

**Planning Commission**  
**2023 September Planning Commission**  
**Vergas Event Center & Zoom Id number 267-094-2170 password 56587**  
**6:00 PM on Monday, September 25, 2023**

**1. Call to Order**

**2. Agenda Additions or Deletions**

**3. Minutes**

August 28, 2023

**4. Status of Council Recommendations**

Gravel Permit Survey

**5. Construction Permits**

- A. Permits approved by City Clerk-Treasurer
  - 1. 306 1st Ave N - shingle and replace doors
  - 2. 31 & 315 E Frazee Ave, 350 E Scharf Ave, install new doors
  - 3. 1010 East Scharf Ave, asphalt driveway
- B. Permits needing approval
  - 1. 99 Railway Ave - Remove and Replace cement sidewalk, remove and replace tar in front of building, and add tar to side of building
  - 2. 96 Park View Drive - landscaping
  - 3. 1011 East Scharf Ave, landscaping
  - 4. Lawrence Lake Acres 1st Addition, Block 2, Lot 4, Glenn St, new home
- C. Active Construction Permits
- D. Grade and Fill Permit
  - 1. 96 Park View Drive, 145 Cubic yards of dirt

**6. Old Business**

- A. Ordinances
  - 1. Streets & Sidewalks
  - 2. Culverts, Ordinances 79, 85, 93 and 151.32
  - 3. Shoreline Management Ordinance
- B. Updated Vergas Basic Code
- C. Nuisance Properties within Vergas
- D. Vergas Zoning Map
- E. Gravel Pit Survey

**7. New Business**

- A. Sunset Strip
- B. W Lake Street
- C. Dispensary Location within Vergas

**8. Adjournment**

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**Planning Commission**  
**2023 September Planning Commission**  
**Vergas Event Center & Zoom Id number 267-094-2170 password 56587**  
**6:00 PM on Monday, September 25, 2023**

**4. Minutes**

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August 28, 2023

**Files Attached**

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- 08-28-2023 Planning Commission Meeting Agenda Minutes.pdf

**Planning Commission**  
**2023 September Planning Commission**  
**Vergas Event Center & Zoom Id number 267-094-2170 password 56587**  
**6:00 PM on Monday, September 25, 2023**

**5. Status of Council Recommendations**

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Gravel Permit Survey



**Planning Commission**  
**2023 September Planning Commission**  
**Vergas Event Center & Zoom Id number 267-094-2170 password 56587**  
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**6. Construction Permits**

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- C. Active Construction Permits
- D. Grade and Fill Permit
  - 1. 96 Park View Drive, 145 Cubic yards of dirt

**Files Attached**

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- Construction Permit 306 1St Ave N.pdf
- Construction Permit 350 E Scarf, 31 and 315 E Frazee Ave.pdf
- Construction Permit 1011 E Scharf Ave.pdf
- Construction Permit 99 Railway Ave.pdf
- Construction Permit 96 Park Veiw.pdf
- Construction Permit Lawrence Lake.pdf
- Grade and Fill Permit 96 Park Veiw.pdf

Permit Number: 2023-025 Date Received: 9-12-23 Parcel Number: 82-000 50 0003 000  
Any questions regarding construction permit please contact City Clerk-Treasurer by calling 218-302-5996 or stopping by the city office at 111 Main Street Vergas MN.

### Construction Permit Application

To the City Council 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.
- THE CITY OF VERGAS WILL CHECK ALL SETBACKS ON ANY NEW CONSTRUCTION. IT IS THE APPLICANT'S RESPONSIBILITY TO HAVE ALL PROPERTY LINES LOCATED. ALL NEW CONSTRUCTION REQUIRES THE APPLICANT TO MARK THE PROPOSED BUILDING SITE AND PROPERTY LINES BEFORE THE CONSTRUCTION PERMIT WILL BE APPROVED.
- 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: (NEW CONSTRUCTION ONLY)

Lot \_\_\_\_\_, Block \_\_\_\_\_, Addition \_\_\_\_\_  
Property: Width \_\_\_\_\_ feet, Length \_\_\_\_\_ 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: Brett Alger

Address of Construction Project: 506 1st AVE N

Mailing Address: 506 1st AVE N Phone: 218-396-0194

1. Permit to (CIRCLE ONE)

Build	Install	Addition	Alter
Move	Demolish	Repair	Remodel

Description of work to be done:

Installing new shingles + doors

2. Proposed use of building: (CIRCLE ONE) Residential Commercial

3. VALUATION (not just your cost) of work being completed: \$ 2000

Building Contractor:

Name: ~~Brett~~ Self License Number: \_\_\_\_\_ Phone: \_\_\_\_\_

Plumber: (must have MN License)

Name: \_\_\_\_\_ License Number: \_\_\_\_\_ Phone: \_\_\_\_\_

Electrician:

Name: \_\_\_\_\_ License Number: \_\_\_\_\_ Phone: \_\_\_\_\_

Form approved by City of Vergas Council 09/12/2017  
Updated 5/10/2022

4. Attached a "Site Plan," showing the proposed location of any new construction in reference to the property including existing buildings. If you have a copy of a professionally prepared site plan, attach a copy for review by the City's Site/Zoning Inspector. Blueprint or Design Drawings must be submitted for any new construction, addition or remodel.
5. 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.
6. I am the (CIRCLE ONE) OWNER LESSEE PURCHASER AGENT
7. APPLICANT'S SIGNATURE: Brett Alger DATE: 9-12-23  
 Permit expires in one year if project is not complete, please reapply for permit.

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

1. Identify and describe the work to be covered by the permit for which application is being made
- A. Sketch of the proposed project including current and proposed structures.  
 B. Note the lot size and dimensions and locations of proposed project.

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.

Brett Alger 9-12-23  
 Signature of Applicant Date Zoning Official Date

\*\*\*\*\*  
 FOR OFFICE USE ONLY

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

Receipt # 153215 Date Paid 9/12, 2023

Signature: Julie [Signature] Date: 9/12, 2023  
 (Permitting Authority)  
 Date Approved by Planning Commission or Clerk-Treasurer: \_\_\_\_\_, 20\_\_



Fee Paid \$30.00

No. 2023-025

Owner: Brett Alger

Applicant: Brett Alger

General Contractor: Brett Alger

City of Vergas

## Construction Permit

IN CONSIDERATION OF The statements and representations made by Brett Alger Applicant, whose address is 306 1<sup>st</sup> Ave. N., Vergas, MN in the application therefore duly filed in this office, which application is hereby made a part hereof, PERMISSION IS HEREBY GRANTED TO said Brett Alger, as owner to installing new shingles & doors as described

front or width in feet: \_\_\_\_\_; side or length in feet \_\_\_\_\_; height in feet \_\_\_\_\_; number of stories \_\_\_\_\_; contents \_\_\_\_\_; cubic feet \_\_\_\_\_ square feet;

upon that tract of land described as follows:

Lot \_\_\_\_\_ Block \_\_\_\_\_; plat or addition 82 000 50 0003 000 which tract is of the size and area specified in said application.

This permit is granted upon the express conditions that said owner or the person to whom it is granted, and his contractors, agents, workmen and employees, shall comply in all respects with the ordinances of the City of Vergas; that it does not cover the use of public property, such as streets, sidewalks, alleys, etc., for which special permits must be secured; and that it does not cover the following: \_\_\_\_\_ for which special permits must be secured.  
(Electrical work, plumbing, heating, plastering, ect. if such there be)

Given under the hand of the Mayor of said City of Vergas and its corporate seal and attested by its Clerk this 12th day of September 2023

Attest:

Jessie Janner  
Clerk

Permit Expires in one year

Stanley Jucker  
Mayor

Receipt of Construction Permit from the City of Vergas does not relieve the applicant of any Local, County or State permits.

checked 9/13/23



Permit Number: 2023-026 Date Received: 9/18/27 Parcel Number: 82-000 990 172 000

SCHAEF 82-000 990 172 000  
FRAZEE 82-000 990 171 000

Any questions regarding construction permit please contact City Clerk-Treasurer by calling 218-302-5996 or stopping by the city office at 111 Main Street Vergas MN.

### Construction Permit Application

To the City Council 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.
- THE CITY OF VERGAS WILL CHECK ALL SETBACKS ON ANY NEW CONSTRUCTION. IT IS THE APPLICANT'S RESPONSIBILITY TO HAVE ALL PROPERTY LINES LOCATED. ALL NEW CONSTRUCTION REQUIRES THE APPLICANT TO MARK THE PROPOSED BUILDING SITE AND PROPERTY LINES BEFORE THE CONSTRUCTION PERMIT WILL BE APPROVED.
- 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: (NEW CONSTRUCTION ONLY)

Lot \_\_\_\_\_, Block \_\_\_\_\_, Addition \_\_\_\_\_

Property: Width \_\_\_\_\_ feet, Length \_\_\_\_\_ 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: ROBIN HANSON

Address of Construction Project: 330 Eschert & 301 & 315 E Frazee

Mailing Address: Perham, MN Phone: 218-298-2705

1. Permit to (CIRCLE ONE)

Build                      Install                      Addition  
Move                      Demolish                      Repair                      Alter  
Remodel

Description of work to be done:

Replace Doors

2. Proposed use of building: (CIRCLE ONE)      Residential      Commercial

3. VALUATION (not just your cost) of work being completed: \$ under \$10,000

Building Contractor:

Name: \_\_\_\_\_ License Number: \_\_\_\_\_ Phone: \_\_\_\_\_

Plumber: (must have MN License)

Name: N/A License Number: \_\_\_\_\_ Phone: \_\_\_\_\_

Electrician:

Name: N/A License Number: \_\_\_\_\_ Phone: \_\_\_\_\_

Form approved by City of Vergas Council 09/12/2017  
Updated 5/10/2022

4. Attached a "Site Plan," showing the proposed location of any new construction in reference to the property including existing buildings. If you have a copy of a professionally prepared site plan, attach a copy for review by the City's Site/Zoning Inspector. Blueprint or Design Drawings must be submitted for any new construction, addition or remodel.
5. 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.
6. I am the (CIRCLE ONE) OWNER LESSEE PURCHASER AGENT

7. APPLICANT'S

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_  
 Permit expires in one year if project is not complete, please reapply for permit.

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

1. Identify and describe the work to be covered by the permit for which application is being made
- A. Sketch of the proposed project including current and proposed structures.  
 B. Note the lot size and dimensions and locations of proposed project.

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 of Applicant \_\_\_\_\_ Date \_\_\_\_\_ Zoning Official \_\_\_\_\_ Date \_\_\_\_\_

\*\*\*\*\*

**FOR OFFICE USE ONLY**

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

Receipt # \_\_\_\_\_ Date Paid \_\_\_\_\_, 20\_\_

Signature: Julie Jammer Date: 9/15, 2023  
 (Permitting Authority)

Date Approved by Planning Commission or Clerk-Treasurer: \_\_\_\_\_, 20\_\_



No. 2023-026

Applicant: Jennifer & Robin Hanson

General Contractor: Jennifer & Robin Hanson

City of Vergas

# Construction Permit

IN CONSIDERATION OF The statements and representations made by Jennifer & Robin Hanson Applicants, whose business addresses are 301 & 315 E. Frazee Ave. and 350 E. Scharf Ave., Vergas, MN in the application therefore duly filed in this office, which application is hereby made a part hereof, PERMISSION IS HEREBY GRANTED TO said Jennifer & Robin Hanson, as owners to Installing new doors as described \_\_\_\_\_ front or width in feet: \_\_\_\_\_; side or length in feet \_\_\_\_\_; height in feet \_\_\_\_\_ number of stories \_\_\_\_\_; contents \_\_\_\_\_; cubic feet \_\_\_\_\_ square feet; upon that tract of land described as follows:

Lot \_\_\_\_\_ Block \_\_\_\_\_; plat or addition 82000990171000 (E. Frazee Ave.) and 82000990172000 (E. Scharf Ave.) which tract is of the size \_\_\_\_\_ and area specified in said application.

This permit is granted upon the express conditions that said owner or the person to whom it is granted, and his contractors, agents, workmen and employees, shall comply in all respects with the ordinances of the City of Vergas; that it does not cover the use of public property, such as streets, sidewalks, alleys, etc., for which special permits must be secured; and that it does not cover the following: \_\_\_\_\_ for which special permits must be secured.

(Electrical work, plumbing, heating, plastering, ect. if such there be)

Given under the hand of the Mayor of said City of Vergas and its corporate seal and attested by its Clerk this 18th day of September 2023

Attest:

*Julie Annas*  
Clerk

Permit Expires in one year

Mayor

Receipt of Construction Permit from the City of Vergas does not relieve the applicant of any Local, County or State permits.





Permit Number: 2024-08 Date Received: 9/20/2023 Parcel Number: 82 000 99 0262 000  
Any questions regarding construction permit please contact City Clerk-Treasurer by calling 218-302-5996 or stopping by the city office at 111 Main Street Vergas MN.

### Construction Permit Application

To the City Council 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.
- THE CITY OF VERGAS WILL CHECK ALL SETBACKS ON ANY NEW CONSTRUCTION. IT IS THE APPLICANT'S RESPONSIBILITY TO HAVE ALL PROPERTY LINES LOCATED. ALL NEW CONSTRUCTION REQUIRES THE APPLICANT TO MARK THE PROPOSED BUILDING SITE AND PROPERTY LINES BEFORE THE CONSTRUCTION PERMIT WILL BE APPROVED.
- 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: (NEW CONSTRUCTION ONLY)

Lot 01, Block 02, Addition Keilley Shores 1<sup>st</sup>  
Property: Width 120 feet, Length 190 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: Tami Rust

Address of Construction Project: 1011 East Scharf Ave

Mailing Address: 438 South Pond Ct E Phone: 701-680-9907

1. Permit to (CIRCLE ONE) West Fargo
- |       |                |          |         |
|-------|----------------|----------|---------|
| Build | <u>Install</u> | Addition | Alter   |
| Move  | Demolish       | Repair   | Remodel |

Description of work to be done:

asphalt driveway

2. Proposed use of building: (CIRCLE ONE) Residential Commercial

3. VALUATION (not just your cost) of work being completed: \$ 4,000 driveway

Building Contractor:

Name: Det. Lakes Driveway License Number: \_\_\_\_\_ Phone: \_\_\_\_\_

Plumber: (must have MN License)

Name: \_\_\_\_\_ License Number: \_\_\_\_\_ Phone: \_\_\_\_\_

Electrician:

Name: \_\_\_\_\_ License Number: \_\_\_\_\_ Phone: \_\_\_\_\_

Form approved by City of Vergas Council 09/12/2017  
Updated 5/10/2022



4. Attached a "Site Plan," showing the proposed location of any new construction in reference to the property including existing buildings. If you have a copy of a professionally prepared site plan, attach a copy for review by the City's Site/Zoning Inspector. Blueprint or Design Drawings must be submitted for any new construction, addition or remodel.
5. 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.
6. I am the (CIRCLE ONE) OWNER LESSEE PURCHASER AGENT

7. APPLICANT'S SIGNATURE: Jammi Rust DATE: 9-19-23  
 Permit expires in one year if project is not complete, please reapply for permit.

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

1. Identify and describe the work to be covered by the permit for which application is being made
- A. Sketch of the proposed project including current and proposed structures.  
 B. Note the lot size and dimensions and locations of proposed project.

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.

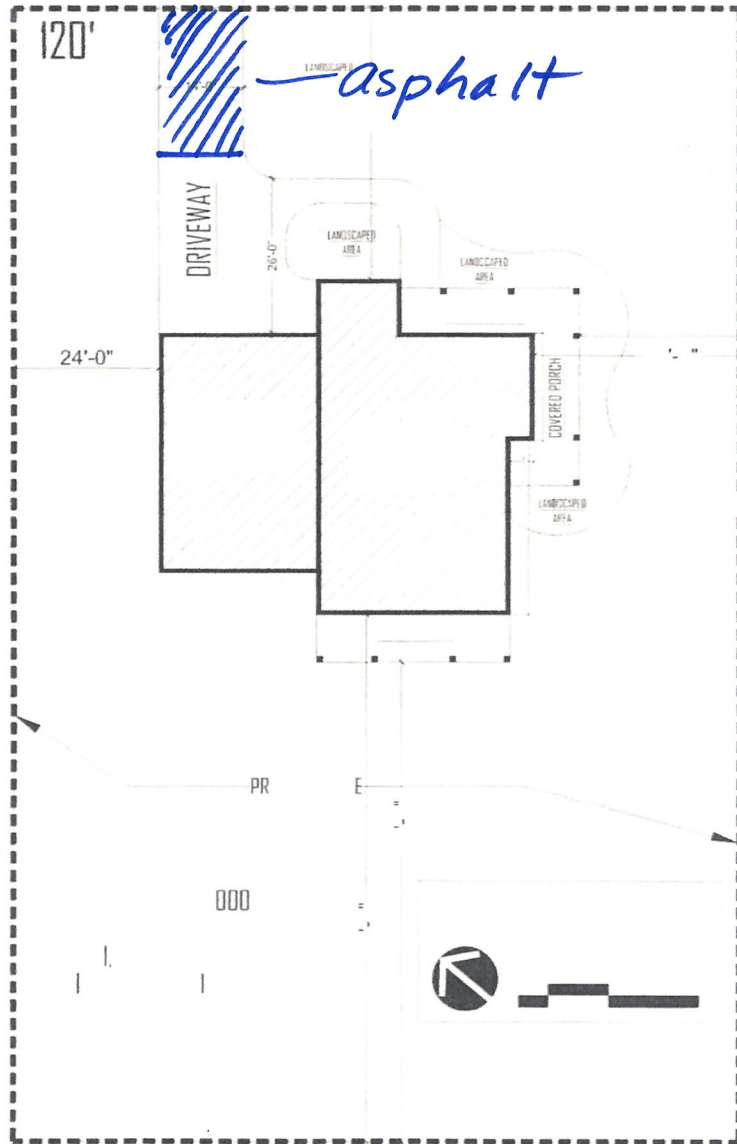
Jammi Rust 9-19-23  
 Signature of Applicant Date Zoning Official Date

\*\*\*\*\*  
**FOR OFFICE USE ONLY**  
☒ 70 - work w/out Permit  
 \$ \_\_\_\_\_ Water Hook-up \$ \_\_\_\_\_ Sewer Hook-up  
 \$ 30. - Permit Fee \$ \_\_\_\_\_ Tar Break Up Deposit  
 \$ 60. - Total Fees

Receipt # 153227 Date Paid Sept. 20, 2023

Signature: \_\_\_\_\_ Date: \_\_\_\_\_, 20\_\_\_\_  
 (Permitting Authority)

Date Approved by Planning Commission or Clerk-Treasurer: \_\_\_\_\_, 20\_\_\_\_





Permit Number: 2023-024 Date Received: Sept. 12 '23 Parcel Number: 82000990072000  
Any questions regarding construction permit please contact City Clerk-Treasurer by calling 218-302-5996 or stopping by the city office at 111 Main Street Vergas MN.

### Construction Permit Application

To the City Council 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.
- THE CITY OF VERGAS WILL CHECK ALL SETBACKS ON ANY NEW CONSTRUCTION. IT IS THE APPLICANT'S RESPONSIBILITY TO HAVE ALL PROPERTY LINES LOCATED. ALL NEW CONSTRUCTION REQUIRES THE APPLICANT TO MARK THE PROPOSED BUILDING SITE AND PROPERTY LINES BEFORE THE CONSTRUCTION PERMIT WILL BE APPROVED.
- 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: (NEW CONSTRUCTION ONLY)

Lot \_\_\_\_\_, Block \_\_\_\_\_, Addition \_\_\_\_\_

Property: Width \_\_\_\_\_ feet, Length \_\_\_\_\_ 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: Hanson's Plumbing & Heating

Address of Construction Project: 99 Railway Ave

Mailing Address: PO Box 99 Vergas Phone: 218-342-2422

1. Permit to (CIRCLE ONE)

Build                      Install                      Addition                      Alter  
Move                      Demolish                      Repair                      Remodel

Description of work to be done:

Remove & Replace cement sidewalk, Remove & replace tar in front of Building and add tar to the side of the building

2. Proposed use of building: (CIRCLE ONE) Residential Commercial

3. VALUATION (not just your cost) of work being completed: \$ 27,000

Building Contractor:

Name: Moltzan Concrete  
Performance Paving License Number: \_\_\_\_\_ Phone: \_\_\_\_\_

Plumber: (must have MN License)

Name: \_\_\_\_\_ License Number: \_\_\_\_\_ Phone: \_\_\_\_\_

Electrician:

Name: \_\_\_\_\_ License Number: \_\_\_\_\_ Phone: \_\_\_\_\_

Form approved by City of Vergas Council 09/12/2017  
Updated 5/10/2022

4. Attached a "Site Plan," showing the proposed location of any new construction in reference to the property including existing buildings. If you have a copy of a professionally prepared site plan, attach a copy for review by the City's Site/Zoning Inspector. Blueprint or Design Drawings must be submitted for any new construction, addition or remodel.
5. 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.
6. I am the (CIRCLE ONE) OWNER LESSEE PURCHASER AGENT
7. APPLICANT'S SIGNATURE: [Signature] DATE: 9-12-2023  
 Permit expires in one year if project is not complete, please reapply for permit.

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

1. Identify and describe the work to be covered by the permit for which application is being made
- A. Sketch of the proposed project including current and proposed structures.  
 B. Note the lot size and dimensions and locations of proposed project.

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 of Applicant                      Date                      Zoning Official                      Date

\*\*\*\*\*  
**FOR OFFICE USE ONLY**

\$ \_\_\_\_\_ Water Hook-up                      \$ \_\_\_\_\_ Sewer Hook-up  
 \$ 90.- Permit Fee                      \$ \_\_\_\_\_ Tar Break Up Deposit  
 \$ 90.- Total Fees

Receipt # 153212 Date Paid Sept. 12, 2023

\_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_, 20\_\_\_\_  
 (Permitting Authority)

Date Approved by Planning Commission or Clerk-Treasurer: \_\_\_\_\_, 20\_\_\_\_



No. 2023-024

Applicant: Hanson's Plumbing & Heating

City of Vergas

General Contractor: Moltzan Concrete & Performance Paving

# Construction Permit

IN CONSIDERATION OF The statements and representations made by Hanson's Plumbing & Heating Applicant, whose business address is 99 Railway Ave., Vergas, MN in the application therefore duly filed in this office, which application is hereby made a part hereof, PERMISSION IS HEREBY GRANTED TO said Hanson's Plumbing & Heating, as owner to Remove & replace cement sidewalk, remove & replace tar in front of building and add tar to the side of the building as described \_\_\_\_\_ front or width in feet: \_\_\_\_\_; side or length in feet \_\_\_\_\_; height in feet \_\_\_\_\_ number of \_\_\_\_\_ square feet; upon that tract of land described as stories \_\_\_\_\_; contents \_\_\_\_\_; cubic feet \_\_\_\_\_ plat or addition 82000990072000 which tract is of the size and area specified in said application.

This permit is granted upon the express conditions that said owner or the person to whom it is granted, and his contractors, agents, workmen and employees, shall comply in all respects with the ordinances of the City of Vergas; that it does not cover the use of public property, such as streets, sidewalks, alleys, etc., for which special permits must be secured; and that it does not cover the following: \_\_\_\_\_ for which special permits must be secured.

(Electrical work, plumbing, heating, plastering, ect. if such there be)

Given under the hand of the Mayor of said City of Vergas and its corporate seal and attested by its Clerk this 25th day of September 2023

Attest:

Clerk

Mayor

Permit Expires in one year

Receipt of Construction Permit from the City of Vargas does not relieve the applicant of any Local, County or State permits.







Fee Paid \$30.00

No. 2023-027

Owner: Michael Rosendahl

Applicant: Michael Rosendahl

General Contractor: Scott Orvick

City of Vergas

## Construction Permit

IN CONSIDERATION OF The statements and representations made by Michael Rosendahl Applicant, whose address is 96 Park View Ave., Vergas, MN in the application therefore duly filed in this office, which application is hereby made a part hereof, PERMISSION IS HEREBY GRANTED TO said Michael Rosendahl, as owner to landscape 1/3 of the length of the back yard as described in permit application as described \_\_\_\_\_ front or width in feet: \_\_\_\_\_; side or length in feet \_\_\_\_\_; height in feet \_\_\_\_\_ number of stories \_\_\_\_\_; contents \_\_\_\_\_; cubic feet \_\_\_\_\_ square feet; upon that tract of land described as follows: Lot \_\_\_\_\_ Block \_\_\_\_\_; plat or addition 82000990228000 which tract is of the size and area specified in said application.

This permit is granted upon the express conditions that said owner or the person to whom it is granted, and his contractors, agents, workmen and employees, shall comply in all respects with the ordinances of the City of Vergas; that it does not cover the use of public property, such as streets, sidewalks, alleys, etc., for which special permits must be secured; and that it does not cover the following: \_\_\_\_\_ for which special permits must be secured.  
(Electrical work, plumbing, heating, plastering, ect. if such there be)

Given under the hand of the Mayor of said City of Vergas and its corporate seal and attested by its Clerk this 25th day of September 2023

Attest:

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Mayor

Permit Expires in one year

Receipt of Construction Permit from the City of Vergas does not relieve the applicant of any Local, County or State permits.



Permit Number: 2023-037 Date Received: 9/19/23 Parcel Number: 82000990 228 000  
Any questions regarding construction permit please contact City Clerk-Treasurer by calling 218-302-5996 or stopping by the city office at 111 Main Street Vergas MN.

### Construction Permit Application

To the City Council 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.
- THE CITY OF VERGAS WILL CHECK ALL SETBACKS ON ANY NEW CONSTRUCTION. IT IS THE APPLICANT'S RESPONSIBILITY TO HAVE ALL PROPERTY LINES LOCATED. ALL NEW CONSTRUCTION REQUIRES THE APPLICANT TO MARK THE PROPOSED BUILDING SITE AND PROPERTY LINES BEFORE THE CONSTRUCTION PERMIT WILL BE APPROVED.
- 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: (NEW CONSTRUCTION ONLY)

Lot 5, Block 3, Addition Katzke Acres 1st Addn.  
Property: Width \_\_\_\_\_ feet, Length \_\_\_\_\_ 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: Michael Rosendahl

Address of Construction Project: 96 Parkview Dr.

Mailing Address: 29637 330B Ave NW  
Warren, MN 56762 Phone: 218-686-8666

1. Permit to (CIRCLE ONE)

Build	<u>Install</u>	Addition	Alter
Move	Demolish	Repair	Remodel

Description of work to be done:

add fill/dirt

2. Proposed use of building: (CIRCLE ONE) Residential Commercial

3. VALUATION (not just your cost) of work being completed: \$ 3000.00 ??

Building Contractor:

Name: Scott Orwick License Number: \_\_\_\_\_ Phone: 218-841-8618

Plumber: (must have MN License)

Name: \_\_\_\_\_ License Number: \_\_\_\_\_ Phone: \_\_\_\_\_

Electrician:

Name: \_\_\_\_\_ License Number: \_\_\_\_\_ Phone: \_\_\_\_\_

Form approved by City of Vergas Council 09-12-2017  
Updated 5-10-2022

*see grade & fill permit*

4. Attached a "Site Plan," showing the proposed location of any new construction in reference to the property including existing buildings. If you have a copy of a professionally prepared site plan, attach a copy for review by the City's Site/Zoning Inspector. Blueprint or Design Drawings must be submitted for any new construction, addition or remodel.
5. 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.
6. I am the (CIRCLE ONE) OWNER LESSEE PURCHASER AGENT

7. APPLICANT'S SIGNATURE: *Michael R...* DATE: 05/18/23  
Permit expires in one year if project is not complete, please reapply for permit.

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

*see grade & fill application*

1. Identify and describe the work to be covered by the permit for which application is being made
- A. Sketch of the proposed project including current and proposed structures.
- B. Note the lot size and dimensions and locations of proposed project.

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.

*Michael R...* 05/18/23  
Signature of Applicant Date Zoning Official Date

\*\*\*\*\*  
**FOR OFFICE USE ONLY**

S \_\_\_\_\_ Water Hook-up S \_\_\_\_\_ Sewer Hook-up  
S \_\_\_\_\_ Permit Fee S \_\_\_\_\_ Tar Break Up Deposit  
S \_\_\_\_\_ Total Fees

Receipt = \_\_\_\_\_ Date Paid \_\_\_\_\_, 20\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_, 20\_\_  
(Permitting Authority)

Date Approved by Planning Commission or Clerk-Treasurer: \_\_\_\_\_, 20\_\_

Permit Number: 2023-023 Date Received: 9/12/23 Parcel Number: \_\_\_\_\_  
Any questions regarding construction permit please contact City Clerk-Treasurer by calling 218-302-5996 or stopping by the city office at 111 Main Street Vergas MN.

### Construction Permit Application

To the City Council 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.
- THE CITY OF VERGAS WILL CHECK ALL SETBACKS ON ANY NEW CONSTRUCTION. IT IS THE APPLICANT'S RESPONSIBILITY TO HAVE ALL PROPERTY LINES LOCATED. ALL NEW CONSTRUCTION REQUIRES THE APPLICANT TO MARK THE PROPOSED BUILDING SITE AND PROPERTY LINES BEFORE THE CONSTRUCTION PERMIT WILL BE APPROVED.

- 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: (NEW CONSTRUCTION ONLY)

Lot 4, Block 2, Addition Lawrence Lake Acres - 2<sup>nd</sup> addition  
Property: Width 354 feet, Length 330 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: Josh Hanson

Address of Construction Project: Block 2, Lot 4, 61<sup>st</sup> St.

Mailing Address: P.O. Box 9 Phone: 218-234-1685

1. Permit to (CIRCLE ONE)

☒ Build      ☐ Install      ☐ Addition      ☐ Alter  
☐ Move      ☐ Demolish      ☐ Repair      ☐ Remodel

Description of work to be done:

40x56 house @ walk out basement, 2 car garage

2. Proposed use of building: (CIRCLE ONE) ☒ Residential      ☐ Commercial

3. **VALUATION** (not just your cost) of work being completed: \$ 395,000

Building Contractor:

Name: Kelly Fork Const. Inc. License Number: BC626679 Phone: 218-731-9782

Plumber: (must have MN License)

Name: Legacy Plumbing License Number: PM066220 Phone: 218-329-9976

Electrician:

Name: Zitzow Electric License Number: EA005259 Phone: 218-841-8643

Form approved by City of Vergas Council 09.12.2017  
Updated 5.10.2022



4. Attached a "Site Plan." showing the proposed location of any new construction in reference to the property including existing buildings. If you have a copy of a professionally prepared site plan, attach a copy for review by the City's Site/Zoning Inspector. Blueprint or Design Drawings must be submitted for any new construction, addition or remodel.
5. 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 Vegas.
6. I am the (CIRCLE ONE) OWNER LESSEE PURCHASER AGENT
7. APPLICANT'S SIGNATURE: Kedra DATE: 9/11/23  
 Permit expires in one year if project is not complete, please reapply for permit.

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

1. Identify and describe the work to be covered by the permit for which application is being made
- A. Sketch of the proposed project including current and proposed structures.  
 B. Note the lot size and dimensions and locations of proposed project.

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.

Kedra 9/11/23  
 Signature of Applicant Date Zoning Official Date

\*\*\*\*\*  
**FOR OFFICE USE ONLY**

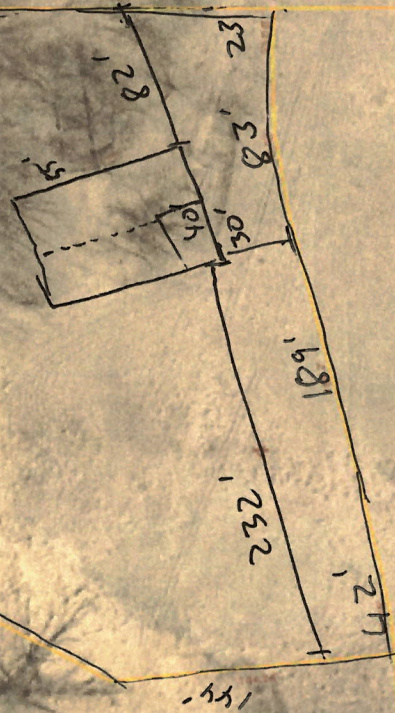
S \_\_\_\_\_ Water Hook-up S \_\_\_\_\_ Sewer Hook-up  
 S 1200.- Permit Fee S \_\_\_\_\_ Tar Break Up Deposit  
 S 1,200.00 Total Fees

Receipt = 153210 Date Paid Sept. 12, 2023

Signature: \_\_\_\_\_ Date: \_\_\_\_\_, 20\_\_  
 (Permitting Authority)

Date Approved by Planning Commission or Clerk-Treasurer: \_\_\_\_\_, 20\_\_









**FRANKLIN FENCE**  
109 1st Avenue South  
Vergas, MN 56587  
Phone : 218-342-2084  
E-Mail : franklinfence@arvig.net

DRAWN BY: R. HAMLTON  
CHECKED BY:  
REVISION #  
1  
2  
3

FINAL DRAWINGS FOR CONSTRUCTION  
DATE: \_\_\_\_\_  
CUSTOMER APPROVAL: \_\_\_\_\_  
CONTRACTOR APPROVAL: \_\_\_\_\_  
DATE: \_\_\_\_\_

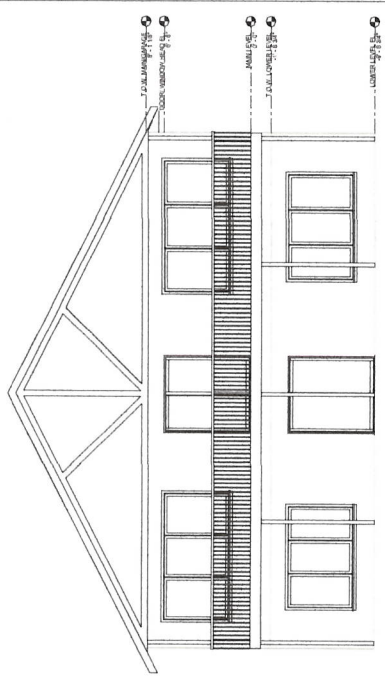
**HANSON SPEC 1**  
ELEVATIONS

**A-1**

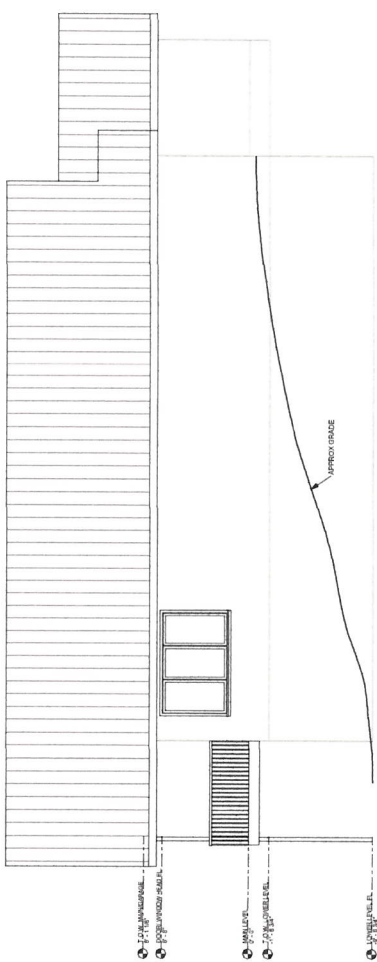
Scale: 1/4" = 1'-0"  
Date: 3/8/2023 2:29:55 PM

THESE DRAWINGS ARE PREPARED BY FRANKLIN FENCE, INC. FOR THE EXCLUSIVE USE OF THE CLIENT. THEY ARE NOT TO BE REPRODUCED, COPIED, OR DISTRIBUTED IN ANY MANNER WITHOUT THE WRITTEN CONSENT OF FRANKLIN FENCE, INC. ANY VIOLATION OF THIS AGREEMENT WILL BE CONSIDERED A BREACH OF CONTRACT AND SUBJECT TO LEGAL ACTION.

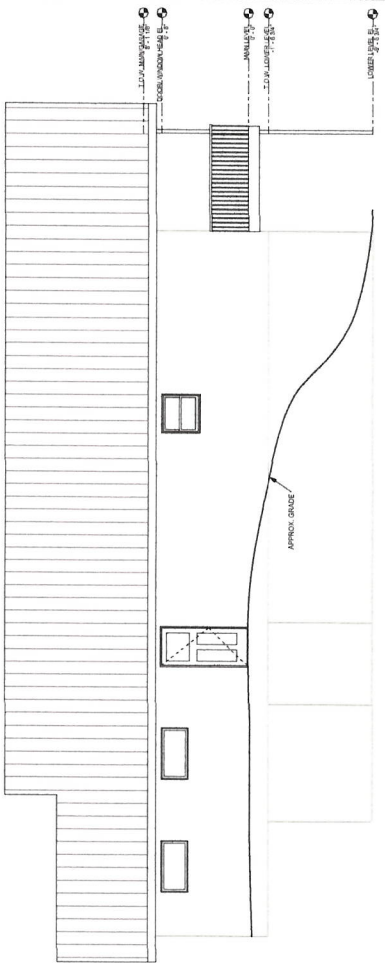
BACK ELEVATION



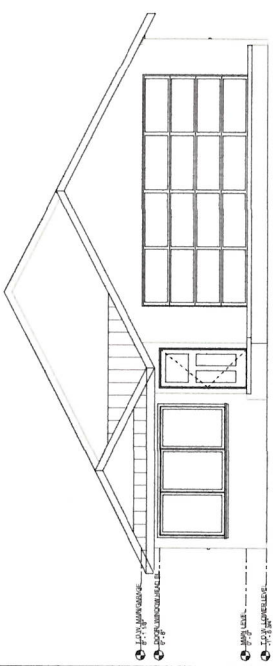
LEFT ELEVATION



RIGHT ELEVATION



FRONT ELEVATION





A-2

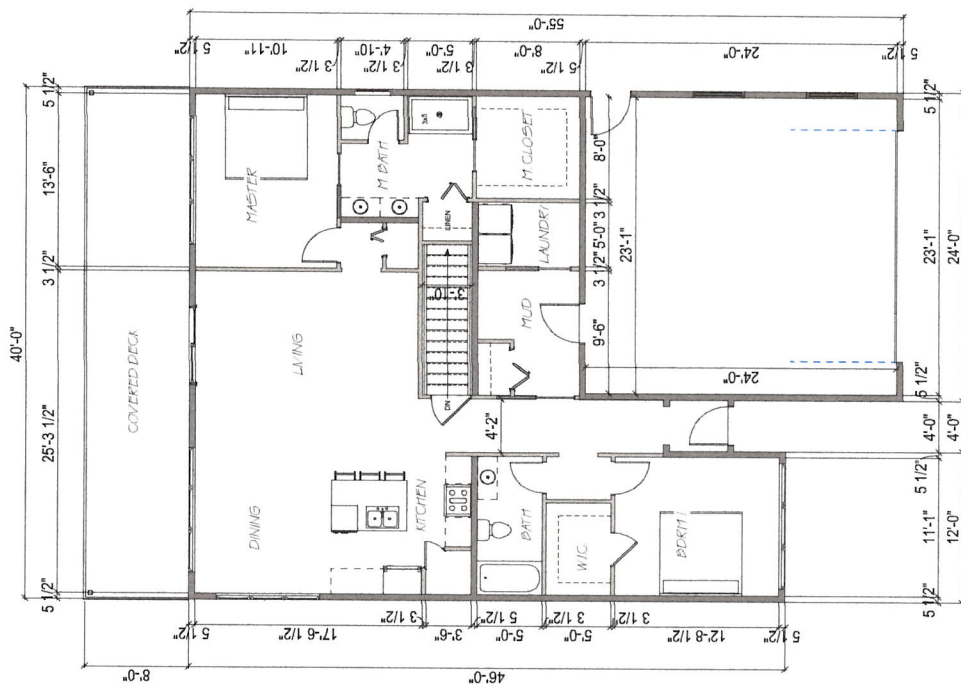
SQUARE FOOTAGE

LOWER LEVEL -	1435 SF
MAIN LEVEL -	1435 SF
GARAGE -	586 SF
<b>TOTAL -</b>	<b>3456 SF</b>

[illegible]

Scale 1/4" = 1'-0"

Date 3/8/2023 3:31:58 PM



## MAIN LEVEL FLOOR PLAN



\$50.00

No. 2023-002

Owner

Michael & Mandy Rosendahl

Applicant

Michael Rosendahl

General Contractor

Scott Orvick

City of Vergas

### Grade and Fill Permit

IN CONSIDERATION OF The statements and representations made by Michael Rosendahl, Applicant, for the address is 96 Parkview Drive Vergas MN 56587 in the application therefore duly filed in this office, which application is hereby made a part hereof, PERMISSION IS HEREBY GRANTED TO Michael & Mandy Rosendahl as owners to bring in approximately 145 Cubic Yards of black dirt/ fill with the following conditions:

Alterations of vegetation and topography will be regulated to prevent erosion into public waters, fix nutrients, preserve shoreland aesthetics, preserve historic values, prevent bank slumping, and protect fish and wildlife habitat.

Alterations must be designed and conducted in a manner that ensures only the smallest amount of bare ground is exposed for the shortest time possible;

Mulches or similar materials must be used, where necessary, for temporary bare soil coverage, and a permanent vegetation cover must be established as soon as possible;

Methods to minimize soil erosion and to trap sediments before they reach any surface water feature must be used;

Altered areas must be stabilized to acceptable erosion control standards consistent with the field office technical guides of the local soil and water conservation districts and the United States Soil

Conservation Service;

Fill or excavated material must not be placed in a manner that creates an unstable slope;

Plans to place fill or excavated material on steep slopes must be reviewed by qualified professionals for continued slope stability and must not create finished slopes of 30 percent or greater;

Fill or excavated material must not be placed in bluff impact zones;

Any alterations below the ordinary high-water level of public waters must first be authorized by the commissioner under Minnesota Statutes, Section 105.42; plat or addition 82000990228000 which tract is of the size and area specified in said application.

This permit is granted upon the express conditions that said owner or the person to whom it is granted, and his contractors, agents, workmen and employees, shall comply in all respects with the ordinances of the City of Vergas; that it does not cover the use of public property, such as streets, sidewalks, alleys, etc., for which special permits must be secured.

Given under the hand of the Mayor of said City of Vergas and its corporate seal and attested by its Clerk this 25<sup>th</sup> day of September, 2023.

Attest:

\_\_\_\_\_  
Clerk

Permit Expires in one year

\_\_\_\_\_  
Mayor

Permit Number: 2023-02 Date Received: 8/27/2023 Parcel Number: \_\_\_\_\_ Fee \$50.00

**City of Vergas Application for Grade and Fill Permit**

Property Description:

Lake # \_\_\_\_\_ Lake Name Long Lake Parcel Number 82000990228000

Legal Description 137-41-24 Katzke Acres 1st Addn  
Lot 5 Block 3

Lot 5, Block 3, Addition Katzke Acres 1st Addn

Property: Width \_\_\_\_\_ feet, Length \_\_\_\_\_ feet

Property Owner: Michael & Mandy Rosendahl

Address of Project property: 96 Parkview Dr.

Mailing Address: 20637 330th Ave NW Warren, MN 56062

Phone: 218-686-8666

Contractors Name: Scott Orvick

License Number: \_\_\_\_\_ Phone: 218-841-8618

Address \_\_\_\_\_

**Note:**

1. The lot lines and project area(s) must be staked before application is made.
2. If the project disturbs more than 1 acre of land, you are required to obtain a General Storm Water Permit from the Minnesota Pollution Control Agency.

On a separate paper, attached to this application, please draw a scale drawing of the project.

Please describe the project:

**Detailed Information:**

Area to be cut/excavated \_\_\_\_\_ length \_\_\_\_\_ width \_\_\_\_\_ depth \_\_\_\_\_

Area to be filled/leveled \_\_\_\_\_ length \_\_\_\_\_ width \_\_\_\_\_ depth \_\_\_\_\_

Culvert(s) \_\_\_\_\_ yes ☒ no If yes, you must indicate size and location on drawing.

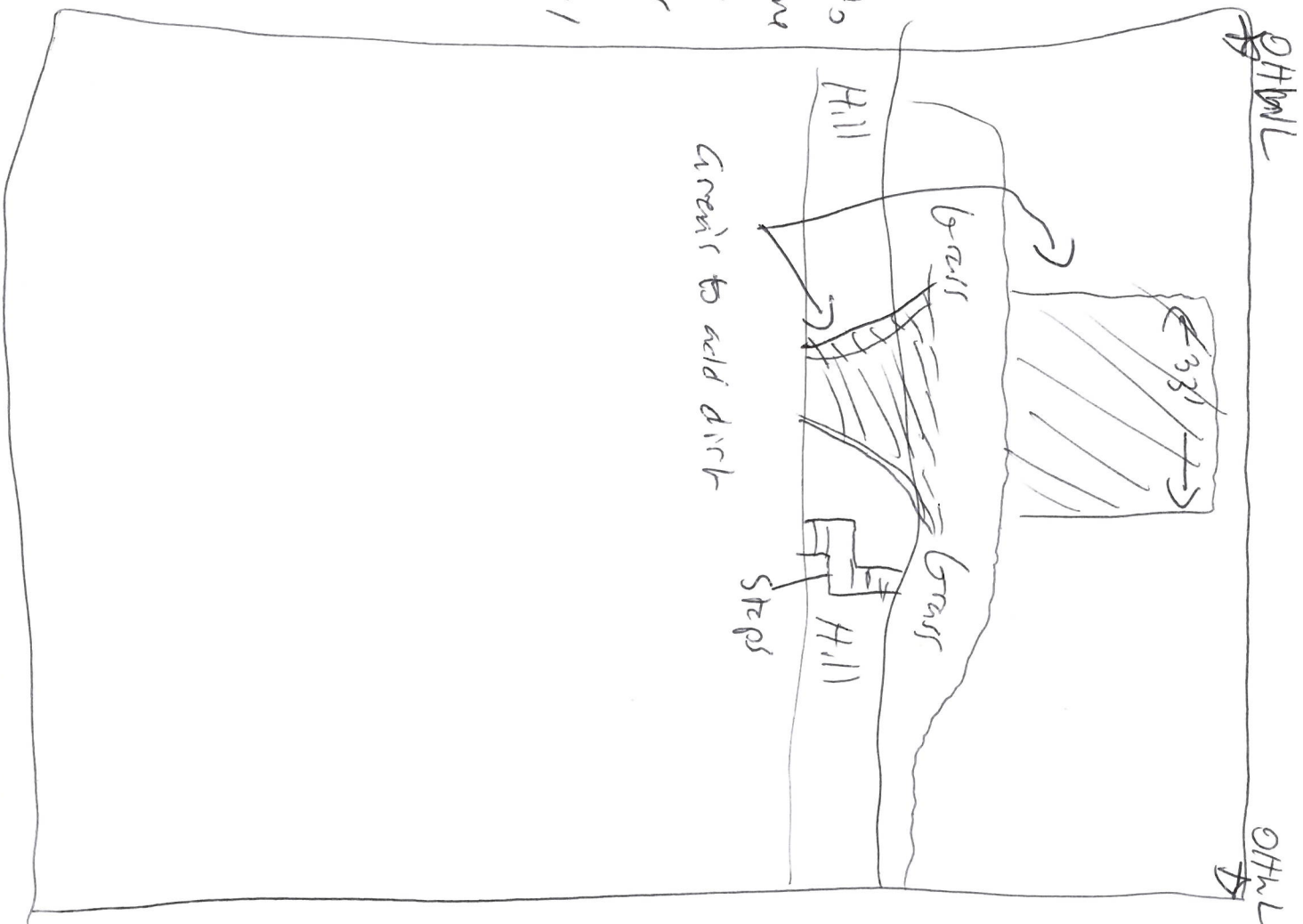
Type of soils and/or fill material dirt/fill

Total cubic yards of earthmoving requested 145

Signature of property owner Michael Rosendahl Date 8/28/23



I would like to add  
 dirt to slope part  
 of Hill to be able to  
 walk/ drive golf down  
 to lake. I would also like  
 to make an access point to  
 the lake, staying behind/above  
 the OHNL, as marked by  
 the DNR. I would like this  
 area marked to make a  
 nice area to put the dock/  
 boat lift at.



1/3 of width

**Planning Commission**  
**2023 September Planning Commission**  
**Vergas Event Center & Zoom Id number 267-094-2170 password 56587**  
**6:00 PM on Monday, September 25, 2023**

**7. Old Business**

---

- A. Ordinances
  - 1. Streets & Sidewalks
  - 2. Culverts, Ordinances 79, 85, 93 and 151.32
  - 3. Shoreline Management Ordinance
- B. Updated Vergas Basic Code
- C. Nuisance Properties within Vergas
- D. Vergas Zoning Map
- E. Gravel Pit Survey

**Files Attached**

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- Proposed Shoreline Ordinance Update as of 9.21.2023.pdf
- Nuisance documents.pdf
- 9.27.2023 Nuisance Notices.pdf

**CITY OF VERGAS**  
**SHORELAND MANAGEMENT ORDINANCE**

**SECTION 1.0 STATUTORY AUTHORIZATION AND POLICY**

**1.1 Statutory Authorization** This shoreland ordinance is adopted pursuant to the authorization and policies contained in Minnesota Statutes, Chapter 105F; Minnesota Regulations, Parts 6120.2500-6120.3900; and the planning and zoning enabling legislation in Minnesota Statutes Chapter 462.

**1.2 Policy** The uncontrolled use of shorelands of the City of Vergas, Minnesota affects the public health, safety and general welfare not only by contributing to pollution of public waters, but also by impairing the local tax base. It is in the best interest of the public health, safety and welfare to provide for the wise subdivision, use and development of shorelands of public waters. The Legislature of Minnesota has delegated responsibility to local governments of the state to regulate the subdivision, use and development of the shorelands of public waters thus preserving and enhancing the quality of surface waters, conserving the economic and natural environmental values of shorelands, and providing for the wise use of waters and regulated land resources. This delegation of responsibility is hereby recognized by the city of Vergas.

**1.3 Amendments** This Ordinance may be amended in whole or in part by the City Council after proper public hearing conducted by the City Council and as provided in Minnesota Statutes. Effective May 5, 1992. \* Last sentence omitted as it is 30 years old. Needs revision to be added\*

**CITY OF VERGAS**  
**SHORELAND MANAGEMENT ORDINANCE**

**SECTION 2.0 GENERAL PROVISIONS AND DEFINITIONS**

**2.1 Jurisdiction/Administrative Scope** The provisions of this ordinance shall apply to the shorelands of public water bodies as classified in Section 4.0 of this ordinance. Pursuant to Minnesota Rules, Chapter 6120: No lake, pond, or flowage less than 10 acres in size is regulated. A body of water created by a private user where there was no previous shoreland may, at the discretion of the city, be exempt from this ordinance.

**2.2 Compliance** The use of any shoreland of public waters; the size and shape of the lots; the use, size, type and location of structures on lots; the installation and maintenance of water supply and waste treatment systems; the grading and filling of any shoreland area; the cutting of shoreland vegetation; and the subdivision of land shall be in full compliance with the terms of this ordinance and other applicable regulations.

**2.3 Legal Authority** The Zoning Administrator is responsible for the administration and enforcement of this ordinance. Any violation of the provisions of this ordinance or failure to comply with any of its requirements (including violations of conditions and safeguards established in connection with grants of variances or conditional uses) constitutes a misdemeanor and is punishable as defined by law. Violations of the ordinance can occur regardless of whether or not a permit is required for a regulated activity pursuant to Section 3.1 of this ordinance.

**2.31** In the event of a violation or a threatened violation of this ordinance, the City Council and/or the Zoning Administrator may institute appropriate actions or proceedings to prevent, restrain, correct, or abate such violations. It shall be the duty of the City Council to institute such action. This will include, but not be limited to, actions for injunctive relief before a court of competent jurisdiction.

**2.32** Any taxpayer or taxpayers of the City of Vergas may institute mandamus proceedings in District Court to compel specific performance by the proper officer or officers of any duty required by this ordinance.

**2.33** The Zoning Administrator and City Council, in the performance of their duties, shall have free access on all land included in the Shoreland Management use districts.

**2.4 Interpretation** In their interpretation and application, the provisions of this ordinance shall be held to be minimum requirements and shall be liberally construed in favor of the governing body and shall not be deemed a limitation or repeal of any other powers granted by State Statutes.

**2.5 Severability** If any section, clause, provision, or portion of this ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected.



**2.6 Abrogation and Greater Restrictions** It is not intended by this ordinance to repeal, abrogate, or impair any existing ordinances, easements, covenants, or deed restrictions. However, where this or other ordinances impose greater restrictions, the provisions of this ordinance shall prevail. All other ordinances inconsistent with this ordinance are hereby repealed to the extent of the inconsistency only.

**2.7 Definitions** Unless specifically defined below, words or phrases used in this ordinance shall be interpreted to give them the same meaning they have in common usage and give this ordinance its most reasonable application. For the purpose of this ordinance, the words “must” and “shall” are mandatory and not permissive. All distances, unless otherwise specified, shall be measured horizontally.

**2.711 Accessory Structure or Facility.** Any building or improvement subordinate to a principal use which, because of the nature of its use, can reasonably be located at or greater than normal structure setbacks.

**2.712 Bluff.** A topographical feature such as a hill, cliff, or embankment having the following characteristics (an area with an average slope of less than 18% over a distance for 50 feet or more shall not be considered part of the bluff):

1. Part or all of the feature is located in a shoreland area;
2. The slope rises at least 25 feet above the ordinary high water level of the waterbody;
3. The slope must drain toward the waterbody; and
4. The grade of the slope from the toe of the bluff to a point 25 feet or more above the Ordinary high water level averages 30% or greater.
5. Toe of the bluff is the lower point of a 50 foot segment with an average slope exceeding 18% or the ordinary high water level, whichever is higher.
6. Top of the bluff, for the purpose of measuring setbacks, bluff impact zone, and administering vegetation management standards is the higher point of a 50 foot segment with an average slope exceeding 18%. \*MN & OT have Top & Toe here so I added it here instead of under T\*

**2.713 Bluff Impact Zone.** A bluff and land located within 20 feet from the top of a bluff.

**2.714 Boathouse.** A structure designed and used solely for the storage of boats or boating equipment.

**2.715 Building Line.** A line parallel to a lot line or the ordinary high water level at the required setback beyond which a structure may not extend.

**2.716 Commercial Planned Unit Developments (PUD's).** Developments that provide transient, short-term lodging spaces, rooms, or parcels and their operations are essentially service-oriented. For example: hotel/motel accommodations, resorts, recreational vehicle and camping parks, and other primarily service-oriented activities.

**2.717 Commercial Use.** The principal use of land or buildings for the sale, lease, rental, or trade of products, goods, and services.

2.718 **Commissioner.** The Commissioner of the Department of Natural Resources or his or her designated representative.

2.719 **Conditional Use.** A land use or development as defined by ordinance that would not be appropriate generally but may be allowed with appropriate restrictions as provided by official controls upon a finding that certain conditions as detailed in the zoning ordinance exist; the use or development conforms to the comprehensive land use plan of the community; and the use is compatible with the existing neighborhood.

2.720 **Deck.** A horizontal, unenclosed platform with or without attached railings, seats, trellises, or other features attached or functionally related to a principal use or site; and at any point extending more than 3 feet above ground.

2.721 **Duplex, Triplex, Quad.** Dwelling structure/s on a single lot, having 2, 3, and/or 4 units, respectively; attached by common walls and each unit equipped with separate sleeping, eating, living and sanitation facilities.

2.722 **Dwelling Site.** A designated location for residential use by one or more persons using temporary or movable shelter, including camping and recreational sites.

2.723 **Dwelling Unit.** Any structure or portion of a structure, or other shelter designed as short or long-term living quarters for one or more persons, \*pg7 OT has added “which may include areas serving as a kitchen, bathroom and at least one bedroom”, including rental or timeshare accommodations such as a motel, hotel, and resort rooms and cabins.

2.724 **Extractive use.** The use of land for surface or subsurface removal of sand, gravel, rock, industrial minerals, other nonmetallic minerals, and peat, not regulated under Minnesota Statutes, section 93.44 – 93.51.

2.725 **Forest land conversion.** The clear cutting of forested lands to prepare for a new land use other than reestablishment of a subsequent forest stand.

2.726 **Guest Cottage.** A structure used as a dwelling unit that may contain sleeping spaces, kitchen and bathroom facilities in addition to those provided in the primary dwelling unit on a lot. Not in either OT or MN.

2.727 **Hardship.** Neither listed in OT or MN – Term defined in Minnesota Statutes, Chapter 462.

2.728 **Height of building.** The vertical distance between the highest adjoining \*original\* OT pg 7 ground level at the building or 10 feet above the lowest ground level, whichever is lower, and the highest point of a flat roof or average height of the highest gable of a pitched or hipped roof.

2.729 **Industrial use.** The use of land or buildings for the production, manufacture, warehousing, storage, or transfer of goods, products, commodities, or other wholesale items.

2.730 **Intensive vegetation clearing.** The complete removal of trees or shrubs in a contiguous patch, strip, row or block.

2.731 **Lot.** A parcel of land designed by plat, metes and bounds, registered land survey, auditors plot, or other accepted means and separated from other parcels or portions by said description for the purpose of sale, lease, or separation.

2.732 **Lot width.** The minimum distance between lot lines measured at the midpoint of the building line and side lot lines at the ordinary high water level, if applicable.

2.733 **Nonconformity.** Any legal use, structure or parcel of land already in existence, recorded, or authorized before the adoption of official controls or amendments to those controls that would not have been permitted to become established under the terms of the official controls as now written.

2.734 **Ordinary high water level.** The boundary of public waters and wetlands shall be an elevation delineating the highest water level which has been maintained for a sufficient period of time to leave evidence upon the landscape, commonly that point where the natural vegetation changes from predominantly aquatic to predominantly terrestrial. For watercourses, the ordinary high water level is the elevation of the top of the bank of the channel. For reservoirs and flowages, the ordinary high water level is the operating elevation of the normal summer pool.

2.735 **Planned unit development. (PUD's).** A type of development characterized by a unified site design for a number of dwelling units or dwelling sites on a parcel, whether for sale, rent, or lease, and also usually involving clustering of these units or sites to provide areas of common open space, density increases, and a mix of structure types and land uses. These developments may be organized and operated as condominiums, timeshare condominiums, cooperatives, full fee ownership, commercial enterprises, or any combination of these, or cluster subdivisions of dwelling units, residential condominiums, townhomes, apartment buildings, campgrounds, recreational vehicle parks, resorts, hotels, motels and conversions of structures and land uses to these uses.

2.736 **Public Waters.** Any waters as defined in Minnesota Statutes, Section 103G.005, Subd. 15, 15a.

2.737 **Residential planned unit development.** A use where the nature of residency is nontransient and the major or primary focus of the development is not service-oriented. For example, residential apartments, manufactured home parks, time-share condominiums, townhouses, cooperatives, and full fee ownership residences would be considered as residential planned unit developments (PUD's). To qualify as a residential PUD, a development must contain at least five dwelling units or sites.

2.738 **Semipublic use.** The use of land by a private, nonprofit organization to provide a public service that is ordinarily open to some persons outside the regular constituency of the organization.

2.739 **Sensitive area.** Areas which due to steep slopes, bluffs, flooding, erosion, limiting soil conditions (shallow soils over groundwater or bedrock, highly erosive or expansive soils), occurrence of vegetation or wildlife in need of special protection, the presence of wetlands or other physical constraints are sensitive to the development. *\*updated to newer language taken directly from Ottertail.*

2.740 **Setback.** The minimal horizontal distance between a structure, sewage treatment system, or other facility and an ordinary high water level, sewage treatment system, top of bluff, road, highway, property line, or other facility.

2.741 **Sewage treatment system.** Meaning given under Minnesota Rules, part 7080.1100, Subp.82.

2.742 **Sewer system.** Pipelines or conduits, pumping stations, and force main, and all other construction, devices, appliances, or appurtenances used for conducting sewage or industrial waste or other wastes to a point of ultimate disposal.

2.743 **Shore impact zone.** Land located between the ordinary high water level of a public water and a line parallel to it at a setback of 50% of the structure setback.

2.744 **Shoreland.** Land located within the following distances from public waters:

- A. 1000 feet from the ordinary high water level of a lake, pond, or flowage; and
- B. 300 feet from a river or stream, or the landward extent of a floodplain designated by ordinance on a river or stream, whichever is greater.

The limits of shorelands may be reduced whenever the waters involved are bounded by topographical divides which extend landward from the waters for lesser distances and when approved by the Commissioner.

2.745 **Significant historic site.** Any archeological site, standing structure, or other property that meets the criteria for eligibility to the National Register of Historic Places or listed in the State Register of Historical Sites, or is determined to be an unplatted cemetery that falls under the provisions of Minnesota Statutes, Section 307.08. A historic site meets these criteria if it is presently listed on either register or if it is determined to meet the qualifications for listing after review by the Minnesota state archaeologist of the director of the Minnesota Historical Society. All unplatted cemeteries are automatically considered significant historical sites.

2.746 **Steep slopes.** Lands having average slopes over 12%, as measured over horizontal distances of 50 feet or more, which are not bluffs.

2.747 **Structure.** Any building or appurtenance, including decks, except aerial or underground utility lines, such as sewer, electric, telephone, telegraph, gas lines, towers, poles, and other supporting facilities.

2.748 **Subdivision.** Land that is divided for the purpose of sale, rent, or lease, including planned unit developments. *\*Ottetail says: "Any parcel of land that is divided." Do we want to change?*

*OT & MN both have a definition included Sustainability Analysis, do we want to add this?*

2.749 **Variance.** Defined in Minnesota Statutes, Section 462.357 Subd. 6 (2).

2.750 **Water-dependent use.** The use of land for commercial, industrial, public or semi-public purposes, where access to and use of a public water is an integral part of the normal conduct of operation. Marinas, resorts, and restaurants with transient docking facilities are examples of uses typically found in shoreland areas.

2.751 **Water-oriented accessory structure or facility.** A small, above ground building or other improvement, except stairways, fences, docks, and retaining walls, which, because of the relationship of

its use to surface water, reasonably needs to be located closer to public waters than the normal structure setback. Examples of such structures and facilities include, watercraft and watercraft equipment storage structures, gazebos, screen houses, fish houses, pump houses, patios, and detached decks. Boathouses and boat storage structures given the meaning under Minnesota Statutes, Section 103G.245 are not a water-oriented accessory structures.

2.752 **Wetland.** Meaning is given under Minnesota Rule, part 8420.0111.

2.753 **Zoning Administer.** The person appointed from time to time by the Vergas City Council to administer this ordinance.



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**SECTION 3.0 ADMINISTRATION**

**3.1 Permits Required** A permit is required for the construction of buildings or building additions (including construction of decks and signs), the installation and/or alteration of sewage treatment systems, and those grading and filling activities not exempted by Section 5.3 of this ordinance. A site permit shall also be obtained prior to moving a structure.

**\*\*OT lists in numerical order...1) A new Structure; 2) An expansion to an existing structure; 3) The relocation of an existing structure that exceeds 120 square feet. – it goes into depth for requirements on Shoreland Alteration Permit; movement of any material on slopes and shore impact zone; and states the Permit validity (12 months from date of issue). Do we want to add these? Or replace above?**

**3.11 Applications/Inspections.** Application for permits shall be made to the Zoning Administrator on the forms provided. The applicant for a Structure or Shoreland Alteration Permit shall file a complete application, which must include a scaled drawing of the proposal, and pay a fee as determined in the Fee Schedule. An onsite inspection may be required prior to issuing permit. **It is the applicant's responsibility to identify and stake all lot lines and road right-of-ways prior to applying for a permit, as well as notifying the Zoning Administrator when the project is ready for inspection.** The applicant shall notify the Zoning Administrator once the building footings have been constructed and upon completion of project.

**3.12 Sewage Treatment.** Before a site permit is issued, the terms of this Ordinance shall be met. A permit authorizing as addition to an existing structure shall stipulate that an identified nonconforming sewage treatment system, as defined by Section 5.8, shall be reconstructed or replaced in accordance with the provisions of this Ordinance. The Zoning Administrator shall require use of the city sewer system unless a variance has been issued for an on-site sewage treatment system.

**3.13 Zoning Administrator.** The Vergas City Council shall from time to time appoint a Zoning Administrator to administer this ordinance. The person appointed need not be a resident of the City of Vergas, and shall serve under the control and at the discretion of the City Council. The City Council hereby delegates to the Zoning Administrator the following duties and responsibilities:

- A. Issue Site Permits and inspect building location following notification by an applicant.
- B. Administer the terms of this Ordinance subject to any required approval of the City Council.
- C. Keep necessary records.
- D. May issue Conditional Use Permits for grading and filling projects of not more than 300 cubic yards for landscaping purposes. He or she may require onsite inspection prior to issuing such a permit.
- E. Where structures exist on the adjoining lots on both sides of a proposed building site, water and road setbacks may be altered without a variance to conform to the adjoining setbacks ("string

test”), provided the proposed building site is not located in a shore impact zone or in a bluff impact zone.

**3.2 Certificate of Zoning Compliance.** The Zoning Administrator shall issue a certificate of zoning compliance for each activity requiring a permit as specified in Subdivision 1. This certificate will specify that the use of land conforms to the requirements of this ordinance. Any use, arrangement, or construction at variance with that authorized by permit shall be deemed a violation of this Ordinance and shall be punishable as provided in Section 2.3 of this Ordinance.

**3.3 Conditional Uses.** See Section 5.7 for ordinance provisions.

**3.4 Variances.** Variances may only be granted in accordance with Minnesota Statutes, Section 462 and are subject to the following:

A. A variance may not circumvent the general purposes and intent of this ordinance.

B. No variance may be granted that would allow any use prohibited in the zoning district in which the subject property is located.

**3.41 General Provisions.** Conditions may be imposed in the granting of a variance to ensure compliance and to protect adjacent properties and the public interest. In considering a variance request, the City Council must consider whether the property owner has reasonable use of the land without the variance, whether the property is used seasonally or year-round, whether the variance is being requested solely on the basis of economic considerations, and the characteristics of development on adjacent properties.

**3.42 Application, Notice and Hearing.** The applicant for a variance shall file an application at the City Office not less than twenty (20) days prior to the next scheduled meeting of the City Council and pay a fee as set forth in the Fee Schedule when the application is filed. Each application for variance shall be accompanied by a scale drawing of the area under consideration showing the location of any existing structures and any proposed structures. The drawing needs to indicate all setback distances in feet. In addition, the applicant must provide the property’s fire or lake association number when available. In absence of such number, detailed directions to the property must be provided with the application.

A. Within three (3) days of **submitting** an application for a variance, the applicant shall stake the area under consideration and post **their** name and address in a clearly visible location on the property.

B. The Zoning Administrator shall refer the application to the City Council and give notices required by Section 3.5.

C. The City Council shall consider the application at its next regular meeting at which time is available, following compliance with the notice requirements above specified.

**3.43 Sewage Treatment.** For existing developments, the application for variance must clearly demonstrate whether a conforming sewage treatment system is present for the intended use of the property. The variance, if issued, must require nonconforming sewage treatment systems to be abandoned, and replaced by connection to the city sewer system. Reconstruction or replacement of an existing non-conforming sewage treatment system may be allowed only by variance. Non-conforming

uses on lots of record may be allowed to be replaced, established or expanded by conditional use permit and/or variance provided that they are consistent with the existing uses in the area.

### **3.5 Notifications to the Department of Natural Resources and Property Owners**

**3.51 Conditional Use Permit Applications.** Written notice shall be sent to property owners of record within 1/4 mile of the affected property or to the 10 properties nearest the affected property, whichever will provide the greater number of owners. The written notice provided for the above shall be given not less than 14 days prior to the date the City Council will consider said application, although failure of any property owned to receive such notification shall not invalidate the proceedings.

**3.52 Variance Applications.** Written notice of each hearing on a variance application shall be sent to property owners of record within 500 feet of the affected property. Written notice shall be sent to the City Administrator for the City Council approval. The written notice provided for the above shall be given not less than 14 days prior to the date the City Council for consideration of said application. And again, failure of any property owner to receive such notification shall not invalidate proceedings.

**3.53 Amendments.** Written notice of each hearing for consideration of amendment/s to the existing controls shall be sent to the City Administrator for the City Council Approval. This shall be given not less than 14 days prior to the hearing at which the amendment/s will be considered.

**3.54 Plats.** Written notice of each hearing on a proposed plat shall be sent to the property owners of record within ½ mile of a proposed plat. Written notice shall also be sent to the City Administrator (must include a copy of the proposed subdivision). The written notice provided for the above shall be given not less than 14 days prior to the date the City Council will consider said plat, although failure of any property owner to receive such notification shall not invalidate the proceedings.

**3.55 Approvals.** A copy of approved amendments, plats, and final decisions granting variances or conditional uses under local shoreland management controls must be sent to the City Administrator and postmarked within 10 days of final action. \* check use of City Administrator vs Commissioner.

**CITY OF VERGAS**  
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**SECTION 4.0 SHORELAND CLASSIFICATION SYSTEM AND LAND USES**

**4.1 Shoreland Classification System** The public waters of the City of Vergas have been classified consistent with the criteria found in Minnesota Regulations, Part 6120.3300, and the Protected Waters Inventory Map for Otter Tail County, Minnesota. Lakes are classified as Recreational Development, General Development or Natural Environment.

**4.11 Vergas Lakes.** The shoreland area for the waterbodies listed below shall be defined in Section 2 *\*(don't see listed; shouldn't we add these?)\** and shown on the official Zoning Map.

Recreational Development Lakes:

Long Lake and Loon Lake                      Protected Waters ID# 56-523 *\*(only 1 # ?)\**

General Development Lakes:

Lawrence Lake                                      Protected Water ID# 56-555

**4.2 Land Use District Descriptions** *Identifies land uses that are compatible with the protection and preservation of shoreline resources in order to conserve the economic and environmental values of shoreland and sustain water quality. (pg 10 MN) (pg 95 OT)*

**4.21 Descriptions.** Shoreland district land uses listed in (Table 1) are regulated as:

- 1) Permitted Use ( P ) Allowed provided all standards in this ordinance are followed.
- 2) Conditional Use ( C ) Allowed through a conditional use permit.
- 3) Not Permitted Use ( N ) Uses are prohibited. *(Pg 10 MN & Pg 95 OT)*
- 4) A use not listed or that does not have a designated type of use, may be allowed as a conditional use if it is of the same general character as those uses listed as Permitted, or Conditional, provided the use is deemed fitting and compatible to the City of Vergas Planning Commission and the City's Zoning Ordinances, and it is not listed as a Not Permitted use. *(or should this be City Council ?)*

LAND USES	General	Recreational	Natural (pg 96OT) (pg 11 MN)
Agricultural/Crop/Pasture	P	P	
Agricultural/Feedlot	C	C	
Bed & Breakfast			
Boat Access			
Cemetery			
Controlled Access			
Commercial			



Duplex, Triplex, Quad Residential	C	C
Extractive		
Forest Land Conversion		
Historical Sites	C	C
Industrial		
Parks, Playgrounds	C	C
Places of Worship	C	C
Planned Unit Developments	C	C
Single Family Residential	C	C

**4.22 Criteria for Designation.** The land use districts and the delineation of a land use district's boundaries on the Official Zoning Map must be consistent with the goals, policies and objectives of the comprehensive land use plan when available and should follow criteria and considerations listed below:

A. General for All Land Use:

1. Preservation of natural areas.
2. Present ownership and development of shoreland areas
3. Shoreland soil types and their engineering capabilities.
4. Topographical characteristics.
5. Vegetative cover.
6. In-water physical characteristics, values and constraints.
7. Recreational use of the surface water.
8. Road and service center accessibility
9. Socioeconomic development needs and plans as they involve water and related land resources.
10. The land requirements of industry which, by its nature, requires location in the shoreland areas
11. The necessity to preserve and restore certain areas having significant historical or ecological value.

B. Factors and Criteria for Planned Unit Development:

1. Existing recreational use of the surface waters and likely increases in use associated with planned use developments.
2. Physical and aesthetic impacts of increased density.
3. Suitability of lands for the planned unit developments approach.
4. Level of current development in the area.
5. Amounts and types of ownership of undeveloped lands.
6. Limited expansion of a commercial planned unit development involving up to 6 additional dwelling units or sites may be allowed as a permitted use provided the provisions of Section 8.0 of this ordinance are satisfied.

#### **4.23 Use and Upgrading of Inconsistent Land Use Districts.**

A. The land use districts adopted in ordinances not specifically dealing with shoreland, as they apply to shoreland areas, and their delineated boundaries on the Official Zoning Map, may not be consistent with the land use district designation criteria specified above. These may continue until revisions are proposed to change or to modify the boundary.

B. When a revision is proposed to an inconsistent land use district provision, the following additional criteria and procedures shall apply:

When a revision to a land use district designation on a lake is considered, the land use district boundaries and the use provisions therein for all the shoreland areas within the jurisdiction of this ordinance on said lake must be revised to make them substantially compatible with the framework in Sections 4.21 and 4.22, except that nonconforming uses on lots of record with the Otter Tail County Recorder may be allowed to be replaced, established or expanded by conditional use permit and/or variance provided that the replacement establishment or expansion is consistent with existing uses in the area.

C. When an interpretation question arises about whether a specific land use fits within a given “use” category, the interpretation shall be made by the City Council. When a question arises whether a land use district’s boundaries are properly delineated on the Official zoning Map, this decision shall be made by the City Council.

D. When a revision is proposed to an inconsistent land use district provision by an individual party or landowner, they will only be responsible to provide the supporting and/or substantiating information for the specific parcel in question. The City Council will direct the Zoning Administrator to provide such additional information for this waterbody as is necessary to satisfy Items A and B, above.

E. The City Council must make a detailed finding of fact and conclusion when taking final action that this revision and the upgrading of any inconsistent land use district designation on said waterbody, are consistent with the enumerated criteria and use provisions of Section 4.2.

**CITY OF VERGAS**  
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**SECTION 5.0 SPECIAL LAND USE PROVISIONS**

**5.1 Commercial, Industrial, Public and Semipublic Standards**

**5.11 Water-dependent uses** may be located on parcels or lots with frontage on public waters provided that:

1. The use complies with provisions of Section 7;
2. The use is designed to incorporate topographic and vegetative screening of parking areas and structures;
3. Uses that require short-term watercraft mooring for patrons must centralize these facilities and design them to avoid obstruction of navigation and to be the minimum size necessary to meet the need; and
4. Uses that depend on patrons by arriving watercraft may use signs and lighting provided that:
  - a) Signs placed in or on public waters must convey directional or safety measures and may only be placed by a public authority or under a permit issued by the county sheriff; and
  - b) Signs placed within the shore impact zone are no higher than 10 feet above the ground and no greater than 32 sq. feet in size. If illuminated by artificial lights, the lights may be shielded or directed to prevent illumination across public waters. This does not preclude use of navigational lights.

**5.12 Uses not water-dependent** must be located on lots or parcels without public waters frontage, or, if located on lots or parcels with public waters frontage, must with be set back double the ordinary high-water level setback or be substantially screened from view from the water by vegetation or topography, assuming summer leaf-on conditions.

**5.2 Agricultural Use Standards**

**5.21 Buffers**

1. The shore impact zone for parcels with permitted agriculture land uses is equal to a line parallel to and 50 feet from the ordinary high-water level.
2. General cultivation farming, grazing, nurseries, horticulture, truck farming, sod farming, and wild crop harvesting are permitted uses if steep slopes and shore and buff impact zones are maintained in perennial vegetation or operated under an approved conservation plan



consistent with **Natural Resource Conservation Service office technical guide**, and as approved by the local soil and water conservation district.

**5.22 New animal feedlots** are not allowed in shoreland. Modifications or expansions to existing feedlots or resumption of old feedlots are conditional uses and must meet the following standards:

1. **Feedlots must be designed consistent with Minnesota Rules, Chapter 7020**
2. **Feedlots must not further encroach into existing ordinary high-water level setback or the bluff impact zone and must not expand capacity of 1,000 animal units or more**
3. **Feedlots not currently in operation may resume operation consistent with Minnesota Statute 116.0711. (in both OT & MN).**

**5.23 Use of fertilizer, herbicides, pesticides, animal wastes or other chemicals** within shorelands must be applied in such a way as to minimize runoff into the shore impact zone, or public water by the use of earth or vegetation. (in both OT & MN).

### **5.3 Forest management Standards**

**5.31 The harvesting of timber and associated reforestation** must be conducted consistent with the applicable provisions of the **Sustaining Minnesota Forest Resources: Voluntary Site-Level Forest management Guidelines for Landowners, Loggers and Resource Managers**.

**5.32 Intensive vegetation clearing for forest land conversion to another use** is a conditional use subject to an erosion control and sedimentation plan developed and approved by the soil and water conservation district. (in both OT & MN).

### **5.4 Extractive Use Standards**

**5.41 Extractive uses are not allowed.** Both MN & OT say:

**5.41 Extractive uses** are conditional uses and must meet the following standards:

- A. A site development and restorative plan must be developed, approved, and followed over the course of the operation. The plan must:
  1. Address dust, noise, possible pollutant discharges; hours and duration of operation; and anticipated vegetation and topographical alterations;
  2. Identify actions to be taken during operation to mitigate environmental impacts, particularly erosion; and
  3. Clearly explain how the site will be rehabilitated after extraction activities end.

B. Processing machinery must meet structure setback standards from ordinary high-water levels and bluffs.

#### **5.5 Mining of Metallic Minerals and Peat**

**5.51 Mining of metallic minerals and peat**, as defined in Minnesota Statutes, Section 93.44 – 93.51 is not allowed. Both MN & OT say:

**5.51 Mining of metallic minerals and peat** is a permitted use provided the provisions of Minnesota Statutes 93.44 – 93.51 are satisfied.

If we decide to allow then 5.7 (ours) – to 5.85 will need to be added.

Pages 24/25/and top of page 26. Conditional Uses.

## CITY OF VERGAS

### SHORELAND MANAGEMENT ORDINANCE

#### SECTION 6.0 DIMENSIONAL AND GENERAL PERFORMANCE STANDARDS

**6.1 Lot area and Width Standards** After the effective date of this ordinance, all new lots must meet the minimum lot area and lot width requirements in Section \_\_\_\_, subject to the following standards:

- A. Only lands above the ordinary high water level and excluding right-of-way can be used to meet lot area and width standards;
- B. Lot standard widths must be met at both the ordinary high water level and at the building line;
- C. The sewer lot area dimensions can only be used if publicly owned sewer system service is available to the property; and
- D. Residential subdivisions with dwelling unit densities exceeding those listed below are allowed only if designed and approved as residential PUD's under Section \_\_?\_\_ of this ordinance.  
(this has been added in both OT and MN)

##### 6.11 Lake Minimum Lot Area and Width Standards:

###### A. Recreational Development Lake – No Sewer (Long & Loon Lakes)

Lot Type	Riparian	Riparian	Nonriparian	Nonriparian
	Lot Area (sf)	Lot Width (ft)	Lot Area (sf)	Lot Width (ft)
Single	40,000	150	40,000	150
Duplex	80,000	225	80,000	265 (was225)
Triplex	120,000	300	120,000	375 (was300)
Quad	160,000	375	160,000	490 (was375)

###### B. Recreational Development Lake – Sewer (Long & Loon Lakes)

Lot Type	Riparian	Riparian	Nonriparian	Nonriparian
	Lot Area (sf)	Lot Width (ft)	Lot Area (sf)	Lot Width (ft)
Single	20,000	75	15,000	75
Duplex	35,000	135	26,000	135
Triplex	50,000	195	38,000	190
Quad	65,000	255	49,000	245

###### C. General Development Lake – No Sewer (Lawrence Lake)

Lot Type	Riparian	Riparian	Nonriparian	Nonriparian
	Lot Area (sf)	Lot Width (ft)	Lot Area (sf)	Lot Width (ft)

Single	20,000 (was 40) 100 (was 150)	40,000	150
Duplex	40,000 (was 80) 180 (was 225)	80,000	265 (was 225)
Triplex	60,000 (was 120) 260 (was 300)	120,000	375 (was 300)
Quad	80,000 (was 160) 340 (was 375)	160,000	490 (was 375)

**D. General Development Lake – Sewer**

(Lawrence Lake)

Lot Type	Riparian	Riparian	Nonriparian	Nonriparian
	Lot Area (sf)	Lot Width (ft)	Lot Area (sf)	Lot Width (ft)
Single	15,000 (was 20) 75		10,000 (was 15) 75	
Duplex	26,000 (was 35) 135		17,500 (was 26) 135	
Triplex	38,000 (was 50) 195		25,000 (was 38) 190	
Quad	49,000 (was 65) 255		32,500 (was 49) 245	

\*MN and OT both have “Natural Environment” in categories above. Do we want to add that?

\*They both have “River/Stream” added. Do we have any of those?

**6.2 Special Residential Lot Provisions**

**6.21 Subdivisions** of duplexes, triplexes, and quads are conditional uses and must meet the following standards:

- A. Each building must be set back at least 200 feet from the ordinary high water level;
- B. Each building must have common sewage treatment and water systems in one location and serve all dwelling units in the building;
- C. Watercraft docking facilities for each lot must be centralized in one location and serve all dwelling units in the building; and
- D. No more than 25 percent of a lake’s shoreline can be in duplex, triplex or quad developments.

**6.22 One guest cottage** may be allowed on lots meeting or exceeding the duplex lot area and width dimensions presented in Section \_\_\_\_ and \_\_\_\_, provided the following standards are met:

- A. For lots exceeding the minimum lot dimensions of duplex lots, the guest cottage must be located within an area equal to the smallest duplex-sized lot that could be created including the principal dwelling unit;
- B. A guest cottage must not cover more than 700 square feet of land surface and must not exceed 15 feet in height; and
- C. A guest cottage must be located or designed to reduce its visibility as viewed from public waters and adjacent shorelands by vegetation, topography, increased setbacks or color, assuming summer leaf-on conditions.



**6.23 Controlled access lots** are permissible if created as part of a subdivision and in compliance with the following standards:

A. The lot must meet the area and width requirements for residential lots, and be suitable for the intended uses of controlled access lots as provided in item D (below);

B. If docking, mooring, or over-water storage of more than six (6) watercraft is to be allowed at a controlled access lot, then the width of the lot (keeping the same lot depth) must be increased by a percentage of the requirements for riparian residential lots for each watercraft beyond six, consistent with the following table:

Ratio of Lake Size to Shore length (acres/mile)	Required percent increase in frontage
Less than 100	25%
100 - 200	20%
201 - 300	15%
301 - 400	10%
Greater than 400	5%

C. The lot must be jointly owned by all purchasers of lots in the subdivision or by all purchasers of nonriparian lots in the subdivision who are provided riparian access rights on the access lot; and

D. Covenants or other equally effective legal instruments must be developed that:

- (1) Specify which lot owners have authority to use the access lot;
- (2) Identify what activities are allowed. The activities may include watercraft launching, loading, storage, beaching, mooring, docking, swimming, sunbathing, or picnicking;
- (3) Limit the total number of vehicles allowed to be parked and the total number of watercraft allowed to be continuously moored, docked, or stored over water;
- (4) Require centralization of all common facilities and activities in the most suitable locations on the lot to minimize topographical and vegetation alterations; and
- (5) Require all parking areas, storage buildings, and other facilities to be screened by vegetation or topography as much as practical from view from the public water, assuming summer leaf-on conditions.

**6.24 Access Easements.** Easements providing access to boat docking and mooring facilities to non-riparian property owners are prohibited. **(We do not have this; Do we want to add it?)**

## 6.3 Placement, Design and Height of Structures

**6.31 Placement of Structures and Sewage Treatment Systems on Lots.** Structures and accessory structures must be located to meet all setbacks, and comply with the following ordinary high water level (OHWL) setback provisions: (MN adds: “The structure setback standards for sewerer properties can only be used if publicly owned sewer system service is available).

Class of Public Waters	Unsewered Structures	Sewer Structures	Sewage Treatment System
Recreational (Loon & Long)	100ft	75ft	75ft
General (Lawrence)	(MN 75) 100 (OT has 75)	75 (OT has 50)	75 (OT has 50)

- A. OHWL Setbacks. Structures, impervious surfaces, and sewage treatment systems must meet setbacks from the ordinary high water level (listed above), except that one water-oriented accessory structure or facility may be set back a minimum distance of ten (10) feet from the OHWL. (MN pg 16)
- B. Setback Averages. Where principal structures exist on the adjoining lots on both sides of a proposed building site, structure setbacks may be altered without a variance to conform to the adjoining principal structure setbacks from the OHWL, provided the proposed structure is not located in shore impact zone or in a bluff impact zone. (MN pg 16). (Table drawing needs to be added - pg 16 figure 7).
- C. Setback Sight Line. Where nonconforming structures exist on the adjoining lots on both sides of a proposed building site, structure setbacks may be altered, using the sight line method, without a variance to conform to the adjoining setbacks from the OHWL, provided the proposed structure is not located in a shore impact or a bluff impact zone. A water-oriented accessory structure cannot be used to establish a sight line. (OT pg 28).
- D. Setback of Decks. Deck additions may be allowed without a variance to a structure not meeting the required setback from the OHWL if all of the following criteria are met: (1) The structure existed on the date the structure setbacks were established (add date here); (2) A thorough evaluation of the property and structure reveals no reasonable location for a deck meeting or exceeding the existing OHWL setback of the structure; (3) The deck encroachment toward the OHWL does not exceed 15% of the existing setback of the structure from the OHWL or is no closer than 30 feet from the OHWL, whichever is more restrictive; and (4) The deck is constructed primarily of wood, and is not roofed or screened. (add figure 8 Deck Encroachment).
- E. Additional Structure Setbacks. Structures must also meet the following setbacks, regardless of the waterbody classification:

Setback from:	Setback (ft)
Top of bluff	30
Unplatted cemetery	50
Right of way line federal, state or county highway	50
Right of way line of town road, public street, or other roads not classified	20
Lot line (doesn't apply to fences not greater than 6ft) (ours pg 16)	10

Property line for accessory structures equal to or less than 120ft (OTpg28)	5
Property line for water-oriented accessory structures (OT pg28)	10

- F. Bluff Impact Zones. Structures, impervious surfaces, and accessory facilities, except stairways and landings, must not be placed within bluff impact zones.

### 6.32 Design Criteria for Structures.

**A. High Water Elevations.** Structures must be placed in accordance with any floodplains regulations applicable to the site. Where these controls do not exist, elevation of the lowest floor (including basement) must be determined as follows: For lakes, by placing the lowest floor at a level at least 3 feet above the highest known water level, or 3 feet above the OHWL, whichever is higher. Water-oriented accessory structures may have the lowest floor placed lower than the elevation determined if the structure is constructed of flood resistant materials and the electrical and mechanical equipment are placed above the high water elevation.

**B. Water-Oriented Accessory Structures.** Each lot may have one water oriented accessory structure which does not meet the normal structure setback if it complies with the following provisions: (Should this be put under PERFORMANCE STDS?)

1. The structure must not exceed 10 feet in height, exclusive of safety rails, and cannot occupy an area greater than 250 square feet. Detached decks must not exceed 8 feet above grade at any point.
2. The setback of the structure from the OHWL must be at least 10 feet.
3. The structure must be treated to reduce visibility as viewed from public waters and adjacent shorelands by vegetation, topography, increased setbacks or color (assuming summer leaf on conditions).
4. The roof may be used as a deck with safety rails, but must not be enclosed or used as a storage area.
5. The structure must not be designed or used for human habitation and must not contain water supply or sewage treatment facilities; and
6. As an alternative for general development and recreational development waterbodies. Water oriented accessory structures used solely for watercraft storage (including storage of related boating and water-oriented sporting equipment) may occupy an area up to 400 square feet provided the maximum width of the structure is 20 feet as measured parallel to the configuration of the shoreline.

**C. Stairways, Lifts and Landings.** These are the preferred alternative to major topographical alterations for achieving access up and down bluffs and steep slopes to shore areas. They must meet the following design requirements: (Performance Stds?)

1. Must not exceed 4 feet in width on residential lots. (Wider stairways, **no wider than 8 feet (OTpg31)** may be used for commercial properties, public open-space recreational properties, and planned unit developments,
2. Landings on residential lots must not exceed 32 square feet in area. (Landings larger than this may be used for commercial properties, public open space recreational properties and planned unit developments but **must not exceed 64 square feet OT pg 31**);
3. Canopies or roofs are not allowed;
4. May be either constructed above the ground on posts or pilings, or placed in the ground provided they are designed and built in a manner that ensures control of soil erosion, **and authorized by a conditional use permit or Shoreland Alteration Permit (OT pg 31)**.
5. Must be located in the most visually conspicuous portions of lots, as viewed from the surface of public waters (assuming summer leaf-on conditions); and
6. Ramps, lifts or mobility paths for physically handicapped persons are allowed for achieving access to shore areas provided the dimensional performance standards comply with requirements of Minnesota Rules, Chapter 1341.

**D. Significant Historical Sites.** No structure may be placed on a significant historical site in a manner that affects the values of the site unless adequate information about the site has been removed and documented in a public repository.

**E. Steep Slopes.** The planning and zoning commission must evaluate possible soil erosions impacts and development visibility from public waters before any issuing of permits for construction of sewage treatment systems, roads, driveways, structures or other improvements on steep slopes. When determined necessary, conditions must be attached to permits to prevent erosion, to preserve existing vegetation, screening of structures, vehicles, and other facilities as viewed from the surface of public waters (assuming summer leaf on vegetation).

**6.33 Height of Structures.** All structures (**MN adds: "in residential districts in cities" OT does not state that**), except places of worship, nonresidential agricultural structures, and accessory structures greater than 400 feet from the ordinary high-water level (OHWL) of a lake must not exceed the following height requirements:

- A. A dwelling unit must not exceed a height **35 feet; (was 25 ft)**
  - B. An accessory structure on a non-dwelling unit must not exceed a height of **25 feet. (Our ordinance and MN both state 25 feet, OT states 20 feet)**
- The height must be measured from the highest adjoining original ground level at the building foundation.



**6.4 Lowest Floor Elevation** (Do we want to add this MN 6.43 pg 17-18 with figure 8).

**6.5 Water Supply and Sewage Treatment**

**6.51 Water Supply.** Any public or private supply of water for domestic purposes must meet or exceed standards for water quality of the Minnesota Department of Health and the Minnesota Pollution Control Agency.

**6.52 Sewage Treatment.** Any premises used for human occupancy must be connected to a publicly-owned sewer system, where available or comply with Minnesota Rules, Chapter 7080-7081 and the Otter Tail County Sanitation Code.

**6.6 Nonconformities**

**6.61** All legally established nonconformities as of March 5, 1992 may continue. Except as otherwise set forth in this subpart, all such nonconformities will be managed, regulated, and controlled as allowed and set forth in Minnesota Statute subpart 394.36. A nonconforming use is any continuous use of land established before the effect date of this local ordinance which does not conform to the use restrictions of a particular zoning district. This should not be confused with substandard dimensions of a conforming use.

**6.62** All additions or expansions to the outside dimensions of an existing nonconforming structure must meet the setback, height, and other requirements of this ordinance. Any deviation from these requirements must be authorized by a variance.

**6.63** Nonconforming uses on lots of record may be allowed to be replaced, established or expanded by conditional use permit and/or variance provided the replacement, establishment or expansion is consistent with existing uses in the area.

**6.64** A variance from setback requirements must be obtained before any use, sewage treatment system, or building permit is issued for a lot. In evaluating the variance, the city council shall consider sewage treatment and water supply capabilities or constraints of the lot and shall deny the variance if adequate facilities cannot be provided.

**6.65** Lots of record in the office of the county recorder on the date of local shoreland controls that do not meet the requirement of this ordinance may be allowed as building sites without variances from lot size requirements provided the use is permitted in the zoning district, the lot has been in separate ownership from abutting lands at all times since it became substandard, was created compliant with official controls in effect at the time, and sewage treatment and setback requirements of this ordinance are met. (This is not in either OT or MN ordinances) (Can we make it clearer if we want to keep it in this ordinance?)

**6.66** An exemption effective March 5<sup>th</sup>, 1992: If in a group of two or more contiguous lots under the same ownership, any individual lot does not meet the established minimum area or width, the lot may not be considered a separate parcel of land for the purposes of conveyance or development. The lot must be combined with one or more contiguous lots so they equal one or more parcels of land and

each parcel must meet, or more closely approach, the established minimum lot size requirements of this ordinance. This restriction shall not apply to her following circumstances:

1. Where each contiguous substandard lot is an improved lot, as defined herein;
2. Where each contiguous substandard lot complies with the requirements of Minnesota Statute 394.36, Sub. 5; and
3. Where a lot, or portion of a lot, is to be conveyed to the owner of a contiguous lot for the purpose of increasing lot size, and no residual lot is left unattended. The deed must contain restrictive covenants requiring legal joinder to a contiguous parcel and a permanent prohibition against separate residential development. (Worded more specifically than ours)

(Pg 18 OT has under Subp. 14 - #C, #E, and #F – that we might want to add)

**Section 7 Conformance Standards for Public and Private Facilities.**

**(Should Roads; Stairways and water-oriented info above be placed here?)**

## **CITY OF VERGAS**

### **SHORELAND MANAGEMENT ORDINANCE**

**SECTION 8.0 SHORELAND ALTERATIONS** – Alterations of vegetation and topography are regulated to prevent erosion into public waters, fix nutrients, preserve shoreland aesthetics, preserve historic values, prevent back slumping, sustain water quality, and protect fish and wildlife habitat.

#### **8.1 Vegetation Management**

A. Removal or alteration of vegetation must comply with the provisions of this Subsection except for:

1. Vegetation alteration necessary for the construction of structures and sewage treatment systems under validly issued permits for these facilities;
2. The construction of public roads and parking areas if consistent with Section 7 of this ordinance; and
3. Forest and agricultural management uses consistent with Section 5 of this ordinance.

B. Intensive vegetation clearing within the shore and bluff impact zones and on steep slopes is prohibited. Intensive clearing outside of these areas is allowed if consistent with the forest management standards in Section 5 of this ordinance.

C. Limited clearing and trimming of trees and shrubs in the shore and bluff impact zones and on steep slopes are allowed to provide a view to the water from the principal dwelling and to accommodate the placement of stairways and landings, picnic areas, access paths, livestock watering areas, beach and watercraft access areas, and permitted water-oriented accessory structures or facilities, provided that:

1. The screening of structures, vehicles, or other facilities as viewed from the water, assuming summer leaf-on conditions, is not substantially reduced;
2. Existing shading of water surfaces are preserved; and
3. Removal of trees, limbs or branches that are dead, diseased, dying or pose safety hazards is allowed without a permit.

E. Fertilizer and pesticide runoff into surface waters must be minimized through the use of vegetation, topography or both. Use of fertilizer containing phosphorus is prohibited except for agricultural purposes more than 300 feet away from the ordinary high water line of any shoreland. (In both OT an MN; shouldn't we add ?)



## 8.2 Topographical Management

8.21 Public and private roads and parking areas must be designed to take advantage of natural vegetation and topography to achieve maximum screening from public waters. Documentation must be provided by a qualified individual that all roads and parking areas are designed and constructed to minimize and control erosion to public waters consistent with the field office technical guides of the local soil and water conservation district, or other applicable technical materials (Do we want to say DNR? Or designee?)

(Should these 3 be under Performance Stds for Public and Private Facilities?)

8.22 Roads, driveways and parking areas must meet structure setbacks and must not be placed within bluff and shore impact zones when other reasonable and feasible placement alternatives exist. If there are no alternatives, they must be placed or designed to minimize adverse impacts.

8.23 Public and private watercraft access ramps, approach roads, and access-related parking areas may be placed within shore impact zones provided the vegetative screening and erosion control conditions of this subpart are met. For private facilities, the grading and filling provisions (Section 8.3) must be met.

## 8.3 Grading and Filling (Lots of new added by both OT and MN)

8.31 Grading and filling activities must comply with the provisions of this subsection except for the construction of public roads and parking areas if consistent with Section (?)

8.32 Permit requirements:

A. Grading, filling and excavations necessary for the construction of structure, sewage treatment systems, and driveways, if part of an approved permit, do not require a separate grading and filling permit. However, the standards of Section 8.33 of this ordinance must be incorporated into the permit.

B. For all other work, including driveways not part of another permit, a grading and filling permit is required for:

1. The movement of more than 10 cubic yards of material on steep slopes or within shore or bluff impact zones; and
2. The movement of more than 50 cubic yards of material outside of steep slopes and shore and bluff impact zones.
3. Placement of retaining walls...a, b, c, and d. (Pg 21 MN)

8.33 Grading, filling and excavation activities must meet the following standards:

A. Grading and filling of any wetland must meet or exceed the wetland protection standards under Minnesota Rules, Chapter 8420 and any other permits, reviews, or approvals by other local state or federal agencies such as watershed districts, the DNR, or US Army Corps of Engineers;

B. Land alterations must be designed and implemented to minimize the amount of erosion and sediment from entering surface waters during and after construction consistently by:

1. Limiting the amount and time of bare ground exposure;
2. Using temporary ground covers such as mulches or similar materials;
3. Establishing permanent **deep-rooted and dense** vegetation cover as soon as possible;
4. Using sediment traps, vegetation buffer strips or other appropriate techniques;
5. Stabilizing altered areas to acceptable erosion control standards consistent with Natural Resource Conservation Service office technical guides; **(or soil and water conservation district)**
6. Not placing fill or excavated material in a manner that creates unstable slopes. Plans to place fill or excavated material on steep slopes must be reviewed by qualified professionals for continued slope stability and must not create finished slopes of 30% or greater;
7. Fill or excavated material must not be placed in bluff impact zones;
8. Any alteration below the ordinary high water level of public waters must first be authorized by the commissioner under Minnesota Statutes, Section 103G; and
9. Alterations of topography are only allowed if they are accessory to permitted or conditional uses and do not adversely affect adjacent or nearby properties.
10. Placement of natural rock rip rap, including associated grading of the shoreline and placement of a filter blanket is permitted if:
  - a. the finished slope does not exceed 3 feet horizontal to 1 foot vertical;
  - b. the landward extent of the rip rap is within 10 feet of the ordinary high water level; and
  - c. the height of the rip rap above the OHWL does not exceed 3 feet.

**(Do we want to add RIPRAP GUIDELINES diagram?)**

8.34 Connections to public waters: Excavations to connect boat slips, canals, lagoons, and harbors to public waters require a public waters permit and **must comply with Minnesota Rules, Chapter 6115.**

## **8.4 Stormwater Management.**

### **8.41 General Standards:**

- A. When possible, existing natural drainageways, and vegetated soil surfaces must be used to convey, store, filter, and retain stormwater runoff before discharge to public waters.
- B. Development must be planned and conducted in a manner that will minimize the extent of disturbed areas, runoff velocities, erosion potential, and reduce and delay runoff volumes. Disturbed areas must be stabilized as soon as possible and appropriate facilities or methods used to retain sediment on the site.
- C. When development density, topography, soils, and vegetation are not sufficient to adequately handle stormwater runoff, constructed facilities such as settling basins, skimming devices, dikes, waterways, ponds and infiltration may be used. Preference must be given to surface drainage, vegetation, and infiltration rather than buried pipes and manmade materials and facilities.

### **8.42 Specific Standards**

- A. Impervious surfaces of lots must not exceed 25% of the lot area.
- B. When constructed facilities are used for stormwater management, documentation must be provided by a qualified individual that they are designed and installed consistent with the field office technical guide of the local soil and water conservation district or the Minnesota Stormwater Manual, as applicable.
- C. New constructed stormwater outfalls to public waters must be consistent with Minnesota Rules, part 6115.0231.

## CITY OF VERGAS

### SHORELAND MANAGEMENT ORDINANCE

#### SECTION 9.0 SUBDIVISION/PLATTING PROVISIONS

**9.1 Land Suitability.** Each lot created through subdivision, including planned unit developments (PUDS) authorized under Section 10 of this ordinance, must be suitable in its natural state for the proposed use with minimal alteration. **A suitability analysis must be conducted for each proposed subdivision, including PUD's to determine if the subdivision is suitable in its natural state for the proposed use with minimal alterations and whether any feature of the land is likely to be harmful to the health, safety, and welfare of future residents of the proposed subdivision of the community. (Both OT and MN state this way.) (Ours more specifically says)** Suitability analysis by the local unit of government shall consider susceptibility to flooding, existence of wetlands, soil and rock formations with severe limitations for development, severe erosion potential, steep topography, inadequate water supply or sewage treatment capabilities, near-shore aquatic conditions unsuitable for water-based recreation, important fish and wildlife habitat, presence of significant historic sites, and any feature of the natural land likely to be harmful to the health, safety, or welfare of future residents of the proposed subdivision or of the community. **(Which is preferred?)**

**9.2 Consistency with other Controls.** **(MN and OT both simply say) Subdivisions and each lot in a subdivision shall meet all official controls so that a variance is not needed later to use the lots for their intended purpose. (Ours has much more details added to this)** In areas not served by publicly owned sewer and water systems, a subdivision will not be approved unless public sewer and water are made available and installed to the lot line, or adequate private sewer and water services are available or can be provided for every lot consistent with Sections \_\_\_\_ (was 5.2) and \_\_\_\_ (was 5.8). Use of city sewer system shall be required, unless a conditional use permit and/or variance is granted for on-site private sewage treatment systems. Each lot shall meet the minimum lot size and dimensional requirements of Section \_\_\_\_ (5.1), including at least a minimum contiguous lawn area, that is free of limiting factors sufficient for the construction of two standard soil treatment systems. Lots that would require use of holding tanks shall not be approved. **(OT and MN have instead added a section see below... )**

#### **9.3 Water and Sewer Design Standards.**

A. A potable water supply and a sewage treatment system consistent with Minnesota rules, Chapters 7080-7081 must be provided for every lot.



B. Each lot must include at least two soil treatments and dispersal areas that support systems in accordance with the Otter Tail County Sanitation Code.

C. Lots that would require use of holding tanks are prohibited.

**9.4 Information Requirements.** Sufficient information must be submitted by the applicant for the city to make a determination of land suitability. The information shall include at least the following:

A. Topographical contours at 10 foot intervals or less from U.S. Geological Survey Maps or more current sources, showing limiting site characteristics;

B. The surface water features required in Minnesota Statutes, section 505.021, Subd. 1. To be shown on plats, obtained from the U.S. Geological Survey quadrangle topographical maps or more current source.

C. Adequate soils information to determine suitability for building and sewage treatment capabilities for every lot from the most current existing sources or from field investigations such as soil borings, percolation tests, or other methods;

D. Information regarding adequacy of domestic water supply; extent of anticipated vegetation and topographical alterations; near-shore aquatic conditions, including depths, types of bottom sediments, and aquatic vegetation; and proposed methods for controlling stormwater runoff and erosion, both during and after construction activities;

E. Location of 100 year flood plain areas and floodway districts from existing adopted maps or data; and

F. A line or contour representing the ordinary high water level, the “toe” and the “top” of the bluffs, and the minimum building setback distances from the top of the bluff and the lake.

**9.5 Dedications.** When a land or easement is a condition of subdivision approval, the approval must provide easements over natural drainage or ponding areas for management of stormwater and significant wetlands.

**9.6 Platting.** All subdivisions that **cumulatively** create five or more lots or parcels that are 2 ½ acres or less in size shall be processed as a plat in accordance with Minnesota Statutes, Chapters 462.358 Subd. 3a (cities) and 505. No permit for construction of buildings or sewage system treatments systems shall be issued

for lots created after the adoption of this ordinance unless the lot was previously approved as part of the formal subdivision.

**9.7 Controlled Access Lots.** Lots intended as controlled accesses to public waters or for recreational use areas by nonriparian lots within a subdivision must meet or exceed the sizing criteria in Section 6.23 of this ordinance. (OT says “Not Allowed”; MN is same as ours).

**CITY OF VERGAS**

**SHORELAND MANAGEMENT ORDINANCE**

**Section 10 PLANNED UNIT DEVELOPMENTS (PUDs)**

**CITY OF VERGAS**  
**SHORELAND MANAGEMENT ORDINANCE**

**Section 11 Enforcement**

## **' 92.15 PUBLIC NUISANCE.**

Whoever by his or her act or failure to perform a legal duty intentionally does any of the following is guilty of maintaining a public nuisance, which is a misdemeanor:

(A) Maintains or permits a condition which unreasonably annoys, injures or endangers the safety, health, morals, comfort or repose of any considerable number of members of the public;

(B) Interferes with, obstructs or renders dangerous for passage any public highway or right-of-way, or waters used by the public; or

(C) Is guilty of any other act or omission declared by law or ' ' 92.16, 92.17 or 92.18, or any other part of this code to be a public nuisance and for which no sentence is specifically provided.

Penalty, see ' 92.99

## **' 92.16 PUBLIC NUISANCES AFFECTING HEALTH.**

The following are hereby declared to be nuisances affecting health:

(A) Exposed accumulation of decayed or unwholesome food or vegetable matter;

(B) All diseased animals running at large;

(C) All ponds or pools of stagnant water;

(D) Carcasses of animals not buried or destroyed within 24 hours after death;

(E) Accumulations of manure, refuse or other debris;

(F) Privy vaults and garbage cans which are not rodent-free or fly-tight or which are so maintained as to constitute a health hazard or to emit foul and disagreeable odors;

(G) The pollution of any public well or cistern, stream or lake, canal or body of water by sewage, industrial waste or other substances;

(H) All noxious weeds and other rank growths of vegetation upon public or private property;

(I) Dense smoke, noxious fumes, gas and soot, or cinders, in unreasonable quantities;

(J) All public exposure of people having a contagious disease; and

(K) Any offensive trade or business as defined by statute not operating under local license.

(L) All unnecessary and annoying vibrations.

Penalty, see ' 92.99



## **92.18 PUBLIC NUISANCES AFFECTING PEACE AND SAFETY.**

The following are declared to be nuisances affecting public peace and safety:

(A) All snow and ice not removed from public sidewalks 24 hours after the snow or other precipitation causing the condition has ceased to fall;

(B) All trees, hedges, billboards or other obstructions which prevent people from having a clear view of all traffic approaching an intersection;

(C) All wires and limbs of trees which are so close to the surface of a sidewalk or street as to constitute a danger to pedestrians or vehicles;

(D) All obnoxious noises in violation of Minn. Rules Ch. 7030, as they may be amended from time to time which are hereby incorporated by reference into this code;

(E) The discharging of the exhaust or permitting the discharging of the exhaust of any stationary internal combustion engine, motor boat, motor vehicle, motorcycle, all terrain vehicle, snowmobile or any recreational device except through a muffler or other device that effectively prevents loud or explosive noises therefrom and complies with all applicable state laws and regulations;

(F) The using or operation or permitting the using or operation of any radio receiving set, musical instrument, phonograph, paging system, machine or other device for producing or reproduction of sound in a distinctly and loudly audible manner so as to disturb the peace, quiet and comfort of any person nearby. Operation of any device referred to above between the hours of 10:00 p.m. and 7:00 a.m. in a manner so as to be plainly audible at the property line of the structure or building in which it is located, or at a distance of 50 feet if the source is located outside a structure or building shall be prima facie evidence of violation of this section;

(G) No person shall participate in any party or other gathering of people giving rise to noise, unreasonably disturbing the peace, quiet, or repose of another person. When a police officer determines that a gathering is creating such a noise disturbance, the officer may order all persons present, other than the owner or tenant of the premises where the disturbance is occurring, to disperse immediately. No person shall refuse to leave after being ordered by a police officer to do so. Every owner or tenant of such premises who has knowledge of the disturbance shall make every reasonable effort to see that the disturbance is stopped;

(H) Obstructions and excavations affecting the ordinary public use of streets, alleys, sidewalks or public grounds except under conditions as are permitted by this code or other applicable law;

(I) Radio aerials or television antennae erected or maintained in a dangerous manner;

(J) Any use of property abutting on a public street or sidewalk or any use of a public street or sidewalk which causes large crowds of people to gather, obstructing traffic and the free use of

the street or sidewalk;

(K) All hanging signs, awnings and other similar structures over streets and sidewalks, so situated so as to endanger public safety, or not constructed and maintained as provided by ordinance;

(L) The allowing of rain water, ice or snow to fall from any building or structure upon any street or sidewalk or to flow across any sidewalk;

(M) Any barbed wire fence less than six feet above the ground and within three feet of a public sidewalk or way;

(N) All dangerous, unguarded machinery in any public place, or so situated or operated on private property as to attract the public;

(O) Waste water cast upon or permitted to flow upon streets or other public properties;

(P) Accumulations in the open of discarded or disused machinery, household appliances, automobile bodies or other material in a manner conducive to the harboring of rats, mice, snakes or vermin, or the rank growth of vegetation among the items so accumulated, or in a manner creating fire, health or safety hazards from accumulation;

(Q) Any well, hole or similar excavation which is left uncovered or in another condition as to constitute a hazard to any child or other person coming on the premises where it is located;

(R) Obstruction to the free flow of water in a natural waterway or a public street drain, gutter or ditch with trash or other materials;

(S) The placing or throwing on any street, sidewalk or other public property of any glass, tacks, nails, bottles or other substance which may injure any person or animal or damage any pneumatic tire when passing over the substance;

(T) The depositing of garbage or refuse on a public right-of-way or on adjacent private property;

(U) All other conditions or things which are likely to cause injury to the person or property of anyone.

#### **□ 92.19 NUISANCE PARKING AND STORAGE.**

(A) *Declaration of nuisance.* The outside parking and storage on residentially-zoned property of large numbers of vehicles and vehicles, materials, supplies or equipment not customarily used for residential purposes in violation of the requirements set forth below is declared to be a public nuisance because it (a) obstructs views on streets and private property, (b) creates cluttered and otherwise unsightly areas, (c) prevents the full use of residential streets for residential parking, (d) introduces commercial advertising signs into areas where commercial advertising signs are

otherwise prohibited, (e) decreases adjoining landowners' and occupants' enjoyment of their property and neighborhood, and (f) otherwise adversely affects property values and neighborhood patterns.

(B) *Unlawful parking and storage.*

(1) A person must not place, store, or allow the placement or storage of ice fish houses, skateboard ramps, playhouses or other similar non-permanent structures outside continuously for longer than 24 hours in the front-yard area of residential property unless more than 100 feet back from the front property line.

(2) A person must not place, store, or allow the placement or storage of pipe, lumber, forms, steel, machinery, or similar materials, including all materials used in connection with a business, outside on residential property, unless shielded from public view by an opaque cover or fence.

(3) A person must not cause, undertake, permit or allow the outside parking and storage of vehicles on residential property unless it complies with the following requirements:

(a) No more than four vehicles per lawful dwelling unit may be parked or stored anywhere outside on residential property, except as otherwise permitted or required by the city because of nonresidential characteristics of the property. This maximum number does not include vehicles of occasional guests who do not reside on the property.

(b) Vehicles that are parked or stored outside in the front-yard area must be on a paved or graveled parking or driveway area.

(c) Vehicles, watercraft and other articles stored outside on residential property must be owned by a person who resides on that property. Students who are away at school for periods of time but still claim the property as their legal residence will be considered residents on the property.

Penalty, see □ 92.99

**□ 92.20 INOPERABLE MOTOR VEHICLES.**

(A) It shall be unlawful to keep, park, store or abandon any motor vehicle which is not in operating condition, partially dismantled, used for repair of parts or as a source of repair or replacement parts for other vehicles, kept for scrapping, dismantling or salvage of any kind, or which is not properly licensed for operation with the state, pursuant to M.S. □ 168B.011, Subd. 3, as it may be amended from time to time.

(B) This section does not apply to a motor vehicle enclosed in a building and/or kept out of view from any street, road or alley, and which does not foster complaint from a resident of the city. A privacy fence is permissible.

(C) Any motor vehicles described in this section constitute a hazard to the health and welfare of the residents of the community in that such vehicles can harbor noxious diseases, furnish a shelter and breeding place for vermin and present physical danger to the safety and well-being of children and citizens; and vehicles containing fluids which, if released into the environment, can and do cause significant health risks to the community.

Penalty, see § 92.99

<u>Parcel Number</u>	<u>Owner</u>	<u>Renter</u>	<u>Address</u>	<u>Mailing Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Reason for Letter</u>	<u>DATE Commission requested</u>	<u>Date Letter Sent</u>	<u>Responses</u>	<u>Date Second Letter Sent</u>	<u>DATE Planning Commission removed</u>	<u>Ordinance Violation</u>
82000990127000	Tony License		350 S Pelican Ave	PO Box 82	Vergas	MN	56587	Unlicensed vehicles	7/24/2023	7/25/2023	Car still there and unlicensed.	8/29/2023		92.19 or 92.20
8200099070000	Dean Haarstick		170 S 1st Ave	PO Box 233	Vergas	MN	56587	Unlicensed vehicles	7/24/2023	7/25/2023	Car still there and unlicensed.	8/29/2023		92.19 or 92.20
8200090078000	Mathew Engebretson		280 1st Ave S	PO Box 285	Vergas	MN	56587	Unlicensed vehicles	7/24/2023	7/25/2023	Will Lic. (3 still there)			92.19 or 92.20
8200090080000	Kyle Theisen		275 S Railway Ave		Vergas	MN	56587	Unlicensed vehicles	7/24/2023	7/25/2023	Selling			92.19 or 92.20
82000990120000	Cliff Moe		101 E Mill St	PO Box 242	Vergas	MN	56587	Unlicensed vehicles	7/24/2023	7/25/2023	Car still there and unlicensed.	8/29/2023		92.19 or 92.20
82000500012005	Recyclose		110 N Railway Ave	PO Box 26	Vergas	MN	56587	Unlicensed vehicles	7/24/2023	7/25/2023	Cars still there and unlicensed.	8/29/2023		92.19 or 92.20
#####	Ben Lankow		339 E Frazee Ave		Vergas	Mn	56587	Garbage						92.16
82000500037002	Elissa Novotny		840 East Scharf		Vergas	MN	56587	Items all over side yard						92.15
8200099011000	Bradon Lemon		213 E Main St		Vergas	MN	56587	Garbage						92.16



**Planning Commission**  
**2023 September Planning Commission**  
**Vergas Event Center & Zoom Id number 267-094-2170 password 56587**  
**6:00 PM on Monday, September 25, 2023**

**8. New Business**

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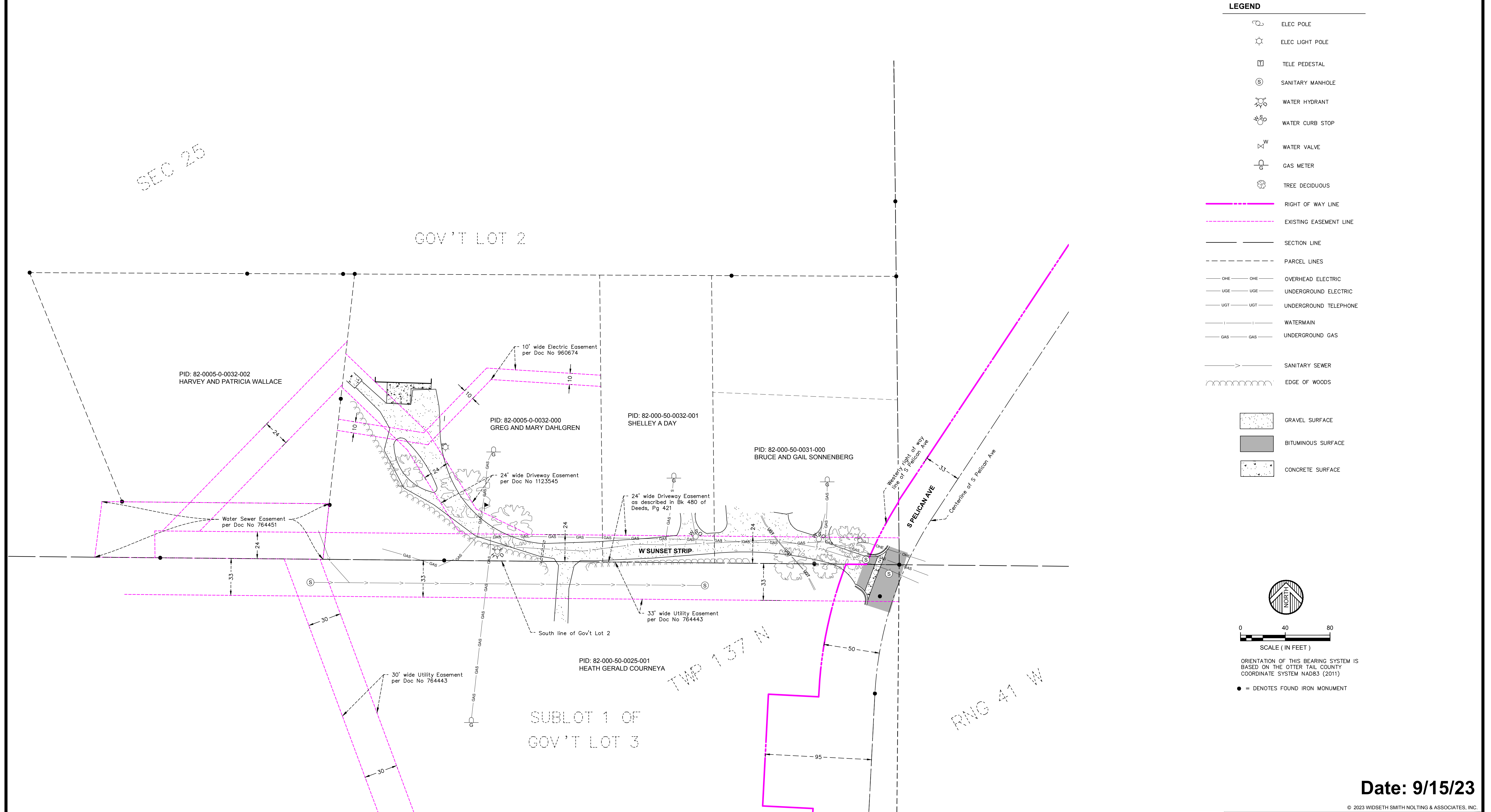
- A. Sunset Strip
- B. W Lake Street
- C. Dispensery Location within Vergas

**Files Attached**

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- W SUNSET STRIP EXHIBIT 9.15.23.pdf

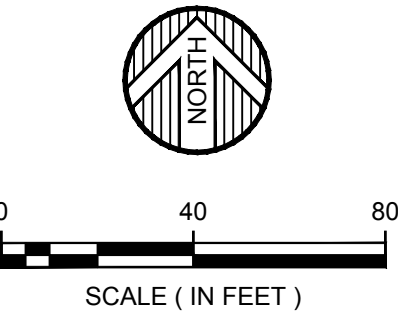
CITY OF VERGAS - W SUNSET STRIP EXHIBIT



LEGEND

	ELEC POLE
	ELEC LIGHT POLE
	TELE PEDESTAL
	SANITARY MANHOLE
	WATER HYDRANT
	WATER CURB STOP
	WATER VALVE
	GAS METER
	TREE DECIDUOUS
	RIGHT OF WAY LINE
	EXISTING EASEMENT LINE
	SECTION LINE
	PARCEL LINES
	OVERHEAD ELECTRIC
	UNDERGROUND ELECTRIC
	UNDERGROUND TELEPHONE
	WATERMAIN
	UNDERGROUND GAS
	SANITARY SEWER
	EDGE OF WOODS

	GRAVEL SURFACE
	BITUMINOUS SURFACE
	CONCRETE SURFACE



ORIENTATION OF THIS BEARING SYSTEM IS BASED ON THE OTTER TAIL COUNTY COORDINATE SYSTEM NAD83 (2011)

• = DENOTES FOUND IRON MONUMENT

Date: 9/15/23

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