

**June 15<sup>th</sup>, 2026 – MINUTES OF SPECIAL MEETING OF  
VALLEY CITY PLANNING AND ZONING  
COMMISSION**

Chair Mike Schell presided and called the meeting to order at 4:00 on Monday June 15<sup>th</sup>, 2026  
Commissioners present: Jeff Erickson, Bill Carlbom, Dave Carlsrud, Joe Tykwinski, Brian Heath  
Others: City Administrator Gwen Crawford, City Attorney Carl Martineck, City Planner Joel  
Quanbeck, Acting Secretary/City Assessor Tina Drabus, Building Inspector/Asst Fire Chief Lance Coit

**Public Hearing – Conditional Use Permit – Hi-Line Rentals LLC**

Chair Schell opened the public hearing.

Blake Stephen spoke on his plan with the building at 243 Central Ave N and answer questions the commissioners had.

Commissioner Carlbom made a motion to close the public hearing, seconded by Commissioner Tykwinski

The Commission discussed the application.

Commissioner Dave Carlsrud made a motion to approve the application for a conditional use permit for Hi-Line Rentals LLC with the following conditions

1. City Commission approval of off-street parking plan
2. The applicant must meet and continuously comply with any and all licensing and permitting requirements of the City of Valley City including building code and fire code inspections.
3. The applicant must designate and provide a contact person residing in the City of Valley City responsible for the operation of the guest inn and any issues arising from its operation.
4. The applicant will maintain records demonstrating continuous compliance with the requirement limiting the maximum length of stay for all guests to not exceed 30 days.

Seconded by Commissioner Bill Carlbom. The motion passed on a roll call vote with unanimous approval.

**Adjourn**

Meeting was adjourned at 4:15pm

Attested to by:

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Tina Drabus, Acting Secretary  
Planning and Zoning Commission  
City of Valley City

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Mike Schell Chairman  
Planning and Zoning Commission  
City of Valley City