

ROLAND TOWNSHIP BOARD MINUTES
ZONING + GENERAL MEETING, May 13, 2024
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The Roland Township ZONING BOARD was called to order at 7:10 p.m., May 13, 2024, in the Quilt Inn meeting room by Chairman Mike Hall with Supervisors Vern Jacobson, Michael Sivertson, and David Thompson plus Zoning Administrator Tim Kihle and Clerk-Treasurer Glenore Gross present. Luke Artz was absent. Seven visitors were in attendance including Mark Kihle, temporary zoning assistant.

Minutes: April 8 Board minutes were approved as written. **Treasurer Report** was presented with Cash/Fund balance of \$633,307.97 [*corrected to \$633,308.08*] and a request to pay bills of \$14,461.75 as listed plus \$2,550 and \$145.32 that Mike H had received. Security First Checking balance remains at \$27,692.86; bond principal is estimated as \$493,151 after the May 1 payment. *MOTION by David to approve the Treasurers report and pay the bills as noted, 2nd by Michael. CARRIED.*

ZONING ADMINISTRATOR REPORT:

Tim presented several permits; the following were discussed:

- A permit and payment for excess tree clearing was mailed to the clerk. Tim has been working with the owners on platting the area; he will confer with them and note the ordinance limits tree clearing to 20% of trees within 50 feet of the shoreline.
- Permit request to add a garage to a cabin on Shores Addn was turned down since it did not include a proposed floor plan and building elevation; Mike added a request from the assessor that permits should also include whether plumbing is planned.
- A variance was requested for one corner of a garage to be at 25' to the road due to odd layout of the road but access would be at a 30' setback. *MOTION by Michael to approve the 5' road variance at one corner for Jay and Jackie Bullinger, Westergard 2nd Addn, 2nd by David. VOTE-4 YES = CARRIED.*
- Work beyond the permit given previously for emergency roof repair in Lake Metigoshe Park has been observed; owner needs to apply for a new permit, or alternatively the fee can be doubled with a fine assessed at \$200/day.
- A permit request for Albright in Solpers Addn needs to be monitored for appropriate setbacks.
- Request for **Building Permit- Steve Fritel/Burnetts Addn:** Fritel shared plat drawings prepared by Wold Engineering that show boundaries for four lots along the new road Mikkelsens are working on, with the road as currently used also on the plan, to confirm room to place a cabin Fritel's plan to move on one of the lots. Drawing shows setback of 30' to both roads as well as 50' to shoreline. However, it was noted the new road still has a steep slope that may need more width to be made usable which could then affect the lot boundary. Mike mentioned a number of items missing, such as sewer placement and easements, from the Wold drawing since it isn't a signed and approved engineer's drawing prepared for recording. After further discussion, *MOTION by Vern to grant permission to prepare a permit as requested by Fritel for Lot C/3 since it meets all setbacks, 2nd by Michael. VOTE-Vern-YES, Michael-YES, Mike-YES, David-NO. CARRIED.*

OLD (Unfinished) ZONING BUSINESS:

1. **Conditions for Storage Container Permit Request – Thompson Cove-Loon Lk:** There has been no further contact with the requestor.
2. **2024 RV Permit Renewals – Letters sent/Vinyl Window Permit Report:** Permit payments are being received. Board agreed to have Mark Kihle order about 75 vinyl stickers from Karen Larson as per samples.
3. **Zoning Phone Replacement:** A new phone was purchased; clerk will register it with Tracfone.
4. **Added: Improved Building Permits Needed:** Board discussed the need to move into a different phase for zoning reports, with the specific need to have permits include more complete information and better rendering of proposed projects. *MOTION by Vern that all building permits are to be approved by the board and are to include a floor plan and elevation plan, 2nd by David. DISCUSSION – Requestors know ahead of*

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time that they are planning to build so permit requests shouldn't be a last minute rush job, and shop drawings should be available for most if not all projects. *VOTE-4 YES = CARRIED.*

5. **Review of Zoning Operations, Fill-in Plan:** Tim provided a time sheet showing his daily activity and noted that he prefers to accommodate people as needed rather than set specific work hours. Board suggested that the zoning phone be left with a board member when Tim is away on vacation. Having a number of forms available on-line that owners can fill out was noted, except the Building Permit form is to be filled out in person. Tim offered to email the board if there are sites that should be checked out before a meeting.

NEW ZONING BUSINESS:

1. **Added: Suggestion to Post Zoning Permit Information as Discussed:** Board did not feel this was necessary.

GENERAL MEETING called to order at 8:10 p.m.

OLD (Unfinished) GENERAL BUSINESS:

1. **Aspen Ave Area Sale to D Henes – Update:** Recording of the Deed has not been done by Henes; clerk will do it and send him the bill.
2. **Road Issue Updates:**
 - **Cabin Roads:** Some culverts have been upgraded or cleaned out to improve drainage. Crack Seal project will aim for Wednesday/Thursday if roads are dry.
 - **Rural Roads:** David will check with county to get roads graveled and fix washboarding.
3. **Mower/Tractor Updates:** Mowing should begin soon.

NEW GENERAL BUSINESS:

1. **None:**

REPORTS/CORRESPONDENCE:

- NDIRF not offering “Conferment of Benefits” (return of premium portion) this year.
- ND Workforce Safety & Insurance coverage for Roland Township Employees in place to 2/28/2025, this notice takes the place of posting in the workplace.

Meeting adjourned at 8:15 p.m.

Next board meeting is Monday, June 10.

Glenore Gross, Clerk/Treasurer