

**Charter Township of Flushing
Short-term Rental Permit Application**

Property Owner

Name: _____

Mailing Address: _____

City, State, Zip: _____

Phone Number: _____ Email: _____

Agent Name (if applicable)

Name: _____

Mailing Address: _____

City, State, Zip: _____

Phone Number: _____ Email: _____

24-Hour Contact Person

Name: _____

Mailing Address: _____

City, State, Zip: _____

Phone Number: _____ Email: _____

Property Information

Street Address: _____

Development Name (if applicable): _____

Property Tax ID #: _____

Maximum # of occupancy: _____ Parking capacity # of vehicles: _____

The Property Owner is hereby notified that the Michigan Personal Residence Exemption status on this property may be affected by signing this Application.

It is the Property Owner’s responsibility to protect themselves with the home owner’s insurance coverage for short term rental activity.

It is the responsibility of the Property Owner to be aware and comply with the rules of the U.S. Internal Revenue Service with regard to Residential Rental Property.

The Township may provide the assessor and the IRS with this information.

The Short-Term Rental Permit is not transferable upon sale or transfer of the property.

The Short-Term Rental Permit may be revoked for failure to comply with the Short-Term Rental Ordinance. If revoked, reapplication for a new Short Term Rental Permit may be applied for, but no sooner than one year from the date of revocation.

With granting of a Short-Term Rental permit it is agreed that the operation will conform with the Charter Township of Flushing Short Term Rental Ordinance and that the Township shall not be held liable for any damages resulting therefrom.

The Property Owner will certify the presence of working smoke and carbon monoxide detectors located per manufacturers recommendations and any local governmental code or standard by signing the initial or renewal application form.

The Property Owner will consent to inspections and making the unit available for inspections upon request.

I have read the Flushing Charter Township Short Term Rental Ordinance and the information on this application and acknowledge and state that it is accurate to the best of my knowledge. If any information that I have provided as actual and truthful is indeed false and untrue I understand that this permit may be revoked, and that I may not reapply for a Short-Term Rental Permit for a one-year period.

Print name of Owner/Agent

Signature of Owner/Agent

Date: _____

Office Use

Renewal: Yes _____ No _____

Date of Application: _____ Date Issued: _____

Date of Completion: _____ Permit No.: _____

Required Attachments:

- Photocopy of recorded deed or land contract.
- Deed restrictions/home owner association documents (if applicable).
- Site plan of property (may be hand-drawn and must include measured dimensions) indicating property lines, building's driveway, parking area, drain field location and docks (if applicable).

Short Term Rental Requirements

All Short-Term Rentals must meet the following standards:

- A. Only one (1) dwelling unit per parcel shall be leased, subleased, rented or sub-rented at any given time. All lodging is to be exclusively within the dwelling unit and not in a recreational vehicle, camper, or tent.
- B. A separate permit is required for each Short-Term Rental property.
- C. Flushing Charter Township will limit the number of Short-Term Rental Permits to a total of fifty (50) per calendar year. There are no restrictions on the number of units operated by a single individual.
- D. Local Contact Person:
 1. Each owner of a Short-Term Rental must designate a local contact person who has access and authority to assume management of the unit and take remedial measures.
 2. The local contact person must be available twenty-four (24) hours a day during the rental period and be within thirty (30) minutes travel time of the property (or portion thereof) used for a Short-Term Rental.
 3. The phone number of the local contact shall be provided to the Flushing Township Police Department.
 4. An owner meeting the requirements of subsections (1) through (3) above may designate themselves as the local contact person.

- E. All Parking associated with a Short-Term Rental shall be out of the roadway and entirely on-site, in the garage, driveway or other improved area. No parking will be allowed on grass.
- F. Special events, outdoor events, lawn parties, weddings or similar activities are not allowed on the site for more than the number of permitted occupants.
- G. Chapter 8 of the Flushing Township Code of Ordinances shall have authority over pets. Pets shall be secured on the property or on the leash at all times. Dogs shall not be allowed to whine, yelp, bark, or howl for a period of ten minutes or longer.
- H. Fireworks of any kind are not allowed on rental property except in accordance with the Flushing Township Code of Ordinances Chapter 20 Article 3: Consumer Fireworks Ordinance.
- I. No person shall start or maintain a fire except within provided devices or locations. Fire shall not be left unattended and must be fully extinguished. Only clean, dry wood may be burned. Subject to Flushing Township Code of Ordinances Chapter 5 Article 1.
- J. Provisions for trash disposal must be provided. Trash must be contained in properly sealed receptacles. There must be no overflow that will be attractive to vermin.
- K. The owner shall maintain a septic system or sewer connection that is in substantial compliance with the Genesee County Health Department Standards.
- L. Noise during quiet hours must be limited to that which does not disturb the quiet, comfort or repose of a reasonable person of normal sensitivities. Quiet hours shall be from 11:00 PM to 7:00 AM. The Flushing Township Code of Ordinances Section 18-80 shall also apply.
- M. The owner shall require these standards be met by renters as part of all rental agreements.