

## CITY OF VERGAS PLANNING COMMISSION MINUTES

Monday, December 18, 2023

6:00 pm

Vergas Government Service Center

A City of Vergas Planning Commission meeting was held on Monday, December 18, 2023, with the following members present: Bruce Albright, Judy Kvam, Alex Ohman and Rebecca Hasse. Absent: Robert Jacoby. Also present: Clerk-Treasurer Julie Lammers, Utilities Superintendent Mike DuFrane and Darin Allmaras.

### **Call to Order**

Chairman Bruce Albright called meeting to order at 6:00 pm.

### **Agenda Additions and Deletions**

Approved agenda with the addition of 816 Scharf Ave and board member.

### **Minutes**

Motion by Albright, seconded by Kvam to approve minutes for November 27, 2023. Motion carried.

### **Old Business:**

#### Culvert Ordinance

Lammers provided an updated copy of ordinance 2023-006 adding ordinance 93.371 to the streets chapter in City ordinances and removing ordinance 79 and 85 from our ordinances. Changes were made to the ordinance wording which Lammers will update and bring to the January meeting.

#### Shoreline Management Ordinance

Commissioners reviewed ordinance line by line and Kvam and Lammers will update for January meeting. A Structure/Shoreline alteration permit will need to be formed. Lammers will contact Otter Tail County regarding a word document form of their ordinance to update the document. Commissioners will review it again at the January meeting.

#### Updated Vergas Basic Code

Discussed the proposed ordinance book and commissioners requested copies. Lammers stated the ordinances have been updated and written in correct language which will save time in updating our current ordinances and money by not having to have attorney review. Albright asked Lammers to provide a copy of the ordinance book to each of the commissioners and to Mike DuFrane for them to discuss at the January meeting.

### **New Business**

#### 816 Scharf Ave

Darin Allmaras, a citizen looking to buy property at 816 Scharf Ave, questioned replacing the current cabin located on this property with a new home. This is a non-conforming lot with a cabin over the water with a deck. Allmaras requested replacing the cabin with the same footprint as the current building. Commissioners reviewed current ordinances regarding building or expansion of homes and there location to the lakeshore. MN State Statute 394.36 states: Except as otherwise provided by law, a nonconformity, including the lawful use or occupation of land or premises existing at the time of the adoption of an official control under this chapter, may be continued, including through repair, replacement, restoration, maintenance, or improvement, but not including expansion. This cabin may be in MN DNR regulations as the city of Vergas does not have authority if it is between the water and the ordinary high-water mark. Commissioners encouraged Allmaras to seek advice from the MN DNR before proceeding with purchase. Currently the commissioners stated he could replace cabin with the exact same footprint if MN DNR would allow. Commissioners asked Lammers to have the engineering company add a shoreline management line on the zoning map of 1,000 feet from all bodies of water.

#### Board Member

The city has not found a board member for the Planning Commission, Lammers members for suggestions. Jim

Courneya's name was given.

The meeting adjourned at 9:00 pm.

Secretary,  
Julie Lammers, CMC  
Vergas City Clerk-Treasurer

*Follow Up Actions:*

Snow emergency routes.

Updated Shoreline Management Ordinance (Lammers & Kvam)

Lammers, DuFrane, Engineers to review and update Ordinance 79, 85 and Ordinance 93 regarding culverts and right of ways.

Lammers have copies (from a printing company not copied at the City Office) of the proposed ordinance book to distribute to Mike DuFrane and all members of the Planning Commission.

Permit- Structure/Shoreline Alteration needs to be added to permits.

Notification sent to property owners regarding fertilizer; stating no phosphorus to be used and what can be used on lawns.

Wideth add a shoreline management line on the zoning map of 1,000 feet from all bodies of water

*Council recommendations:*

None.