

**U. SHORT-TERM RENTALS**

The purpose of this subsection is to establish standards for the Short-Term Rental (STR) of a privately owned dwelling or dwelling units in Recreational (RE) Districts. The intent is to accommodate the traveling public visiting Roland Township and the Lake Metigoshe area while minimizing adverse effects this use may have on neighboring properties, public services and availability of housing or community character, at the same time balancing the rights of property owners and neighbors.

**1. Applicability**

- a) The provisions of this subsection shall apply to the establishment of Short-Term Rentals (STR) for Residential (RE) Districts at Lake Metigoshe in Roland Township.
- b) Short term rentals are allowed as Conditional Use Permits (CUPs)
- c) The issuance of the Conditional Use Permit is subject to the procedures contained within this subsection and Subsection H of Section II of the Roland Township Zoning Ordinance.
- d) This subsection does not replace the licensing and inspection requirements of the North Dakota Department of Health and Human Services, Public Health Division or First District Health Unit.
- e) The maximum number of short-term rentals allowed shall be twenty-five (25). If the number of existing STR-CUPs has met the 25 limit, new permit applications shall be placed on a waiting list.
- f) Upon effective date of this Ordinance, all new STR permits shall be subject to a 55-foot zone of exclusion. The 55-foot zone of exclusion shall be drawn from the STR parcel boundary. A property shall be ineligible to hold an STR permit if any part of its parcel boundary is within the 55-foot zone of exclusion of an existing STR.

**2. Definitions**

In addition to the definitions contained in subsection E of Section 1 of these Ordinances, the following definitions shall apply to this subsection.

- a) "Bedroom" shall mean the area in a dwelling unit that is:
  - 1) A room designed or used for sleeping that has a minimum floor area of 70 square feet, or
  - 2) A room or area of a dwelling that has a minimum area of 70 square feet with access gained from the living area or living area hallway. Architectural features that affect the use as a bedroom under this item may be considered in making the bedroom determination, for example, an open loft area with beds in a cabin.

- 3) Non-Conforming bedrooms shall not be allowed as bedrooms in a STR.
- 4) Bedrooms shall be adequately sized for the safe egress of the occupants.
- b) "Owner" shall mean the Legal Owner of Record of the real estate comprising the STR.
- c) A "Residence" shall mean a dwelling owned, occupied and located within Lake Metigoshe Residential District (RE) in Roland Township.
- d) "Short-Term Rental (STR)" is a term that shall mean a dwelling unit or portion thereof which provides overnight lodging to the traveling public for compensation for a period of less than thirty (30) consecutive days. Short-term rentals shall be developed in accordance with the standards set forth in this Ordinance and allowed only in Recreational (RE) districts where the use is authorized as a conditionally permitted use.
- e) "Short-Term Rental Use" or "Short-Term Occupancy" means the use by any person of Recreational (RE) property for transient lodging where the term of occupancy, possession, or tenancy of the property by the person entitled to such occupancy, possession, or tenancy is less than 30 consecutive calendar days.
- f) "STR Conditional Use Permit" shall authorize the short-term rental use of an entire STR dwelling unit.
- g) "STR Site Manager" shall mean the representative of the Owner who shall be on-call 24/7 to manage the STR unit. The Site Manager shall be available to receive complaints and/or be physically present at the STR unit to address reported concerns within 60 minutes from the time of a phone notification.
- h) "Zone of Exclusion" shall mean the range of fifty-five (55) feet from an existing STR parcel boundary. Any parcel that is located within the fifty-five (55) foot zone of exclusion shall be ineligible for an STR permit.

### **3. Short-Term Rental Conditional Use Permit Application Procedures**

In addition to the Zoning District Requirements contained in Section III and Conditional Use Permit (CUP) requirements in Subsection H of Section II of this ordinance, the application for a STR CUP for operation of a STR shall contain the following information:

- a) The application shall be accompanied by the Annual Permit Fee.
- b) The name, address and contact information of the Legal Owner of the STR. In the event that the Owner is doing business under a secondary name, or is a corporation, partnership or limited liability company, the application shall set forth the names, addresses, and contact information for all persons who are owners, principal officers, managing partners or managing members of the Owner or Owner Entity.

- c) The name, address, email and phone number of the STR Site Manager who is responsible to perform the management duties.
- d) Proof of insurance for the use of the property as a STR.
- e) North Dakota business registration and Sales and Use Tax permit for the Owner of the STR.
- f) Identify all hosting platforms, websites, social media and traditional media resources where the STR is listed or advertised.
- g) Identify all safety features and equipment, to include:
  - 1) Location and type of Smoke and Carbon Monoxide detectors.
  - 2) Identify egress doors and windows.
  - 3) Number of bedrooms.
  - 4) Number of Parking Spaces on the lot. (No ON-STREET Parking - refer to Item 4-b below).

Township reserves the right to inspect property for deficiencies and/or complaints.

#### **4. Specific Requirements**

In addition to the requirements applicable to the STR CUP, all applications for a STR CUP must include the following:

- a) Occupancy limit: The maximum number of overnight occupants (aged 18 or older) within a STR, shall be limited to the availability of suitably appropriate sleeping spaces within the STR unit. The Township inspector has the sole discretion to determine final occupancy limit. The occupancy may be reduced based on the available parking spaces as well.
- b) Parking requirements: The number of vehicles shall be limited to number of spaces available on the Legal Owners lot and/or adjacent back lot being rented. On-street parking shall not be allowed on public rights-of-way, and may not obstruct access for emergency service vehicles.
- c) Access requirements: the STR parcel is required to have a public or private access off a public road. If a STR is accessed by a shared driveway, written permission to access the drive must be obtained from each shared driveway property owner.
- d) Appearance: The use of a dwelling unit as a STR shall not change the appearance of the dwelling or property for residential purposes.
- e) Visible STR Identification: The Owner or STR Site Manager shall post a Township issued placard in a location visible at the front entrance. The placard shall prominently display the STR Site Manager's contact information.
- f) Sewer Systems: The STR must be serviced by the Lake Metigoshe Recreation Service District (LMRSD) for sewer. ANY STR unit that is not serviced by the LMRSD for sewer and septic systems will be sized according to the number of

bedrooms and occupancy of the STR. An STR Unit not serviced by LMRSD must have been originally inspected by the First District Health Unit and must be monitored, pumped regularly and inspected by the First District Health Unit at least once every three years.

- g) Signage: Signage advertising the STR is not allowed.
- h) Garbage: Garbage refuse or recycling shall be stored completely enclosed within designated refuse containers. The Owner or STR Site Operator of the STR shall provide sufficient trash storage containers and service to accommodate the demand of the occupants.

#### **5. Annual Permit Fee**

As authorized by the Board of Township Supervisors, the Planning and Zoning Board is to establish an annual permit fee to offset costs associated with monitoring, inspecting, and regulating short-term rentals. No portion of the fee is refundable if a permit is revoked or rental is discontinued for any reason.

#### **6. Withdrawal/Suspension/Termination of Conditional Use Permit**

A Conditional Use Permit granted in accordance with this subsection is subject to review by the Township Supervisors and Zoning Board at any time. The permit may be withdrawn, suspended or revoked by the Township Supervisors for any reason, including but not limited to:

- a) Non-compliance with any of the conditions set by the Township Supervisors or Zoning Board for the issuance of the permit.
- b) A false material statement or misrepresentation has been made in, or in support of, the application.
- c) A change occurs in any material fact upon which the STR CUP was issued where the change was not reported to the Township within 14 days.
- d) The STR unit is the location of a violation of any provision of this subsection in the 12 months preceding the date of application.
- e) The STR Owner or STR Site Manager failed to timely respond to two or more complaints which have been independently verified by the Township Zoning Administration or Bottineau County Sheriff's Department regarding limits on STR use in the 12 months preceding the date of application, such as:
  - i) Exceeding allowable occupancy.
  - ii) Failure to dispose of solid waste.
  - iii) Failure to properly store waste and refuse bins.
  - iv) Occurrences of other parking citations for on-street STR related parking.

- v) Any other incident which at the discretion of the Township Supervisors provides grounds for verified complaint.
- f) The STR Owner, Site Manager, guest or any occupant of an STR unit engages in disorderly conduct at that site, or violates provisions of Roland Township Zoning Ordinances, Nuisance Ordinance or any State Law pertaining to noise or disorderly conduct.

The Conditional Use Permit for a short-term rental does not run with the land. In the event of the sale or other transfer of property permitted as a STR, the Grantor shall cease operations of the STR. Future property owners may reapply for this use.

**7. Renewal of Conditional Use Permit**

Any Conditional Use Permit granted in accordance with this subsection shall expire one year from the date of issuance. The permit may be extended by the Township Supervisors upon written application and payment of applicable fees by the Owner of the STR property or the STR Site Manager, provided that the extension is for the same use as specified in the original permit and that the applicant is in compliance with the terms and conditions specified in the original permit. The applicant understands that by applying for this use, the Township may inspect the property at any reasonable time with reasonable notice to the property Owner, to ensure compliance with the Ordinance.

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The proposed amendments were recommended for approval by the Roland Township Board of Supervisors.

The above amendments were approved by the Roland Township Board of Supervisors

13th day of April in the year of 2026

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*Mike Hall*  
**Board Chairman**

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*Glenore Gross*  
**Roland Township Clerk**