

Planning Commission
2025 May Planning Commission Meeting & Public Hearing
Government Services Center & Zoom Id 267-094-2170 password 56587
6:00 PM on Monday, May 19, 2025

1. Public Hearing - Mark Sand & Gravel Interim Use Permit

2. Call to Order

3. Agenda Additions or Deletions

4. Minutes

A. April 28, 2025

5. Status of Council Recommendations

A. C-2 Zoning

B. Mn Wetland Conservation Act - Logal Government Units

6. Construction Permits

A. Active Construction Permits

B. Approved by Clerk-Treasurer Permit

1. 401 Pelican Ave-window

C. Permits to be Approved

1. 511 Glenn Street- 10x18 shed

2. 500 S Pelican Ave-Driveway replacement

D. Grade and Fill

1. 465 Oak Circle

2. 409 Diane Ave

7. Old Business

A. Interim Use Permit - Mark Sand and Gravel

B. Nuisance Properties

8. New Business

None.

9. Adjournment

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Planning Commission
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1. Public Hearing - Mark Sand & Gravel Interim Use Permit

Files Attached

- 05-19-25 PUBLIC HEARING NOTICE Mark Sand and Gravel Interim Use Permit.pdf

VERGAS PLANNING COMMISSION

PUBLIC HEARING NOTICE

Notice is hereby given that the Vergas City Planning Commission will conduct a Public Hearing regarding an Interim Use Permit for Mark Sand and Gravel on parcel 82-000-50-0022-000 Section 25, Township 137, Range 41 regarding Gravel Permit.

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 cannot participate in the hearing, you are invited to submit your comments in writing to the City Clerk-Treasurer before the scheduled hearing. Written comments and questions will be addressed at the hearing, and the City will provide a written response. 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 before the hearing so arrangements can be made to address any specific requirements.

The Vergas Planning Commission will hold a Public Hearing on this request at 6:00 p.m. on Monday, May 19, 2025. Attend the meeting via Zoom (meeting ID: 267-094-2170, password 56587) or at the Vergas Government Services Center located at 131 Main St, Vergas, MN, 56587.

Julie Lammers
City Clerk-Treasurer

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3. Agenda Additions or Deletions

Files Attached

- 461 South Pelican Ave Construction and Grade and Fill permits.pdf
- JRMH - Tract A_.pdf
- 10744-15 (SRW 4-25-25).pdf

Permit Number: _____ Date Received: 5/19/65 Parcel Number: R8200050031000

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: Bruce L. Sonnenberg

Address of Construction Project: 461 South Pelican Ave.

Mailing Address: Same Phone: 218-342-2915

1. Permit to (CIRCLE ONE)

Addition Alter Build Demolish Install Move Remodel Repair

Description of work to be done: 24x24 - 2 stall garage

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: \$ 50,000.00

Building Contractor:

Name: New 2 Construction License Number: _____ Phone: _____

Plumber: (must have MN License)

Name: NO License Number: _____ Phone: _____

Electrician:

Name: Zitrow Electric 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: Bruce L. Lonnaby DATE: 5/19/25

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

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

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

Bruce L. Lonnaby _____
Signature of Applicant Date Zoning Official Date
5/19/25

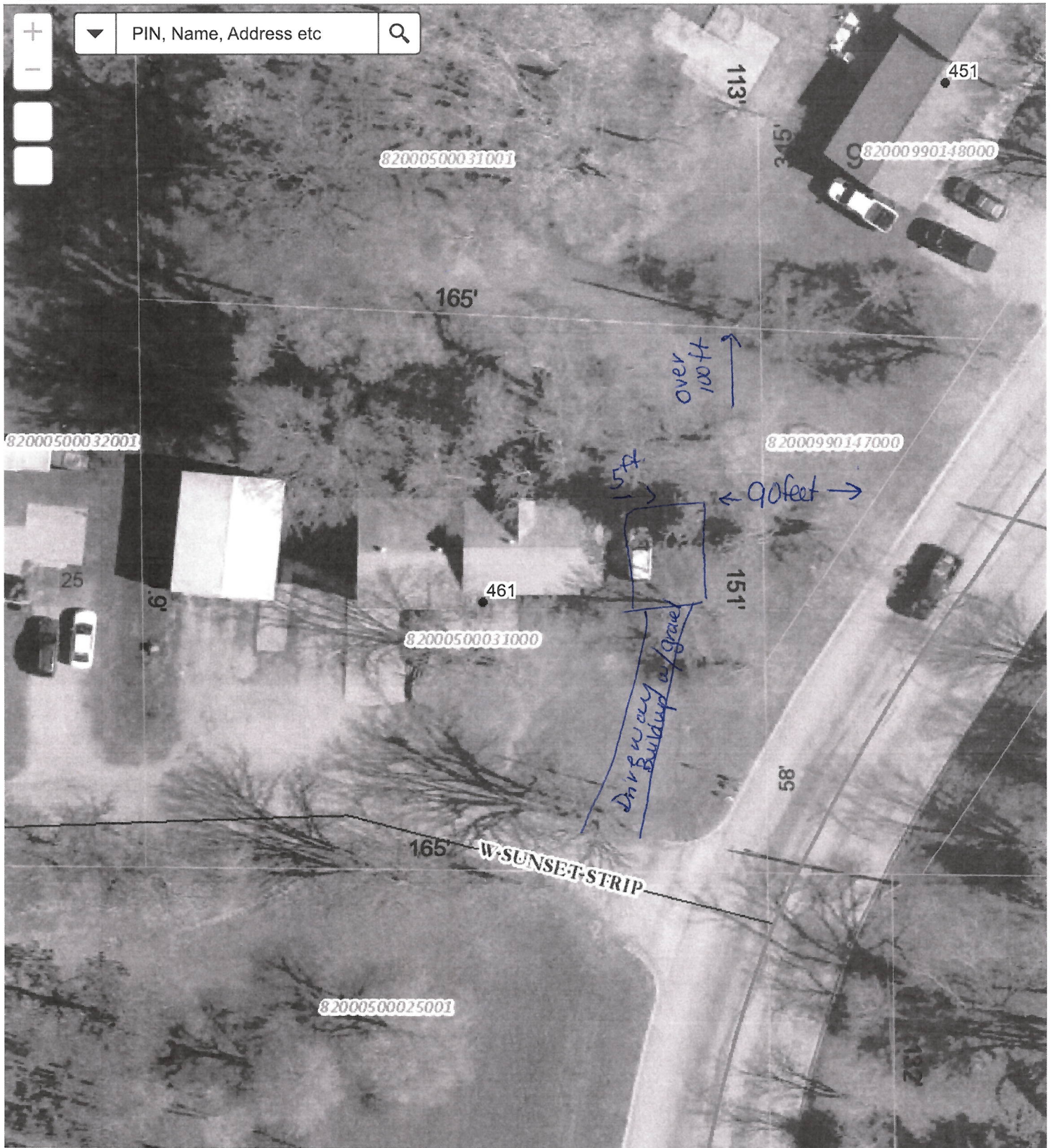
City of Vergas has 60 days to approve or deny a permit. The date begins when all documents have been submitted to the city. Permits are valid for one year.

FOR OFFICE USE ONLY

\$ _____ Water Hook-up \$ _____ Sewer Hook-up
\$ 150 Permit Fee \$ _____ Tar Break Up Deposit
\$ 150 Total Fees

Receipt # 166234 Date Paid 5/19, 2025

Signature: _____ Date: _____, 20__
(Permitting Authority)
Date Approved by Planning Commission or Clerk-Treasurer: _____, 20__



30ft

95°49'36"W 46°39'05"N



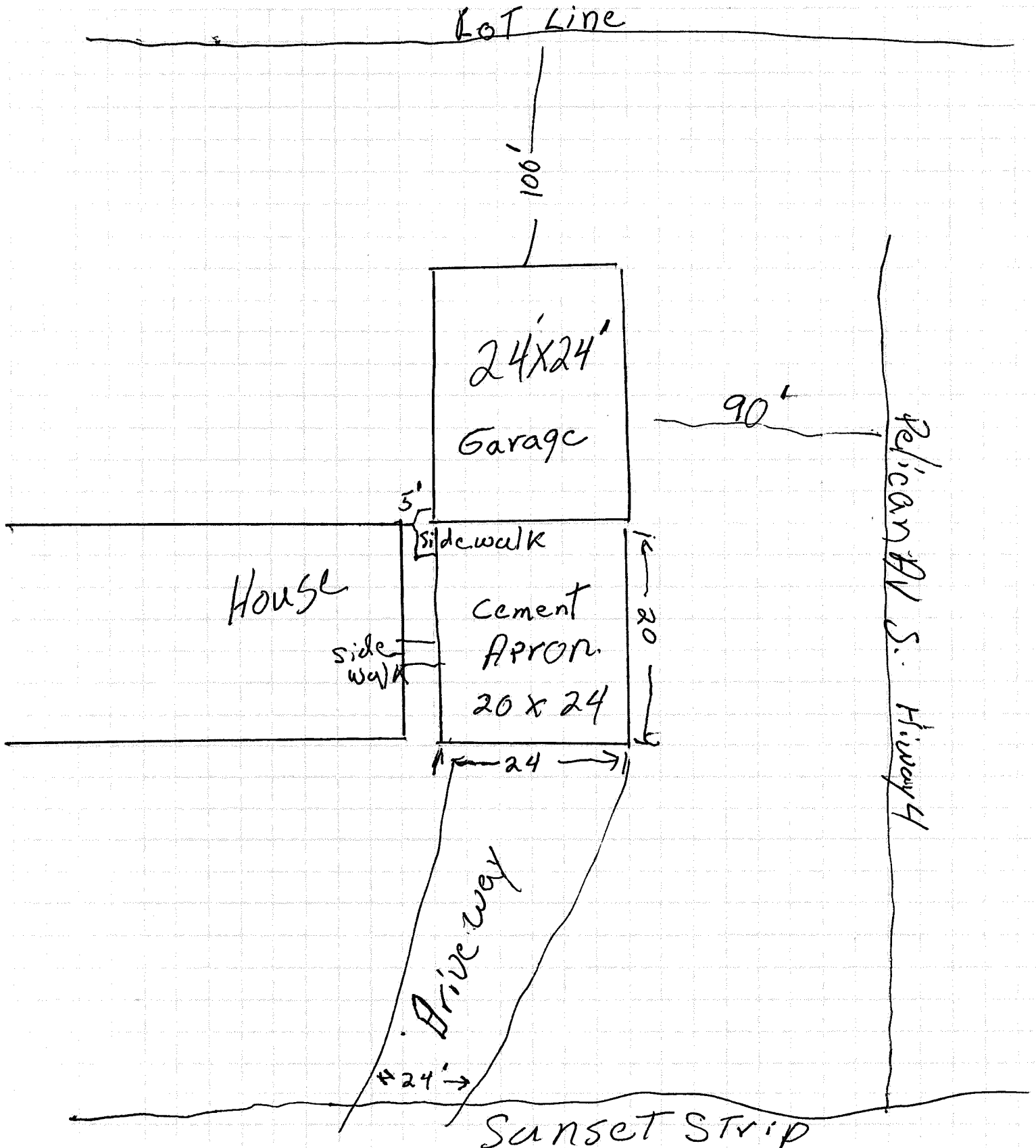
Central Minnesota Fabricating, Inc.

WILLMAR, MINNESOTA 56201

PHONE (612) 235-4181 - WILLMAR

(612) 545-3676 - MINNEAPOLIS

Bruce Sonnenburg



Permit Number: _____ Date Received: 5/19/25 Parcel Number: ~~800050031000~~ R02000500031000 Fee \$75.00
City of Vergas Application For Grade and Fill Permit

Property Description:

Lake # _____ Lake Name _____ Parcel Number _____

Legal Description Sect.-25 Twp 137 Range 041: 59 acE
10 R.DS of S Rods of GVT LOT 2 EX TR

Lot _____, Block _____, Addition _____

Property: Width _____ feet, Length _____ feet

Property Owner: Bruce Sonnenberg

Address of Project property: 461 So. Pelican Ave

Mailing Address: Same

Phone: 218-342-2915 or 218-234-1792

Contractors Name: Sonnenberg Excavating

License Number: _____ Phone: _____

Address _____

Note:

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

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

Please describe the project:

Detailed Information:

Area to be cut/excavated 30' length 30' width _____ depth _____

Area to be filled/leveled 30' length 30' width _____ depth _____

Culvert(s) _____ yes X no If yes, you must indicate size and location on drawing.

Type of soils and/or fill material class 5

Total cubic yards of earthmoving requested 30 yards

Signature of property owner Bruce Sonnenberg Date 5 19 25



1118 Hwy 59 South, Detroit Lakes, Minnesota 56501

218-847-4289

www.meadowlandsurveying.com

JRMH Holdings LLC – Tract A – portion of Lot 5 to be attached to Lot 6

Land description:

That part of Lot 5, Block 1 in LAWRENCE LAKE ACRES SECOND ADDITION, said plat is on file and of record in the office of the Recorder in Otter Tail County, Minnesota, as shown on Meadowland Surveying, Inc.'s Certificate of Survey 10744-15 dated April 25, 2025, described as follows:

Beginning at an iron monument which designates the northeasterly corner of said Lot 5; thence South 00 degrees 15 minutes 20 seconds West 40.00 feet on an assumed bearing along the easterly line of said Lot 5 to an iron monument; thence South 89 degrees 23 minutes 46 seconds West 255.24 feet to an iron monument on the westerly line of said Lot 5; thence northerly along the westerly line of said Lot 5 on a curve concave to the west, having a central angle of 35 degrees 08 minutes 06 seconds and a radius of 70.00 feet, for a distance of 42.93 feet (chord bearing North 18 degrees 12 minutes 07 seconds East) to an iron monument at the northwesterly corner of said Lot 5; thence North 89 degrees 23 minutes 46 seconds East 242.22 feet along the northerly line of said Lot 5 to the point of beginning. The above described tract contains 9,856 square feet.

SUBJECT TO the utility easements as dedicated in said LAWRENCE LAKE ACRES SECOND ADDITION.

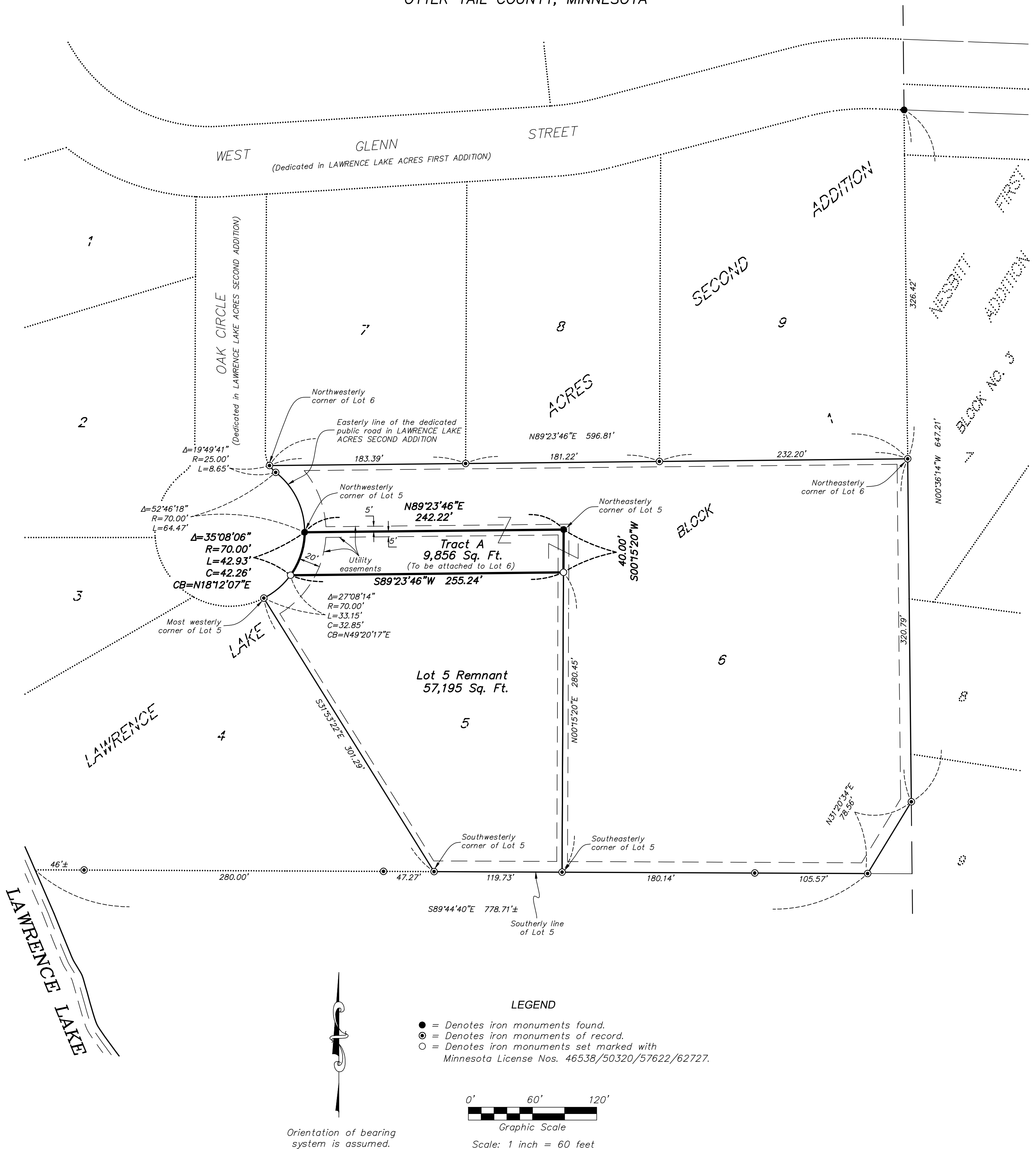
I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota and that the above legal description was prepared from information on Certificate of Survey 10744-15 dated April 25, 2025, and said legal description is legally sufficient to locate the boundary lines shown on said Certificate of Survey.

Scott R. Walz

Minnesota Licensed Land Surveyor No. 50320

CERTIFICATE OF SURVEY

IN LOT 5, BLOCK 1
LAWRENCE LAKE ACRES SECOND ADDITION
OTTER TAIL COUNTY, MINNESOTA



SURVEY DISCLAIMER:

This survey was prepared without the benefit of either a title commitment, or an opinion of title, or an abstraction of the parcel for easements of record and/or rights of way. Meadowland Surveying, Inc., and the undersigned professional surveyor make no guarantees or representations regarding information shown herein pertaining to easements, reservations, rights of way, setback lines, agreements, variances, or other similar matters other than those shown upon this survey or noted upon it. The undersigned surveyor has not made a search of the public records for any titles, deeds, easements, reservations, rights of way, setback lines, agreements, variances, or other similar matters other than what is readily identifiable through the County website. The use of the County website is by no means to be construed as a proper or thorough investigation of the public records as would be accomplished by an abstract of title and/or an opinion of title by an attorney at law. Meadowland Surveying, Inc., and the undersigned surveyor make no representation as to the status of title or easements on the property described herein.

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Scott R. Walz

Print Name:

Signature:

April 25, 2025

Date:

50320
License #

MEADOWLAND SURVEYING, INC.

1118 HWY 59 SOUTH, DETROIT LAKES, MN 56501

EMAIL: frontdesk@meadowlandsurveying.com

www.meadowlandsurveying.com

218-847-4289

CLIENT:

JRMH HOLDINGS LLC
P.O. BOX 9
VERGAS, MN 56587

COMP FILE: 25DEUTSCH(CC)

S/T/R: 25/137/41

DWG FILE: 25HANSONCANTON_COS

COMP BY: JSL

DRAWN BY: JSL

DRAWING NUMBER: 10744-15

Planning Commission
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6:00 PM on Monday, May 19, 2025

4. Minutes

A. April 28, 2025

Files Attached

- 4.28.25 Planning Commission minutes.pdf

City of Vergas Planning Commission Minutes
Monday, April 28, 2025
6:00 pm
Government Services Building and Zoom

The City of Vergas Planning Commission held two public hearings on Monday, April 28, 2025, on Zoom and at the Vergas Government Services Building with the following members present: Alex Ohman, Bruce Albright, Jim Courneya, Shane Hasse and Rebecca Hasse. Absent: None. Also present: Clerk-Treasurer Julie Lammers and Utilities Superintendent Mike DuFrane; citizens: James Stenger, Dwight Lundgren and Duane Ditterich.

Public Hearing regarding a variance for the placement of a structure at 116 Park View Drive.
Chairman Ohman opened the public hearing at 6:00 pm
Lammers explained the project. There were no public comments.
Ohman closed the hearing at 6:02 pm.

Public Hearing regarding a variance for the placement and height of a fence at 1210 E Frazee Ave
Chairman Ohman opened the public hearing at 6:02 pm
Albright explained the project. Hedge with buckhorn plantains will be removed and replaced with a 6-foot fence 6 inches from the right-of-way line. The county setback is 20 feet, which is impossible on this property. Dwight Lundgren commented that the planning commission is issuing a lot of variances recently, and they want to review the ordinances.
Ohman closed the hearing at 6:04 pm.

The City of Vergas Planning Commission held a regular hybrid meeting on Monday, April 28, 2025, on Zoom and at the Vergas Government Services Building with the following members present: Alex Ohman, Bruce Albright, Jim Courneya, Shane Hasse and Rebecca Hasse. Absent: None. Also present: Clerk-Treasurer Julie Lammers and Utilities Superintendent Mike DuFrane; citizens: James Stenger, Dwight Lundgren and Duane Ditterich.

Call to Order

Chairman Ohman called the meeting to order at 6:05 pm.

Agenda Additions and Deletions

Motion by Albright, seconded by R. Hasse, to approve the agenda with the following additions: variance for fence, variance for shed location and city property located on both sides of municipal building at 111 Main St. Motion passed unanimously.

Minutes

Motion by Ohman, seconded by Albright, to approve minutes for March 24, 2025. Motion passed unanimously.

Status of Council Recommendations

No items were presented to the city council for recommendations.

Construction Permits.

Permits to be approved.

Construction

Motion by Courneya, seconded by S. Hasse, to approve the removal of the existing addition and replace it with a new one at 125 1st Avenue. Motion passed unanimously.

Motion by Albright, seconded by Courneya, to approve the permit for a new home at 210 Eva Street. Motion passed unanimously.

Motion by Ohman, seconded by R. Hasse, to approve the doors, windows, skirting on deck, and driveway permit for 316 E Frazee Avenue. Motion passed unanimously.

Motion by R. Hasse, seconded by Courneya, to approve the doors and deck permit for 110 W Elm Street. Motion passed unanimously.

Motion by Courneya, seconded by Albright, to approve enclosing the existing level permit for 131 1st Avenue. Motion passed unanimously.

Motion by Albright, seconded by R. Hasse, to approve permit for a new home at 230 Eva Street Motion passed unanimously.

Motion by Albright, seconded by R. Hasse, to approve permit for a new home and garage at 411 Diane Avenue. Motion passed unanimously.

Grade and Fill

Motion by Ohman, seconded by R. Hasse, to approve Class 5 graveled driveway at 316 E Frazee. Avenue. Motion passed unanimously.

New Business

Lammers reviewed properties in violation of the Local Government Units (LGU). Discussed allowing Otter Tail County to administer LGU. Motion by R. Hasse, seconded by Ohman, to recommend to the Council to pass a resolution making the Vergas LGU administration Otter Tail County. Motion passed unanimously.

Motion by Albright, seconded by Ohman to schedule a public hearing on Interim Use Permit for gravel pit on Monday, May 19th at 6 pm. Motion passed unanimously. Commissioners asked Lammers to contact Widseth regarding the gravel pit report and see if it would be available on the 19th.

Motion by Albright, seconded by Courneya to move the May planning commission meeting to Monday, May 19 immediately following the public hearing due to Memorial Day being on our current meeting date. Motion passed unanimously.

Variance for Shed

Motion by Albright, seconded by Courneya to grant a variance to 116 Park View Drive for shed to be placed 1-2 feet from property line with signature of neighboring property owner not having concerns with shed placement. Motion passed unanimously.

Variance for Fence

Motion by Ohman, seconded by Courneya to allow 6-foot fence placed 6 inches from right-a-way line as allowed by city ordinance but not by county ordinance. Voting yes; S. Hasse, R. Hasse, Courneya and Ohman. Voting No: none. Abstain: Albright. Motion carried.

City Property on both sides of Municipal Building (111 Main St)

Discussed the green turtle (child) sign located on city property at 111 Main Street. Ditterich explained the need for traffic to slow down as the door on Altona Square used for the grocery store has almost been hit many times. Lammers explained the city attorney has stated the sign can be there with city permission and with a sign permit. DuFrane stated they may want to consider moving his door, as a lot of traffic drives between the grocery store and the liquor store. Commissioners asked Ditterich to get a sign permit. Motion by R. Hasse and seconded by Courneya to waive the sign permit fee of \$30.00. Motion passed unanimously. Lundgren reviewed the city property on both sides of the liquor store building and stated he had three offers to purchase. (The City Office has never received an offer.) Commissioners agreed this is an Economic Development item, and Lammers can let them know the planning commission has been discussed with no major concerns by the planning commission members.

Old Business

Nuisance Properties

Commissioners discussed multiple properties. Motion by Albright, seconded by S. Hasse, to have Lammers send letters to the attached list of nuisance properties. Motion passed unanimously.

Adjournment

Motion by Courneya, seconded by S. Hasse, to adjourn at 7:25 pm. Motion passed unanimously.

Secretary,

Julie Lammers, CMC

Vergas City Clerk-Treasurer

Council Recommendations:

Approve resolution for County to be the Vergas Local Government Unit (LGU).

Planning Commission
2025 Nuisance Letters

Parcel Number	Owner	Rentor	Address	Mailing Address	City	State	Zip	Reason for Letter	DATE Planning Commission requested	Date Letter Sent	Responses	DATE Planning Commission removed	Date Second Letter Sent
82000500009000	Michelle Vana	The Homestead Inn	606 E Frazee Ave		Vergas	Mn	56587	Debris in yard, Unlicensed vehicles	4/28/2025	4/24/2025	Stated everything is cleaned up and he his selling vehicles		
82000500009002	Michelle Vana	Estate of Otto Wenzel	600 E Frazee Ave		Vergas	Mn	56587	Debris in yard, Unlicensed vehicles	4/28/2025	4/25/2025	Stated everything is cleaned up and he his selling vehicles		62
82000500016000	Terry Engel		491 Town Line Rd S	31172 Acorn Lake RD	Frazee	MN	56544	2 buildings falling down The machine shed and the dairy barn are falling down	4/28/2025	4/26/2025	Coming to meeting		of
82000500020000	James Sandau		1001 Town Line Road		Vergas	MN	56591		4/28/2025	4/27/2025	Coming to meeting		Page 16
82000990045000	Joyce Penney	PO Box 161	120 E Elm St		Vergas	MN	56592	Shed with broken windows, debris	4/28/2025	4/28/2025	Does not feel she has debris and no broken windows		
82000990046000	Bj's Real Estate	James & Pam Bracken	130 E Elm St	3200 11th St S Unit 113	Fargo	ND	58104	Debris in yard, Unlicensed vehicles	4/28/2025	4/29/2025			
82000990070001	Dean Haarstick		160 S 1st Ave	PO Box 160	Vergas	MN	56589	Debris in backyard	4/28/2025	4/30/2025			
82000990077000	Pam Franklin		260 1st Ave S	PO box 205	Vergas	Mn	56587	Debris in yard	4/28/2025	5/1/2025			
82000990110000	Brandon Lemmon	PO Box 62	213 Main St W		Vergas	MN	56589	Debris in yard, screen door	4/28/2025	5/2/2025			
82000990114000	Dillion Oien & Jenny Collins		260 W Linden St		Vergas	MN	56587	Debris	4/28/2025	5/3/2025			
82000990120000	Clifford Moe		101 E Mill Street	PO Box 242	Vergas	MN	56587	Dog Feces, debris in yard	4/28/2025	5/4/2025			
82000990124001	Merel Kvam		341 Unit Ave		Vergas	MN	56593	Safety hazard, garage falling down	4/28/2025	5/5/2025	Removing building - 30 days		

Planning Commission
2025 Nuisance Letters

<u>Parcel Number</u>	<u>Owner</u>	<u>Rentor</u>	<u>Address</u>	<u>Mailing Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Reason for Letter</u>	<u>DATE Planning Commission requested</u>	<u>Date Letter Sent</u>	<u>Responses</u>	<u>DATE Planning Commission removed</u>	<u>Date Second Letter Sent</u>
82000990127000	Tony Licence		350 S Pelican Ave	PO Box 82	Vergas	MN	56588	Debris in yard	4/28/2025	5/6/2025			
82000990130000	Danial Hoard		390 S Pelican Ave		Vergas	Mn	56587	Debris in yard, Unlicensed vehicles	4/28/2025	5/7/2025	Stated everthing is cleaned up and vehicles licensed		
82000990170000	Benjamin Lankow		339 E Frazee Ave		Vergas	MN	56590	Debris in yard, brush pile, roof	4/28/2025	5/9/2025	Getting a contractor to repair roof - 30 days		62

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A. C-2 Zoning

B. Mn Wetland Conservation Act - Local Government Units

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- A. Active Construction Permits
- B. Approved by Clerk-Treasurer Permit
 - 1. 401 Pelican Ave-window
- C. Permits to be Approved
 - 1. 511 Glenn Street- 10x18 shed
 - 2. 500 S Pelican Ave-Driveway replacement
- D. Grade and Fill
 - 1. 465 Oak Circle
 - 2. 409 Diane Ave

Files Attached

- 2024 Construction Permits not closed_.pdf
- 2025 Construction Permits as of 5.19.2025.pdf
- 2025 Grade and Fill.pdf
- Construcion Permit 401 Pelican Ave.pdf
- Construcion Permit 511 Glenn St.pdf
- Construction Permit 500 S Pelican Ave.pdf
- Grade and Fill Permit 465 Oak Circle.pdf
- Grade and Fill Permit 409 Diane Ave.pdf

2024 Construction Permits - Vergas MN

						Date Closed	House Value	who closed
<u>Permit No</u>	<u>Issue Date</u>	<u>Parcel Number</u>	<u>Name</u>	<u>Address</u>	<u>Description</u>			
2024-009	4/22/2024	82000500037005	Donald Allmaras	816 Scharf Ave.,	Rebuild existing cabin in same footprint as existing cabin		50000	
2024-017	6/24/2024	82000990166001	Keith Kuehn	306 E. Frazee Ave,	Build 12'x24' addition on to existing garage, steps & railing on porch			
2024-021	6/24/2024	82000990078000	Matt Engebretson	280 1ST AVE. S.,	Install garden fence,add to existing deck, reshingle garage, install gutters on house			
2024-026	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	
2024-031	8/26/2024	82000990314000	Josh Hanson	480 Glenn ST	New home construction		360000	
2024-032	8/26/2024	82000900310000	Bruce & Cindy Hunt	460 Oak Circle	New home construction		425000	
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	
2024-038	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 & shingles, 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			

2025 Construction Permits - Vergas MN

Permit No	Issue Date	Parcel Number	Name	Address	Description	Date Closed	House Value	who closed
2025-001	1/21/2025	82000990054000	Vergas State Bank	106 E Main St	Remove walls, build walls, create break room area, new flooring & lighting			
2025-002	1/27/2025	82000990137000	Pat Strand	271 Linden St	Replace 10 windows			
2025-003	3/24/2025	82000990228000	Michael Rosendahl	96 Parkview Dr	culvert			
2025-004	3/24/2025	82000500012006	Amber Pausch	110 Railway Ave	replace and remove doors, install tongue and groove			
2025-005	4/28/2025	82000990252000	Chris Lindburg	210 Eva St	New home		165,000.00	
2025-006	4/28/2025	82000990167000	James Stenger	316 E Frazee Ave	replace doors, windows, skirting			
2025-007	4/28/2025	82000990089000	Merel Kvam	131 1st Ave	Enclose existing lower level of fire escape			
2025-008	4/28/2025	82000990089001	Merel Kvam	125 1st Ave	Remove existing additions and add onto structure			
2025-009	4/28/2025	82000990250000	Colton Ditterich	230 Eva St	New home		190,000.00	
2025-010	4/28/2025	82000990243000	Hunter Ditterich	411 Diane Ave	New home		190,000.00	
2025-011	3/24/2025	82000990104000	Laura Osborn	110 w Elm	Replace door, repair deck and rain gutters			
2025-012	5/7/2025	82000990144000	Mary Hoffman	401 Pelican Ave	Replace existing bow window			
2025-013	5/19/2025	82000990302000	Paul & Deb Sonnenberg	511 Glenn Street	Shed 10x18			
2025-014								
2025-015								
2025-016								
2025-017								
2025-018								
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2025-026								
2025-027								
2025-028								
2025-029								
2025-030								
2025-031								
2025-032								

2025 Grade and Fill 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>	<u>who closed</u>
2025-001	4/28/2025	82000990167000	James Stenger	316 E Frazee Ave	Parking pad, 18x18 and 3x18 Excavatelot to place and build	6/1/2025	James Stenger
2025-002	5/19/2025	82000990242000	JRMH Holdings/Josh Hanson	409 Diane Ave	residential home		
2025-003	5/19/2025	82000990313000	JRMH Holdings/Josh Hanson	465 Oak Circle	Excate driveway and building site		
2025-004							
2025-005							
2025-006							
2025-007							
2025-008							
2025-009							
2025-010							
2025-011							
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2025-027							
2025-028							
2025-029							
2025-030							
2025-031							

Fee Paid \$30.00

Owner: Mary Creed

Applicant: Loren Menz Construction

General Contractor: Loren Menz Construction

No. 2025-012

City of Vergas

Construction Permit

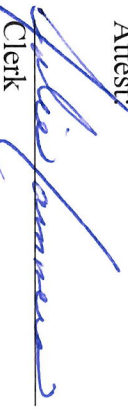
IN CONSIDERATION OF The statements and representations made by Loren Menz Applicant, in regards to address 401 Pelican Ave Vergas, MN in the application therefore duly filed in this office, which application is hereby made a part hereof, PERMISSION IS HEREBY GRANTED TO said Loren Menz Construction as contractor to replace bow window, as described.


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;

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

Given under the hand of the Mayor of said City of Vergas and its corporate seal and attested by its Clerk this 7th day of May 2025

Attest:


Clerk


Mayor

Permit Expires in one year

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



Permit Number: 2025-012 Date Received: 5/7/25 Parcel Number: 82 000 990 144000
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: Mary Hoffmann

Address of Construction Project: 401 Pelican Ave

Mailing Address: 401 Pelican Ave Phone: 218-841-5564

1. Permit to (CIRCLE ONE)

Addition Alter Build Demolish Install Move Remodel Repair

Description of work to be done: Replace existing bow window

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: \$ 6,000⁰⁰
Building Contractor:

Name: Loren Menz Construction License Number: BC.001981 Phone: 218-841-5564

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: L. K. Menz DATE: May 7, 2025

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.

L. K. Menz May 7, 2025
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
\$ 30 Permit Fee \$ — Tar Break Up Deposit
\$ 30 Total Fees

Receipt # 166214 Date Paid _____, 20__

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

Date Approved by Planning Commission or Clerk-Treasurer: 5/7, 2025

Fee Paid \$30.00

Owner: Paul and Deb Sonnenberg

Applicant: Paul Sonnenberg

General Contractor: Paul Sonnenberg

No. 2025-013

City of Vergas

Construction Permit

IN CONSIDERATION OF The statements and representations made by Paul Sonnenberg, Applicant, in regards to address 511 Glenn St 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 Paul Sonnenberg as contractor to place a 10x18 shed on his property, as described.

Lot requirements and setbacks. The following minimum requirements shall be observed in an R-1 District, subject to additional requirements, exceptions and modifications set forth in this chapter:

- (1) *Lot area.* 8,000. (2) *Lot width.* 80 feet. (3) *Setbacks.* (a) *Front yards.* Not less than 25 feet; (b) *Side yards.* 10 feet. The common wall of a one family attached dwelling is exempt from this requirement. (c) *Side yards, corner lots.* 25 feet on side adjacent to street, but in no case less than the setback of an adjacent lot which has its front yard on the same street. All corner lots are subject to the requirements of \$156.46. (d) *Rear yards.* 25 feet.
- (4) *Detached accessory building setback requirements.* Not less than 5 feet from rear yard line and not less than 4 feet from the side yard lines in the rear yard. On corner lots not less than 25 feet from the adjacent street, but in no case less than the setback of an adjacent lot which has its front yard on the same street. All corner lots are subject to the requirements of \$156.46. (5) *Access.* All lots shall front on and have ingress and egress by means of a public right-of-way. (6) *Coverage.* The total area of all impervious surfaces located in the district shall not exceed 30% of the lot area.

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 19th day of May 2025

Attest:

Clerk

Mayor

Permit Expires in one year

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

Permit Number: 2025-013 Date Received: 5/12/25 Parcel Number: 82000 990302000

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 1, Block 2, Addition Lawrence Lake
Property: Width 98.32 feet, Length 418 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: Paul Sonnenberg

Address of Construction Project: 511 Glenn Street

Mailing Address: 511 Glenn Str. Vergas MN Phone: 218-298-0411

1. Permit to (CIRCLE ONE)

Addition Alter Build Demolish Install Move Remodel Repair

Description of work to be done: Shed 10x18'

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: \$ 5,000.00
Building Contractor:

Name: _____ License Number: _____ Phone: _____

Plumber: (must have MN License)

Name: _____ License Number: _____ Phone: _____

Electrician:

Name: _____ License Number: _____ Phone: _____

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

I am the (CIRCLE ONE) OWNER LESSEE PURCHASER AGENT

4. APPLICANT'S SIGNATURE: [Signature] DATE: 5/12/25

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

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

CONSTRUCTION APPLICATION SITE PLAN DESIGN

Provided on separate sheet must include the following.

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

[Signature] 5/12/25 _____
Signature of Applicant Date Zoning Official Date

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

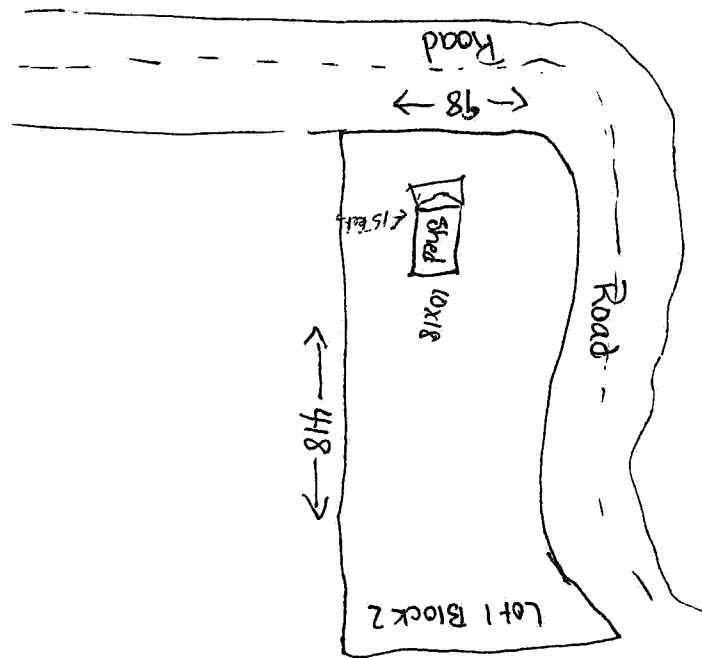
FOR OFFICE USE ONLY

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

Receipt # 166223 Date Paid 5/12, 2025

Signature: _____ Date: _____, 20__
(Permitting Authority)
Date Approved by Planning Commission or Clerk-Treasurer: _____, 20__

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



Permit Number: _____ Date Received: _____ Parcel Number: _____

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.
 - ☒ ☐ 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.
 - C] 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 IVIN State Contract Electrical Inspector (218)342-3345 or (218)849-6059. Property Description:

See address
below

Lot _____, Block _____, Addition _____

Property: Width _____ Dimensions in description _____ .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: Holly Sandberg

Address of Construction Project: 500 South Pelican Avenue; Vergas, MN 56587

Mailing Address: Same as above 218-849-6145 PHONE: _____

1. Permit to (CIRCLE ONE)

Addition Alter Build Demolish Install Move Remodel Repair

Description of work to be done: Driveway is in need of repairs, current asphalt is starting to crumble and landing of driveway is starting to form small hills. Work to be done includes removing existing asphalt from existing driveway (and hauling away), regrading and smoothing out driveway, and paving 2.5 inches

compacted asphalt on driveway. Current driveway surface area will be maintained – will not be expanding current surface area (approx. 2,800 sf). This work will replace what is there. Contractor hired to do work is Driveway Services.

Will any of the following be included in your project:

2. Proposed use of building: (CIRCLE ONE) ☒ [3 Driveway] Culvert ☐ [Tar break-up] ☒ [3 Grading on parcel] 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:

\$ 10,000

Building Contractor:

Name: Driveway Service License Number: unknown Phone: 847-4753

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 Holly Sandberg
SIGNATURE: _____ DATE: 5/14/25

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

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

CONSTRUCTION APPLICATION SITE PLAN DESIGN

Provided on separate sheet must include the following.

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

Holly Sandberg 5/14/25

Signature of Applicant

Date

Zoning Official

Date

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

FOR OFFICE USE ONLY

\$_____Water Hook-up	\$_____Sewer Hook-up
\$_____Permit Fee	\$_____Tar Break Up Deposit
\$_____Total Fees	

Receipt # _____ Date Paid _____,20__

Signature: _____ Date: _____, 20__

(Permitting Authority)

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

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

Permit Number: _____ Date Received: 5/1/25 Parcel Number: 8200099031300 Fee \$75.00 Pd
Rec# 153591

City of Vergas Application For Grade and Fill Permit

Property Description:

Lake # _____ Lake Name _____ Parcel Number 82000990313000

Legal Description T 137

R 041

SECT 25

Lot 6, Block 1, Addition LAWRENCE LAKE 2ND

Property: Width 380' feet, Length 571' feet

Property Owner: TRIM HOLDINGS / JOSH HANSON

Address of Project property: 465 OAK CIRCLE

Mailing Address: P.O. BOX 9 VERGAS MN. 56587

Phone: 218-234-1685

Contractors Name: DOZ SHROOPE CONSTRUCTION

License Number: 26-4800628 Phone: 218-731-5289

Address 19079 430TH ST PELHAM RAPIDS MN. 56572

Note:

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

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

Please describe the project: EXCAVATE DRIVEWAY AND BUILDING SITE

Detailed Information:

Area to be cut/excavated 40 length 300 width 2 depth

Area to be filled/leveled _____ length _____ width _____ depth

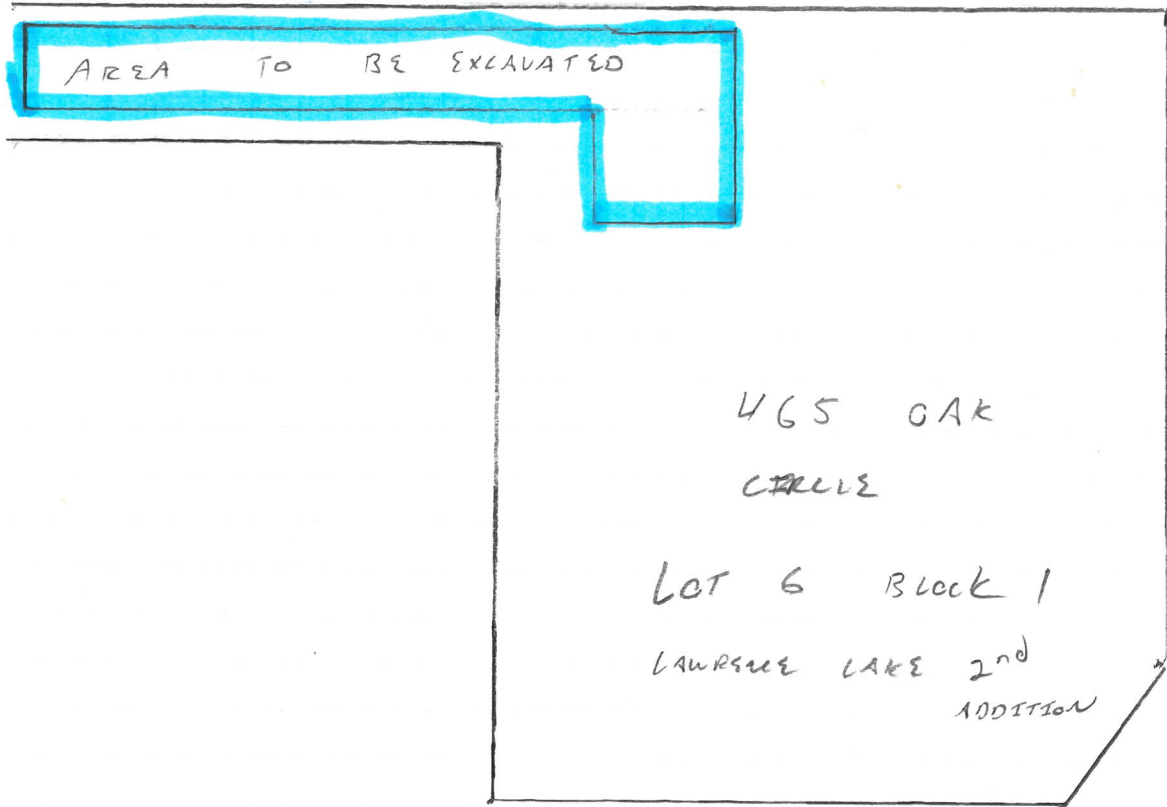
Culvert(s) _____ yes X no If yes, you must indicate size and location on drawing.

Type of soils and/or fill material "CLASS 5" GRAVEL, BLK

Total cubic yards of earthmoving requested 1244

Signature of property owner JOSH R.M. HANSON Date 5-1-25

SCALE
1" = 80'



Permit Number: _____ Date Received: 5/1/25 Parcel Number: 82000990242000 Fee \$75.00 pd
Rec# 153590

City of Vergas Application For Grade and Fill Permit

Property Description:

Lake # _____ Lake Name _____ Parcel Number 82000990242000

Legal Description T 137
R 411
SECT 25

Lot 1 , Block 1 , Addition _____

Property: Width 106 feet, Length 175 feet

Property Owner: JRMH HOLDINGS / JOSH HANSON

Address of Project property: 409 DIANNE AVE VERGAS MN

Mailing Address: P.O. 9 VERGAS MN 56587

Phone: 218-234-1685

Contractors Name: ERIC RUTHER

License Number: L3149 Phone: 218-298-1477

Address 37618 390TH AVE RICHVILLE MN. 56576

Note:

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

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

Please describe the project: EXCAVATE LOT TO PLACE & BUILD RESIDENTIAL HOME

Detailed Information:

Area to be cut/excavated 80 length 80 width 2 depth

Area to be filled/leveled _____ length _____ width _____ depth

Culvert(s) _____ yes X no If yes, you must indicate size and location on drawing.

Type of soils and/or fill material CLASS 5, BLACK, SAND

Total cubic yards of earthmoving requested 474

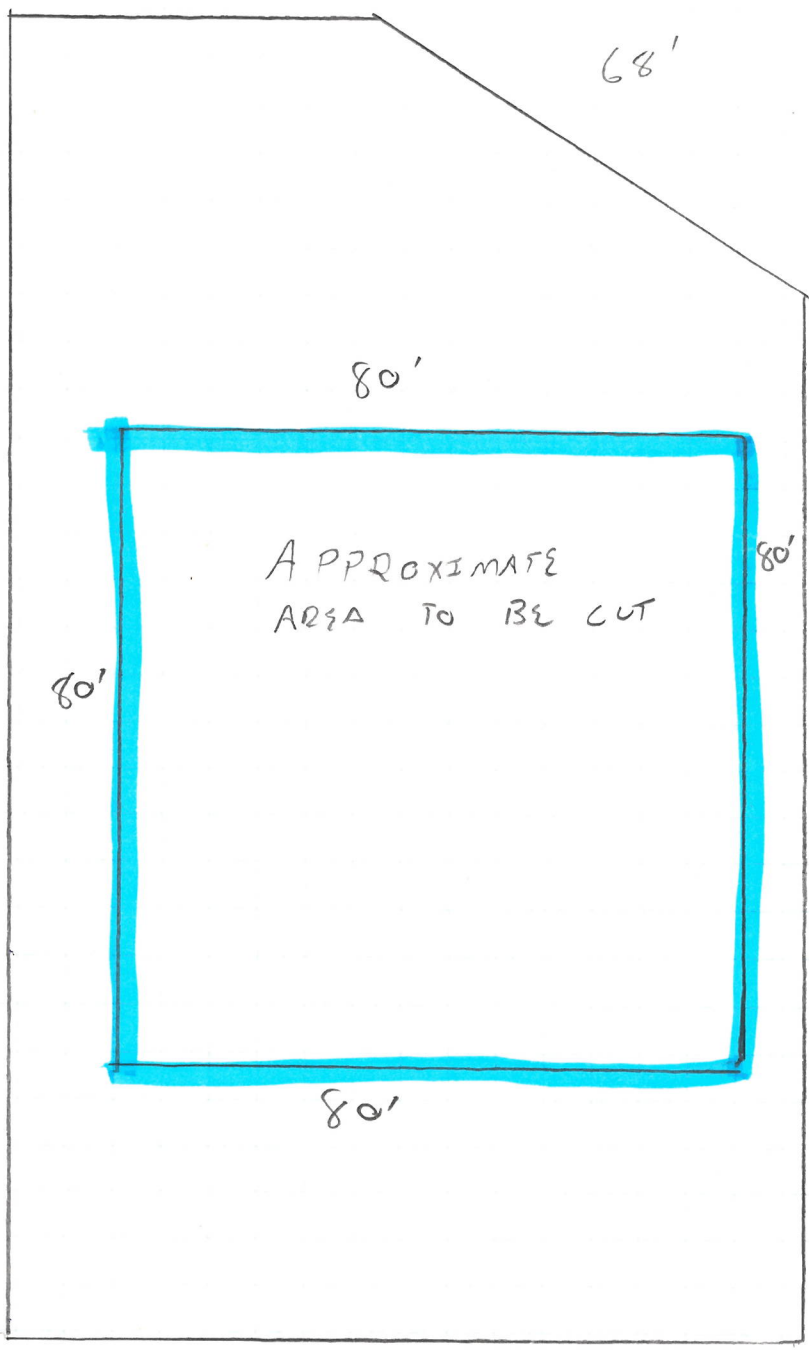
Signature of property owner Josh R.M. Hanson Date 5-1-25

SCALE
1" = 25'

W
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R
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T

175'



46'

68'

80'

80'

136'

80'

80'

106'

DIANE AVENUE

Planning Commission
2025 May Planning Commission Meeting & Public Hearing
Government Services Center & Zoom Id 267-094-2170 password 56587
6:00 PM on Monday, May 19, 2025

7. Old Business

- A. Interim Use Permit - Mark Sand and Gravel
- B. Nuisance Properties

Files Attached

- 2025 Mark Sand and Gravel Application for Gravel Pit.pdf
- 2025 Nuisance Notices.pdf

APPLICATION FOR INTERIM USE PERMIT

CITY OF VERGAS
 111 Main Street
 Vergas, Minnesota 56587
 218-342-2091

APPLICATION FOR INTERIM USE PERMIT

Application is hereby made for an Interim Use Permit for (description of Interim Use Permit)_____

Continued use of the existing gravel pit for extraction, stock piling and portable hot mix plant

Address of Property: 560 Pelican Ave S, Vergas, MN 56587

Owner: Mark Sand & Gravel Co.

Address: 525 Kennedy Park Rd, Fergus Falls, MN 56537

Phone: 218-736-7523

Applicant: Mark Sand & Gravel Co.

Address: 525 Kennedy Park Rd, Fergus Falls, MN 56537

Phone: 218-736-7523

The following information is submitted in support of this application.

- ☒ 1) Completed application for Interim Use Permit.
- ☒ 2) Cash fee \$400.00
- ☒ 3) Legal description of the property. See affirmation of sufficient interest form.
- ☒ 4) Acknowledgement of Responsibility form completed. See attachment
- ☒ 5) Affirmation of Sufficient Interest form completed. See attachment
- ☒ 6) A narrative explaining the purpose of the request, the exact nature of the Interim use, and the justification for the request. See attachment
- ☒ 7) Copies of all MPCA permits. See attachments
- ☒ 8) Other See attachments as required by the Sand & Gravel ordinance

AFFIRMATION OF SUFFICIENT INTEREST

I hereby affirm that I **am the fee title owner** of the below described property or that I have written authorization from the owner to pursue the described action.

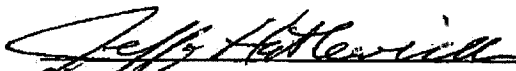
Name of Applicant: Mark Sand & Gravel Co.

Phone: 218-736-7523

Street address/legal description of subject project: _____

560 Pelican Ave S, Vergas, MN 56587

N1/2 SE1/4 EX 5 AC TR IN NE COR & NELY 1/2 SE1/4 SW1/4 & NE1/4 SW1/4


Signature

04/14/2025
Date

If you are not the fee owner, attach another copy of this form which has been completed by the fee owner or a copy of your authorization to pursue this action.

If a corporation is fee title holder, attach copy of the resolution of the Board of Directors authorizing this action.

If a joint venture or partnership is the fee owner, attach a copy of agreement authorizing this action on behalf of the joint venture or partnership.

ACKNOWLEDGEMENT OF RESPONSIBILITY

This is to certify that I am making application for the described action by the City and that I **am responsible for complying with all City requirements** with regard to this request. This application should be processed in my name and **I am the party whom the City should contact** regarding any matter pertaining to this application.

I have read and understand the instructions supplies for processing this application. The documents and/or information I have submitted are true and **correct** to the best of my knowledge. I will keep myself informed of the deadlines for submission of material and of the progress of this application.

If this is an application for **underground tank installation**, I understand that I must notify the Fire Marshall immediately in writing upon any change in required resident agent information.

I further understand that additional information, such as a traffic analysis or expert testimony, may be required for analysis of this request, and that upon my authorization the fees for such will be my responsibility.

I agree to allow access by City authorized persons in, on, or to the property for purposes of review of this application and any necessary inspections.


Applicant's Signature

04/14/2025
Date

Name of Applicant: Mark Sand & Gravel Co.

Address: 525 Kennedy Park Rd., Fergus Falls, MN 56537

Phone: 218-736-7523

Name and Address of Additional Contract(s): Jeff Hatlewick, Vice President of Administration

PO Box 458, Fergus Falls, MN 56538

Phone: 218-766-6977

APPLICATION FOR INTERIM USE PERMIT

I fully understand that all of the above required information must be submitted at least **28** days prior to a Planning Commission meeting to ensure review by that date.


Applicant's Signature

04/14/2025
Date

Comments/Revisions. _____

Received by:

City Clerk's Signature

Date

MINUTES OF MEETING OF DIRECTORS

The meeting of the Board of Directors of MARK SAND & GRAVEL CO. was held at the offices of Mark Sand & Gravel Co., Fergus Falls, MN on February 20, 2025, at 11:30 am.

Present were Mark Thorson, the sole director, Justin Rodeman Vice President, Jeffrey Hatlewick, Vice President/Secretary and Brianne Balcer, Vice President.

The director and officers discussed the business of the corporation as it relates to the Bunkowski Pit Conditional Use Permit thereafter, upon motion duly made, seconded and carried, adopted the following resolutions:

RESOLVED, That Mark Thorson as sole director directed the following:

Mark Sand & Gravel Co. continues to have interest in mining and material production for aggregate supply and bituminous asphalt production. The company shall again apply for a conditional use permit as required on an annual basis to continue this production.

There being no further business to come before the meeting, the meeting adjourned.



Secretary, Mark Sand & Gravel Co.

Application for Interim Use Permit

Date: April 14, 2025

Application Fee: \$400.00

1. Applicant's Name: Mark Sand & Gravel Co. Phone: 218-736-7523
525 Kennedy Park Road
Fergus Falls, MN 56537 Fax: 218-736-2647
2. Owner of premises on which Mining and Reclamation is to take place:
Mark Sand & Gravel Co. Phone: 218-736-7523
525 Kennedy Park Rd
Fergus Falls, MN 56537 Fax: 218-736-2647
3. Legal description or other description of land:
 - Bunkowski Pit
 - - **N1/2 SE1/4 Ex 5 AC TR in NE corner & NELY1/2 SE1/4 SW1/4 & NE1/4 SW1/4**

Appendix I

Plan of Operation

Purpose

To continue the extraction of non-metallic minerals from this existing non-conforming use mine that was established in the late 1960's during the installation of the sewer system in the City of Vergas. Mark Sand & Gravel Co., under current ownership, has actively leased, mined aggregate materials and operated portable hot mix plants at this location since 1998. The aggregates from this mine are used for various road construction projects throughout the region. This particular mine has an extremely large aggregate deposit with hundreds of thousands of tons of aggregate materials still remaining to be mined. The rate of mining will depend on the local road construction projects offered for bid letting and the number of those projects awarded to Mark Sand & Gravel Co. At the current rate of mining there may be up to 20 years or more of aggregate materials remaining in this deposit.

Plan of Operation

Mining will continue an existing pit face to the north and away from Otter Tail County Highway 35 in the existing pit until resources are exhausted. Approximate depth of material to be mined is 25 to 40 feet. All entrances and exits will occur off of Otter Tail County Highway 35 from the existing approach. All materials will be transported by trucks on Otter Tail County Highway 35, Otter Tail County Highway 4 and/or Otter Tail County Highway 17. Any material that is hauled by Mark Sand & Gravel Co. authorized trucks and is spilled on these roadways will be removed as soon as reasonably possible.

The open portion of this aggregate resource (currently 30 acres) has had the topsoil stripped and piled in berms at the edge of the excavation. This top soil will be spread over the areas that have been completely mined as they are reclaimed. If there is not sufficient top soil to cover the entire mined area to the desired depth it may be feasible to borrow topsoil from the eastern most lowland pasture area or import topsoil during the final reclamation process.

We will move in portable crushing/screening machines with several conveyors to stockpile the materials. These machines will be located in the area necessary to complete the mining of each phase. Stockpiles of aggregate materials will be located in each area of the mine. These stockpiles will be hauled to the end user as needed or used in the reclamation process. Our primary source of power will be a self-contained generator. Water during heavy rainfalls may be pooled in an approximate 1 acre area located at the lowest elevation. We will utilize front-end loaders, track excavators, skid steers, and dozers on this site to mine the land. Dump trucks and semi-trucks will be used to haul the equipment in as well as truck the finished product to the end-users. Dust control will be applied to ensure minimal disturbance for the neighbors near the pit.

Water resources are used for dust control as needed. In the past the water has been acquired through purchasing from the City of Vergas or by an approved Department of Natural Resources water appropriation permit for the pumping of water from nearby lakes. All of the water that is used for the mining operation, including dust control is allowed to pool and absorb into the soil at the lowest elevation of the pit. Dust control at the crusher is mainly attained by spraying water at the point of rock crushing. Dust

control for the gravel roads within the pit area is attained by spraying a mixture of calcium chloride and water onto the roadway. The pit entrance driveway has been paved to reduce the amount of fugitive dust created by vehicles entering and exiting.

The trees on this property are considered a valuable resource. It is our intention to avoid removing any trees if possible and especially those that are located near the property boundaries. Please see included maps for additional information on tree locations. The proposed direction of mining map impacts an extremely limited number of trees.

The on-site buildings will remain intact and are currently used for storage of personal belongings as related to the farming operation of Tom Bunkowski. Terry Bunkowski continues to rent the farmhouse. The hobby farm has great potential value and will remain as it is now and into the future as a rental property. Adjacent properties consist of seasonal storage garages, residential homes, vacant lots and agricultural land.

Mining Plan – Currently there are just under 30 acres that have been mined or have been stripped to prepare for mining or stockpiling. Once the areas are completely mined the sloping and backfilling will begin to a rough grade as the mining continues near that area. It is important that this sloped area be brought to finish grade before spreading the topsoil. The sloped area will need to be leveled again to fix any possible area of erosion before the land is seeded into grassland.

Hot Mix Asphalt Plant –This existing site includes approximately 7 acres of level ground at the pit bottom. Included in this 7-acre area will be at least two stockpiles of aggregate materials. The hot mix plant is portable and temporary. It will be placed only as long is needed to complete the local road construction projects and removed promptly when completed. The existing paved approach will be the entrance and exit to the hot mix asphalt production area. Semi-trucks will be utilized to haul the equipment into the pit area and to truck the finished product to the construction sites.

Reclamation

Reclamation and sloping of the boundaries of the mined area will continue to occur at a ratio of at least four to one as the mining progresses. Sloped areas that have been rough graded after the completion of mining in that area are considered to be partially reclaimed. At the completion of a mining in each area the topsoil will be spread at the depth of the surrounding area or a minimum of 3 inches and it will be seeded with a MNDOT approved natural grass mixture. This mix is a general dry prairie mix for native roadsides, ecological restoration, or conservation program plantings. Our goal will be to leave the land mostly level with gently rolling hills and sloped borders near the mine boundaries. Any on-site water will be minimized into a temporary pond. 250 trees will be maintained and/or replaced as needed along the County Highway 35 property border for privacy and security until future development occurs.

Hot Mix Asphalt Plant – A seven-acre level stockpile area may be utilized throughout the permit period. The Hot Mix Asphalt Plant will be set in the pit bottom as the mining continues to the north. The plant site will follow the mining to the north to allow for future sloping along the south border of the pit.

Appendix II

151.72 PERMIT APPLICATION REQUIREMENTS.

An application for a permit required by this article shall contain the following:

- A. The legal description of the lands from which it is proposed to excavate, remove, process, store or handle minerals. **See affirmation of sufficient interest form.**
- B. The name and address of the applicant and the name and address of the owner of the land. **See application for interim use permit**
- C. Names and addresses of all adjacent landowners within one-half mile radius.
See attached list of property owners.
- D. Copies of any agreements pertaining to the operation including the duration of any lease, if applicable. **Not applicable**
- E. The purpose of the removal. **See attachment Appendix I**
- F. The estimated time required to complete removal. **See attachment Appendix I**
- G. The highways, streets or other public ways within the city upon and along which the material removed shall be transported. **See attachment Appendix I**
- H. The plan of operation, including, but not limited to:
 - 1. Soil processing (any operation other than direct mining and removal),
 - 2. Nature of the processing and equipment, **See attachment Appendix I**
 - 3. The area to be included in the operation, **See attached maps**
 - 4. Depth of topsoil and soil type, **See attached Soils Map and legend**
 - 5. The depth and grade of excavation, **See attachment Appendix I**
 - 6. The estimated quantity of material to be added to or removed from the premises, **See attachment Appendix I**
 - 7. Location of the plant, **all plants are portable, See attached map**
 - 8. Location of stock piles, **See attached maps**
 - 9. Source of water, disposal of water and reuse of water. In the event that water is used in the operation of a pit, approval from the state department of natural resources and other appropriate state or federal agencies shall be obtained as to the type, location and depth of such well and contained with such application. **See attachment Appendix I**
 - 10. The number and location of trees prior to excavation, **See attachment Appendix I and several maps**
 - 11. Adjacent and on-site buildings and land uses **See attachment Appendix I**

12. Map or plat of the proposed pit or excavation showing the confines or limits thereof, together with the proposed finished elevations based on sea level readings. See attached maps
13. Elevations and percent slope within 100 feet beyond the perimeter of the excavation and other such information necessary to analyze the site shall be provided by the applicant. United States Geological Survey datum shall be used for all topographic mapping where feasible. See attached maps
- I. The operation plan must also identify actions to be taken during operation to mitigate adverse environmental impacts, particularly erosion and rising dust out of any sand or gravel pit. **See attachment Appendix I**
- J. A reclamation plan including, but not limited to:
 1. Final grade of the property; **See attachment Appendix I**
 2. Depth of topsoil reclaimed; **See attachment Appendix I**
 3. Type of vegetation replanted; **See attachment Appendix I**
 4. Number of trees to be replanted, replacing the trees removed during excavation. **See attachment Appendix I and attached maps**

151.73 Bond

A. A cost bond of \$10,000.00 as determined by the city council will be placed in escrow once this permit application is approved.

B. A performance bond of \$100,000.00 will be provided for upon approval of this permit. This property is owned by Mark Sand & Gravel Co. and will be maintained at a high level during the future of this operation. We want this property to maintain the high value that it has for future sales and development once the area has been completely mined.

151.74 Agreement to hold city harmless

Mark Sand & Gravel Co. will provide the city with a certificate of current insurance upon approval of this permit which will name the city as an additional insured. We will hold the city harmless as required.

151.75.002 Inspection and Review Permit Fee

Upon approval of this permit application Mark Sand & Gravel Co. agrees to provide the City of Vergas with the established inspection and review permit fee. This fee is to be held in an escrow account and used strictly for the engineering fees that are required due to the ordinance.

151.76 Inspections

Mark Sand & Gravel Co. wishes to be notified of each inspection by the city engineer so that we may accompany him on site during the inspection.

151.77.03 Screening

Mark Sand & Gravel Co. will continue to maintain and or upgrade the trees as necessary during the 2025 season.

Property Overview

Legal

Taxpayer

Alternate Addresses

Property Values

Credits and Exclusions

Multi Parcel Groups

Property Divisions

Property Transfer History

Maps

Land Information

Additional Structures

Property Tax Information

Pay Taxes Online

Property Tax Payments

Property Taxes Due

Special Assessments

Drainage Assessments

PARID: 82000500022000
MARK SAND & GRAVEL COMPANY

ROLL: REAL PROPERTY
560 PELICAN AVE S

Record Navigator

1 of 1

Asmt Year 2025 ▼

Actions

Printable Summary

Printable Version

Reports

Tax Statement

Go

Parcel

Assessment Year:	2025
Pay Year:	2026
Property Address:	560 PELICAN AVE S
City:	VERGAS
State:	MN
Zip:	56587
Market NBHD:	0000 - NA
Class:	III - 2B/1B RURAL VACANT LAND
Land Use Code:	
Deeded Acres	132.34
Plat:	-
Lot	
Block	
Section-Twp-Range	25-137-041
Tax District:	8201 - VERGAS/SD023/COHRA
Town/City	012300 - VERGAS CITY
School District:	020023 - FRAZEE/VERGAS ISD 23 (BECKER)
TIF Project #	-

Parcel Status

In Forfeiture:	No
COJ:	No
In Bankruptcy	
Mortgage Company	
ACH	No
Delinquent	No
Homestead	N ? Non-Homestead
Relative Homestead	N

Legal

SECT-25 TWP-137 RANGE-041 132.34 AC N1/2 SE1/4 EX 5 AC TR IN NE COR & NELY 1/2
SE1/4 SW1/4 & NE1/4 SW1/4 EX TRS



Government Services Center

500 W Fir Ave

Fergus Falls, Minnesota 56537

Contact/Directory

Facebook

Minnesota Pollution Control Agency

520 Lafayette Road North | St. Paul, MN 55155-4194 | 651-296-6300 | 800-657-3864 | 651-282-5332 TTY | www.pca.state.mn.us

June 9, 2009

Mr. Jeff Hatlewick
Director of Safety and Compliance
525 Kennedy Park Road
Fergus Falls, MN 56537

RE: Air Emission Permit No. 11100082-001 and Voiding Air Emission Registration Permit
Nos. 99000305-001, 99000234-002, 99000264-001, 99000263-001, and 99000306-001

Dear Mr. Hatlewick:

The enclosed permit, Air Emission Permit No. 11100082-001, authorizes operation of your nonmetallic mineral processing facilities.

Please read through the permit and review its conditions and requirements. Distribute the permit to staff members responsible for ensuring compliance with the conditions and limitations in the permit.

Minn. R. 7007.1110, subp. 2b requires facilities that hold a registration permit and are eligible for a nonmetallic mineral processing general permit to apply for the general permit. This letter also serves as your notice that the MPCA has voided, effective the date of this letter, the following Air Emission Permits in accordance with Minn. R. 7007.1110, subp. 17 (see below):

<u>Permit No.</u>	<u>Name of Facility</u>	<u>Date Permit Issued</u>
99000305-001	Mark Sand & Gravel Acquisition – Plant 2	April 25, 2002
99000234-002	Mark Sand & Gravel Acquisition – Plant 3	January 17, 2003
99000264-001	Mark Sand & Gravel Acquisition – Plant 4	August 8, 1997
99000263-001	Mark Sand & Gravel Acquisition – Plant 5	August 8, 1997
99000306-001	Mark Sand & Gravel Acquisition – Plant 6	April 25, 2002

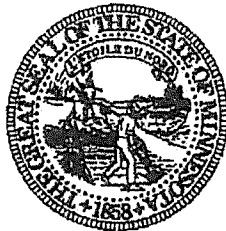
Minn. R. 7007.1110

Subp. 17. Voiding an existing permit. The commissioner shall void a part 70, capped, or state permit for a stationary source which is issued a registration permit. A stationary source which is covered under the terms of a general permit is no longer covered by the general permit when it is issued a registration permit. The commissioner shall void a registration permit issued under one registration permit option for a stationary source that is issued a registration permit for a different registration permit option. The commissioner shall void a registration permit for a stationary source that is issued a part 70, state, capped, or general permit.

The reason to void the registration permits is the issuance of Air Emission Permit No. 11100082-001.

St. Paul | Brainerd | Detroit Lakes | Duluth | Mankato | Marshall | Rochester | Willmar





AIR EMISSION PERMIT NO. 99000150 - 002
'OPTION D' REGISTRATION PERMIT
FOR A
HOT MIX ASPHALT FACILITY

According to Minnesota Statutes Chapter 115 and 116, Minnesota Rules Chapters 7001 and 7007, and 40 CFR part 52, subp. Y:

Mark Sand & Gravel Acquisition Co
PO Box 458
Fergus Falls, MN 565380458

(hereinafter Permittee) is issued an Air Emission Registration Permit by the Minnesota Pollution Control Agency for its Mark Sand & Gravel Acquisition - Plant 9 facility located at various locations throughout the state of Minnesota.

The permit authorizes modification, construction, reconstruction, and operation of the stationary source under the conditions set forth below.

Issue Date: 09/26/2002

Expiration: Pursuant to Minn. Rules pt. 7007.1050, subp. 3a, the permit shall be considered not to expire until a new permit is issued.

Compliance Requirements: The Permittee shall comply with Minn. Rules pts. 7007.1110 (Registration Permit General Requirements) and 7007.1130 (Option D Requirements) and all applicable requirements.

Karen A. Studders
for Karen A. Studders
Commissioner
Minnesota Pollution Control Agency

MINNESOTA POLLUTION CONTROL AGENCY

National Pollutant Discharge Elimination System/State Disposal System

MNG490000

Permittee: Multiple
Facility name: Nonmetallic Mining/Associated Activities General Permit
Issuance date: June 10, 2022
Expiration date: May 31, 2027

The Permittee is an owner or operator of facilities within the boundary of the state of Minnesota that:

- a. Discharge stormwater to waters of the state, including groundwater, from the construction sand and gravel, industrial sand, dimension stone, crushed and broken limestone, crushed and broken granite, crushed and broken stone (not elsewhere classified) mining and quarrying areas, asphalt production areas, (including portable asphalt plants), concrete block and brick, concrete products (other than block and brick), and ready-mix concrete, as well as aggregate dredging operations and uncontaminated asphalt and concrete rubble recycling at sites already listed.
- b. Discharge mine site dewatering to waters of the state, including groundwater, from construction sand and gravel, industrial sand, dimension stone, crushed and broken limestone, crushed and broken granite, and crushed and broken stone (not elsewhere classified) mining and quarrying areas.
- c. Non-stormwater discharges that meet the requirements of this permit and occur at the above-mentioned facilities.

The state of Minnesota, on behalf of its citizens through the Minnesota Pollution Control Agency (MPCA), authorizes the Permittee to construct, install and operate a disposal system at the facilities named above and to discharge to a receiving water of the state of Minnesota in accordance with the requirements of this permit.

The goal of this permit is to reduce pollutant levels in point source discharges and protect water quality in accordance with the U.S. Clean Water Act, Minnesota statutes and rules, and federal laws and regulations.

This permit is effective on the issuance date identified above. This permit expires at midnight on the expiration date identified above.

Signature: *Elise M. Doucette*

This document has been electronically signed.

Elise M. Doucette, Supervisor
Water Section
Industrial Division

for the Minnesota Pollution Control Agency

Submit eDMRs

Submit via the MPCA e-Services at

https://rsp.pca.state.mn.us/TEMPO_RSP/Orchestrate.do?initiate=true

Submit WQ reports to:

Electronically: wq.submittals.mPCA@state.mn.us

Include *Water quality submittals form*:

<https://www.pca.state.mn.us/sites/default/files/wq-wwprm7-71.docx>

Questions on this permit?

For eDMR and other permit reporting issues, use the directory listed at the bottom of the DMR page:

<https://www.pca.state.mn.us/water/discharge-monitoring-reports>

For specific permit requirements, contact your compliance staff:

<https://www.pca.state.mn.us/water/wastewater-compliance->

wq-wwprm7-33b

LICENSE AND PERMIT BOND**KNOW ALL MEN BY THESE PRESENTS:**

THAT WE, Mark Sand & Gravel Co., PO Box 458, Fergus Falls, MN 56538 as Principal, and Liberty Mutual Insurance Company, a Massachusetts Corporation, as Surety, are held and firmly bound unto City of Vergas, PO Box 32, 111 Main St., Vergas, MN 56587 in the sum of One Hundred Thousand and 00/100 DOLLARS (\$100,000.00) for the payment of which sum, well and truly to be made, we bind ourselves, our personal representatives, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION of this bond is such that the Principal has applied for an Interim Use Permit for Reclamation of Aggregate Mining at 560 Pelican Ave S, Vergas, MN 56587, Vergas, Minnesota; Plat or Addition 82000500022000 in accordance with the requirements of ordinances of said Obligee, and has agreed to hold said Obligee harmless from suffering and loss or damage occasioned by said Principal's failing to comply with any provisions of any ordinances applicable to the work performed by said Principal.

NOW, THEREFORE, if the Principal shall, during the period commencing on the aforesaid date, faithfully perform all the duties according to the requirement of the Ordinances regulating said license, and protect said Obligee from and damage as hereinbefore stated, then this obligation shall become void and of no effect, otherwise to be and remain in full force and virtue.

This bond may be terminated as to future acts of the Principal upon thirty (30) days written notice by the Surety. Otherwise, this bond expires at midnight May 19, 2025. All claims must be made before the expiration date.

Dated this 19th day of March, 2024.

Mark Sand & Gravel Co.

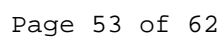
Principal

Liberty Mutual Insurance Company

Surety

Joshua R. Loftis, Attorney-in-Fact

Bunkowski Pit 2025 Mining Plan



Bunkowski Wetlands map 2025



Bunkowski disturbed acres 2025



Measurement

| Acres

Measurement Result

27.4 Acres

Clear

Press CTRL to enable snapping

Soil Map—Otter Tail County, Minnesota
(Bunkowski Pit Vergas MN)













































Natural Resources
Conservation Service

Web Soil Survey
National Cooperative Soil Survey

2/19/2021
Page 1 of 3

MAP LEGEND

	Area of Interest (AOI)		Spoil Area
	Area of Interest (AOI)		Stony Spot
	Soils		Very Stony Spot
	Soil Map Unit Polygons		Wet Spot
	Soil Map Unit Lines		Other
	Soil Map Unit Points		Special Line Features
	Special Point Features		Water Features
	Blowout		Streams and Canals
	Borrow Pit		Transportation
	Clay Spot		Rails
	Closed Depression		Interstate Highways
	Gravel Pit		US Routes
	Gravelly Spot		Major Roads
	Landfill		Local Roads
	Lava Flow		Background
	Marsh or swamp		Aerial Photography
	Mine or Quarry		
	Miscellaneous Water		
	Perennial Water		
	Rock Outcrop		
	Saline Spot		
	Sandy Spot		
	Severely Eroded Spot		
	Sinkhole		
	Slide or Slip		
	Sodic Spot		

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:20,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail or mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service

Web Soil Survey URL:

Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Otter Tail County, Minnesota

Survey Area Date: Version 16, Jun 10, 2020

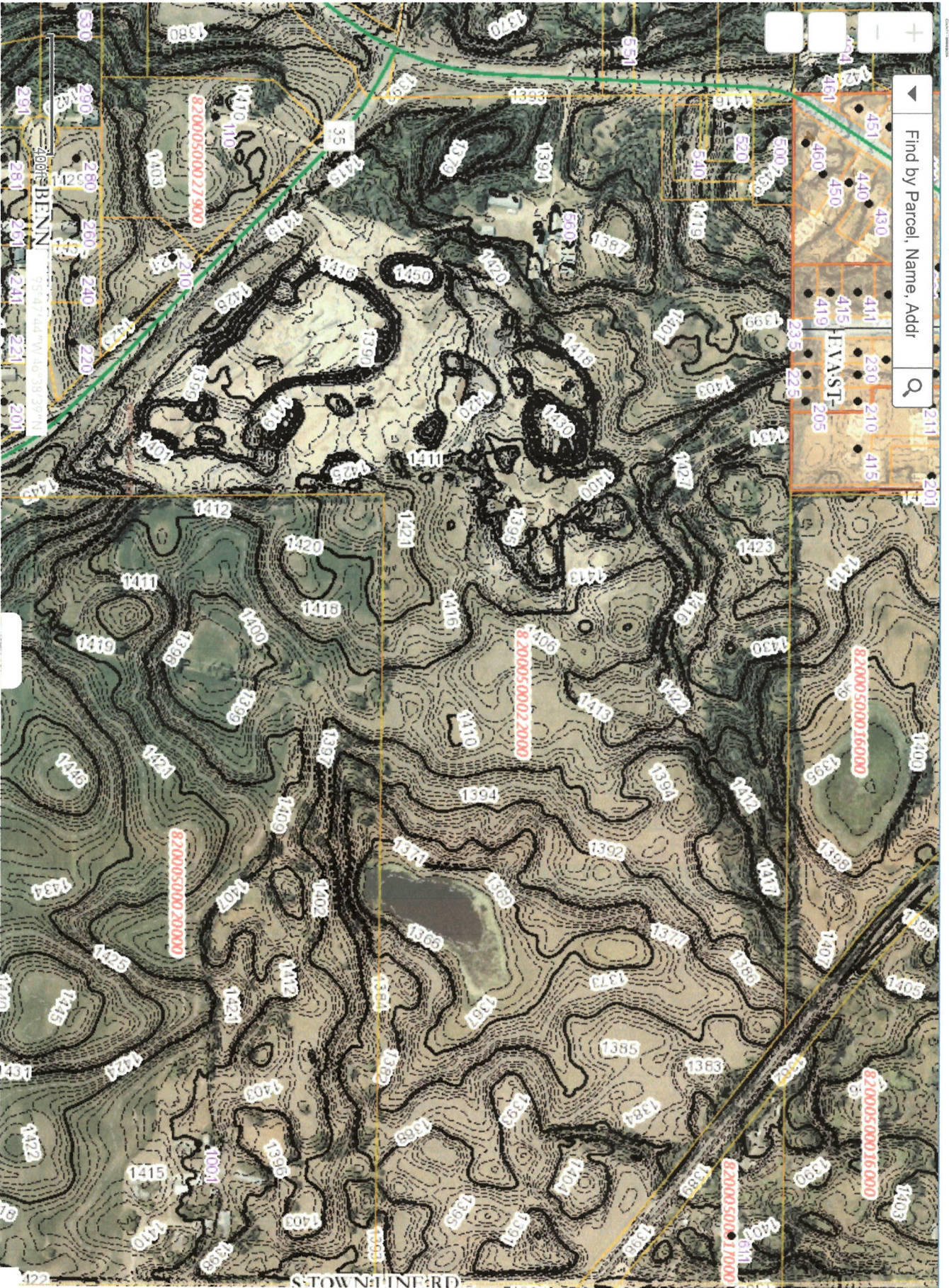
Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Jul 25, 2014—Oct 23, 2016

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
441B	Almora loam, 2 to 6 percent slopes	4.9	13.8%
1196B	Lida-Two Inlets complex, 1 to 8 percent slopes	26.8	76.2%
1196C	Lida-Two Inlets complex, 8 to 15 percent slopes	3.5	10.0%
Totals for Area of Interest		35.2	100.0%



Planning Commission
2025 Nusiance Letters

<u>Parcel Number</u>	<u>Owner</u>	<u>Rentor</u>	<u>Address</u>	<u>Mailing Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Reason for Letter</u>	<u>DATE Planning Commission requestd</u>	<u>Date Letter Sent</u>	<u>Responses</u>	<u>DATE Planning Commission removed</u>	<u>Date Second Letter Sent</u>
82000500009000	Michelle Vana	The Homestead Inn	606 E Frazee Ave		Vergas	Mn	56587	Debris in yard, Unlicensed vehicles	4/28/2025	4/24/2025	Stated everthing is cleaned up and he his selling vehicles		
82000500009002	Michelle Vana	Estate of Otto Wenzel	600 E Frazee Ave		Vergas	Mn	56587	Debris in yard, Unlicensed vehicles	4/28/2025	4/25/2025	Stated everthing is cleaned up and he his selling vehicles		
82000500016000	Terry Engel		491 Town Line Rd S	31172 Acorn Lake RD	Frazee	MN	56544	2 buildings falling down	4/28/2025	4/26/2025	Coming to meeting		
82000500020000	James Sandau		1001 Town Line Road		Vergas	MN	56591	The machine shed and the dairy barn are falling down	4/28/2025	4/27/2025	Coming to meeting		
82000990045000	Joyce Penney	PO Box 161	120 E Elm St		Vergas	MN	56592	Shed with broken windows, debris	4/28/2025	4/28/2025	Does not feel she has debris and no broken windows		
82000990046000	BJ's Real Estate	James & Pam Bracken	130 E Elm St	3200 11th St S Unit 113	Fargo	ND	58104	Debris in yard, Unlicensed vehicles	4/28/2025	4/29/2025			
82000990070001	Dean Haarstick		160 S 1st Ave	PO Box 160	Vergas	MN	56589	Debris in backyard	4/28/2025	4/30/2025			
82000990077000	Pam Franklin		260 1st Ave S	PO box 205	Vergas	Mn	56587	Debris in yard	4/28/2025	5/1/2025			
82000990110000	Brandon Lemon	PO Box 62	213 Main St W		Vergas	MN	56589	Debris in yard, screen door	4/28/2025	5/2/2025			
82000990114000	Dillion Oien & Jenny Collins		260 W Linden St		Vergas	MN	56587	Debris	4/28/2025	5/3/2025			
82000990120000	Clifford Moe		101 E Mill Street	PO Box 242	Vergas	MN	56587	Dog Feces, debris in yard	4/28/2025	5/4/2025			
82000990124001	Merel Kvam		341 Unit Ave		Vergas	MN	56593	Safty hazard, garage falling down	4/28/2025	5/5/2025	Removing building - 30 days		

Planning Commission
2025 Nusiance Letters

<u>Parcel Number</u>	<u>Owner</u>	<u>Rentor</u>	<u>Address</u>	<u>Mailing Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Reason for Letter</u>	<u>DATE Planning Commission requested</u>	<u>Date Letter Sent</u>	<u>Responses</u>	<u>DATE Planning Commission removed</u>	<u>Date Second Letter Sent</u>
82000990127000	Tony Licence		350 S Pelican Ave	PO Box 82	Vergas	MN	56588	Debris in yard	4/28/2025	5/6/2025			
82000990130000	Danial Hoard		390 S Pelican Ave		Vergas	Mn	56587	Debris in yard, Unlicensed vehicles	4/28/2025	5/7/2025	Stated everthing is cleaned up and vehicles licensed		
82000990170000	Benjamin Lankow		339 E Frazee Ave		Vergas	MN	56590	Debris in yard, brush pile, roof	4/28/2025	5/9/2025	Getting a contractor to repair roof - 30 days		

Planning Commission
2025 May Planning Commission Meeting & Public Hearing
Government Services Center & Zoom Id 267-094-2170 password 56587
6:00 PM on Monday, May 19, 2025

8. New Business

None.