

## CITY OF VERGAS PLANNING COMMISSION MINUTES

Monday, March 25, 2024

6:00 pm

Vergas Government Services Building and Zoom

A City of Vergas Planning Commission meeting was held on Monday, March 25, 2024, in a hybrid meeting at the Government Services Center and on zoom with the following members present Bruce Albright, Alex Ohman and Jim Courneya. Absent: Judy Kvam. Also present: Employees Clerk-Treasurer Julie Lammers and Utilities Superintendent Mike DuFrane; Citizens Tami Rust, and Brianne Balcer; and Editor Robert Williams of the Frazee-Vergas Press.

### **Call to Order**

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

### **Agenda Additions and Deletions**

Approved agenda with following additions: Member Resignation.

### **Minutes**

Motion by Albright, seconded by Hasse to approve minutes for February 26, 2024. Motion passed unanimously.

### **Status of Council Recommendations**

None.

### **Construction Permits**

#### Permits Approved by City Clerk

401 W Lake Street- concrete steps, small green house, window and door.

860 Scharf Ave - reroof

#### Permits needing Approval.

##### 96 Park View Drive -add fill to lot.

Lammers is working on a WCA permit. WCA is a very complex law. Questions needing to be asked include: Do you need to be in wetland? If you have to be there is there a way to minimize impact? You may need to mediate. (Purchase land credits).

##### 520 S Pelican Avenue-basketball court

Motion by Couney, second by Ohman to approve basketball court at 520 S Pelican Ave. Motion passed unanimously.

##### 511 Glenn Street-house

Motion by Ohman, seconded by Hasse to approve permit to build house at 511 Glenn Street pending sewer permit from Otter Tail County. Motion passed unanimously.

#### Grade and Fill Permits

96 Park View Drive – add fill to lot.

Lammers is working on WCA permit.

#### Active Construction Permits

Motion by Ohman, seconded by Hasse to approve Jim Courneya as field review with Bruce Albright for construction permits. Motion passed unanimously.

### **Old Business:**

#### Shoreline Management Ordinance

The council will be discussing approval of adopting the same ordinance as Otter Tail County at the March meeting to be held March 26, 2024. Discussed also asking the County to handle the City WCA permits as no one on the planning commission is experienced in this area.

### Updated Vergas Basic Code

This is a work in progress.

### Nuisance Properties within Vergas

Albright is still working on meeting with Ben Lanko regarding nuisance on his property. Motion by Hasse, seconded by Courney to take no action on Moe's property until next month's meeting. Lammers will email out information on Tony Licenses property. Discussed burning in the city limits. Courneya proposed handout left at the hardware store and putting something in the newsletter. Discussed informing lake residents to not use certain fertilizers and MPCA and/or DNR recommends.

### Vergas Zoning Map

This is a work in progress.

### 2024 Planning Commission Budget

Lammers reviewed current planning commission expenditures.

### **New Business**

#### Boundary Lines-Lawerence Lake Acres 2<sup>nd</sup> Addition

Discussed moving the boundary line on lot 9 of Lawerence Lake Acres Second Addition to make Lot 9 54,354 square feet and having a 66-foot road for access to lot 6. This would add a tract B. Motion by Ohman, seconded by Hasse to recommend to Council to approve boundary line being moved to add a 66-foot road to the 2<sup>nd</sup> Addition of Lawerence Lake Acres. Motion passed unanimously.

#### Gravel Pit Survey

Widseth Engineering will be surveying the Mark Sand and Gravel Permit soon for \$9,000.00 they will survey as soon as the have a plane flying over this area.

#### Member-Resignation

Judy Kvam has resigned from the Planning Commission. Motion by Courneya, seconded by Hasse to recommend to Council to approve the resignation of Judy Kvam. Motion passed unanimously. Ask members to provide Lammers with names of anyone they feel would be a good fit for planning commission.

### **Adjournment**

Motion by Ohman, seconded by Hasse to adjourn at 6:46 pm. Motion passed unanimously.

Secretary,

Julie Lammers, CMC  
Vergas City Clerk-Treasurer

*Follow Up Actions:*

*Council recommendations:*

Approve Lake Shore Management Ordinance.  
Approve resignation of Judy Kvam.