

Permit Number 2025-0069 Date Received: 4/9/25 Parcel Number: 82000990167000

Any questions regarding construction permit please contact City Clerk-Treasurer by calling 218- 302-5996 Ext. 1 or stopping by the city office at 131 Main Street Vergas MN.

Construction Permit Application

To the Vergas Planning Commission of the City of Vergas in the County of Otter Tail, State of Minnesota: Application is hereby made by the undersigned for a Construction Permit as provided by City Ordinance as adopted by the City of Vergas.

- GOPHER STATE ONE CALL MUST BE NOTIFIED 48 HOURS PRIOR TO ANY DIGGING, CALL 1-800-252-1166 AS REQUIRED BY MINNESOTA STATE LAW.
- **Before the construction permit will be reviewed the following must be completed.**

NA

- ☐ ☒ Identify and describe the work to be covered by the permit for which application is being made.
- ☐ ☒ Sketch of the proposed project (Site Plan) including current and proposed structures.
 - ☐ Note the lot size and dimensions and location of proposed project.
- ☐ ☐ Blueprint or Design Drawings must be submitted for any new construction, addition or remodel.
- ☐ ☐ All Property Lines staked
- ☐ ☐ Proposed building site staked.
- ☐ ☐ If along lakeshore –
 - ☐ Ordinary High-Water Level (OHWL) staked.
 - ☐ Current picture of lakeshore must be provided.
 - ☐ Copy of DNR permit for work in public waters.
 - ☐ Wetland Conservation Act Review area marked.

- **All Electrical work MUST have an electrical permit. That must be obtained separately from a MN State Contract Electrical Inspector (218)342-3345 or (218)849-6059.**

Property Description:

Lot 7/18, Block 1, Addition Scharf & Nesbitt
Property: Width 32 feet, Length 399 feet

Must supply City with a \$1,000 deposit for tar break up. City will reimburse \$1,000 when project complete and street is approved by Utilities Superintendent.

PLEASE NOTE: WITH ANY NEWLY CONSTRUCTED HOME, THERE ARE FEES FOR START UP OF UTILITIES. WATER HOOK-UP ASSESSMENT IS \$750.00, SEWER IS \$750.00.

Name of Applicant: James Stenger

Address of Construction Project: 316 E. Frazee Ave, Vergas

Mailing Address: Same as above Phone 218-234-8419

1. Permit to (CIRCLE ONE)

Addition

Alter

Build

Demolish

Install

Move

Remodel

Repair

Description of work to be done:

See Attached Sheet

Will any of the following be included in your project:

☒ Driveway

☐ Culvert

☐ Tar break-up

☐ Grading on parcel

2. Proposed use of building: (CIRCLE ONE)

Residential

Commercial

3. VALUATION (not just your cost) of work being completed: \$ 9000
Building Contractor:

Name: _____ License Number: _____ Phone: _____

Plumber: (must have MN License)

Name: _____ License Number: _____ Phone: _____

Electrician:

Name: _____ License Number: _____ Phone: _____

Certification: I hereby certify that I am the applicant herein and that the information given above and/or any exhibits submitted herewith is in all respects true and accurate to the best of my knowledge and belief, and further, if this permit is granted, said construction will comply with plans and specifications herewith submitted and applicable requirements of the City of Vergas. I am aware that no construction shall begin until the Zoning official has approved the plans and revisions the site plan if necessary and has indicated approval to begin.

I am the (CIRCLE ONE) OWNER LESSEE PURCHASER AGENT

4. APPLICANT'S SIGNATURE: [Signature] DATE: 4/8/25

Permit expires in one year if project is not complete, please reapply for permit.
By signing this application, you are giving City employees and representatives permission to inspect your property.

CONSTRUCTION APPLICATION SITE PLAN DESIGN
Provided on separate sheet must include the following.

I do hereby say that the facts stated by me in the site application are true to the best of my knowledge and belief. Please be aware that no construction shall begin until the Zoning official has approved the plans and revisions the site plan if necessary and has indicated approval to begin.

[Signature] 4/8/25 _____
Signature of Applicant Date Zoning Official Date

City of Vergas has 60 days to approve or deny a permit. The date begins when all documents have been submitted to the city. Permits are valid for one year.

FOR OFFICE USE ONLY

\$ _____ Water Hook-up \$ _____ Sewer Hook-up
\$ _____ Permit Fee \$ _____ Tar Break Up Deposit
\$ 30 Total Fees

Receipt # _____ Date Paid _____, 20__

Signature: _____ Date: _____, 20__
(Permitting Authority)

Date Approved by Planning Commission or Clerk-Treasurer: _____, 20__

Proposed Projects for 316 East Frazee Ave

- Replace front and back entry doors – The back door of the house is an interior door and needs to be replaced with something more appropriate for Minnesota weather. The front door has some water damage to the bottom of it and has troubles closing. The storm door on the front of the house would also be removed. (Photos Attached)
- Removal and Replacement of deck skirting – Weathered and broken (Photos Attached)
- Removal of basement storm windows and adding concrete blocking to fill space – The storm windows in the basement are weathered and damaged. Looking to remove them and block in the existing holes. No longer needed in the basement for ventilation. Not large enough for an egress window and not needed as there are no living quarters in the basement. (Photos Attached)
- Adding Insulation to attic – minimal insulation has been added to the attic since the house was built in 1949. Blown-In insulation would be added
- Repair Chimney Flashing – Flashing is starting to move away from chimney and want to repair before it makes a bigger issue for the house.
- Adding a sidewalk – I would like to add a sidewalk from the driveway to my front deck (Main Entry to the house). It would be a 4' wide by 22' concrete sidewalk from the bottom of the deck stairs to the driveway. I would then mulch the area between the sidewalk and house.
- Adding Raised Circular planters – Looking to add 3 raised planters in the mulched area proposed above and an additional raised planter in the yard.

Driveway Upgrade

- Changing Turn Around – In the current state, for me to turn around in my driveway I must drive on to my neighbor's yard. I am proposing to change that by flipping it to the other side of the driveway alongside the newly proposed sidewalk. I am trying to fix a 76-year-old problem that was ok with previous owners of the properties at that time but should be corrected. The new turn around would be 18'x18'. I would work with my neighbor to restore the previous turn around back to grass.
 - Adding Gravel – The Driveway has not had work done to it in many years and needs to be built back up a bit. Low spots have created soft spots and much of the year I cannot park in the back of my house due to standing water (harboring insects and odor) and making ruts in the driveway. I am looking to bring in 20 yards of Class 5 Gravel, much of this would be used for the Turn Around, but gravel would be added to the whole driveway.
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**Front Entry
Door**



**Back Entry
Door**



**Skirting to be
Removed and
Replaced**



**Storm windows to be
removed and blocked up (2
windows are under the front
deck)**



Current Driveway



Proposed Drieway

