

CITY OF VERGAS PLANNING COMMISSION MINUTES

Monday, May 20, 2024

6:00 pm

Vergas Government Services Building and Zoom

A City of Vergas Planning Commission meeting was held on Monday, May 20, 2024, in a hybrid meeting at the Government Services Center and on zoom with the following members present: Shane Hasse, Rebecca Hasse, Alex Ohman and Jim Courneya. Absent: Bruce Albright. Also present: Clerk-Treasurer Julie Lammers and Utilities Superintendent Mike DuFrane; Engineer Blaine Green: and Mark Sand and Gravel Vice President Jeff Hattlewick.

Call to Order

Vice Chairman Alex Ohman called the meeting to order at 6:01 pm.

Agenda Additions and Deletions

Approved agenda with following addition: Gravel Permit Report.

Minutes

Motion by Ohman, seconded by R. Hasse to approve minutes for April 22, 2024. Motion passed unanimously.

Status of Council Recommendations

The council approved Shane Hasse as a member of the planning committee.

Construction Permits

Permits Approved by City Clerk

92 Park View Dr – Pergola and riprap

Permits needing Approval.

116 Park View Dr, riprap

106 E Elm St, remove and install addition

Lot 7, Block 1 2nd Addition Lawrence Lake Acres, culvert and building pad

110 Park View Drive, storage shed

101 1st Ave N, cement and new pumps

Motion by Courneya, seconded by S. Hasse to approve the permit at 110 Parkview Dr. for a 6 by 12 storage shed. Motion passed unanimously.

Motion by Ohman, seconded by R. Hasse to approve the permit at 106 E Elm St. to remove 15 by 18 addition and install a 15 by 22 addition. Motion passed unanimously.

Motion by R. Hasse, seconded by Courneya to approve Lawrence Lake Acres lot 7 block 1 for a culvert and building pad. Motion passed unanimously.

Motion by R. Hasse, seconded by Ohman to approve the permit at 116 Parkview Dr. for rip rap. Motion passed unanimously.

Motion by R. Hasse seconded by S. Hasse to approve the permit at 101 1st Ave. north to remodel as stated on the construction permit. Motion passed unanimously.

Discussed permit late fees as currently they are doubling the permit fee. Commissioners felt this was okay for residential properties but would like to raise the fine for commercial properties. Motion by Courneya, seconded by S. Hasse to recommend to council to increase the fee to \$1,000 penalty plus the double fee penalty on all commercial property. Motion passed unanimously.

Grade and Fill Permits

Lawrence Lake Acres 2nd Addition, Lot 4 Block 1 Fill Area

Lawrence Lake Acres 2nd Addition, Lot 7 Block 1 install driveway and build site for slab on grade home

Lawrence Lake Acres 2nd Addition, Lot 7 Block 1 install driveway

Motion by Ohmen, seconded by Courneya to approve the three Lawrence Lake Acres Second Addition grade and fill permits.

Motion passed unanimously.

Active Construction Permits

Lammers will provide updated construction permit spreadsheet by email.

Old Business:

Updated Vergas Basic Code

Discussed the changes pertaining to planning commission ordinances, chapter 9, beginning at land usage at our regularly scheduled June planning commission meeting. The following changes were recommended: 92.64 add our current burning

ordinance and 92.98 B) change the word resident to residence.

Nuisance Properties within Vergas

Discussed the following nuisance properties within Vergas; 341 S Unit Avenue with one non licensed vehicle, 390 Pelican Ave. with three unlicensed vehicles, and 110 Elm St. with one unlicensed vehicle. Property at 207 W Main St. has a canvas shed to which they are attaching steel. Motion by Ohman seconded by R. Hasse to send letters to the three properties with unlicensed vehicles. Motion passed unanimously. Motion by Courneya seconded by S. Hasse to send a halt construction permit to 207 W Main. Motion passed unanimously

Vergas Zoning Map

This is a work in progress. Discussed changing a block on Pelican Avenue, from residential to commercial as recommended by Vergas EDA. Mark Sand and Gravel currently own this property. Jeff Hattlewick stated Mark is open to selling property, but we may want to review the property as the bank is very steep and will require an extremely large amount of fill. Commissioners put the item on hold until further investigations can be made.

2024 Planning Commission Budget

Lammers stated there were no changes in planning commission expenditures since last month.

New Business

Mark Sand and Gravel: Gravel Pit.

Interim Use Permit

Mark Sand and Gravel applied for an interim use permit for Planning Commission members to review. Motion by R. Hasse seconded by Courneya to hold a public hearing regarding the Mark Sand and Gravel interim use permit on June 11th at 6:00 PM. Motion passed unanimously

Gravel Pit Report

Blaine Green, City Engineer provided and reviewed the Bunkowski Gravel Pit Report for Mark Sand and Gravel. Motion by Ohman seconded by Courneya to recommend to council to approve the Bunkowski gravel pit report. Motion passed unanimously

Adjournment

Motion by R. Hasse, seconded by S. Hasse to adjourn at 7:45 pm. Motion passed unanimously.

Secretary,

Julie Lammers, CMC
Vergas City Clerk-Treasurer

Follow Up Actions:

Lammers send nuisance letters.
All members review proposed ordinances.
Public Hearing Notices, Newsletter, Frazee-Vergas Forum and send letters.

Council recommendations:

Raise fine for not getting a construction permit for commercial businesses to \$1,000.00 and permit fee doubles.
Approve Bunkowski Gravel Pit Report for 2024.
Review Interim Use Permit for Mark Sand and Gravel