

CITY OF MARSHALL

ORDINANCE NO. 2025-001

AN ORDINANCE AMENDING APPENDIX A. ZONING. DIVISION 5. SIGN ILLUSTRATIONS. ARTICLE XIX. PERMITS. SECTION 19.1. REGULATIONS FOR BUILDING PERMITS AND CERTIFICATES OF OCCUPANCY OF THE CODE OF ORDINANCES, CITY OF MARSHALL, ILLINOIS.

ADOPTED BY THE
CITY COUNCIL
OF THE
CITY OF MARSHALL

Published in pamphlet form by authority of the City of Marshall, Clark County, Illinois, this 10 day of February, 2025.

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Section 1. That Appendix A. Zoning. Division 5. Sign Illustrations. Article XIX. Permits. Section 19.1. Regulations for Building Permits and Certificates of Occupancy of the Code of Ordinances, City of Marshall, Illinois is hereby amended to read as follows, with strikeouts indicating deletions in text and underscores indicating additions to text:

Section 19.1. Regulations for building permits and certificates of occupancy.

It shall be unlawful to establish any use of a building, structure or land, either by itself or in addition to another use, or to erect a new building or structure, or part thereof, or to rebuild, structurally alter, add to or relocate any building or structure, or part thereof, without obtaining a permit from the zoning officer in accordance with the following regulations:

(1) Building permits.

- (a) Application for permits shall be filed in written form with the zoning officer, shall state the legal description of the property, the name and address of the owner, the applicant and the contractor, the estimated costs, and shall describe the uses to be established or expanded and shall give such information as may be required by this ordinance for its proper enforcement. Site plan review shall be required for every application for a building permit, except for those permits limited to interior remodeling or exterior building modifications, which do not enlarge the building, or for detached single-family dwelling or accessory structures to detached single-family dwellings.
- (b) All applications shall be accompanied by a dimensioned drawing of the building plot showing the location of buildings and structures, lot areas to be used, and auto parking areas.
- (c) Each permit issued for a main building shall also cover any accessory structures or buildings constructed at the same time on the same premises, and such permit shall be posted in plain sight on the premises for which it is issued until completion of construction or occupancy.

- (d) Any work or change in use authorized by permit but not substantially started within 90 days shall require a new permit. A permit shall be revoked by the zoning officer when the zoning officer shall find from personal inspection or from competent evidence that the rules or regulations under which it has been issued are being violated.
- (e) All applications and a copy of all permits issued shall be systematically filed and kept by the zoning officer for ready reference. The zoning officer shall accept or reject the application for a building permit and shall forward those applications which require site plan review to the zoning commission within 15 days. No building permit shall be issued by the zoning officer until site approval has been granted, as provided in this ordinance.
- (f) To partially defray expenses of administering the ordinance, a fee where required shall be charged for each permit and collected by the zoning officer, who shall account for the same to the city. The fee for each permit shall be as follows:

Commercial/business improvements (new construction) \$75.00

Residential improvements (new construction) 50.00

Unattached accessory building improvements (new construction) 15.00

Remodeling improvements 15.00

Industrial improvements (new construction and remodeling) 0.00

Agricultural improvements 0.00

- (g) All multifamily dwelling improvements shall be considered commercial improvements.
- (h) There shall be no refund of any permit fees paid hereunder. The fee for each permit shall be triple the above amount if the construction commences prior to the submission of the proper application and issuance of a permit.
- (i) There shall be no building permit charge for each permit application made by any church or governmental unit.
- (j) The application for permit within a floodplain area as defined in section 18-202, be accompanied by a floodplain development permit as required by section 18-205. No permit herein shall be issued until a floodplain development permit has been issued.

(2) Certificates of occupancy.

- (a) No land shall be occupied or used and no building hereafter erected. Altered or extended shall be used or changed in use until a certificate of occupancy shall have been issued by the zoning officer.
- (b) All certificates of occupancy shall be applied for coincident with the application for a building permit, and said certificate shall be issued within three (3) days after the application has been made, provided such use is in conformity with the provisions of this ordinance.
- (c) Certificates of occupancy for the use of vacant land shall be applied for before any such land shall be occupied or used, and a certificate of occupancy shall be issued within three (3) days after the application has been made, provided such use is in conformity with the provisions of this ordinance.
- (d) The zoning officer shall maintain a record of all certificates and copies shall be furnished, upon request, to any person having a proprietary or tenancy interest in the building affected.
- (e) No permit for excavation for, or the erection or alteration or repairs to, any building shall be issued until an application has been made for a certificate of occupancy.

(Ord. No. 05-16, § 3, 7-11-05; Ord. No. 07-41, § 2, 9-10-07; Ord. No. 10-3, §§ 1, 29, 326-10)

Sec. 19.2 Modifications to City of Marshall Buildings.

Before any modification of a building owned by the City of Marshall can be made, an application for a building permit must be submitted to the Zoning Officer according to the process delineated in Sec. 19.1. The application must be approved by the committee responsible for buildings and grounds supervision. If approved by the committee, it will be submitted to the City Council for final approval.

Section 2. If any provision of this Ordinance, or application thereof, is held invalid by any Court, other provisions or applications of this Ordinance which can be given effect without the invalid provision or application shall not be affected, and to this end the provisions of this Ordinance are declared to be severable.

Section 3. That this Ordinance shall take effect ten (10) days after its passage and approval as provided by law.

	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Michael Smitley	✓		
Warren J. Le Fever	✓		
Vickie Wallace	✓		
Jarod Green	✓		
Robert Nelson	✓		
Foster Propst	✓		
Rob Knott	✓		
Greg King	✓		

PASSED this 10 day of February, 2025.

APPROVED this 10 day of February, 2025.



 MAYOR

ATTESTED, filed in my office,
 and published in pamphlet form
 this 10 day of February, 2025.



 CITY CLERK

(SEAL)