

City of Vergas Planning Commission Minutes  
Monday, January 27, 2025  
6:00pm

Government Services Building and Zoom

The City of Vergas Planning Commission meeting held a public hearing on Monday, January 27, 2025, in a hybrid Zoom meeting at the Vergas Government Services Building with the following members present: Bruce Albright, Jim Courneya, Rebecca Hasse, and Shane Hasse. Absent: Alex Ohman. Also present: Clerk-Treasurer Julie Lammers and Utilities Superintendent Mike DuFrane.

**Call to Order**

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

**Agenda Additions and Deletions**

2 construction permits were added.

**Assign Positions**

Motion by Courneya, seconded by R. Hasse to elect Ohman as Chair for 2025. Motion passed unanimously.

Motion by S. Hasse, seconded by Courneya to elect Albright as Vice Chair. Motion passed unanimously.

**Set Time, Place, and Date of Regular 2025 Meetings**

Motion by Courneya, seconded by S. Hasse to hold Planning Commission meetings on the 4<sup>th</sup> Monday of the month at 6:00pm at the Government Services Center. Motion passed unanimously.

**Minutes**

Motion by S Hasse, seconded by Courneya to approve minutes for Oct 28, 2024. Motion passed unanimously.

**Status of Council Recommendations**

The Vergas Zoning map has been approved by the Council and has been published. Albright thanked everyone for their work in creating the map.

As of January 1, 2025, Otter Tail County will be taking over the City's shoreline ordinance. Violations will be sent back to the City to handle. Discussed having a way to track which permits are being handled by the County.

**Construction Permits**

106 E Main Street, Vergas State Bank – interior remodel. Lammers approved.

271 Linden St W for 10 windows being replaced. Lammers approved.

There are no construction permits needing approval. Discussed a list of all active construction permits and will re-review these in spring.

**New Business**

Lammers reviewed roosters in town and chicken permits. Only 1 resident has purchased a chicken permit so far, with numerous houses that have chickens but did not purchase a permit yet. Reviewed other cities' processes for sending out letters for violations or nuisance properties and possible improvements Vergas can make when having to take disciplinary action.

**Old Business**

A. 2024-2025 Planning Commission Budget. Lammers will update next month.

B. Attached Accessory Structures. Ohman will have more information for Feb meeting.

C. Ordinance Update. Once the new Deputy Clerk is hired, that person will assist in the update.

D. Nuisance properties. DuFrane questioned Tony License's property being a nuisance. Albright would like the committee to work with License to help him get it resolved.

**Adjournment**

Motion by Courneya, seconded by S. Hasse to adjourn at 6:40 pm. Motion passed unanimously.  
Minutes prepared by Kyle Theisen

Secretary,  
Julie Lammers, CMC  
Vergas City Clerk-Treasurer

*Follow up actions:*

Lammers prepare updated nuisance letter.

Council Recommendations:

None.