

**City of Tower**  
**Planning / Zoning Commission**  
**July 28, 2020**  
Monday @ 5:30 PM  
Tower Civic Center

**1. Call to Order:**

Meeting called to order by Chair Shedd at 5:34 p.m.

**2. Roll Call:**

*Commissioners* Steve Altenburg; Marshall Helmberger; Michael Schultz; Mary Shedd;  
*Others:* Orlyn Kringstad, Matt Witzel, Lisa Sanderson, Lee Ann Bystrom, Joan Broten, Dave Broten, Scott DeMasi, Maria Robertson, Barb Rinne.

**3. Accept Agenda**

Motion to accept agenda by Helmberger; second by Altenburg; All ayes. Motion carries.

**4. Accept minutes:**

Minutes from the May 26 meeting were reviewed. Motion by Altenburg, second by Schultz to approve. All ayes.

**5. Public Input**

Input from Joan Broten, who read a letter she submitted. Broten said that the process was not followed properly when the CUP process moved forward and that many concerns were never addressed by the city. She said the city has received at least a dozen site plans, making it difficult for neighbors to follow and respond to. She said the city's zoning did not allow his project when Rose originally proposed it because the area was zoned as residential. Residents want clarification of their easement rights to the river. Rose lacks a certified, engineered plan. She said residents would like time for the city to look into their concerns. Considerable discussion ensued between the residents and the planning commission.

**6. Correspondence**

Received a letter dated 7.28.20 from Mill Point Plat residents regarding the Rose RV Park development. The letter was read under public input.

Also, the commission received a correspondence from Dave Rose, indicating that he wants to begin the PUD process for his RV park project.

**7. Old Business**

7.1. Helmberger presented the latest rough draft of the revised Ordinance 82 and 80. Commissioners agreed that the county performance standards should be deleted and that 80, 82 and 83 be incorporated into a unitary document.

7.2. Shedd recommended that the commission not incorporate the city's fee schedule into the actual permit applications. Those fees would be a separate schedule. Shedd made a motion to recommend a conditional use permit without listed fees and forward to that recommendation to the city council for final approval. Seconded by Schultz. All yes.

7.3. Shedd provided a zoning administrator's report. She indicated that the report will provide a brief summary of activity. She said she has issued five permits so far this spring.

**8. New Business**

8.1 None.

**9. Adjourn**

Motion to adjourn by Helmberger. Adjourned at 7:25 p.m.