

## CITY OF VERGAS PLANNING COMMISSION MINUTES

Thursday, December 8, 2022

6:00 pm

Event Center & Zoom Meeting

The City of Vergas Planning Commission was held on Thursday, December 8, 2022, with the following members present: Bruce Albright, Robert Jacoby, Van Bruhn, Neil Wothe and Paul Pinke. Absent: None. Also present: Clerk-Treasurer Julie Lammers, Utilities Superintendent Mike DuFrane, Engineer Blaine Green, Josh Hanson, Judy Kvam and Dean Haarstick.

### **Call to Order**

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

### **Agenda Additions and Deletions**

Motion by Pinke, seconded by Bruhn to approved agenda with following additions: Ordinance 71.08 regarding parking in front yards.

### **Minutes**

Motion by Pinke, seconded by Jacoby to approve minutes for October 24, 2022. Motion passed unanimously.

### **Status of Council Recommendations**

None.

### **Construction Permits**

#### Approved Permits by City Clerk-Treasurer

1. 110 East Main St, steel roof
2. 137 E Main St, signs

#### Permits to be approved

Motion by Pinke, seconded by Wothe to approve the construction permit at 159 E Elm Street for the following: sinks, railing, driveway, ceiling light, handicapped ramp and 2 signs. Motion passed unanimously.

Motion by Pinke, seconded by Bruhn to approve the construction permit for 241 Bennet Road for a shed. Motion passed unanimously.

#### Items in Question

Discussed permit given to 311 Park View Drive for a shed in their backyard which was placed on the sewer easement of their property and within 10 feet from the property line. Lammers has not received any new information regarding the property. Commissioners asked Lammers to follow up with the property owner.

### **Grade and Fill Permit**

Tabled grade and fill permit due to lack of information. Motion by Pinke, seconded by Wothe to table the request until road plans are submitted and reviewed by Engineers. Motion passed unanimously. Discussed Glen Street and if the road would be extended to subdivision when he puts in the road. City has had a public meeting regarding upgrading the current Glen Street and adjoining property owners do not feel there is any benefit to their property for this extension and the developer should pay for extension. Jon Olson, Apex has also commented they would be adjoining the new development with the current road. Plans and specs need to be reviewed before a response on road can be made.

Albright thanked Lammers for the construction permit spreadsheet.

### **New Business:**

#### Variance

Discussed the variance application from Josh Hanson for Laurance Lake Acres subdivision regarding adding wells and drain fields instead of municipal water and sewer. Josh Hanson reviewed his request for variance as it is not feasible to

add city water and sewer. Commissioners asked for feasibility study confirming the project is not financially feasible and questioned why the lots were not smaller. Typically City lots are 50-100 feet and these lots are 2-3 acres and the size of the lots are making this unfeasible. Hanson stated they could have gone the route of 45 lots but he personally does not feel Vergas is ready for this much expansion. Hanson stated the comprehensive plan states we need housing and rental housing. Jacoby questioned having smaller lots for part of the developments. Hanson stated it is still not feasible. Commissioners stated they would like to see feasibility study confirming this. Hanson stated he has 4 purchase agreements currently and they are comfortable having wells and drainage fields or city water and sewer but they are not willing to have assessments greater than \$30,000.00. Discussed grants available. Discussed the drinking water supply management area (DWSMA) in the City of Vergas and the impact on the City water supply and contamination. Discussed what kind of precedence is the City setting if we allow wells and drainage fields – stated we need to look at each project separately. In ordinance 152.103 and 152.104 it is talking about where sanitary sewer is available. This is in land use but the water and sewer ordinance discusses being within 200 feet of a street or current sewer line. Motion by Bruhn, seconded by Pinke to recommend to Council to hold a public hearing for this variance with Hanson providing a feasibility report. Motion passed unanimously.

### **Old Business:**

#### Nuisance Properties

Discussed nuisance properties at 306 E Frazee Avenue, 235 Frazee Avenue, 339 E Frazee Avenue and 350 Pelican Avenue. Jacoby asked Lammers to provide all planning commission members the nuisance process she had provided earlier to the commission. Lammers said she would provide for the January meeting. Motion by Wothe, seconded by Pinke to have attorney send letter to 306 E Frazee Avenue regarding unlicensed cars and have planning commission review other properties at the April meeting. Motion passed unanimously.

#### Past Conditional Use Permits

Lammers provided a spreadsheet of conditional use permits within the City of Vergas. We have not located a conditional use permit for J & K Marine. Motion by Jacoby, seconded by Pinke to have Lammers send letter to J & K Marine requesting they either provide us a copy of their conditional use permit or apply for one. Motion passed unanimously.

#### Ordinances

Discussed the following ordinances 71.04, 71.08, 72, 85, 91.2 and 2016-001. Motion by Pinke, seconded by Bruhn to remove the exemption of cats in ordinance 91.02. Motion passed unanimously.

Motion by Pinke, seconded by Bruhn to recommend to Council updating 71.04 and 72 for approval. Motion passed unanimously. Commissioners are leaving ordinance 2016-001 Campgrounds as it reads and we will discuss ordinances 71.08 and 85 at the January meeting.

#### Gravel Pit Ordinance

Commissioners are to review changes Jeff Hatlewick has made to our current ordinance and we will discuss in January. Lammers will update the date of application to March 1 and correct grammatical errors.

Discussed roles and responsibilities of planning commission. Albright stated he would like to see the Vergas Basic Code updated, indexed and have page numbers.

Lammers thanked Van Bruhn and Paul Pinke for serving on the commission and informed them Judy Kvam and Rebecca Hasse would be joining the planning commission.

Meeting adjourned at 7:40 pm.

Secretary,

Julie Lammers, Vergas City Clerk-Treasurer

*Follow Up Actions:*

Snow emergency routes.

Review and update Developers Notice Procedure

Review and update Ordinance 85 regarding culverts.

Contact property owner at 311 Park View Drive regarding the shed.

Update gravel pit ordinance.

Add process of nuisance procedure to January agenda.

*Council recommendations:*

Schedule Public Hearing for utility variance for Laurance Lake Acres Development.