

CITY OF VERGAS PLANNING COMMISSION MINUTES

Monday, June 24, 2024

6:00 pm

Vergas Government Services Building and Zoom

A City of Vergas Planning Commission meeting was held on Monday, June 24, 2024, in a hybrid meeting at the Government Services Center and on zoom with the following members present: Bruce Albright, Shane Hasse, Rebecca Hasse and Alex Ohman. Absent: Jim Courneya. Also present: Clerk-Treasurer Julie Lammers and Utilities Superintendent Mike DuFrane; and citizens Brandon Brusven, Cindy Hurt and Jessica Lorz, .

Call to Order

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

Agenda Additions and Deletions

Approved agenda with following addition: 2 construction permits.

Minutes

Motion by Ohman, seconded by R. Hasse to approve minutes for May 20 and June 11 2024. Motion passed unanimously.

Status of Council Recommendations

Albright informed the Planning Commission that the council approved the interim use permit for mark sand and gravel and the gravel pit report provided by Widseth Engineering. The council asked the Planning Commission to review the construction permit fee for commercial businesses. They did not feel that \$1000 was justifiable as a penalty for commercial businesses. Questioned why commercial businesses should have a higher fee than residential. Neighboring Cities only charge a double permit fee for not getting a permit. Commissioners asked Albright to find out how seriously to proceed with permits. Does Council want them to take permits seriously? R. Hasse stated she feels educated about what needs to have permits. Albright informed commissioners that Otter Tail County has a \$2,500 fee if permits are not applied for before work begins. Albright stated the Mayor or himself may need to write an article for the newsletter on when you need a permit.

New Business

Commissioners discussed camping ordinance regarding a camper on the property on Pelican Ave. by Loon Lake parcel 820005000027009. City of Vergas recreational camping requires an annual license to be purchased. Commissioners requested the property owner to apply for a camping permit and for it to be issued for the camper located on property by Loon Lake. Motion by Ohman, seconded by R. Hasse to approve camping permit in accordance with the 2016 ordinance. Motion passed unanimously. Commissioners asked Lammers to add a camping permit fee to the 2025 Vergas fee schedule. Commissioners had no recommendations for the League of Minnesota Cities cannabis actions for the City of Vergas. Commissioners stated according to our current ordinance's cannabis can be sold in any commercial district building. Commissioners feel it is the council's responsibility to decide how many licenses should be issued.

Old Business:

Ordinances

Commissioners decided to review ordinances after tonight's meetings.

Lake Shore Management Ordinance

Albright and Lammers have met with Otter Tail County regarding the Lakeshore management ordinance. Lammers is working on a document updating our Lakeshore management ordinance and will have it for the Planning Commission at the August meeting. Motion by Ohman seconded by R. Hasse to hold a public hearing on August 26th at 6:00 PM at the Vergas Event Center regarding adopting the dated Lakeshore management ordinance. Motion passed unanimously. Requested Lammers to invite Otter Tail County Land and Resource Management team to the meeting.

Nuisance Properties within Vergas

Commissioners asked Lammers to provide chicken ordinances from other cities at the next meeting. We have one nuisance property with three vehicles which do not have current plates. City employees were unable to check plates before the meeting but will get the information for next month's meeting.

Vergas Zoning Map

This is a work in progress. Commissioners asked Lammers to invite the EDA to the August meeting to discuss the Vergas zoning map.

2024 Planning Commission Budget

Discussed 2025 budget and commissioners asked Lammers to budget for 14 meetings in 2025.

Construction Permits

Dufrane questioned Keith Bunkowske permit regarding MCA. During the last storm the mud basin was going into the water. Commissioners asked Lammers to contact MCFOA to check on status and what could be done to stop drainage into Long Lake. DuFrane is concerned about the city lift station.

Permits needing approval.

Motion by Ohman, seconded by S. Hasse to approve steps, addition to garage and railing at 306 E Frazee Avenue, once impervious surface is confirmed. Motion passed unanimously.

Motion by R. Hasse seconded by Ohman to approve a permit for 280 1st Ave. South to install garden fence, addition to existing deck, shingling garage and installing gutters on house. Motion passed unanimously

Motion by R. Hasse seconded by Ohman to approve permit at 207 W Main St., after confirming setbacks and impervious surface. Motion passed unanimously

Grade and Fill Permits

Motion by Ohman, seconded by S. Hasse to approve the grade and fill permit for Lawrence Lake second edition, lot three, block one. Motion passed unanimously.

Active Construction Permits

Albright and Courneya will meet to update closed permits for both grade and fill and construction permits.

Adjournment

Motion by Ohman, seconded by S. Hasse to adjourn at 7:35 pm. Motion passed unanimously. The committee went on to discuss ordinance changes.

Secretary,

Julie Lammers, CMC
Vergas City Clerk-Treasurer

Follow Up Actions:

Public Hearing Notices, Newsletter, Frazee-Vergas Forum and send letters.

Albright and Courneya update grade and fill and construction permit spreadsheets regarding closed permits.

Council recommendations:

Request Council state how seriously they want the planning commission to take construction permits.

Lake Shore Management Ordinance.

Vergas Basic Code updates.