

1 City of Roseville  
2 ORDINANCE NO.

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4 AN ORDINANCE AMENDING

5  
6 TITLE 9 CHAPTER 909

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8 AN ORDINANCE AMENDING TITLE 9, SECTION 909 OF THE  
9 ROSEVILLE CITY CODE IN ORDER TO STOP ISSUANCE OF NEW  
10 SHORT TERM RENTAL LICENSES

11  
12 THE CITY OF ROSEVILLE ORDAINS:

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14 SECTION 1: Title 9 Section 909.03 of the Roseville City Code is amended  
15 to read as follows:

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17 **909.03: LICENSE REQUIRED:**

- 18  
19 A. It shall be unlawful for any person to hereafter occupy, allow to be  
20 occupied, or let to another person for occupancy any residential property  
21 within the City ~~for which an application for~~ without a short-term rental  
22 license ~~has not been properly made and filed with~~ issued by the City or  
23 after the time that a license is suspended or revoked. ~~Applications for~~  
24 ~~licensure shall be as required by Chapter 301 of City Code, and shall be~~  
25 ~~made upon forms furnished by the City for such purpose and shall~~  
26 ~~specifically require the following minimum information:~~
- 27 1. ~~Name, street address, email and phone number of the property~~  
28 ~~owner.~~
  - 29 2. ~~The name, street address, email and phone number(s), of a local~~  
30 ~~agent authorized to make or order repairs or services for the~~  
31 ~~property, if in violation of City or State Codes, if the person is~~  
32 ~~different than the owner.~~
  - 33 3. ~~The street address of the short-term rental property.~~
  - 34 4. ~~The type of units within the rental property (single family, twin-~~  
35 ~~home, townhome, condo, duplex, triplex or fourplex).~~
  - 36 5. ~~The number of bedrooms in the unit.~~
  - 37 6. ~~Certification and attestation that the maximum occupancy per unit is~~  
38 ~~either 4 or less unrelated adults or one family pursuant to Roseville~~  
39 ~~City Codes 906.06 and 1001.10. (Ord 1596, 2-8-2021)~~
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43 SECTION 2: Title 9 Section 909.04 of the Roseville City Code is amended  
44 to read as follows:

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**909.04: EXPIRATION OF LICENSE:**

- 48 A. ~~Term: All licenses issued under this Chapter are effective upon issuance~~  
49 ~~and shall expire one year (365 days) from date of issuance. All required~~  
50 ~~renewal license application materials shall be received and submitted prior~~  
51 ~~to the expiration date.~~
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- 53 B. ~~Late fee: Any renewal license applications submitted after expiration will~~  
54 ~~be considered late and subject to fee penalties.~~
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- 56 C. ~~Violation: Any license not renewed after expiration, with continued short-~~  
57 ~~term renting of the property, will be considered a violation of this~~  
58 ~~ordination. Renters will not be allowed to occupy a property if the renewal~~  
59 ~~license is not issued within 5 days after expiration. (Ord 1596, 2-8-2021)~~

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SECTION 3: Title 9 Section 909.05 of the Roseville City Code is amended  
to read as follows:

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**909.05: FEES, LODGING TAX:**

- 66 A. There shall be a license fee ~~and late renewal fee~~ as established by the City  
67 Fee Schedule in Section 314.05. All fees and fines shall be charged to and  
68 payable by the property owner.
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- 70 B. Pursuant to Minnesota Statutes, section 469.190, local lodging taxes shall  
71 be collected on all rentals less than 30 days in length in accordance with  
72 Chapter 312 of the City Code.
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- 74 C. Short-Term Rentals in violation of this ordinance may be subject to  
75 administrative fines, in addition to any other fees or penalties per Section  
76 909.10 or other applicable sections of City Code. (Ord 1596, 2-8-2021)

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SECTION 4: Title 9 Section 909.06 of the Roseville City Code is amended  
to read as follows:

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**909.06: MANNER OF LICENSURE:**

- 83 A. An owner who has an existing Short-Term Rental property as defined by  
84 this Chapter that is ~~not already~~ licensed under the requirements of City  
85 Code Chapter 909, may continue to operate until expiration of such license.

86 Following the effective date of this Chapter, no further licenses will be  
87 issued, no change in occupancy type will be approved, and no transfer or  
88 renewal of license will be permitted. must apply for licensure pursuant to  
89 this Chapter, no later than 30 days following the effective date of this  
90 Chapter.

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92 ~~B. An owner of a property that after the effective date of this Chapter wishes~~  
93 ~~to convert the property into a Short Term Rental property, shall apply for~~  
94 ~~and license the property prior to its conversion.~~

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96 ~~C. If there is a change in the type of occupancy from the type stated on the~~  
97 ~~license form, an amended license form shall be filed within 30 days of the~~  
98 ~~change.~~

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100 ~~D. When a previously licensed property is sold, the new owner, if continuing~~  
101 ~~to offer Short Term Rental, shall apply for a license within 30 days of the~~  
102 ~~sale.~~

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104 ~~E. Valid Short term rental license holders shall not be required to register said~~  
105 ~~rental per Chapter 907 if they enter into rental lease periods in excess of~~  
106 ~~thirty (30) consecutive days.~~

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108 ~~F. The City Manager may administratively deny a license under this Chapter~~  
109 ~~if the property has been issued fines for repeat nuisance violations per City~~  
110 ~~Code Section 511.~~

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112 ~~G. If a person is found to have engaged in rentals that require a license under~~  
113 ~~this Chapter, but no license has been obtained, upon application for~~  
114 ~~licensure said license shall not become effective for 90 days. (Ord 1596, 2-~~  
115 ~~8-2021)~~

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117 SECTION 4: Title 9 Section 909.09 of the Roseville City Code is amended  
118 to read as follows:

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120 **909.09: LICENSE SUSPENSION AND REVOCATION:**

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122 A. A Short-Term Rental license may be revoked or suspended by the City  
123 Council at any time under the provisions of this chapter, or Chapter 301  
124 Section 301.09, for grounds including, but not limited to, the following:
- 125 1. Two or more confirmed violations of this section within 180 days,  
126 except for a single violation as outlined in paragraph B of this  
127 section.

- 128 2. False or misleading information given or provided in connection  
129 with a license application.
- 130 3. Failure to maintain the residential rental property in a manner that  
131 meets pertinent provisions of City Code including, but not limited to,  
132 Code Chapters 407 and 906.
- 133 4. Violations committed or permitted by the owner or the owner's  
134 agent, or committed or permitted by the tenant or the tenant's guests  
135 or agents, of any rules, codes, statutes and ordinances relating to,  
136 pertaining to, or governing the premises including, but not limited to,  
137 the following:
- 138 a. Minn. Stat. 609.75 through 609.76, which prohibit gambling;  
139 b. Minn. Stat. 609.321 through 609.324, which prohibit  
140 prostitution and acts relating thereto;  
141 c. Minn. Stat. 152.01 through 152.025 and 152.027, subs. 1  
142 and 2, which prohibit the unlawful sale or possession of  
143 controlled substances;  
144 d. Minn. Stat. 340A.401, which regulates the unlawful sale of  
145 alcoholic beverages;  
146 e. Minn. Stat. 609.33, which prohibits owning, leasing,  
147 operating, managing, maintaining, or conducting a disorderly  
148 house, or inviting or attempting to invite others to visit or  
149 remain in a disorderly house;  
150 f. Minn. Stat. 97B.021, 97B.045, 609.66 through 609.67 and  
151 624.712 through 624.716 and Chapter 103 of the City Code,  
152 which prohibit the unlawful possession, transportation, sale or  
153 use of weapon;  
154 g. Minn. Stat. 609.72, which prohibits disorderly conduct;  
155 h. Minn. Stat. 609.221, 609.222, 609.223, 609.2231 and  
156 609.224, regarding assaults in the first, second, third, fourth  
157 and fifth degree.  
158 i. Roseville City Code Sections: 407, prohibiting public  
159 nuisances, 405, noise control, 511, repeat nuisance, 906,  
160 property maintenance, 1004 and 1005, land use and 1018,  
161 parking.
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- 163 B. Upon recommendation by the Chief of Police, the City Manager is  
164 authorized to administratively suspend a license after a single violation that  
165 reasonably posed or poses a threat to public safety.
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- 167 C. License suspension shall be for a term not less than: 180 days for the first  
168 suspension and 365 days for the second suspension. Depending on the  
169 gravity of the offense, the Council may impose longer suspension  
170 timeframes than noted in this paragraph.

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- D. License revocation shall be considered by the City Council when violations occur under paragraph A or B of this section and/or when two prior suspensions occurred under the same licensee.
- E. In order to reinstate a suspended license, the applicant shall apply following the same process as if applying for a new Short-Term Rental license. Reinstatements following suspension will only be considered when the circumstances leading to the suspension have been remedied, the suspension penalty imposed by the City Council has been satisfied, the licensee has submitted a Mitigation Plan outlining policies and procedures to prevent violations from occurring in the future, and upon City Council approval. Reinstatement after suspension may be denied by the City Council if the licensee cannot satisfactorily meet the requirements in this paragraph.
- F. If a license is revoked, reinstatement will not be considered. ~~may only be considered by the City Council if there is an ownership change. Ownership change to a family member of the prior owner, or entity affiliated with the prior owner shall not constitute compliance with this requirement.~~
- G. Repeat Nuisance Service Call fees shall be applied pursuant to City Code Section 511. (Ord 1596, 2-8-2021)

SECTION 5: Title 9 Section 909.10 of the Roseville City Code is amended to read as follows:

**909.10: VIOLATION:**

- A. Misdemeanor: Any person who maintains a short-term rental property without having the property licensed, or after the short-term rental license for the property has been revoked, or who permits new occupancy in violation of Section 909 is guilty of a misdemeanor and, upon conviction, is subject to a fine and imprisonment as prescribed by state law. Each day each violation continues or exists, constitutes a separate offense.
- B. Administrative fee: In addition to, or in lieu of, charging a misdemeanor, the City may impose administrative fees in an amount set in the City Fee Schedule. Each day each violation continues or exists, constitutes a separate offense.
  - 1. Upon the failure to pay an administrative fee, the City may post the dwelling unit as illegal for occupancy as a short-term rental.

- 214 C. Prohibited occupancy: Pursuant to 909.10.B.1, the dwelling unit or portion  
215 of, may not be occupied by anyone other than the primary homestead  
216 owner and that person's immediate family until:
- 217 1. The administrative fee has been paid; and
  - 218 2. ~~A short-term rental license is obtained or~~ The City is satisfied that  
219 the dwelling unit will not be used as a short-term rental dwelling  
220 unit; and
  - 221 3. Completion of any abatement, written compliance order, legal action  
222 from a citation or action per City Code Sections 407 and 906. (Ord  
223 1596, 2-8- 2021)

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225 SECTION 6: Effective date. This ordinance shall take effect upon its  
226 passage and publication.

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228 Passed by the City Council of the City of Roseville this \_\_\_ day of \_\_\_\_\_ 2023.

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**Signatures as follows on separate page:**

*Ordinance – AN ORDINANCE AMENDING TITLE 9, SECTION 909 OF THE  
ROSEVILLE CITY CODE IN ORDER TO STOP ISSUANCE OF NEW*

**SHORT TERM RENTAL LICENSES**

(SEAL)

CITY OF ROSEVILLE

BY: \_\_\_\_\_  
Daniel J. Roe, Mayor

ATTEST:

\_\_\_\_\_  
Patrick Trudgeon, City Manager