

**ROLAND TOWNSHIP BOARD MINUTES**  
**ZONING + GENERAL MEETING, March 10, 2025**  
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**The Roland Township ZONING BOARD** was called to order at 7:05 p.m. March 10 in the Quilt Inn meeting room by Chairman Mike Hall, with Supervisors David Thompson and Luke Artz in attendance, as well as Zoning Administrator Tim Kihle and Clerk Glenore Gross. Vern Jacobson and Michael Sivertson were absent. Four visitors attended along with Mark Kihle, zoning assistant.

**Minutes:** February 10 Board minutes were approved as written. **Treasurer Report** was presented with Cash/Fund balance of \$695,845.33 and a request to pay bills of \$7,840.50 as listed. Security First account Bond Principal Balance is \$492,961. *MOTION by David to approve the Treasurers report and pay the bills presented, 2<sup>nd</sup> by Luke. VOTE - 3 YES = CARRIED.*

**ZONING ADMINISTRATOR REPORT:**

Tim had nothing new on the ‘carried over’ items (Wittiko, Thiel and Schweitzer permit requests); the following were presented:

- Replace an old 10x18 shed with a 10x14 WOSS in the same spot - Terry Hall/McCloud Addn.
- New 40x60 pole barn cold storage shed on back lot off Squaw Pt Rd – Brad Schneider/Butlers 1<sup>st</sup>.
- New 3444 sq ft dwelling with garage and deck, fits within setbacks – Jerry Kist/Squaw Pt.
- New 60x72 pole barn shed on a 68 acre agriculture-zoned plat which is not farmed or lived on – Brandjord/Section 16 south and west of Sawmill Corner Stop; board questioned whether or not a fee was appropriate.
- Request to replace a garage that is 19’ to the road with a bunkhouse; board suggested shortening the planned 30x36 structure to have the setback closer to 25’ and said a rezone to RE-2 would be required since it includes second living quarters on the lot. Paperwork and fee payment will be requested, with the rezone hearing tentatively scheduled for April 14 prior to the regular meeting – Glenn Bliss/Westergard.
- Owner requested assistance for placement of a garage with loft prior to building a dwelling later, with the need to keep a 10’ setback from the grinder basin limiting options; approval for a variance to allow a 20’ road setback with parallel entry was requested, other options were discussed. Board asked the owner to return with better measurements and more detail on planned structure/s, requested the road setback be 28’ minimum, and noted the ordinance has requirements when an accessory structure is built prior to a dwelling – K Sorum/Squaw Pt.
- *MOTION by David to approve the permit for the pole barn with fee payment based on size, to be refunded if it is found to qualify as agricultural use, 2<sup>nd</sup> by Luke. VOTE-3 YES = CARRIED.*
- *MOTION by David to approve the first three permits as presented, 2<sup>nd</sup> by Luke. VOTE-3 YES = CARRIED.*
- An E-mailed request for assistance on cleanup needed on a couple lots with past lot line issues in Rugby Point was discussed; board suggested Tim prepare a no-fee Excavation Permit listing the work to be done. David added it would be important to get the neighbor’s signature giving his approval and agreement with their lot line as it was newly surveyed.
- A question about the excavation taking place off W. Lake Loop Rd at 107<sup>th</sup> St NE was answered with information that the county wanted to lower the elevation at the corner to increase visibility and help prevent snowdrifts, and Hoiums, with their equipment, needed fill dirt for a nearby building project.

**OLD (Unfinished) ZONING BUSINESS:**

1. **Fence Permit-Fee Payment Due – Horner/Rugby Pt:** Check was received for the permit approved last month.
2. **Monitor for Roof Extension Removal-Schmidt/Lot 27 Lk Met Park:** No new activity yet.
3. **Consider Offsite Storage & Meeting Space:** Suggestions offered included renting a Quilt Inn room or space at the county; digitizing all records to save space was also suggested.

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**NEW ZONING BUSINESS:**

1. **Consider Attorney Hankla Input for Potential Short Term Rental (STR) Addition to Ordinance:**  
Mike shared portions of the extensive response provided for potential use in our ordinance and suggested it's likely better to just begin by monitoring how things go before taking it further. Board agreed that perhaps a less detailed Conditional Use Permit could give some grounds for control, with the attorney helping to determine just how much the township might actually be capable of doing with the monitoring and administrative options that would be required.
2. **Information for 2025 RV Renewals – Handout for Annual Meeting:** Mark will prepare and print a number of information copies to have available; will operate the same as last year.

**GENERAL MEETING called to order at 8:32 p.m.**

**OLD (Unfinished) GENERAL BUSINESS:**

1. **Burnetts Rd/Fritel – (Next steps):** Fritel is checking for potential paving operators who plan to be in the area; the township, county, Wolds and Mikkelsens have matters yet to be dealt with.
2. **Road Issue Updates:**
  - **Cabin Roads:** Mike expects to hear soon from the company that has done the crack sealing.
  - **Rural Roads:** Nothing reported.

**NEW GENERAL BUSINESS:**

1. **Consider Budget & 2026 Levy Request:** Board looked over the past and expected future income and expense. With proposed 2026 income appearing to be \$2,000 more than 2025 and expense amounts kept the same, the board agreed to suggest a 2026 Levy at \$226,550, \$2,000 less than the 2025 Levy.
2. **Information to be Shared at Annual Meeting:** Board suggested providing information for zoning project preparation that stresses the need to plan ahead rather than seeking permits on meeting day. For better attendance it was suggested to hold it later than March; although the state now allows flexibility with a March date, it is still required to be held in March and voting is allowed only by those who claim Roland Township as their voting residence. The suggestion to announce that donuts would be provided was also made.

**AUDIT BOARD MEETING:**

Chairman Mike called the Audit Board meeting to order at 9:00 p.m. and with David and Luke looked over the Annual Statement of Township Treasurer and signed the form. Clerk shared that there is not a requirement per NDCC to be audited by another entity, although it could be done.

**REPORTS/CORRESPONDENCE:**

- County Township Officer Meeting February 22: Mike and Vern attended, Mike reported low turnout from county offices, probably related to being held on a Saturday. District 6 representatives were there.
- No one attended the Township Officers Day at the Capitol February 19.
- Follow ND legislation of interest to townships: <[ndtoa.com/69<sup>th</sup>-legislative-assembly](http://ndtoa.com/69th-legislative-assembly)>

Meeting adjourned at 9:10 p.m.  
Glenore Gross, Clerk/Treasurer

Annual Meeting Tuesday, March 18. Next board meeting is Monday, April 14.