

Planning Commission
Planning Comm Meeting
Government Services Center & Zoom Id 267-094-2170 password 56587
6:00 PM on Monday, June 22, 2026

1. Call to Order

2. Agenda Additions or Deletions

3. Minutes

May 18, 2026

4. Status of Council Recommendations

None.

5. Construction Permits

A. Active Construction Permits

B. Construction Permit Applications

1. Approved by email:

a. 250 1st Ave N - parking lot and curb

b. 110 S Railway Ave - 10x16 pre-built building

2. Needing Approval

a. 306 E Frazee Ave-8x24 garage addition and 218' Privacy Fence

b. 230 E Frazee Ave - Vergas Veterans Memorial Park - Signs

6. Old Business

A. Nuisance Properties

B. City Ordinance Update

1. ' 91.06 KENNELS.

(A) *Definition of kennel.* The keeping of three or more dogs on the same premises, whether owned by the same person or not and for whatever purpose kept, shall constitute a kennel; except that a fresh litter of pups may be kept for a period of three months before that keeping shall be deemed to be a kennel.

(B) *Kennel as a nuisance.* Because the keeping of three or more dogs on the same premises is subject to great abuse, causing discomfort to persons in the area by way of smell, noise, hazard, and general aesthetic depreciation, the keeping of three or more dogs on the premises is hereby declared to be a nuisance and no person shall keep or maintain a kennel within the city.

Penalty, see ' 91.99

2. ' 92.38 OWNERS RESPONSIBLE FOR TRIMMING, REMOVAL AND THE LIKE.

(A) All property owners shall be responsible for the removal, cutting, or disposal and elimination of weeds, grasses and rank vegetation or other uncontrolled plant growth on their property, which at the time of notice, is in excess of 12 inches in height.

(B) These provisions shall not apply to an area established with meadow vegetation if:

(1) The prior vegetation is eliminated, and the meadow vegetation is planted through transplanting or seed by human or mechanical means; and

(2) A sign is posted on the property in a location likely to be seen by the public, advising that a meadow or prairie is being established. This sign must be no smaller than ten inches square, no larger than one square foot, and no higher than three feet tall.

Penalty, see ' 92.99

3. Camping Ordinance

7. New Business

8. Adjournment

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**Planning Commission
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4. Minutes

May 18, 2026

Files Attached

- Planning Commission Minutes 5.18.26.pdf

City of Vergas Planning Commission Minutes
Monday, May 18, 2026 at 6:00 PM
Government Services Building and Zoom

The City of Vergas Planning Commission held a regular hybrid meeting on Monday, May 18, 2026, on Zoom and at the Vergas Government Services Building.

2026	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Alex Ohman, Chair	A	P	P	P	P							
Bruce Albright, Liaison	P	P	P	P	P							
Dave Johnston, Member	P	P	P	P	P							
Rebecca Hasse, Member	P	P	P	A	A							
Jim Courneya, Member	P	A	P	P	P							
Julie Lammers, Clerk-Treasurer	P	P	P	P	P							
Mike Dufrane, Utilities Superintendent	P	A	A	A	P							

P: Present. A: Absent N/A: No Meeting

Present in person: Employees of Mark Sand and Gravel Brianne Balcer.

Present via zoom: Citizen James Stenger and Jeff Iphone; Employee of Mark Sand and Gravel Brandon Brusven and Engineer Blaine Green of Wideth.

Call to Order

Chair Ohman called the Planning Commission meeting to order at 6:00 PM.

Agenda Additions or Deletions

City Ordinance Update, was removed from the agenda.

Motion by Albright, seconded by Johnston, to approve the agenda as amended. The motion passed unanimously.

Minutes

Motion by Albright, seconded by Courneya, to approve the minutes from April 27, 2026 with noted corrections. The motion passed unanimously.

Status of Council Recommendations

None.

Construction Permits

Active Construction Permits

Lammers reported that several permits on the active list had been renewed in recent weeks, as indicated by dual dates on the permit list. No permits have been fully completed. Albright noted that he and another Commissioner intended to conduct site visits prior to the June meeting to review and close out applicable permits.

Construction Permits Approved by Clerk

124 Main St, New Roof

Lammers confirmed that the new roof permit for 124 Main Street had been approved. No further action was required.

Construction Permit Applications

401 W Lake St – Deck

Lammers presented the permit application for a deck at 401 West Lake Street, noting that the structure would be situated within the footprint of the property with approximately 40 feet of setback on each side. No setback or zoning issues were identified.

Motion by Ohman, seconded by Courneya, to approve the construction permit for a deck at 401 West Lake Street. The motion passed unanimously.

Old Business

Interim Use Permit — Mark Sand & Gravel

Green appeared via Zoom to present his site inspection report for Mark's Sand and Gravel. He provided the following executive summary:

- **Screening:** Trees on site are growing well and being maintained.
- **Access Roads:** Access roads are in good condition; a previously paved entrance has helped reduce dust onto the roadway.
- **Slopes:** All slopes meet the required standards.
- **Setbacks:** Setback noncompliance remains the primary ongoing issue, inherited from prior ownership. Approximately 1.21 acres remain noncompliant, consistent with the prior year's figures. However, Green noted that the operator has hauled an estimated 28,000 cubic yards of material off-site between 2025 and 2026, and piles appear to be actively shifting southward toward the noncompliant zones, indicating a meaningful effort to achieve compliance.

Green concluded that, while noncompliance in those areas persists, the operator's actions are consistent with stated intentions to make progress, and he stated he had no objection to issuing the permit for the coming year. Albright noted that the full written report would be distributed to both the City and Mark's Sand and Gravel upon completion.

Motion by Albright, seconded by Courneya, to issue the 2026 Interim Use Permit to Mark's Sand and Gravel for operation covering the period of June 1, 2026 through May 31, 2027. The motion passed unanimously.

Nuisance Properties

350 South Pelican Avenue — Garage Removal Authorization

Lammers advised that the property owner at 350 South Pelican Avenue had signed a consent form authorizing the City to remove the dilapidated garage. The City Attorney requested a formal motion from the Planning Commission recommending that the City Council proceed with abatement of the property. Lammers indicated she would move the matter from the consent agenda to a committee item for the following day's council meeting and would present bid information, including an estimate from a private contractor and an approximate cost for City crews.

Motion by Ohman, seconded by Courneya, that the garage at 350 South Pelican Avenue has not been cleaned up, that it still needs to be removed, and recommending that the City Council proceed with abatement of the property. The motion passed unanimously.

Nuisance Property Inspections — General Review

Albright and Johnston reported that they had conducted inspections throughout the City earlier in the day and compiled a list of properties warranting notice letters. The following properties and concerns were identified:

- **Vergas Ford Equipment property:** Two tractors and associated equipment stored in the front yard. The property is zoned commercial, prompting discussion regarding what outdoor storage standards apply. It was noted that a conditional use permit is required for outdoor storage incidental to a principal use on commercial property (City Code §151.25(D)(3)). The primary businesses operating from the property do not appear to have a functional use for the equipment stored.
- **Red car at Skal:** Vehicle observed with an expired license plate (February 2026).
- **West Lake Street (hilltop property):** Multiple unlicensed vehicles observed, including a school bus, which would be subject to vehicle licensing requirements.
- **130 East Elm Street:** Garbage and discarded items present in both the front and rear yards; general cleanup needed. This property has appeared on prior nuisance lists.
- **161 S 3rd Ave:** An ice fish house has been parked in the front yard, which City Code prohibits for periods longer than 24 hours unless more than 100 feet from the front property line.
- **201 W Hill St:** Approximately six partial or shell vehicles observed on the property. City Code §92.19 limits outdoor storage of vehicles on residential property to a maximum of four, and requires vehicles to be in operating condition and properly licensed. A letter was deemed appropriate.

- **306 E Frazee Ave:** Discussed regarding vehicles and heavy equipment, ordinance violation City Code §92.19 limits outdoor storage of vehicles on residential property to a maximum of four, and requires vehicles to be in operating condition and properly licensed was identified items given the configuration of the property.
- **840 East Sharf Avenue:** A camper appears to be connected to water and sewer on the residential property. Construction materials, including lumber, have also been stored on site for an extended period, potentially in violation of the ordinance prohibiting outdoor storage of building materials on residential property unless screened from public view.
- **390 S Pelican Ave:** Two vehicles parked along the tree line that have not appeared to move; licensing status uncertain. History indicates the owner has typically come into compliance upon receiving notice.

The following properties were discussed but not included in the initial letter round:

- **Parcels 82000990120001 and 82000990120002:** Various equipment and materials stored on the lot(s), including a snowplow, snowblower, and tractor attachment. The Commission could not identify a clear ordinance violation for all items, as some may be customary for residential use. The matter was tabled pending further review.
- Various other properties were discussed in passing, including a property associated with a dilapidated barn, for which letters had already been sent in a prior cycle.

An anonymous letter received by the City referencing two specific properties was acknowledged but not acted upon as both properties were already in the General Review.

Motion by Ohman, seconded by Courneya, to send initial nuisance notice letters to all properties identified by Albright and Johnston during their inspection. The motion passed unanimously.

Motion by Albright, seconded by Ohman, to table the matter of Parcels 82000990120001 and 82000990120002 pending further investigation. The motion passed unanimously.

New Business

None.

Adjournment

Motion by Courneya, seconded by Johnston, to adjourn the meeting at 6:42 PM. The motion passed unanimously.

Recorded by Rachel Nustad (assisted by ClerkMinutes)

Secretary,
Julie Lammers, CMC
Vergas City Clerk-Treasurer

Council Recommendations

Recommend to City Council that the garage at 350 South Pelican Avenue has not been cleaned up, that it still needs to be removed, and proceed with abatement of the property.

Follow Up Actions

- Albright: Investigate further the situation at Merle Quam's property (behind Cliff Moe's) to determine if the stored items violate residential ordinances before sending a letter. And visit the property owner to discuss the items stored on his property as part of the ongoing investigation.
- Lammers: Obtain a bid for removal of the garage at 350 South Pelican Avenue and provide cost estimates for both contractor and city options.
- City Office Employees: Send initial letters to property owners identified as having potential ordinance violations (as discussed and listed during the meeting), referencing relevant city ordinances and requesting compliance or contact with the Commission.

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 - b. 110 S Railway Ave - 10x16 pre-built building
 - 2. Needing Approval
 - a. 306 E Frazee Ave-8x24 garage addition and 218' Privacy Fence
 - b. 230 E Frazee Ave - Vergas Veterans Memorial Park - Signs

Files Attached

- 2026 Construction Permits .pdf

2026 Construction Permits -
Vergas MN

Permit #	Issue Date	Parcel Number	Name	Address	Description	Date Closed	Value	who closed
2024-017	6/24/2024/ 05/21/2025	82000990166001	Keith Kuehne	306 E. Frazee Ave,	Build 12'x24' addition on to existing garage, steps & railing on porch			
2024-026	7/24/2024 7/1/2025	82000990218000	Andrew & Jackie Bunkowske	1220 E. Scharf Ave.,	Moving a shouse onto the property EXTENDED			
2024-028	8/20/2024 8/18/2025	82000500035001	Mike Baumgart	540 S Pelican Ave	Shingling			
2025-006	4/28/2025 4/28/2026	82000990167000	James Stenger	316 E Frazee Ave	replace doors, windows, skirting			
2025-008	4/28/2025	82000990089001	Merel Kvam	125 1st Ave	Remove existing additions and add onto structure			
2025-030	7/15/2025	82000990076000	Noah Olds	101 E Linden St	Build 23 X 22' Garage			
2025-041	12/4/2025	82000500012002	Keystone Storage & Rentals	235 E Frazee Ave	New Sign, 2 new doors, and service 2 windows			
2024-036	9/23/2024	82000990295000	Mark & Mary Anderson	620 Glenn St.	Build new single residence	3.11.26	550000	Homeowner
2025-009	4/28/2025 4/28/2026	82000990250000	Colton Ditterich	230 Eva St	New home		190K	
2025-010	4/28/2025 4/28/2026	82000990243000	Hunter Ditterich	411 Diane Ave	New home		190K	
2026-001	3/24/2026	82000990054000	Vergas State Bank	106 E Main St	Remove existing roof and install new roof			
2026-002	4/29/2026	82000990057000	Natalies Serendipity	124 E Main St	Repair Roof Sections			
2026-003	5/11/2026	82000500010000	Gary Maneval	401 W Lake st	Build 16X10 deck in front of house with a roof			
2026-004	5/21/2026	82000990043000	Vergas Auto Repair	250 1st Ave N	Install curbs and fix parking lot, remove old pavement and concrete and install new			
2026-005	5/26/2026	85000500012006	Wildfire Furs	110 S Railway Ave	Moving in a 10'X16' pre built building			
2026-006	6/2/2026	82000990166001	Keith Kuehne	306 E Frazee Ave	Build 8' X 24' garage addition and 218' privacy fence			
2026-007	6/11/2026	82000990164000	Vergas Veterans Memorial Park	230 E Frazee Ave	Install 2' X 3' signs			

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Penalty, see ' 92.99

3. **Camping Ordinance**

Files Attached

- 2026 Nuisance Properties.pdf

Parcel Number	Owner	Rentor	Address	Mailing Address	City	State	Zip	Reason for letter	Date PC Requested	Letter Sent Date	Response	Removed Date	Ordinance Violation	
82000990120000	Clifford Moe		101 E Mill Street		Vergas	MN	55587	Cars, boats and garbage, unlicensed vehicles	5/18/2026	5/26/2026			92.20 & 92.16 E	
82000990070001	Dean Haarstick		160 S 1st Ave S	PO Box 160	Vergas	MN	55587	Junk beyond fence	5/18/2026	5/26/2026			92.16 E	
82000990070000	Dean Haarstick		170 1st Ave S	PO Box 160	Vergas	MN	55587	Unlicensed vehicles	5/18/2026	5/26/2026			92.20	
82000990046000	Benjamin Lankow		339 E Frazee Ave	None	Fargo	ND	58104	Trash all over yard	5/18/2026	5/26/2026			92.16 E	
82000990124001	Bi's Real Estate		130 E Elm St S Unit		Vergas	MN	55593	Varley	5/18/2026	5/26/2026		5/18/2026	92.16 E	
	Merei Kram		341 Unit Ave								6/3/26 I received a letter from you referring to my lakefront property at 840 E Scharf Ave and noting that it is a R-2 High Density Family Residential District. I believe this lot falls under the Vergas MN Shoreland Management Ordinance updated 9/10/2024 - see snipping below that has reference to allowances for RCU's and definition is in snippings below. The RCU is not in use at this time. As for the bunk of lumber, I am submitting application with Ottertail County for a couple construction permits as I believe this is their review/jurisdiction based on the map I found on your website and snipping of my lots within their permit review area below. If I need to move the lumber prior to permit approval, let me know and I can have one of my sons move it to the east side of the house until construction begins. I intend to comply with City Ordinances and will make corrections as needed, but just wanting your review of this additional information to determine if I am mistaken and what ordinances I should be operating under for my properties in Vergas, especially for future development across the street from my 840 E Scharf residence. I can stop by your office tomorrow if easier to discuss as well - let me know and I look forward to your follow-up.			92.16 E & 151.28
8200050037002	Elisa Novotny		840 E Scharf Ave	724 Oak St N	Fargo	ND	58102	Debris in yard and camper	5/18/2026	5/26/2026			92.20	
82000990130000	Daniel Hoard		390 S Pelican Ave	390 S Pelican Ave	Vergas	MN	55587	Unlicensed vehicles	5/18/2026	5/26/2026			92.20	
8200050012001	Skai		219 Frazee Ave E	None				Unlicensed vehicles	5/18/2026	5/26/2026			92.20	
8200050014000	Hill Hoffman		161 S 3rd Ave	PO Box 7	Vergas	MN	55587	Fish house too close to road	5/18/2026			5/26/2026	92.19	
8200050010002	Larry Platt		431 Lake St W	25787 Uda Shores Loop	Pelican Rapids	MN	55587	Unlicensed vehicles and camper	5/18/2026	5/26/2026			92.20 & 151.28	
82000990166001	Keith Kuehne		306 Frazee Ave E	306 Frazee Ave E	Vergas	MN	55587	Unlicensed vehicles	5/18/2026	5/26/2026			92.20	
82000990155001	Brian Lende		201 Hill St W	201 Hill St W	Vergas	MN	55587	Unlicensed	5/18/2026	5/26/2026	6/1/26 Does not want this to be a yearly thing. All vehicles are licensed and drivable. No more than 4 out but have to take out of garage when working on occasionally. Silver car only there over a year. Can he do a conditional use permit for demo?		92.20	

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