



Office of the Zoning Administrator
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P.O. Box 350 Paradise, Michigan 49768
(906) 492-3452 ext 6

Short Term Rental Operating License Annual Renewal
(for renewal of an existing Special Land Use Short Term Rental Annual Operating License)
from April 1, 2025 through March 31 2026

This application and the annual renewal fee of \$200 is due by by January 3, 2025

- Reference the checklist attached: Whitefish Township Zoning Ordinance Article 6.10
 - The Short Term Rental Annual Renewal process is specified in sections (e.) and (f.)
 - Provide your information below, and as shown in section (l.) - (Quarterly water tests) or note the information as not yet available, and provide the information when available, and at each future annual renewal.

Property Owner's Name: _____

Mailing Address: _____

Telephone: _____

Email: _____

Signature(s): _____ **Date signed:** / /

By signing above, the property owner agrees to comply with all Rules and Regulations for Special Land Use, Short Term Rental, as set forth in the Zoning Ordinance of Whitefish Township, and any Conditions of Approval or Conditions of Renewal specified by the Planning Commission.

Rental Property Physical Address: _____

Is the address number visible from the public road? Y / N

Parcel Number: 016-____-____-____

Local Contact Name and Telephone: _____

Date received by Zoning Administrator: _____

Date Fee Paid: _____ **Received By:** _____

Paid Via: _____ **Reference:** _____

Fee to Treasure: Date: _____ **By:** _____

PLANNING COMMISSION ACTION:

Date Initially Reviewed: _____ **Date Approved, or Not Approved:** _____ **Reason(s):** _____

Conditions of Approval: _____ **Planning Commission Signature:** _____

SECTION 6.10 RENTING AND LEASING

PURPOSE: This section is intended to protect and promote the health, safety, and welfare of all the citizens of Whitefish Township, as well as those visiting the area, by requiring the licensing of Short-Term Rentals with the Township. The Township wishes to preserve and retain the residential community character of the Township. It is the intent of Whitefish Township to make Short-Term Rental activity permitted through this ordinance resemble the existing traditional residential uses made by resident owners and lessees. Short-Term Rentals provide a community benefit by expanding the number and type of lodging facilities available, however the transient nature of occupants of Short-term Rentals makes continued enforcement regarding the occupants difficult. The provisions of this ordinance are necessary to prevent the continued burden placed upon Township services and impacts on residential neighborhoods posed by Short-Term Rentals properties.

All Short-Term Rentals application shall meet the following requirements.

- (a.) Short-Term Rental applications shall follow this section (6.10) and Article 8, Special Approval Use Review.
- (b.) There will be a cap of 35 short term rental operating license allowed in the Township.
- (c.) Short-term rental operating license shall not be granted to properties with deed restrictions, Home Owners Association or Condo rules preventing such commercial use.
- (d.) Applications for special use "short term rental" shall have included a home inspection completed by a Certified Home Inspector in the State of Michigan, stating the proposed property meets the State of Michigan building code for transient residency and occupancy permit from Chippewa County for the property.
- (e.) The annual operating license will be from April first (1) to expire March thirty (30). Operating licenses shall be non-transferable with property sale.
- (f.) Renewal applications and supporting documentation shall be provided to Zoning Administrator by January 3 of each year for Planning Commission review and processing at the January meeting.
- (g.) Planning Commission shall address and document in the January meeting the total number of approved short-term rentals and available operating license to meet the 35 approved cap.
- (h.) Special use application and supporting documentation for available Short-Term Rental shall be completed and provided to Zoning Administrator by February 25th and forwarded to Planning Commission to be reviewed at the next regular meeting.
- (i.) Not more than one (1) dwelling unit per property shall be eligible for a Short-Term Rental operating license.
- (j.) All lodging on a property with a Short-Term Rental permit is to be within the dwelling unit and not in an accessory building, accessory dwelling unit, recreational vehicle, camper or tent.
- (k.) All parking associated with a Short-Term Rental property shall be out of the roadway and entirely on-site, in a garage, driveway or other designated area.
- (l.) The owner or operator of a Short-Term Rental property shall maintain running water and a functioning septic system. A septic and well evaluation shall be completed every five (5) years by the Chippewa County Health Department. Quarterly water (bacteria) certificate of analysis and annual nitrate analysis shall be maintained/provided with application and renewal of operating licenses process. Testing kits can be obtained from Chippewa County Health Department or LMAS Health Department or Whitefish Township Supervisor. Short-term rentals that close during a quarterly water sample period shall provide notarized documentation explaining the missing quarterly water sample.
- (m.) The number of guests shall not exceed two (2) times the number of bedrooms in the dwelling unit, unless that applicant can show that the dwelling unit is suited to accommodate more guests. If the

continued → (n)(o)(p)(q)

(continued)

Township Board finds that the applicant has proved that the dwelling unit is suited, it may at its sole discretion, allow additional guest.

(n.) A point of contact person shall be available to respond to emergencies, issues, questions or concerns, of the guest, the Township, or another person or entity that may need to address a person with authority to make remedial action and respond to any violation of this ordinance, or other matters.

(o.) Any pets that may be staying at a Short-Term Rental property must be in compliance with State of Michigan Animal Control Laws. Homeowner shall advise renter of Chippewa County Animal Control Ordinance requirements. Whitefish Township is not responsible for enforcing the ordinances of Chippewa County, however any verified citations by Chippewa County may be taken into consideration in the application approval process and renewal process.

(p.) One sign may identify the STR shall not exceed six (6) square feet and shall not be illuminated or have working parts. It shall abide by Article 10, Sign Regulations.

(q.) Owner shall provide secure trash receptacles accessible by weekly trash removal services for occupants.