

Planning Commission

2021 May Planning Commission Meeting Agenda
Vergas Event Center and Zoom - Meeting ID 2670942170 password: 56587
6:00 PM on Monday, May 24, 2021

1. Call to Order
2. Agenda Additions or Deletions
88 Park View Drive
Veteran's Memorial
3. Minutes - April 26, 2021
4. Status of Recommendations to City Council
5. Construction Permits
 - a. 230 East Frazee Ave - Pickleball Courts
 - b. 620 East Scharf Ave - cement pad for picnic table
 - c. 130 E. Main Street - 2 windows, steel roof on garage and overhang
 - d. 1156 Frazee Ave, parking pad
6. Variance
806 Scharf Ave E
7. Old Business
Nuisance Properties
Comprehensive Plan
Townline Road Dedication
E Lake Street Dedication
8. New Business
Conditional Use Permit Complaint
Eva and Diane Avenue Assessment request
Member

CITY OF VERGAS PLANNING COMMISSION MINUTES

Monday, May 25, 2021

6:00 pm

Event Center & Zoom Meeting

The City of Vergas Planning Commission was held on Monday, May 25, 2021, at 6:00 pm at the Vergas Event Center and on Zoom with the following members present Bruce Albright, Van Bruhn, Robert Jacoby, Natalie Fischer and Paul Pinke. Absent: None. Also, present: Clerk- Treasurer Julie Lammers, Utilities Superintendent Mike DuFrane, Alex Johnson, Sherri Hanson, Maria Sontag, Jill Shipman, Shannon Charpentier, Tyler Sazama, Frank Vana, Lyle Krieg, Jon Lotzer, Barry Strelow, Adam Dressen, Justin Lammle, Jaron Lammle and Emily Reno.

Bruce Albright opened the meeting at 6:00 pm.

Addition of 88 Park View Drive and Veterans Memorial were added to agenda.

Motion by Fischer, seconded by Pinke to approve the minutes of the April 26, 2021, meeting. Motion passed unanimously.

Status of Recommendation to City Council

Council approved having all non-conforming construction permits must be brought to Planning Commission. Council approved allowing temporary sheds for 2 years if under 150 square feet and building with living quarters is built within 2 years.

Council approved beginning the process of dedicating the undedicated part of Townline Road.

Council requested a resolution for the truck routes to be used for 4-wheelers.

Construction Permits

Albright reviewed the pickleball plan provided by the committee for pickle ball courts to be located at 230 East Frazee Ave. Jill Shipman reviewed the plans and stated they have their contractors lined up. Fischer questioned maintenance of the pickleball courts. Shipman stated all maintenance will be from the pickleball association. Frank Vana questioned why pickleball committee did not purchase 5-10 acres so they could provide parking.

Sherri Hanson asked if Vana would like to donate some land and he responded with “you may buy the whole lot”. Albright questioned if pickleball committee should have an informational meeting like the veteran’s memorial committee did. Discussed the need for proof of finances before City allows projects to move forward. If the project gets started and they run out of funds, the City will be forced to either pay for removal or pay for the rest of the project. Questioned maintenance of the pickleball courts, who is going to take care of them when the current group is gone. Discussed the tennis courts and the fact they were raised by JC’s and when they no longer existed the courts became an expense of the city. Discussed moving the pickleball courts back to the original placement adding more parking spots and giving more room for Vana to get to his property. Motion by Fischer, seconded by Bruhn to add to the City of Vergas proposals involving permanent structure(s) and/or activity on city property to state no construction can begin without 50% of funding in hand, pickleball committee providing measurements to sidelines, and informational meeting held on June 8, 2021, at 6 pm. Voting yes: Bruhn, Fisher, Pinke. Voting no: Jacoby. Motion passed.

Motion by Pinke, seconded by Bruhn to approve construction permit along Long Lake Trail with County approval for a cement pad for picnic table. Motion passed unanimously.

Veterans Memorial Park was discussed with different locations proposed for committee to review such as the corner of County Road 4 and 35, by Long Lake Trail planter, in the beach park by Lion’s shelter, behind the event center. Lyle Krieg stated they needed an area with 62 feet width, that is visible and handicapped accessible.

Motion by Pinke, seconded by Bruhn to approve construction permit at 130 Main St for 2 windows, a steel roof on garage and overhand with the requirement of a gutter system installed on the roof as water currently runs on to neighbor’s property. Voting yes: Bruhn, Jacoby and Pinke. Voting no: none. Abstain: Fisher. Motion passed.

Motion by Pinke, seconded by Jacoby to approve construction permit at 1156 E Frazee Ave for a parking pad as stated in construction permit application. Motion passed unanimously.

Motion by Pinke, seconded by Fischer to approve construction permit at 1210 E Frazee Ave for landscaping on side of house as stated in construction permit application. Motion passed unanimously.

Variance

Reviewed ordinance request regarding 806 Scharf Ave E. Motion by Pinke, seconded by Fischer to have public hearing on Wednesday, June 8, 2021, at 6:00 pm. and to hold a planning commission meeting following public hearing. Motion passed unanimously.

Old Business:

Albright reviewed comprehensive plan information. Alex Johnson presented the proposal from West Central Initiative (WCI). Motion by Jacoby, seconded by Fischer to recommend to Council to approve a comprehensive plan with West Central Initiative. Motion passed unanimously.

Discussed nuisance properties within the City. Reviewed spreadsheet with information on properties that were sent letters. Utilities Superintendent stated all properties have cleaned up their nuisances. Discussed other properties we have received complaints about 441 Pelican Avenue and parcel 82000500034000. Commissioners will review and discuss again during next meeting.

Albright reviewed Townline Road and East Lake Street. Current City attorney is retiring in July and would like to complete these two street dedications before he retires. Discussed acquiring a 33-foot right-of-way and getting easement from property owners.

The easement lines are on the property located at 88 Park View Drive. Adam Dressen questioned who maintains the rock in the easement. Questioned if KLJ is done locating the three easements and did they stake it correctly. Are the rock formations out of the easement area? City Council did ask for trail easement to also marked and

Albright has not seen that easement has been staked. Without being able to answer these questions, Commissioners were unable to act. Discussed water flow from both the City and 88 Park View Drive property. This item will be put on the agenda for the special planning commission meeting on June 9, 2021.

New Business

Discussed complaint that came in from a citizen regarding the conditional use permit for Tyler Sazama located at 401 S Pelican Avenue. Commissioners reviewed pictures and discussed items in pictures with Sazama and could not find any violations for the conditional use permit. Commissioners stated Sazama is in compliance with the conditional use permit. Sazama stated he was bothered with the fact someone would take pictures of his backyard. DuFrane stated he did not see a nuisance issue with this property.

There are 12 properties on Eva Street and Diane Avenue which have assessments on due to sewer, water and road being built. 11 of them are owned by Jarod Lammle and Tony Hersch. Barry Strelow, Edina Realty has asked if planning commission would consider abating the assessments of these 11 properties. Owners were looking at the interest of the lots. Lammers will provide interest amounts to the property owners.

Natalie Fischer stated she would like to resign from the planning commission due to there being three Council members being on the planning commission and Neil Grothe has expressed interest in being on the planning commission. Motion by Bruhn, seconded by Pinke to recommend to Council to accept Fischer's resignation and add Neil Wothe to the planning commission. Motion passed unanimously.

Meeting adjourned at 8:30 pm.

Secretary,

Julie Lammers, CMC Clerk-Treasurer
City of Vergas

Follow Up Actions:

Ness Backhoe to build berm at 88 Park View Drive.

Attorneys prepare resolution to allow type two 4-wheelers are allowed on County Roads (the city truck routes).

Lammers contact County regarding cement slab along trail.

Public Informational meeting June 8 at 6 pm for pickleball court.

Public Hearing June 9 at 6:00 for variance with meeting to follow.

Lammers to provide interest amounts to Jaron Lammle. (Lammers has called (no answer) and emailed (no response) to provide.

Actions Completed and Removed from Follow up:

Council recommendations:

Council to add to the City of Vergas proposals involving permanent structure(s) and/or activity on city property to state no construction can begin without 50% of funding in hand.

Council to approve permit for pickleball courts with 50% of funding raised, pickleball committee providing measurements to sidelines and an informational meeting held on June 8, 2021, at 6 pm.

Council to hire West Central Initiative to write comprehensive plan.