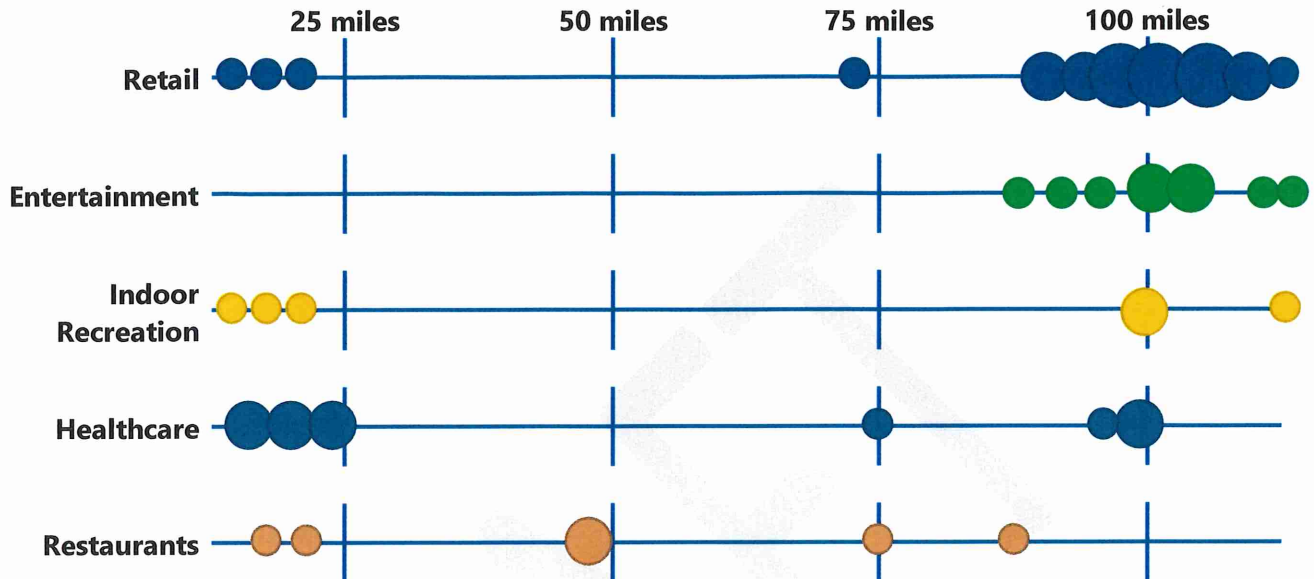
Participants were invited to identify their support or dislike of various opportunities and challenges in Marshall.



Marshall Comprehensive Open House Summary

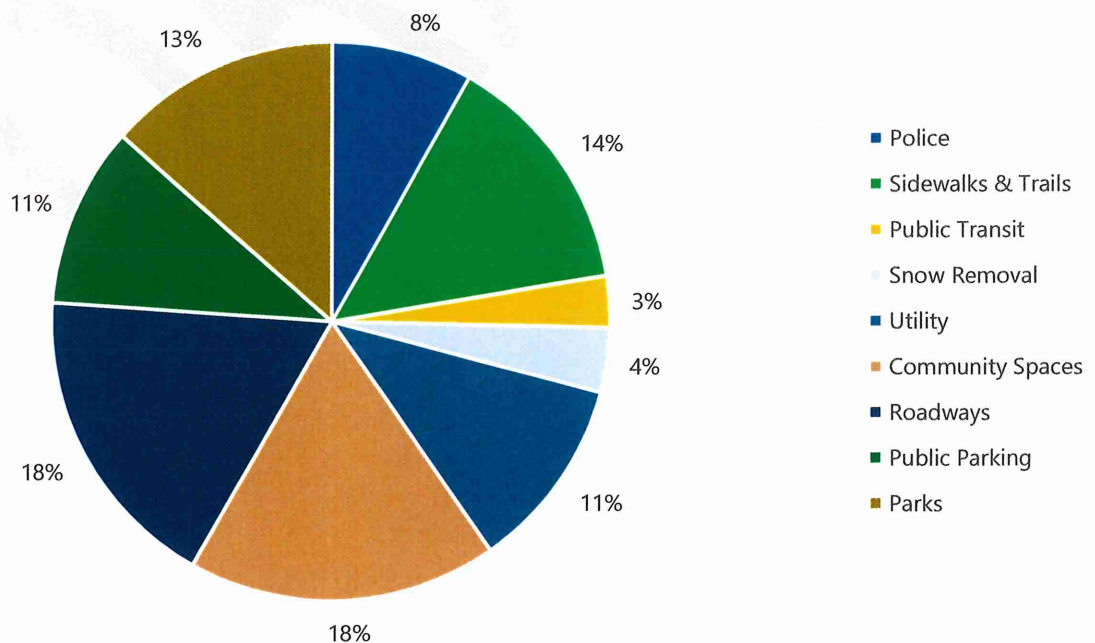
WHAT EXISTS OUTSIDE OF MARSHALL THAT YOU WISH WAS HERE?

Participants were asked to identify how they participate in the local and regional economies by identifying how far they drive for certain uses.



HOW SHOULD WE PRIORITIZE OUR FACILITIES AND SERVICES?

Participants were invited to spend \$100 on investments in facilities and services. One marble was worth \$10, and participants were asked to identify how they'd spend the money.



Marshall Comprehensive Open House Summary

WHAT IS YOUR VISION FOR MARSHALL?

Participants were asked to craft a vision statement by filling in the blank of some example vision statements. The specific responses are highlighted for each draft vision statement

In 2040, Marshall will be a community that is known for (noun-attribute, activity, location).

In 2040, Marshall will be a community that is known for **Opportunity.**

In 2040, Marshall will be a community that is known for **Open Space.**

In 2040, Marshall will be a community that is known for **Great Jobs.**

In 2040, Marshall will be a community that is known for **Attractive Quality of Life.**

In 2040, Marshall will be a community that is known for **Jobs, Shopping & Entertainment.**

In 2040, Marshall will be a community that is known for **Community Involvement.**

In 2040, Marshall will be a community that is known for **Economic Vitality.**

In 2040, Marshall will be a community that is known for **Communication in Multiple Languages.**

In 2040, Marshall will be a community that is known for **Culture of Inclusion.**

In 2040, Marshall will be a community that is known for **the Charm of its River Walk and River green areas and all the charming restaurants along it.**

Marshall Comprehensive Open House Summary

In 2040, Marshall is a community that celebrates (noun-attribute, activity, location) through (verb – action or activities).

In 2040, Marshall is a community that celebrates **success** through **promotion of economic development**

In 2040, Marshall is a community that celebrates **the growing diverse population** through **active citizenship/engagement**.

In 2040, Marshall is a community that celebrates **opportunity** through **supporting jobs & amenities**.

In 2040, Marshall is a community that celebrates **our diversity of business and populace**.

In 2040, Marshall is a community that celebrates **growth** through **business development**.

In 2040, Marshall is a community that celebrates **music & arts** through **concerts, park events, and indoor events**.

In 2040, Marshall is a community that celebrates **diverse perspectives** through **leading actively & unapologetically to diversity, equity and inclusion**.

In 2040, Marshall is a community that celebrates **the Redwood River**.

GOALS

OVERALL PLAN



Encourage Marshall to cultivate the best in us, by actively engaging residents, exploring opportunities, maintaining our investments, fostering relationships, and having pride in the community.

FOCUS AREAS

Engagement
Community Pride
Partnerships

LAND USE



Plan for growth and change that support living, working and playing in Marshall through flexible policies that respond to change while maintaining the community's identity and access to a high quality of life for all.

FOCUS AREAS

Flexible Land Uses, Zoning & Policies
Community Identity
Smart Growth
Housing

COMMUNITY SERVICES & UTILITIES



Maintain a system of high quality utilities and services that respond to changes through a focus on maintenance, investments in needed expansion, and attention to regular operations.

FOCUS AREAS

Maintenance
Operations
Future Expansion
Sustainable Infrastructure

ECONOMIC DEVELOPMENT



Collaborate with the community to advocate for new and local investment that makes Marshall the place to spend and earn your money, while supporting existing businesses and a qualified workforce.

FOCUS AREAS

Existing Business Support
New Growth Opportunities
Workforce Development
Community Amenities
Partnerships

PUBLIC FACILITIES



Collaborate with the community to provide a network for public facilities that provides the spaces and services to meet the community's safety, education, social, and celebratory needs.

FOCUS AREAS

Maintenance
Partnerships
Continued Investment

CULTURAL AND ENVIRONMENTAL FACTORS



Celebrate the all that Marshall has to offer, including the people, resources, and built environment, by enhancing the resources, preparing for change, and opening spaces to all.

FOCUS AREAS

Public Art
Community Services
Enhancement
Inclusivity