

**Planning Commission
2025 January Meeting
Government Services Center & Zoom Id 267-094-2170 password 56587
6:00 PM on Monday, January 27, 2025**

- 1. Call to Order**
- 2. Agenda Additions or Deletions**
- 3. Assign Positions**
 - A. Chair
 - B. Vice Chair
- 4. Set Time, Place and Date of Regular 2025 Meetings**
- 5. Minutes**
 - A. October 28, 2024
- 6. Status of Council Recommendations**
 - A. Vergas Zoning Map
 - B. Otter Tail County
- 7. Construction Permits**
 - A. Approved by Clerk-Treasurer
 - B. Permits needing approval
 - C. Active Construction Permits
 - D. Otter Tail County
- 8. New Business**
- 9. Old Business**
 - A. 2024-5 Planning Commission Budget
 - B. Attached Accessory Structures
 - C. Ordinance Update
- 10. Adjournment**

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3. Assign Positions

- A. Chair
- B. Vice Chair

**Planning Commission
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5. Minutes

A. October 28, 2024

Files Attached

- 10.28.2024 Planning Commission Meeting Agenda Minutes and Public Hearings.pdf

CITY OF VERGAS PLANNING COMMISSION PUBLIC HEARING
MINUTES

Monday October 28, 2024

5:45 pm

Vergas Event Center and Zoom

The City of Vergas Planning Commission meeting held a public hearing on Monday, October 28, 2024, in a hybrid meeting at the Vergas Event Center with the following members present: Bruce Albright, Jim Courneya, Shane Hasse and Alex Ohman. Absent: Rebecca Hasse, Also present: Clerk-Treasurer Julie Lammers and Utilities Superintendent Mike DuFrane; and citizens Tami Rust, Elisha Franklin, Marcia Huddleston and Brenda Young.

Chairman Bruce Albright called the public hearing to order at 5:45 pm. and had members introduce themselves.

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

Tami Rust, property owner requesting variance for a height of 26 feet for house reviewed the plans for her home and explained her construction permit was applied for a 27-foot building and approved for a 25-foot structure. With some compromise she has settled for a 26-foot height building with 4-foot windows to have a panoramic view.

Motion by Courneya, seconded by Ohman to close the public hearing at 5:55 pm. Motion passed unanimously.

CITY OF VERGAS PLANNING COMMISSION PUBLIC HEARING
MINUTES

Monday October 28, 2024

6:00 pm

Vergas Event Center and Zoom

The City of Vergas Planning Commission held a public hearing on Monday, October 28, 2024, in a hybrid meeting at the Vergas Event Center with the following members present: Bruce Albright, Jim Courneya, Shane Hasse and Alex Ohman. Absent: Rebecca Hasse, Also present: Clerk-Treasurer Julie Lammers and Utilities Superintendent Mike DuFrane; and citizens Tami Rust, Elisha Franklin, Marcia Huddleston, Brenda Young, Julie Bruhn, Rosemary Sandua and Dwight Lundgren.

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

Reviewed current zoning map vs proposed zoning map.

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.

Lammers stated she has received one comment from a resident regarding the parcels in Sunny Oaks Development. The EDA/HRA has been working with Otter Tail County HRA on building a triplex but in the new zoning map the area is zoned R-1. Should this not be zoned R-2 now instead of having them file a conditional use permit to build.

DuFrane questioned duplexes along Park View Drive which are zoned R-1.

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§ 151.21 R-1 LOW DENSITY RESIDENTIAL DISTRICT.

(A) *Purpose.* The purpose of the R-1 Low Density Residential District is to provide for moderate density one and two-family

dwelling units and directly related, complementary uses.

(B) *Permitted uses and structures.*

(1) One and two-family dwelling units.

151.22 R-2 HIGH DENSITY FAMILY RESIDENTIAL DISTRICT.

(A) *Purpose.* The purpose of the R-2 High Density Residential District is to provide for medium density housing in multiple family structures and directly related complementary uses.

(B) *Permitted uses and structures.*

(1) Any permitted use in a R-1 Low Density Residential District.

(2) Multiple-family dwelling.

Park View is zoned correctly.

Marcia Huddleston questioned commercial area along County Road 4 and 35. Albright explained a conditional use permit for the area and the request from EDA to expand our commercial area.

Rosemary Sandua questioned Mark Sand and Gravel property and the enlarging of the gravel permit area. Albright explained the permitting process for a gravel pit and how they will need to reclaim an area for them to enlarge the area.

Motion by Ohman, seconded by S. Hasse to close the public hearing at 6:11 pm. Motion passed unanimously.

CITY OF VERGAS PLANNING COMMISSION SPECIAL MEETING

MINUTES

Monday, October 28, 2024

6:12 pm

Vergas Event Center and Zoom

A City of Vergas Planning Commission meeting held the planning commission meeting on Monday, October 28, 2024, in a hybrid meeting at the Vergas Event Center with the following members present: The City of Vergas Planning Commission meeting held a public hearing on Monday, October 28, 2024, in a hybrid meeting at the Vergas Event Center with the following members present: Bruce Albright, Jim Courneya, Shane Hasse and Alex Ohman. Absent: Rebecca Hasse. Also present: Clerk-Treasurer Julie Lammers and Utilities Superintendent Mike DuFrane; and citizens Tami Rust, Marcia Huddleston, Rosemary Sandua and Dwight Lundgren

Call to Order

Chairman Albright called the special meeting to order at 6:12 pm.

Agenda Additions and Deletions

No additional or deletions made to the agenda.

Minutes

Motion by Ohman, seconded by Courneya to approve minutes for October 28, 2024. Motion passed unanimously.

Status of Council Recommendations

Albright informed members the Farm Animal Ordinance was approved.

Construction Permits

Lammers has approved the following permits:

Construction Permits

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

Albright and Courneya have updated the 2024 construction permit listing and closed many of the permits.

Variance for Building Height

Motion by Courneya, seconded by Hasse to allow variance request of 26 feet in height; an increase of 1 foot over ordinance. Motion passed unanimously.

Ohman questioned the view of neighbors and is concerned of setting presence of height requirements as this is the second we are granting. Albright stated it is nice that they met us half ways and took the height down from 27 to 26 feet.

Zoning Map Update

Motion by Ohman, seconded by Courneya to recommend to Council to update zoning map as presented with the change of taking the

Sunny Oaks Development from R-1 to R-2. Motion passed unanimously. Albright thanked Ohman for all the work he had done on the permit.

Nuisance Properties within Vergas

Lammers reviewed the current nuisance report. One property has received a letter for chickens.

Motion by Ohman, seconded by Hasse, to remove chicken nuisance when it is confirmed they have removed the rooster. Motion passed unanimously.

350 S Pelican Ave has not done anything with its garage door. This is a notice that was extended until October 18, 2024 but it has not been repaired. Members asked Lammers to invite the owner to the next meeting.

Motion by Ohman, seconded by Courneya to send letter to 130 E Elm St to pick up garbage around their yard. Motion passed unanimously.

Motion by Ohman, seconded by Hasse to send letter to 606 E Frazee Ave in regards of inoperable vehicle. Motion passed unanimously.

Motion by Hasse, seconded by Courneya to send 339 E Frazee Ave a certified letter to clean up his yard. Motion passed unanimously.

2024-2025 Planning Commission Budget

Lammers reviewed the budget with the only change being in engineering.

Attached Accessory Structures

Ohman explained that in the Vergas Ordinance there is nothing for attached structures. Looked at other cities and we are going to need to look at what percentage of the building should be accessory. Park Rapids is 3,000 square feet or 75% of the building. Ohman stated this seems excessive for within the city limits. Requested Lammers look at past permits and what percentage the garage is to the house.

DuFrane stated past Councils did not want shouse homes in Vergas and were not happy when we began building them. Discussed buildings and members will research information regarding attached accessory structures.

Albright called a recess until after the public hearing.

Public Hearing

Chairman Bruce Albright called the public hearing to order at 7:00 pm

Discussed Boardwalk requirements of being 6 feet. Property owners were unable to attend but stated they need boardwalk (dock over area) to be 8 feet for handicapped ability.

Motion by Ohman, seconded by Courneya to close public hearing.

Albright reopened meeting at 7:03

Variance for Boardwalk width

Motion by Ohman, seconded by Hasse to approve variance for boardwalk width. Motion passed unanimously

Adjournment

Motion by Ohman, seconded by R. Hasse to adjourn at 7:05 pm. Motion passed unanimously.

Secretary,

Julie Lammers, CMC
Vergas City Clerk-Treasurer

Council recommendations:

Approve updated zoning map.

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- B. Otter Tail County

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7. Construction Permits

A. Approved by Clerk-Treasurer
B. Permits needing approval
C. Active Construction Permits
D. Otter Tail County

Files Attached

- 01.01.25 Memorandum of Agreement SIGNED BY BOTH PARTIES 12-31-2024.pdf
- 2024 Construction Permits Final.pdf
- 2025 Construction Permits_.pdf
- 2025-001 Construction Permit Vergas State Bank.pdf

MEMORANDUM OF AGREEMENT TO PROVIDE SHORELAND PERMITTING AND INSPECTION SERVICES

This Memorandum of Agreement (MoA) for Otter Tail County providing shoreland development permitting and inspection services is made and entered into by and between:

- The County of Otter Tail, hereinafter referred to as "County".
- The City of Vergas, Minnesota, hereinafter referred to as "City".

WHEREAS, Minnesota Statute 471.59 provides that two or more governmental units, by agreement entered into through action of their governing bodies, may jointly or cooperatively exercise any power common to the contracting parties or any similar powers; and

WHEREAS, Minnesota Statute 471.59 (8) provides the board of county commissioners of any county to, by resolution, enter into agreements with any other governmental unit to perform on behalf of that unit any service or function which that unit would be authorized to provide for itself; and

WHEREAS, Minnesota Statute 394.32 provides that the governing body of any municipality may contract with the county board for planning and zoning services to be provided by the county, and the contract may provide that the municipality pay such fees as agreed for the services provided; and

WHEREAS, the Otter Tail County Shoreland Management Ordinance was first adopted on October 15, 1971 and was most recently revised on July 1, 2021; and

WHEREAS, the Otter Tail County Shoreland Management Ordinance meets the minimum standards set forth in Minnesota Rules, Chapter 6120, Shoreland Management, administered by the Minnesota Department of Natural Resources; and

WHEREAS, the City of Vergas has a Shoreland Management Ordinance that was last revised on March 5, 1992; and

WHEREAS, the County and the City recognize the importance of cooperating on land use issues in order to promote the public health, safety, and general welfare of the public; promote and provide for the orderly development of shoreland areas to preserve the natural and scenic areas of the County; and to provide official controls to implement the goals and policies of each respective local unit of government; and

WHEREAS, the County and the City desire to enter into a Memorandum of Agreement in order for the County to provide permitting and inspection services for shoreland development within the boundaries of the City to ensure better consistency in shoreland development and the implementation of those regulations; and



WHEREAS, the County and the City desire to enter into a Memorandum of Agreement to ensure mutual understanding of each parties roles and responsibilities related to shoreland development within the boundaries of the City.

NOW THEREFORE IT IS AGREED, by the County of Otter Tail and the City of Vergas that the County will provide the following services:


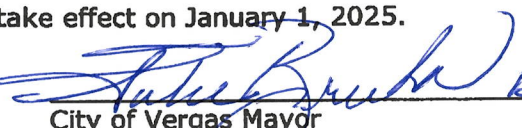
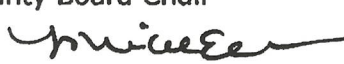
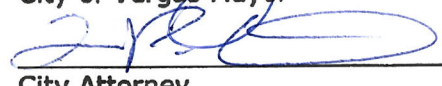
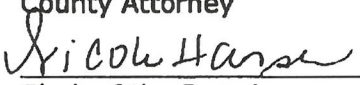
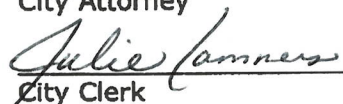
1. The receipt and administration of permit applications and the appropriate permit fees for erecting a structure or conducting shoreland alteration within the Shoreland District of the City of Vergas;
2. Conduct required inspections to erect a structure of conduct shoreland alteration with the Shoreland District of the City of Vergas; and,
3. The Land & Resource Director, or designee, may appear at City Council meetings on occasion to provide input on any land use decisions requiring a Conditional Use Permit, a Variance, or a preliminary plat.

NOW THEREFORE IT IS ALSO AGREED, by the County of Otter Tail and the City of Vergas that the County will not provide the following services:

1. Land use permits requiring a Conditional Use Permit;
2. Variance applications must be administered by the City;
3. Preliminary plats must be administered by the City;
4. Any necessary enforcement must be administered by the City. Enforcement may be referred to the City Attorney by the Otter Tail County Land & Resource Management Director;
5. Any land use permits outside of the Shoreland District of the City of Vergas must be administered by the City of Vergas.

This agreement will terminate 24 months after signed by both parties. This will be the only such agreement Otter Tail County enters into for 24 months. If this Memorandum of Agreement is not renewed at the end of the 24-month period, any permits issued by the County at the end of the 24 month period that are outstanding will be given to the City for completion.

The terms of this Memorandum of Agreement will take effect on January 1, 2025.

 County Board Chair	<u>12-17-2024</u> Date	 City of Vergas Mayor	<u>12/26/24</u> Date
 County Attorney	<u>12-18-2024</u> Date	 City Attorney	<u>12-31-24</u> Date
 Clerk of the Board	<u>12-17-2024</u> Date	 City Clerk	<u>12/30/24</u> Date

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	10.28.24	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,	10.28.24	
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	10.28.24	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 Lachowitzer	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	10.28.24	
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	10.28.24	
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	10.28.24	
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	10.28.24	
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	10.28.24	
2024-029	8/21/2024	82000990063000	Huddleston Hardware	137 E. Main ST	Covering exterior stucco with wood siding	10.28.24	
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	10.28.24	
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							

2025 Construction Permits - Vergas MN

<u>Permit No</u>	<u>Issue Date</u>	<u>Parcel Number</u>	<u>Name</u>	<u>Address</u>	<u>Description</u>	<u>Date Closed</u>
2025-001	1/21/2025	82000990054000	Vergas State Bank	106 E Main St	Remove walls, build walls, create break room area, new flooring & lighting	

No. 2025-001

Applicant: Joy Deilke

City of Vergas

Construction Permit

front or width in feet: _____; side or length in feet _____; height in feet _____

Lot ____ Block ____; plat or addition 82000990054000 which tract is of the size and area specified in said application..

Electrical work for which special permits must be secured.
(Electrical work, plumbing, heating, plastering, ect. if such there be)

Attest:

Angie Hudye
Mayor

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

Permit Number: 2025-001 Date Received: 01/21/25 Parcel Number: 82 000-99-0054-000

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: Joy Deilke Summers Design Center

Address of Construction Project: Vergas State Bank 106 E. Main St

Mailing Address: _____ Phone: _____

1. Permit to (CIRCLE ONE)

Addition Alter Build Demolish Install Move Remodel Repair

Description of work to be done: remove office walls, create new break room area, new flooring & lighting

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

3. VALUATION (not just your cost) of work being completed: \$ 40,000
Building Contractor:

Name: Mike Summers License Number: BC694784 Phone: 218 841 5012

Plumber: (must have MN License)

Name: Hanson's License Number: _____ Phone: _____

Electrician:

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

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: 1-21-24

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 [Signature] Date 1-21-24 Zoning Official _____ Date _____

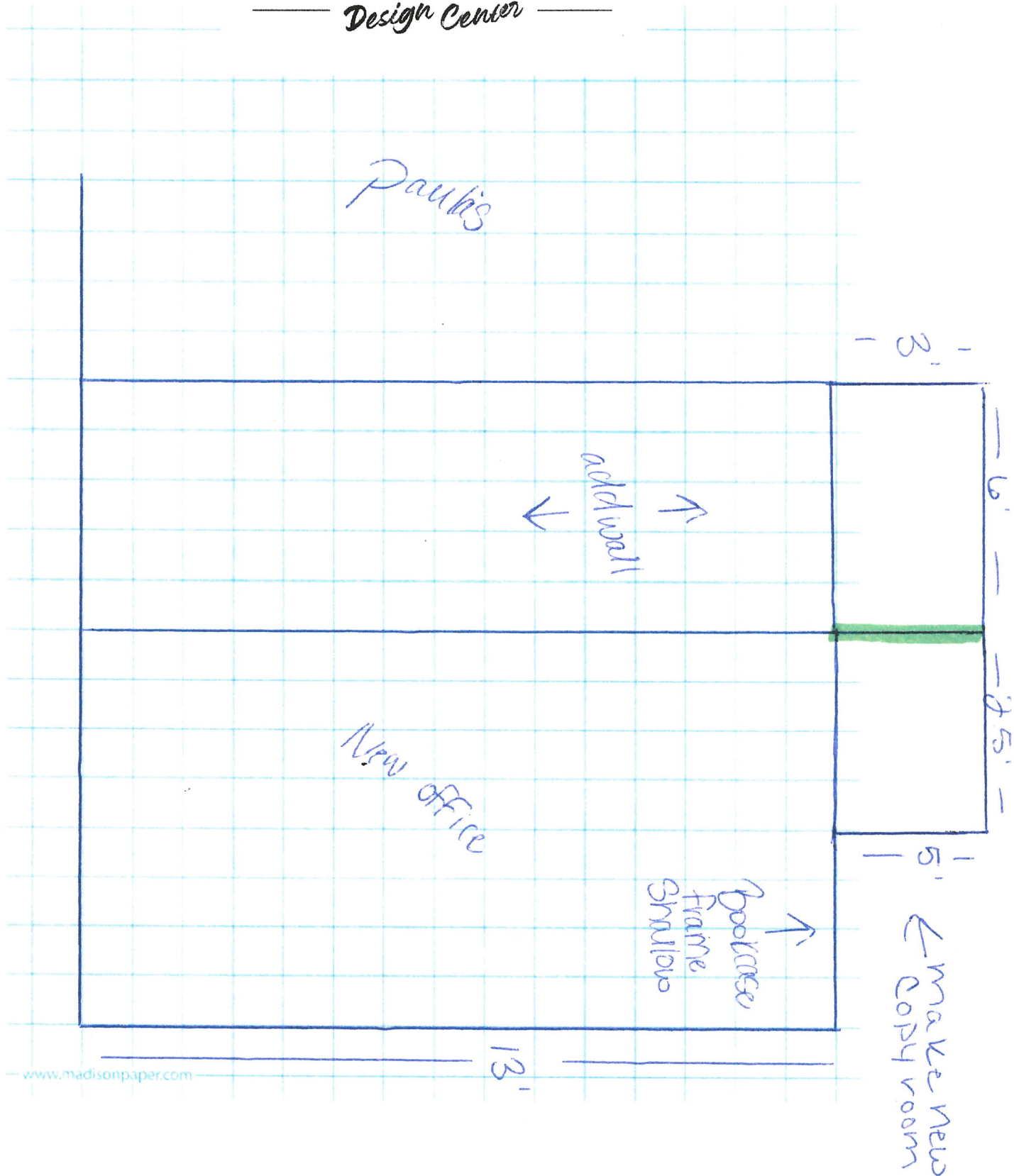
City of Vergas has 60 days to approve or deny a permit. The date begins when all documents have been submitted to the city. Permits are valid for one year.

FOR OFFICE USE ONLY

\$ — Water Hook-up \$ — Sewer Hook-up
\$ 120 Permit Fee \$ — Tar Break Up Deposit
\$ 240 Total Fees (pd. double)

Receipt # 153401 Date Paid 01/21, 2025

Signature: [Signature] Date: 01/21, 2025
(Permitting Authority)
Date Approved by Planning Commission or Clerk-Treasurer: 01/21, 2025





SUMMERS CONSTRUCTION

Design Center

Lee's office
*Frame in & shipping in or drywall

Sheryl's office

Pattern Ceiling tiles where wall is

Sitting area

add wall mounted fireplace

add Coffee Bar w/ sink & fridge

Closet

Bathroom

Darv's office

To Back Door

add 3' Door

Pattern
Coin Case

main lobby

**Planning Commission
2025 January Meeting
Government Services Center & Zoom Id 267-094-2170 password 56587
6:00 PM on Monday, January 27, 2025**

9. Old Business

- A. 2024-5 Planning Commission Budget
- B. Attached Accessory Structures
- C. Ordinance Update

Files Attached

- 2014-2024 Homes built with percentage for home and garage.pdf

<u>Construction</u>		<u>Square Feet of</u>	<u>Square feet of</u>	<u>Square Feet of</u>	<u>Percentage of</u>	<u>Percentage of</u>
<u>Permit</u>	<u>Homeowner</u>	<u>Building</u>	<u>Home</u>	<u>Attached Garage</u>	<u>Home</u>	<u>Garage</u>
1 2014-380	Vergas Community Investors LLC	4,644	1,770	552	76	24
2	(Twin home)		1,770	552	76	24
3 2015-022	Joe & Julie Bruhn	3,247	2076	1170	64	36
4 2016-001	George Oglesby	3700	2632	1068	71	29
5 2016-020	Robert & Deborah Jacoby	2836	1872	964	66	34
7 2018-23	Randy & Wendi Lauer	2899	1947	952	67	33
8 2019-016	John & Julie Sieling	3263	1917	1346	59	41
9 2019-027	Stephen & Carmen Moore	3263	1917	1346	59	41
10 2019-029	Andrew & Rachel Kinneberg	2080	1320	760	63	37
11 2020-010	Carol Sharp	2704	1792	912	66	34
12 2020-016	Adam & Tara Dresen	2154	1560	594	72	28
13 2020-027	Wendy & Randy Lauer	3085	2317	768	75	25
15 2021-007	Charles & Vanessa Boehm	2720	2021	720	74	26
16 2021-022	Tami Rust	2742	1702	1040	62	38
18 2022-007	Zach Fugere	1960	1344	616	69	31
19 2022-020	Helen Thomas	2324	1648	676	71	29
20 2022-021	Jeff & Sheila Laney	2625	2022	951	64	36
21 2023-023	Hanson /Browicz	2027	1475	552	73	27
22 2023-034	Terry & Julie Karger	3820	1930	1890	51	49
23 2024-004	Paul & Deb Sonnenberg	6000	2000	4000	33	67
26 2024-027	Andrew & Rachel Kinneberg	3008	1946	1062	65	35
27 2024-031	Josh Hanson	2164	1612	52	73	27
28 2024-032	Bruce & Cindy Hurt	3207	1990	1217	62	38
29 2024-033	Tami Rust	3500	2460 w/upper level	1040	70	30
30 2024-036	Mark & Mary Anderson	4880	2320	2560	48	52
31 2024-037	Dave & Pam Johnston	3291	2313	978.6	70	30
					Average	34%