

**Planning Commission
Planning Comm Meeting
Government Services Center & Zoom Id 267-094-2170 password 56587
6:00 PM on Monday, September 28, 2026**

1. Call to Order

2. Agenda Additions or Deletions

3. Minutes

August 24, 2026

4. Status of Council Recommendations

130 E Elm St

5. Permits

A. Active Construction Permits

B. Construction Permit Applications

1. Clerk Approved

a. 440 S Pelican Ave - 5 exterior windows

2. Needing Approval

a. 360 S Pelican Ave - Fence

6. Old Business

A. Nuisance Properties

B. City Ordinance Update

7. New Business

8. Adjournment

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4. Minutes

August 24, 2026

Files Attached

- Planning Commission Minutes 8.24.26.pdf

City of Vergas Planning Commission Minutes
Monday, August 24, 2026 at 6:00 PM
Government Services Building and Zoom

The City of Vergas Planning Commission held a regular hybrid meeting on Monday, August 24, 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	A	P	P				
Bruce Albright, Liaison	P	P	P	P	P	P	A	P				
Dave Johnston, Member	P	P	P	P	P	P	P	P				
Rebecca Hasse, Member	P	P	P	A	A	P	P	A				
Jim Courneya, Member	P	A	P	P	P	P	P	P				
Julie Lammers, Clerk-Treasurer	P	P	P	P	P	P	P	P				
Mike Dufrane, Utilities Superintendent	P	A	A	A	P	P	P	P				

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

Present via Zoom: Citizen; James Stenger.

Present in person: Citizens; Rhonda Ueke, Keith Sandau and Dean Haarstick.

Call to Order

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

Agenda Additions or Deletions

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

Minutes

Motion by Courneya, seconded by Johnston, to approve the minutes from July 27, 2026. The motion passed unanimously.

Status of Council Recommendations

130 E Elm St

Lammers reported that, following the Planning Commission's prior action to refer the nuisance property at 130 E Elm Street to the City Attorney, the attorney drafted formal letters that were delivered to the property owner, property manager, and renter. The deadline for full cleanup is September 1st. If the property is not remediated by that date, a public hearing is scheduled for September 8th, after which the Council will determine how to proceed, including potentially contracting cleanup services.

Vice Chair Albright noted that he had driven by the property on his way to the meeting and confirmed it had not yet been cleaned up. Lammers reported that the renter had spoken with her, indicating he had encountered difficulties but intended to have the property cleaned up by the coming weekend with the help of additional assistance. The Commission acknowledged that this has been a recurring issue and that the established course of action would be allowed to proceed.

Permits

Active Construction Permits

Albright and another member indicated they had not yet conducted a review of active construction permits. Lammers noted that two permits with confirmed completions had already been administratively closed. Albright committed to completing a permit inspection walkthrough prior to the September meeting.

Construction Permit Applications

Clerk Approved

500 S Pelican Ave. — 3 Windows

Lammers confirmed that the permit for three window replacements at 500 S Pelican Ave. had been administratively approved.

Needing Approval

380 S. Pelican Ave — Remove Concrete and Replace Deck

Lammers presented a permit application for 380 S Pelican Ave for the removal of crumbling concrete fieldstone steps and an existing deck, and replacement with a new wood deck. It was confirmed that the replacement structure would remain within the existing footprint, requiring no additional land area.

Motion by Albright, seconded by Ohman, to approve the construction permit for 380 S Pelican Ave. The motion passed unanimously.

Haarstick joined the meeting.

Old Business

Nuisance Properties

Resident, Keith Sandau, appeared before the Commission to raise concerns regarding a nearby property. The discussion involved ongoing cleanliness issues related to demolition derby vehicle preparation activities occurring on the property. The property owner, Rhonda Ueke, also attended the meeting after learning that photographs of the property had been taken by the City.

Ueke acknowledged that the property had been in poor condition at times and expressed her commitment to addressing the cleanup. She explained that her 14-year-old son has been working on demolition derby vehicles as a hobby and passion, noting that this was the fourth vehicle worked on during the summer. She stated that the front yard had been cleaned up and that remaining items along the side of the garage, including an axle to be cut up, would be addressed. She also indicated that she requires her son to stop noisy work by 6:30–7:00 PM and to be respectful of neighbors' schedules.

Sandau raised concerns about debris, broken glass, noise, and vehicles encroaching on his property line. He noted a prior survey had been conducted and that a property line dispute exists. Albright reviewed the county map during the discussion and noted the boundary relationship between the two properties. He advised that Sandau could place survey stakes or markers to identify his property line, and that a formal fence permit application, accompanied by a copy of the recorded survey, could be filed with the City Clerk for consideration at a future meeting.

The Commission discussed the nature of the complaint — distinguishing between general yard cleanliness and the inherent clutter associated with demolition derby vehicle preparation — and noted that no formal nuisance action was currently pending against this specific property. Albright, refraining from making a motion due to his familial relationship with the property owner, suggested the matter be tabled for 30 days to allow time for voluntary cleanup and improvement.

The Commission agreed by consensus to revisit the matter at the September 28, 2026 meeting.

Additional nuisance properties were briefly reviewed. The Commission agreed to allow an additional month for follow-up on one property, as a planned site visit by Ohman had not yet occurred. Updates on other listed properties included:

- Collected license plates had been placed on older trucks as required; the property was noted as compliant.
- No campers were found at 431 Lake Street upon inspection; that item was cleared from the list.
- 306 E Frazee Ave — a fence permit has been submitted, but the work has not started; the Commission agreed to follow up.
- 840 Scharf — a camper and green yard concern remains unresolved after nearly two years and one letter sent. Ohman indicated he would contact the property owner directly. Lammers was directed to send a follow-up letter.

City Ordinance Update

Sign Ordinance

Railway Ave — Remax Sign

W Lake St. — Lots for Sale Sign

Lammers reported that complaints had been received regarding two permitted signs: a sign on Railway Ave associated with a real estate office (formerly Summers Construction, now under new ownership), and a for-sale sign on West Lake Street directing traffic

toward the Glenn St development. She noted that both signs had been issued permits and, upon her review, neither appeared to be in violation of the current sign ordinance. She brought the matter to the Commission to confirm her interpretation.

Albright affirmed the Commission's responsibility to enforce the ordinance as written — no more and no less — and noted that if neither sign is in violation, the Commission's role is complete. The Commission concurred with Lammers's assessment that both signs are compliant. It was suggested that residents with aesthetic objections may choose to raise them directly with the respective sign owners, but that no regulatory action by the Commission was warranted.

Regarding the Grass Violation letters, Clerk Lammers presented a revised pamphlet-style format that the Council had already approved for use. The Commission reviewed it and noted minor corrections needed, including aligning the compliance timeframes stated on the front and back of the pamphlet (12 days vs. 7 business days) and correcting "and" to "and/or" in one section. The Commission expressed a preference for maintaining the existing letter format for general nuisance notices rather than adopting the pamphlet format for all violations, given the need to customize content per ordinance. Lammers confirmed she would make the noted corrections to the Grass Violation pamphlet.

New Business

None.

Adjournment

Motion by Ohman, seconded by Courneya, to adjourn the meeting at 6:45 PM. The motion passed unanimously.

Recorded by Rachel Nustad (assisted by ClerkMinutes)

Secretary,

Julie Lammers, CMC

Vergas City Clerk-Treasurer

Council Recommendations

None.

Follow Up Actions

- Lammers: Follow up with the property owner/manager/renter of 130 East Elm Street regarding the nuisance property cleanup by September 1st, and prepare for a public hearing on September 8th.
- Ohman: Contact the owner of the camper at 840 Sharp regarding the camper and debris in the yard.
- Lammers: Correct the wording in the grass violation pamphlet.
- Albright and Courneya: Conduct construction permit inspections and clean up the permit list before the next meeting in September.
- Planning Commission: Revisit the nuisance property issue involving demo cars and cleanup at the neighbor's property in 30 days to assess progress.

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Files Attached

- 2026 Construction Permits .pdf

2026 Construction Permits -
Vergas MN

Permit #	Issue Date	Parcel Number	Name	Address	Description	Date Close d	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	9/22/26		Julie
2024-036	9/23/2024	82000990295000	Mark & Mary Anderson	620 Glenn St.	Build new single residence	3.11.26	550000	Homeo wner
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	
2025-036	8/25/2025 8/25/2027	82000990149002	Josh Hanson	409 Diane Ave	New House		322K	
2026-001	3/24/2026	82000990054000	Vergas State Bank	106 E Main St	Remove existing roof and install new roof	8/20/2026		Julie
2026-002	4/29/2026	82000990057000	Natalies Serendipity	124 E Main St	Repair Roof Sections	8/20/2026		Julie
2026-003	5/11/2026	82000500010000	Gary Maneval	401 W Lake st	Build 16X10 deck in front of house with a roof	6/24/2026		Homeo wner
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	9/22/2026		Julie
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	9/22/2026		Julie
2026-008	7/20/2026	82000990139000	Brian Haglund	351 S Pelican Ave	Replace shingles on garage roof			
2026-009	7/22/2026	82000990244000	Dora ARCP LLC	415 Dianne Ave	New home			
2026-010	7/2/2026	82000500001001	St Johns Lutheran Church	410 E Scharf	Install sidewalk to connect two in place sidewalks			
2026-011		82000990131000	Bobbie Schrupp Jorgenson	380 S Pelican Ave	Remove old crumbling concrete/field stone steps/deck and replace with wood deck			
2026-012	8/11/2026	82000500023000	Holly Sandberg	500 S Pelican Ave	Replace 3 exterior windows			
2026-013	9/22/2026	82000990151000	James Hoffman	440 S Pelican Ave	Replace 5 windows			
2026-014	9/28/2026	82000990128000	Libby Chavez	360 S Pelican Ave	Install fence in backyard			

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7. Old Business

A. Nuisance Properties
B. City Ordinance Update

Files Attached

- 9.28.26 Nuisance Spreadsheet.pdf

Parcel Number	Owner	Address	Reason for letter	Date PC Requested	Letter Sent Date	Response	Removed Date	Ordinance Violation
82000990120000	Clifford Moe	101 E Mill Street	Cars, boats and garbage, unlicensed vehicles	5/18/2026 7/27/2026	5/26/2026 8/3/2026			92.20 & 92.16 E
82000990070001	Dean Haarstick	160 S 1st Ave S	Junk beyond fence	5/18/2026	5/26/2026	Alex Ohman will speak with him		92.16 E
82000990070000	Dean Haarstick	170 1st Ave S	Unlicensed vehicles	5/18/2026	letter sent 6/24/2026 (certified)	Alex Ohman will speak with him		92.20
82000500037002	Elissa Novotny	840 E Scharf Ave	Debris in yard and camper	5/18/2026	5/26/2026	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. 8/3/2026 Called to inform her to move the materials to the side yard		92.16 E & 151.28
82000500037002	Daniel Hoard	390 S Pelican Ave	Unlicensed vehicles	5/18/2026	5/26/2026	Called 5/28/26 and said they have collector plates for the old truck - will put them on. And they will also get current tabs on the dodge	7/27/2026	92.20
82000500012001	Skal	219 Frazee Ave E	Unlicensed vehicles	5/18/2026	5/26/2026		7/26/2026	92.20
82000500014000	Jill Hoffman	161 S 3rd Ave	Fish house too close to road	5/18/2026		Moved before letter was sent	5/26/2026	92.19
82000500010002	Larry Platt	431 Lake St W	Unlicensed vehicles and camper	5/18/2026 7/27/2026	5/26/2026 8/3/2026	Called 6/16/26 and said he moved the pick up, and the campers are just being stored, not stayed in. DuFrane could not provide pictures of any violations.		92.20 & 151.28
82000990166001	Keith Kuehne	306 Frazee Ave E	Unlicensed vehicles	5/18/2026	5/26/2026	Called 5/28/2026 and said he would like to put a fence up so we can't catapillar as it will cost \$2000 to move. Wood will be removed when he can have a fire. All vehicles are license and operable. Will be at PC meeting in August		92.20
82000990155001	Brian Lende	201 Hill St W	Unlicensed	5/18/2026	5/26/2026	6/1/26 Does not want this to be a yearly thing. All vehicles are licensed and driveable. 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? Alex Ohman and Rebecca Hasse will speak with him.		92.20
82000500012005	Recycloyse	110 N Railway Ave	Unlicensed	6/22/2026	6/23/2026		7/26/2026	92.20
82000990060000	Kim Doyle CC Taylor Shields	146 Main St E	Inoperable Vehicle	6/22/2026	6/23/2026		7/26/2026	92.20
82000990046000	BJ's Real Estate	130 E Elm St	Debris in yard	5/18/2026		Attorney served letters 8.20.26 need to be abated by 9.1.26. Public hearing to be held 9.8.26	9.8.26 Council removed	92.16