

Planning Commission
2025 February Planning Commission Meeting
Government Services Center & Zoom Id 267-094-2170 password 56587
6:00 PM on Monday, February 24, 2025

1. Call to Order

2. Agenda Additions or Deletions

3. Minutes

A. January 27, 2025

4. Status of Council Recommendations

None.

5. Construction Permits

A. Active Construction Permits

6. New Business

7. Old Business

- A. Zoning Map C -2 update
- B. Updated nuisance letter
- C. Attached Accessory Structures

8. Adjournment

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5. Minutes

A. January 27, 2025

Files Attached

- 01.27.25 Planning Commission Minutes Draft.pdf

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

Government Services Building and Zoom

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

Call to Order

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

Agenda Additions and Deletions

2 construction permits were added.

Assign Positions

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

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

Set Time, Place, and Date of Regular 2025 Meetings

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

Minutes

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

Status of Council Recommendations

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

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

Construction Permits

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

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

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

New Business

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

Old Business

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

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

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

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

Adjournment

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

Secretary,
Julie Lammers, CMC
Vergas City Clerk-Treasurer

Follow up actions:

Lammers prepare updated nuisance letter.

Council Recommendations:

None.

DRAFT

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6. Status of Council Recommendations

None.

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7. Construction Permits

A. Active Construction Permits

Files Attached

- 2024 Final Construction Permits.pdf

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							

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9. Old Business

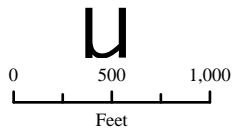
- A. Zoning Map C -2 update
- B. Updated nuisance letter
- C. Attached Accessory Structures

Files Attached

- 11.2024 Approved Vergas_Zoning_8x11.pdf
- 2025 Sample of Nuisance Letter.pdf
- Proposed Ordinance 151.21.F.1 Building Requirements .pdf

ZONING

Vergas, MN



Zone

- Residential (R-1)
- Residential (R-2)
- Commercial (C-1)
- Industrial (I)
- Rural Residential and Agriculture (F)
- City Limits

2022-10918

11/14/2024

Little Long

W Lake St

N 1st Ave

Elm St

S 3rd Ave

S Pelican Ave

W Hill St

W Sunset Strp

Eva St

W Loony La

E Looney La N

Bennett Rd

N Old Detroit Rd

CSAH 4

Altona Ave

Park View Dr

E Scharf Ave

Long (main lake)

E Scharf Ave

S Town Line Rd

Lawrence

East Loon

Date

Name

Address

VERGAS MN 56587

RE: Parcel Number ,Address

Dear Name,

NOTICE OF VIOLATION

You are hereby notified that there exists upon the property identified above a nuisance. Either you or the occupant of the property has:

- ☐ maintained or permitted a condition upon the property that unreasonably annoys, injures, or endangers the safety, health, morals, comfort, or repose of any considerable members of the public;
- ☐ Interfered with, obstructed, or rendered dangerous the passage of any public highway or right-of-way, or waters used by the public; and/or
- ☐ **Has violated Sections 92.16 (Public Nuisances Affected Health), 92.17 (Public Nuisances Affected Morals and Decency, or 92.18 (Public Nuisances Affected Peace and Safety of the Code of Ordinances of the City of Vergas.**

Specifically, the followings conditions exist or have been allowed to be maintained on your property:

Exact Violation and ordinance number Section 92.15

You must **abate the nuisance by Date**. In order to abate the nuisance, you must complete the following:

What they have to do.

If the nuisance is not abated by the date specified above, an officer or employee of the City will report that fact to the City Planning Commission and then to the Council for further action. That action may include public hearings (fee of \$400), enforcement proceedings, litigation, and the City hiring someone to abate the nuisance for you. If the City is forced to abate the nuisance on your behalf, you will be billed for all costs associated with abating the nuisance including administrative costs. The City may also assess those costs against your property if not paid in full within 90 days. A City employee will be reporting their findings regarding your property at the **Date** Planning Commission meeting.

You are invited to attend the planning commission meeting on Monday, Date at 6:00 pm at the Vergas Government Services Center to discuss the nuisance found on your property.

If you have any questions concerning this notice or you are not able to attend the planning commission meeting, please contact me at 218-302-5996 Ext. 1.

Very truly yours,

Julie Lammers
City Clerk-Treasurer
City of Vergas

151.21.F.1

(1) *Building requirements; attached garages.* No garage attached to the dwelling unit shall exceed 30% of the total area of the building.