

Planning Commission
2024 Planning Commission and Public Hearings
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
5:45 PM on Monday, October 28, 2024

1. Public Hearing - Variance regarding building height 5:45 pm

2. Public Hearing Zoning 6:00 PM

3. Call to Order

4. Agenda Additions or Deletions

5. Minutes

Sept. 23, 2024

6. Status of Council Recommendations

Farm Animal Ordinance

7. Public Hearing - Boardwalk 7:00 pm

8. Construction Permits

A. Approved by Clerk-Treasurer

Construction:

1. 315 E Frazee Ave, shingle apartment building
2. 311 Parkview, shingle house
3. 96 Parkview Ave, move dirt per LGU guidelines
4. 98 Parkview Ave, move dirt per LGU guidelines
5. 100 Parkview Ave, move dirt per LGU guidelines

Grade and Fill:

1. 96 Parkview Ave, move dirt per LGU guidelines
2. 98 Parkview Ave, move dirt per LGU guidelines
3. 100 Parkview Ave, move dirt per LGU guidelines

B. Permits needing approval

C. Active Construction Permits

9. New Business

10. Old Business

- A. Variance for building height
- B. Zoning Map Update
- C. Variance for Boardwalk width
- D. Nuisance Properties within Vergas
- E. 2024-5 Planning Commission Budget
- F. Attached Accessory Structures

11. Adjournment

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Planning Commission
2024 Planning Commission and Public Hearings
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5:45 PM on Monday, October 28, 2024

1. Public Hearing - Variance regarding building height 5:45 pm

Files Attached

- 10-28-24 PUBLIC HEARING NOTICE-Variance for Structure Height 490 Glenn St.pdf

VERGAS PLANNING COMMISSION

PUBLIC HEARING NOTICE

Notice is hereby given that the Vergas City Planning Commission will conduct a Public Hearing regarding a variance for structure height at 490 Glenn St.

Current Ordinance:

Height of Structures: All structures in residential districts, except churches and nonresidential agricultural structures, must not exceed 25 feet in height.

Variance: Height of house to be 26 feet.

All interested parties are invited to attend and will be given the opportunity to ask questions and to provide public input and/or comments. If you are unable to attend the hearing, you are invited to submit your comments in writing to the City Clerk-Treasurer prior to the scheduled hearing. Written comments and questions will be addressed at the hearing and a written response will be provided by the City. Non-English-speaking residents and other persons with special needs who plan to attend the hearing are asked to contact City Hall (218) 302-5996 ext. 1 prior to the hearing so arrangements can be made to address any specific requirements.

The Public Hearing on this request will be held by the Vergas Planning Commission at 5:45 p.m. on Monday, October 28, 2024. Attend the meeting via Zoom, meeting id: 267-094-2170 password 56587 or at the Vergas Event Center Council Chambers.

Julie Lammers, CMC
City Clerk-Treasurer

Planning Commission
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2. Public Hearing Zoning 6:00 PM

Files Attached

- 10-28-24 PUBLIC HEARING NOTICE-proposed updating zoning.pdf
- Summary of Zoning Map Changes.pdf

VERGAS PLANNING COMMISSION

PUBLIC HEARING NOTICE

Notice is hereby given that the Vergas City Planning Commission will conduct a Public Hearing regarding updating the City of Vergas zoning map.

Both the current zoning map and the proposed zoning map can be found on the City of Vergas website.

Cityofvergas.com/city/planningcommission

All interested parties are invited to attend and will be given the opportunity to ask questions and to provide public input and/or comments. If you are unable to attend the hearing, you are invited to submit your comments in writing to the City Clerk-Treasurer prior to the scheduled hearing. Written comments and questions will be addressed at the hearing and a written response will be provided by the City. Non-English-speaking residents and other persons with special needs who plan to attend the hearing are asked to contact City Hall (218) 302-5996 ext. 1 prior to the hearing so arrangements can be made to address any specific requirements.

The Public Hearing on this request will be held by the Vergas Planning Commission at 6:00 p.m. on Monday, October 28, 2024. Attend the meeting via Zoom, meeting id: 267-094-2170 password 56587 or at the Vergas Event Center Council Chambers.

Julie Lammers, CMC
City Clerk-Treasurer

City of Vergas Planning Commission
Summary of Proposed Changes to City of Vergas Zoning Map
2024

Additional Zoning Codes

Several new codes have been added to reflect the likely adoption of updated ordinances. Additional codes are R-2 Residential (multi-unit / apartments) and F Rural Residential and Agriculture.

Changed from Residential (R-1) to Commercial (C-1)

J&K Marine, Baseball Fields and Pickle Ball Courts, Jesus Little Lambs, Hanson's Lot next to the apartments, and the lots on the corners of S Pelican Ave and E Looney Lane are all being changed from R-1 to C-1.

Changed from Commercial (C-1) to Residential (R-1)

Homes to the west of the Event Center and playground, Homes to the South of Hanson's Plumbing and Heating, three homes east of Skal and the Laundromat are all being changed from C-1 to R-1.

Changed from R-1 Residential to R-2 Residential

The apartment complexes on E Frazee Ave and the multi-unit town home on E Scharf Avenue are being changed from R-1 to the new R-2 designation.

Rural Parcels

Many parcels that are used for agriculture or are "rural in nature" are being changed from either Open Zone or R-1 Residential to F Rural Residential and Agriculture.

New Industrial Zones

City Workshops and recycling need to be zoned Industrial; parts of the gravel pit are being changed from R-1 and Open Zone to industrial.

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5. Minutes

Sept. 23, 2024

Files Attached

- 9-23 Minutes.pdf

CITY OF VERGAS PLANNING COMMISSION MINUTES

Monday, September 23, 2024

6:00 pm

Vergas Government Services Building and Zoom

A City of Vergas Planning Commission meeting was held on Monday, September 23, 2024, in a hybrid meeting at the Government Services Center with the following members present: Bruce Albright, Jim Courneya, Rebecca Hasse, Shane Hasse and Alex Ohman. Absent: none. Also present: Clerk-Treasurer Julie Lammers and Utilities Superintendent Mike DuFrane; citizen Rex Kingsbury, Mark Anderson and Mary Anderson.

Call to Order

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

Agenda Additions and Deletions

Motion by Courneya, seconded by Ohman to approve agenda with following addition: memorial. Motion passed unanimously.

Minutes

Motion by Ohman, seconded by R. Hasse to approve minutes for August 26 2024. Motion passed unanimously.

Status of Council Recommendations

Council will hold a public hearing on Oct. 8, 2024 regarding the farm ordinance. The following requirements shall be met in order to keep chickens on a parcel within the city:

1. No more than four (4) chickens shall be kept on the premises;
2. Chickens shall be kept in a coop or attached coop run/enclosed at all times;
3. No roosters shall be kept on the premises;
4. The premises must be located in a Single and Two-Family Residential (R-1) or Limited Multiple-Family Residential (R-2) zoning district; and
5. The premises must have a lot area of at least five thousand (5,000) square feet.

Construction Permits

Approved by Clerk-Treasurer

Sign at 301 Glenn Street.

Permits needing approval.

1015 E Scharf Ave, new house

Motion by Courneya, seconded by S. Hasse to approve permit for house to be built on 1015 E Scharf Ave. Motion passed unanimously.

620 Glenn St

Motion by Ohman, seconded by R. Hasse to approve permit for house to be built on 620 Glenn St with the approval of the Otter Tail County Land and Resource Management for a sewer permit and home being built no higher than 25 feet. Motion passed unanimously.

Grade and Fill Permit

Motion by Ohman, seconded by Courneya to approve grade and fill permit for 620 Glen St. Motion passed unanimously.

New Business

Memorial.

Rex Kingsbury stated he has been coming to Vergas since 1963 and his parents always loved Vergas. His dad passed away in 2010 and his mom passed away in February of 2024. Impressed with the planters in front of the Municipal Building he would like to put a memorial in the park by the loon. All members agreed it was a great idea and asked him to speak with the park board.

Old Business:

Ordinances

There are a few committees that have not finished their updates. Lammers will focus on Vergas Basic Code once the Lake Shore Management Ordinance is complete.

Nuisance Properties within Vergas

320 E Frazee Ave stated he does not allow cates in his garage any longer, removed nuisance as of 9/23/2024. Those properties with chickens are on hold until ordinance public hearing is held. A permit was approved regarding the sign.

Discussed properties along Townline Road with abandoned buildings. Lammers will get addresses from DuFrane and contact owners about their plans for thee buildings.

Vergas Zoning Map

Ohman has updated. Motion by Ohman, seconded by S. Hasse to hold a public hearing on October 28 at 6 pm at the event center regarding the updated zoning map. Motion passed unanimously.

Attached Accessory Structures

Ohman recommended discussing this at next month's meeting after all board members have time to review the information.

Adjournment

Motion by S. Hasse, seconded by Courneya to adjourn at 7:05 pm. Motion passed unanimously.

Secretary,

Julie Lammers, CMC
Vergas City Clerk-Treasurer

Follow Up Actions:

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

Council recommendations:

Update Chicken ordinance.

Approve Lake Shore Management Ordinance

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7. Public Hearing - Boardwalk 7:00 pm

Files Attached

- 10-28-24 PUBLIC HEARING NOTICE-Variance for width of boardwalk.pdf

VERGAS PLANNING COMMISSION

PUBLIC HEARING NOTICE

Notice is hereby given that the Vergas City Planning Commission will conduct a Public Hearing regarding a variance for a 2-foot-wide increase in dock structure (Boardwalk) at 98 Park View Drive.

Current Ordinance:

Subp. 12. Boardwalk. "Boardwalk" means a permanent above grade constructed walkway, not to exceed 6 feet in width.

Variance: Increase width to 8 feet in width.

All interested parties are invited to attend and will be given the opportunity to ask questions and to provide public input and/or comments. If you are unable to attend the hearing, you are invited to submit your comments in writing to the City Clerk-Treasurer prior to the scheduled hearing. Written comments and questions will be addressed at the hearing and a written response will be provided by the City. Non-English-speaking residents and other persons with special needs who plan to attend the hearing are asked to contact City Hall (218) 302-5996 ext. 1 prior to the hearing so arrangements can be made to address any specific requirements.

The Public Hearing on this request will be held by the Vergas Planning Commission at 7:00 p.m. on Monday, October 28, 2024. Attend the meeting via Zoom, meeting id: 267-094-2170 password 56587 or at the Vergas Event Center Council Chambers.

Julie Lammers, CMC
City Clerk-Treasurer

Planning Commission
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8. Construction Permits

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Construction:

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Grade and Fill:

1. 96 Parkview Ave, move dirt per LGU guidelines
2. 98 Parkview Ave, move dirt per LGU guidelines
3. 100 Parkview Ave, move dirt per LGU guidelines

B. Permits needing approval

C. Active Construction Permits

Files Attached

- Construction Permit 2024-042 96 Park View.pdf
- Construction Permit 2024-043 98 Park View.pdf
- Construction Permit 2024-044 100 Park View.pdf
- 2024 Construction Permits OCT 24 2024 .pdf
- Construction Permit - 311 Park View- shingling.pdf
- Construction Permit - 315 E Frazee Ave - shingling.pdf

Fee Paid: Waived

Owner: Michael & Mandy Rosendahl

Applicant: Michael & Mandy Rosendahl

General Contractor: Sonnenberg Excavating

No. 2024-042

City of Vergas

Construction Permit

IN CONSIDERATION OF The statements and representations made by Michael & Mandy Rosendahl Applicants, whose client's address is 96 Park View Drive, 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 & Mandy Rosendahl, as owners to Move dirt in yard, no new material is to brought in, 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 99 0228 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 9th day of October 2024

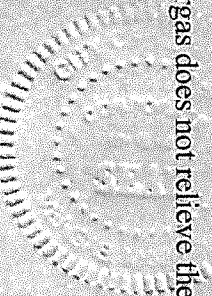
Attest:

Julie L. Lamm
Clerk

Permit Expires in one year

Patrick J. Lamm
Mayor

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



Permit Number: 2024-042 Date Received: 10/8/24 Parcel Number: 82-000 990 228000
Any questions regarding construction permit please contact City Clerk-Treasurer by calling
218- 302-5996 Ext. 1 or stopping by the city office at 131 Main Street Vergas MN.

Construction Permit Application

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

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

NA

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

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

Property Description:

Lot 5, Block 3, Addition Katzke Acres 1st Addition
Property: Width 100 feet, Length 233 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 + Mandy Rosendahl

Address of Construction Project: 96 Park View Dr Vergas

Mailing Address: 20637 330th Ave NW Phone: 218-686-8666
Warren, MN 56762

1. Permit to (CIRCLE ONE)

Addition Alter Build Demolish Install Move Remodel Repair

Description of work to be done: move dirt in yard, no new material is to be brought in.

Will any of the following be included in your project:

☐ Driveway ☐ Culvert ☐ Tar break-up ☒ Grading on parcel leveling dirt

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

Form approved by City of Vergas Council 09/12/2017
Updated 5/10/2022; 8/14/2024
Planning Commission Updated 8/26/2024

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

Building Contractor:

Name: _____ License Number: _____ Phone: _____

Plumber: (must have MN License)

Name: _____ License Number: _____ Phone: _____

Electrician:

Name: _____ License Number: _____ Phone: _____

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

I am the (CIRCLE ONE) **OWNER** LESSEE PURCHASER AGENT

4. APPLICANT'S SIGNATURE: Maki B. DATE: 10/01/24

Permit expires in one year if project is not complete, please reapply for permit.

By signing this application, you are giving City employees and representatives permission to inspect your property.

CONSTRUCTION APPLICATION SITE PLAN DESIGN

Provided on separate sheet must include the following.

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

Maki B. 10/01/24

Signature of Applicant

Date

Zoning Official

Date

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

FOR OFFICE USE ONLY

\$ _____ Water Hook-up

\$ _____ Sewer Hook-up

\$ Waved Permit Fee

\$ _____ Tar Break Up Deposit

\$ 0 Total Fees

Receipt # _____ Date Paid _____, 20__

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

Date Approved by Planning Commission or Clerk-Treasurer: 10/8, 2024

Form approved by City of Vergas Council 09/12/2017
Updated 5/10/2022; 8/14/2024
Planning Commission Updated 8/26/2024

Fee Paid: Waived

Owner: Edward & Renee Rosendahl

Applicant: Edward & Renee Rosendahl

General Contractor: Sonnenberg Excavating

No. 2024-043

City of Vergas

Construction Permit

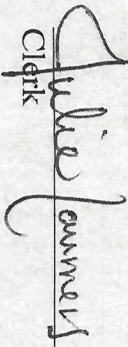
IN CONSIDERATION OF The statements and representations made by Edward & Renee Rosendahl Applicants, whose client's address is 98 Park View Drive, Vergas, MN in the application therefore duly filed in this office, which application is hereby made a part hereof, PERMISSION IS HEREBY GRANTED TO said Edward & Renee Rosendahl, as owners to Move dirt in yard, no new material is to brought in, as described _____ number of stories _____; contents _____; side or length in feet _____; height in feet _____ front or width in feet _____; cubic feet _____ square feet; upon that tract of land described as follows:
Lot _____ Block _____; plat or addition 82000990229000 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.

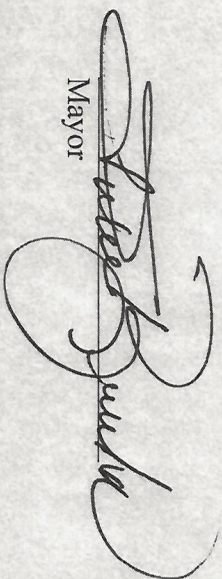
(Electrical work, plumbing, heating, plastering, ect. if such there be)

Given under the hand of the Mayor of said City of Vergas and its corporate seal and attested by its Clerk this 9th day of October 2024

Attest:


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: 0024-043 Date Received: 10/10/24 Parcel Number: 82000 990 229000

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

Construction Permit Application

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

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

NA

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

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

Property Description:

Lot 6, Block 3, Addition Katzke Acres 1st Addn
Property: Width 100 feet, Length 228 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: Edward/Renee Rosendahl

Address of Construction Project: 98 PARK VIEW DR, VERGAS

Mailing Address: 405 S McKinley St, WARREN Phone: 218-686-8689

1. Permit to (CIRCLE ONE)

Addition Alter Build Demolish Install Move Remodel Repair

Description of work to be done: Move shoreline rip-rap rocks that were placed to prevent erosion. This is required per Darren Newville, SWD & Steve Gordon BWR.

Will any of the following be included in your project:

☐ Driveway ☐ Culvert ☐ Tar break-up ☐ Grading on parcel

2. Proposed use of building: (CIRCLE ONE)

Residential

Commercial

3. VALUATION (not just your cost) of work being completed: \$ 2
Building Contractor:

Name: Torey Sonnenberg License Number: 2315 Phone: 218-342-2167

Plumber: (must have MN License)

Name: _____ License Number: _____ Phone: _____

Electrician:

Name: _____ License Number: _____ Phone: _____

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

I am the (CIRCLE ONE) OWNER LESSEE PURCHASER AGENT

4. APPLICANT'S SIGNATURE: Eel RosenDahl DATE: 10-9-2024

Permit expires in one year if project is not complete, please reapply for permit.

By signing this application, you are giving City employees and representatives permission to inspect your property.

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

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

Eel RosenDahl

Signature of Applicant _____ Date _____

Zoning Official _____ Date _____

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

FOR OFFICE USE ONLY

\$ _____ Water Hook-up

\$ _____ Sewer Hook-up

\$ Waived Permit Fee

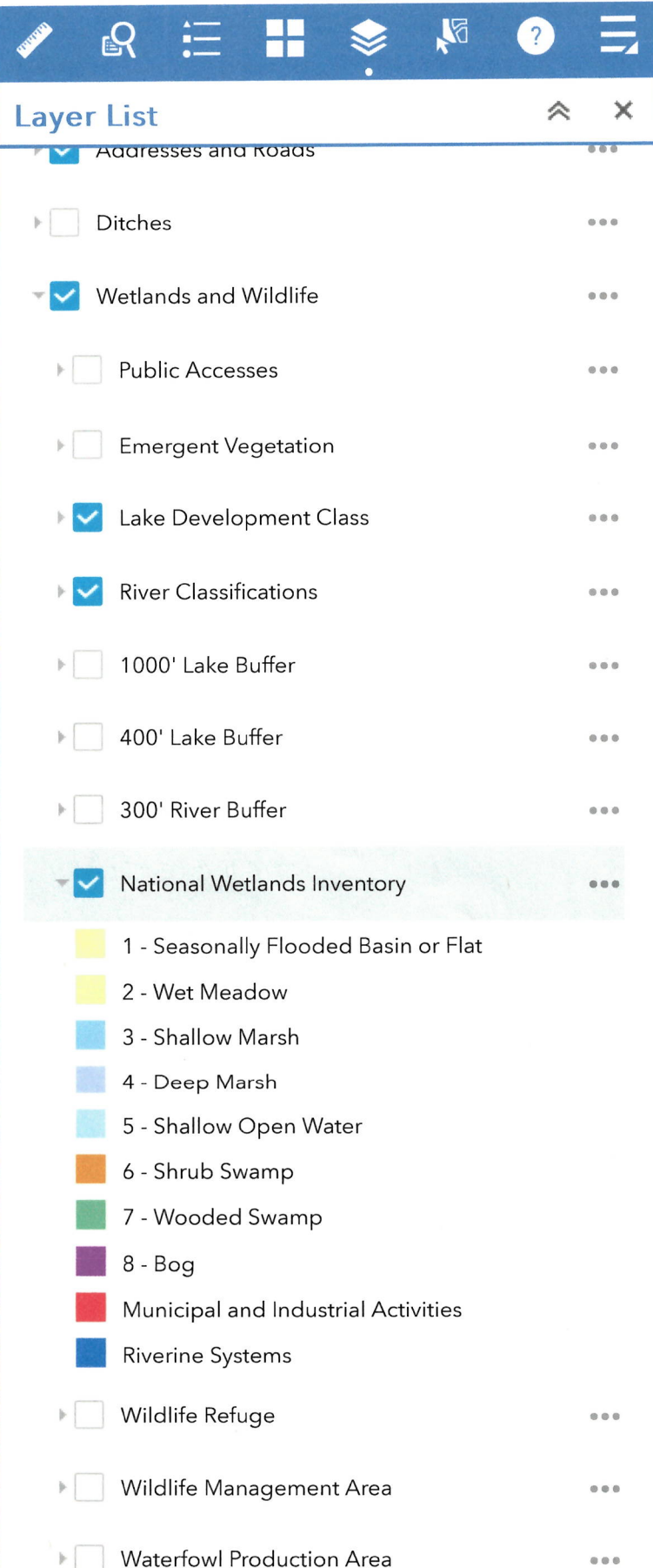
\$ _____ Tar Break Up Deposit

\$ 0 Total Fees

Receipt # _____ Date Paid _____, 20__

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

Date Approved by Planning Commission or Clerk-Treasurer: 10/10, 2024



Fee Paid: Waived

Owner: Charles & Doris Gundberg

Applicant: Charles & Doris Gundberg

General Contractor: Sonnenberg Excavating

No. 2024-044

City of Vergas

Construction Permit

IN CONSIDERATION OF The statements and representations made by Charles & Doris Gundberg Applicants, whose client's address is 100 Park View Drive, 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 Charles & Doris Gundberg, as owners to Move dirt in yard, no new material is to brought in, as described _____ number of stories _____; contents _____; cubic feet _____ square feet; upon that tract of land described as follows:
Lot _____ Block _____; plat or addition 82000990181000 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 9th day of October 2024

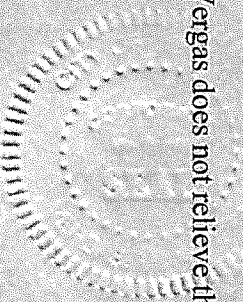
Attest:

Julie Lanner
Clerk

Permit Expires in one year

Patricia B. Smith
Mayor

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



Permit Number: 2024-044 Date Received: 10/8/24 Parcel Number: 82000990181000

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

Construction Permit Application

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- **Before the construction permit will be reviewed the following must be completed.**

NA

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

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

Property Description:

Lot _____, 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: Charles & Doris Gundberg

Address of Construction Project: 100 Park View Dr, Vergas MN

Mailing Address: PO Box 48 Phone: 218-342-2801

1. Permit to (CIRCLE ONE)

Addition Alter Build Demolish Install Move Remodel Repair

Description of work to be done: make dirt in yard no new material is to be brought in.

Will any of the following be included in your project:

☐ Driveway ☐ Culvert ☐ Tar break-up

2. Proposed use of building: (CIRCLE ONE)

Residential

☒ Grading on parcel
Commercial

leveling dirt

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

Building Contractor:

Name: _____ License Number: _____ Phone: _____

Plumber: (must have MN License)

Name: _____ License Number: _____ Phone: _____

Electrician:

Name: _____ License Number: _____ Phone: _____

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

I am the (CIRCLE ONE) OWNER LESSEE PURCHASER AGENT

4. APPLICANT'S

SIGNATURE: _____ DATE: _____

Permit expires in one year if project is not complete, please reapply for permit.

By signing this application, you are giving City employees and representatives permission to inspect your property.

CONSTRUCTION APPLICATION SITE PLAN DESIGN

Provided on separate sheet must include the following.

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

Signature of Applicant _____ Date _____ Zoning Official _____ Date _____

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

FOR OFFICE USE ONLY

\$ _____ Water Hook-up

\$ _____ Sewer Hook-up

\$ waived Permit Fee

\$ _____ Tar Break Up Deposit

\$ 0 Total Fees

Receipt # _____ Date Paid _____, 20__

Signature: Julia Lammes Date: _____, 20__

(Permitting Authority)

Date Approved by Planning Commission or Clerk-Treasurer: 10/9, 2024

2024 Construction Permits - Vergas MN

Permit No	Issue Date	Parcel Number	Name	Address	Description	Date Closed	
2023-023	9/25/2023	82000990305000	Josh Hanson	491 Glenn ST.,	Build 40' x 56' house w/walkout, 2 car garage	5.22.24	
2023-025	9/12/2023	82000500003000	Brett Alger	306 1st Ave. N.,	Install new shingles & doors	5.22.24	
2023-032	10/23/2023	82000500010001	Aaron Johnson	411 W. Lake ST.,	Fix signs, concrete in existing garage, garage door, sidewalk,	5.22.24	
2023-033	10/23/2023	82000500038000	John Thiessen	860 E. Scharf Ave.,	Replace deck in same spot	5.22.24	
2023-034	10/23/2023	82000990265000	Terry & Julie Karger	1035 E. Scharf Ave.,	Building new home and attached garage	8/29/2024	
PENDING		82000990228000	Michael Rosendahl	96 Park View DR	Alter, add fill to lot	Denied	
2024-001	1/10/2024	82000990148000	Jeff Hanson	451 Pelican Ave.,	Repair shingles, siding, and home repair	8.22.24	
2024-002							
					one 3' x 3' window in house, new front door		
2024-003	3/18/2024	82000500038000	John Thiessen	860 E. Scharf Ave.	Repair, Re-roofing	5.22.24	
2024-004	4/1/2024	82000990303000	Paul & Deb Sonnenberg	511 Glenn ST.,	Build house		600000
2024-005	3/25/2024	82000500035001	Mike Baumgart	520 S. Pelican Ave.,	Install basketball court, finish deck project	8/29/2024	
2024-006	4/4/2024	82000990116001	City of Vergas/Vergas Lions	144 W. Pelican Ave.	Replace sign with new sign - Peterson Park	8.22.24	
2024-007	4/8/2024	82000500012006	Summers Construction	100 S. Railway Ave.	Install concrete slab apron in fron of overhead doors	4.22.24	
2024-008	3/14/2024	82000500010000	Sandra Grow	401 W. Lake ST.,	Build concrete steps, small greenhouse (raised bed) garden w/plastic top,		
2024-009	4/22/2024	82000500037005	Donald Allmaras	816 Scharf Ave.,	Rebuild existing cabin in same footprint as existing cabin		50000
2024-010	4/26/2024	82000990059001	Brianna Alley	140 E. Main St.,	Install sign	5.22.24	
2024-011	5/20/2024	82000990173000	Charles Boehm	116 Park View Dr.,	Install riprap	8/29/2024	
2024-012	5/20/2024	82000990044000	Carl Hoffmann	106 E. Elm St.,	Demolish, remove addition & install new		40000
2024-013	5/20/2024	82000990314000	JRMH Holdings	480 Glenn St	Install culvert & build pad	8/29/2024	
2024-014	5/20/2024	82000990176000	Matthew Lachowitz	110 Park View DR.	Build 6' x 12' storage shed	8/29/2024	
2024-015	5/20/2024	82000990096000	Lakes Community Coop	101 1st Ave. N.	Remodel as stated on Const. Permit	8.22.24	100000
2024-016	5/20/2024	82000990226000	Jeff Laney	92 Park view DR	Build pergola & do riprap		
2024-017	6/24/2024	82000990166001	Keith Kuehn	306 E. Frazee Ave,	Build 12'x24' addition on to existing garage, steps & railing on porch		
2024-018	6/11/2024	82000990315000	JRMH Holdings	470 Glenn St	Install culvert		
2024-019	6/11/2024	8200990264000	Elaine Palmer	1025 E. Scharf Ave.,	Repair waterproofing foundation	8/29/2024	
2024-020	6/24/2024	82000990109000	Katie Galbrecht(McCorquodale)	202 W. Main ST,	Alter shed from tarp to metal	8/29/2024	
2024-021	6/24/2024	82000990078000	Matt Engebretson	280 1ST AVE. S.,	Install garden fence,add to existing deck, reshingle garage, install gutters on house		
2024-022	6/24/2024	82000990213001	Ramon Zavala/Allen Krook	104B Altona Ave.	Install shingles on residential single unit	8/29/2024	
2024-023	6/24/2024	82000990213000	Ramon Zavala/Tom Bruhn	104A Altona Ave.,	Install shingles on residential single unit	8/29/2024	
2024-024	6/24/2024	82000990226000	Jeff Laney	92 Park View DR	Build steps to beach steps		
2024-025	6/24/2024	82000500040000	Cory Severson	820 E. Scharf Ave.	Remove current steps & build 20' wide & 12' deep deck with railing on front of house		
2024-026	7/24/2024	82000990218000	Andrew & Jackie Bunkowske	1220 E. Scharf Ave.,	Moving a shouse onto the property		
2024-027	7/24/2024	82000990261000	Andrew & Rachel Kinneberg	1050 E. Scharf Ave.	Building new single residence		400000
2024-028	8/20/2024	82000500035001	Mike Baumgart	540 S Pelican Ave	Shingling		
2024-029	8/21/2024	82000990063000	Huddleston Hardware	137 E. Main ST	Covering exterior stucco with wood siding		
2024-030	8/26/2024	82000990100000	Shawn Day	251 1st Ave. N	Add a lean-to to the side of the garage fo wood storage		
2024-031	8/26/2024	82000990314000	Josh Hanson	480 Glenn ST	New home construction		360000
2024-032	8/26/2024	82000990310000	Bruce & Cindy Hunt	460 Oak Circle	New home construction		425000
2024-033	8/26/2024	82000990308000	Tami Rust	490 Glenn ST	New home construction		889000
2024-034	9/16/2024	82000500005001	Josh Hanson	301 W. Lake ST	Install 4' x 8' Real Estate sign		
2024-035	9/16/2024	82000500188000	Ryan Weibye	1156 E. Frazee Ave.	Build shop, stick built w 4' footing, plumbing & water thru house		
2024-036	9/23/2024	82000990295000	Mark & Mary Anderson	620 Glenn St,	Build new single residence		550000
2024-037	9/23/2024	82000990263000	Dave & Pam Johnston	1015 E. Scharf Ave.	Build new single residence		550000

2024-038	9/26/2024	82000990225000	Steve Tharaldson	90 Park View Dr.	Replace asphalt shingles on house		
2024-039	9/26/2024	82000990125001	Verla Day	320 S. Pelican Ave.	Install new 11'x7' sliding barn door on storage shed		
2024-040	10/6/2024	82000990171000	Vergas Apartments	315 E. Frazee Ave.	Replace roof & shiongles, leaking in apt. #2		
2024-041	10/6/2024	82000990219001	Arlen Franchuk	311 ParkmView Dr.	Replace asphalt shingles on house		
2024-042	10/9/2024	82000990228000	Michael & Mandy Rosendahl	96 Park View Dr.	Move dirt in yard, no new material is to be brought in		
2024-043	10/9/2024	82000990229000	Edward & Renee Rosendahl	98 Park view Dr.	Move dirt in yard, no new material is to be brought in		
2024-044	10/9/2024	82000990181000	Charles & doris Gundberg	100 Park View Dr.	Move dirt in yard, no new material is to be brought in		
2024-045							

Fee Paid \$60.00
Owner: Arlen Franchuk
Applicant: Arlen Franchuk
General Contractor: Lakes County Roofing

City of Vergas

No. 2024-041

Construction Permit

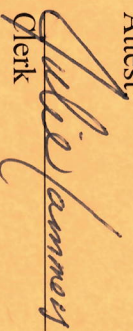
IN CONSIDERATION OF The statements and representations made by Arlen Franchuk Applicant, at address 311 Park View Drive, Vergas, MN in the application therefore duly filed in this office, which application is hereby made a part hereof, PERMISSION IS HEREBY GRANTED TO said Arlen Franchuk as owner to Replace asphalt shingles on house, 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 82000990219001 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.

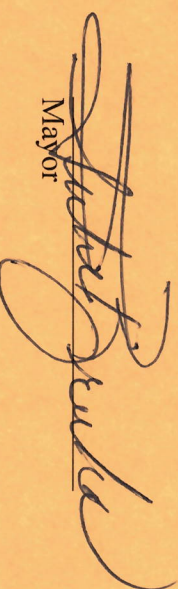
(Electrical work, plumbing, heating, plastering, ect. if such there be)

Given under the hand of the Mayor of said City of Vergas and its corporate seal and attested by its Clerk this 6th day of October 2024

Attest:


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.

3. VALUATION (not just your cost) of work being completed: \$ 19,026.72

Building Contractor:

Name: Lakes Country Roofing License Number: BC730739 Phone: 701-412-1983

Plumber: (must have MN License)

Name: License Number: Phone:

Electrician:

Name: License Number: Phone:

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

I am the (CIRCLE ONE) OWNER LESSEE PURCHASER AGENT

4. APPLICANT'S SIGNATURE: Ashley Ross DATE: 10/07/2024

Permit expires in one year if project is not complete, please reapply for permit.

By signing this application, you are giving City employees and representatives permission to inspect your property.

CONSTRUCTION APPLICATION SITE PLAN DESIGN

Provided on separate sheet must include the following.

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

Signature of Applicant Date Zoning Official Date

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

FOR OFFICE USE ONLY

\$ Water Hook-up \$ Sewer Hook-up

\$ 60. Permit Fee \$ Tar Break Up Deposit

\$ 60. Total Fees

Receipt # 43635289 Date Paid 10/08, 2024

Signature: Date: , 20_

(Permitting Authority)

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

Permit Number: 0024-040 Date Received: 10/7/24 Parcel Number: 82000 990249000

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

Construction Permit Application

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

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

NA

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

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

Property Description:

Lot _____, 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: Arlen Franchuk

Address of Construction Project: 311 Park View Drive Vergas, MN 56587

Mailing Address: 311 Park View Drive Vergas, MN 56587 Phone: (701) 238-0650

1. Permit to (CIRCLE ONE)

Addition Alter Build Demolish Install Move Remodel Repair

Description of work to be done: Replace asphalt shingles on house

Will any of the following be included in your project:

☐ Driveway ☐ Culvert ☐ Tar break-up ☐ Grading on parcel

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

Form approved by City of Vergas Council 09/12/2017
Updated 5/10/2022; 8/14/2024
Planning Commission Updated 8/26/2024

Fee Paid \$60.00

Owner: Vergas Apartments

Applicant: Vergas Apartments

General Contractor: Swenson Roofing

No. 2024-040

City of Vergas

Construction Permit

IN CONSIDERATION OF The statements and representations made by Vergas Apartments Applicant, at address 315 E. Frazee 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 Vergas Apartments as owner to Replace roof and shingles, leaking into apartment #2, as described front or width in feet: _____; side or length in feet _____; cubic feet _____; height in feet _____; number of stories _____; contents _____; that tract of land described as follows: Lot _____ Block _____; plat or addition 82000990171000 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 6th day of October 2024

Attest:

Julie Lammer
Clerk

Permit Expires in one year

Justin Smith
Mayor

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

Permit Number: 2024-040 Date Received: 10/7/2024 Parcel Number: 82000990171000

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

Construction Permit Application

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

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

NA

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

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

Property Description:

Lot 4, 5, 6, Block 2, Addition Schmalz & Nostedt 2nd
Property: Width 320 feet, Length 200 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: VERGAS Apartments

Address of Construction Project: 315 E. FRAZER, VERGAS, MN

Mailing Address: 47057 Beryl Lane, Perham Phone: 218-298-2705

1. Permit to (CIRCLE ONE)

Addition Alter Build Demolish Install Move Remodel Repair

Description of work to be done: Replace Roof Shingles. Leaking
into Apt #2

Will any of the following be included in your project:

☐ Driveway ☐ Culvert ☐ Tar break-up ☐ Grading on parcel

2. Proposed use of building: (CIRCLE ONE)

Residential

Commercial

3. VALUATION (not just your cost) of work being completed: \$ 19,600

Building Contractor:

Name: Swenson R. Fuj License Number: BC 639474 Phone: 701-306-2013

Plumber: (must have MN License)

Name: _____ License Number: _____ Phone: _____

Electrician:

Name: _____ License Number: _____ Phone: _____

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

I am the (CIRCLE ONE) OWNER LESSEE PURCHASER AGENT

4. APPLICANT'S

SIGNATURE: [Signature]

DATE: 10-4-24

Permit expires in one year if project is not complete, please reapply for permit.

By signing this application, you are giving City employees and representatives permission to inspect your property.

CONSTRUCTION APPLICATION SITE PLAN DESIGN

Provided on separate sheet must include the following.

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

Signature of Applicant _____ Date _____ Zoning Official _____ Date _____

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

FOR OFFICE USE ONLY

\$ _____ Water Hook-up

\$ _____ Sewer Hook-up

\$ _____ Permit Fee

\$ _____ Tar Break Up Deposit

\$ 100.00 Total Fees

Receipt # 153937 Date Paid Oct. 07, 2024

Signature: _____ Date: _____, 20__

(Permitting Authority)

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

Planning Commission
2024 Planning Commission and Public Hearings
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
5:45 PM on Monday, October 28, 2024

10. Old Business

- A. Variance for building height
- B. Zoning Map Update
- C. Variance for Boardwalk width
- D. Nuisance Properties within Vergas
- E. 2024-5 Planning Commission Budget
- F. Attached Accessory Structures

Files Attached

- 2024 Planning Commission Budget.pdf
- Park Rapids Accessory Uses and Structures.pdf
- 2024 Nuisance Notifications.pdf

	<u>2024 Budget</u>	<u>Spent</u>	<u>Balance</u>	<u>Item</u>	Approved Preliminary 2025 Budget
Payroll	\$2,500.00	\$2,000.00	\$500.00		\$3,500.00
Planning & Zoning (41910)	\$1,000.00	\$1,595.88	-\$595.88	GIS Mapping	\$1,000.00
				24 Basic Code Books	
				Form Update	\$2,000.00
Engineer (303)	\$30,000.00	\$12,802.90	\$17,197.10		\$28,000.00
Gravel Pit Survey	\$9,000.00	\$7,299.88	\$1,700.12		\$9,000.00
Totals	\$42,500.00	\$16,398.78			<u>\$43,500.00</u>

Engineering:

Staking Sunset & E Lake St	\$1,463.75
1,000 feet of lakeshore	\$202.50
Gravel Pit Survey	\$1,299.88
City Center Parking Lot	\$4,394.27
Gravel Pit Survey	\$6,000.00
City Center Parking Lot	\$3,000.00
Engineering:	\$2,226.77
	\$1,572.50

*Would like to budget for 14 meetings (Reg. and Public Hearings)

*Electronic Forms

ORDINANCE NO: 615
AN ORDINANCE AMENDING CHAPTER 151: ZONING, OF THE PARK RAPIDS
CITY CODE

The City Council of the City of Park Rapids does ordain that (new material is underlined; deleted material is ~~lined out~~; sections which are not proposed to be amended are omitted; and sections which are only proposed to be re-numbered are only set forth below as to their number and title):

SECTION 1. Park Rapids Code, Chapter 151.115: Accessory Uses and Structures, is deleted in its entirety and hereby amended as follows:

§ 151.115 ACCESSORY USES AND STRUCTURES.

(A) All accessory structures shall comply with the following standards:

- (1) No building permit for an accessory structure shall be issued prior to issuance of a building permit for the principal building to which it is accessory, except one accessory structure with a footprint not exceeding one-hundred-twenty (120) square feet and not on a permanent foundation may be permitted and constructed prior to the permitting of the principal building.
- (2) All accessory buildings attached to the principal building on a lot, shall be made structurally a part thereof and shall comply in all respects with the requirements of this chapter applicable to the principal building.
- (3) No accessory structure incidental to a dwelling shall exceed 3,000 square feet, without a conditional use permit.
- (4) Accessory structures attached to a dwelling shall have a minimum roof pitch of 6/12, except as allowed by a conditional use permit.
- (5) No additions shall be allowed to nonconforming accessory structures.

(B) Accessory structures and uses in residential districts shall comply with the following standards, in addition to those in (A):

- (1) Private garages on residential properties are intended for the storage of private passenger vehicles of the family resident upon the premises; in which no business, service, or industry is carried on. An exception is made for home occupations that meet the requirements of § 151.146.
- (2) All detached accessory buildings shall be located in the side or rear yards.
- (3) The maximum footprint of a detached accessory structure shall be based on the following lot to accessory building footprint ratio: for every ten (10) square feet of lot, one (1) square foot of accessory building footprint is allowed.
- (4) The maximum footprint of an accessory structure attached to a dwelling shall not exceed seventy-five (75) percent of the combined footprint of the accessory structure and dwelling (decks, porches, and other non-enclosed spaces shall not count towards the calculation of combined footprint), except as allowed by a conditional use permit.
- (5) If the footprint of an accessory structure attached to a dwelling exceeds sixty (60) percent of the combined footprint of the accessory structure and dwelling (decks, porches, and other non-enclosed spaces shall not count towards the calculation of combined footprint) the following additional standards shall

apply to the entire combined structure, except as allowed by a conditional use permit:

- a. Each wall of the combined structure must contain at least one egress window for every fifteen (15) full feet of the wall's length.
- b. The combined structure must use consistent architectural features such as, but not limited to, wainscoting, board and batten for portions of the wall, two-tone color schemes, residential design garage doors or other similar features throughout that ensure visual cohesiveness with the residential character of the area.
- c. Roof eaves must extend at least eighteen (18) inches beyond the two longest walls of the building and twelve (12) inches beyond other walls.

(C) Accessory structures and uses in business and industrial districts shall comply with the following standards:

- (1) Accessory structures and uses may occupy any of the ground areas which the principal building is permitted to occupy, except as provided herein.
- (2) Buildings for parking attendants, gate houses, transformer buildings, and other similarly used accessory structures may be located anywhere in the front or side yard in Districts I-1 and B-1 with no setback requirement except that they shall not be located within the sight triangle at road intersections.
- (3) Parking of automobiles and other motor vehicles is permitted in the front and side yards in Districts I-1 and B-1 provided a greenbelt of eight (8) feet in width and the entire length of the area used for parking (except for where driveway approaches are located) is installed.

SECTION 2. Park Rapids Code, Chapter 151.147: Standards for Single-Family Dwellings, is hereby amended as follows:

§ 151.147 STANDARDS FOR SINGLE-FAMILY DWELLINGS.

The following standards apply to all single-family dwelling units, unless specifically exempted.

(A) All single-family dwellings shall have a minimum floor area of 800 square feet on the main level. Attached garages, decks, porches, and other non-habitable spaces shall not count towards the 800 square foot minimum.

(B) All single-family dwelling units, except mobile homes in mobile home parks, shall be attached to a permanent foundation with frost protection as per state building code.

(C) All single-family dwelling units, except mobile homes in mobile home parks, shall have a minimum width of 20 feet and meet ~~current~~ all applicable ordinances, laws, and building codes.

SECTION 3. This Ordinance shall take effect upon its passage and publication.

Passed by the City Council of the City of Park Rapids, Minnesota, this 14th day of June 2022.

(SEAL)

Mayor Ryan Leckner

Attest:

Beret Ramstad Skoyles
City Clerk

First Reading: The 24th day of May 2022.
Second Reading: The 14th day of June 2022.
Published: The 22nd day of June 2022.

<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>Date P C Requested</u>	<u>Concern</u>	<u>Date Letter Sent</u>	<u>Response</u>	<u>Date PC removed</u>	<u>Date of 2nd Letter</u>
8200099012000	Clifford Moe		101 E Mill Street	242 PO Box	Vergas	MN	56587	6/24/2024	Chickens	7/17/2024	hold until ordinance review		
82000990127000	Tony License		350 S Pelican Ave		Vergas	MN	56587	8/26/2024	Repair or replace garage door	8/28/2024	PC extended notice to 10/18		
82000990046000	BJ's Real Estate	Joseph & Pam Bracken	130 E Elm St		Vergas	MN	56587		Garbage all over yard.				