

ESSENTIAL INFORMATION FOR RENTAL PROPERTY OWNERS

A Guide to Laws Regulating Zoning and Rental Licensing

LICENSING RENTAL PROPERTIES

Since 1972, all rental properties in the city of Mt. Pleasant have been licensed and inspected annually. Staff in Department of Building Safety (779-5302), and Planning (779-5347) Departments, as well as the Fire Department (779-5105), welcome inquiries by persons interested in purchasing property for rental to the public. Following is information regarding City ordinance, a virtual Rental 101. In addition, a compendium of landlord-tenant law, "A Practical Guide for Tenants and Landlords," is available for interested persons in Room 103, City Hall, 401 N. Main Street, or in the Planning & Zoning Department section of this web site.

BEFORE YOU BUY

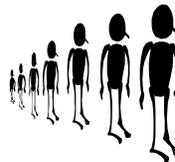
Safeguard your investment by checking each potential rental with City officials (see above) to make sure it meets Zoning Ordinance requirements, as follows:

v Licensure



- ▶ Is the property licensed for rental?
- ▶ Does it meet the requirements of the Housing Licensing Code?

v Legal Occupancy



- ▶ How many tenants does the ordinance allow?
- ▶ Will the rent from the legal number of occupants cash flow the purchase of the property?
- ▶ Would the zoning ordinance support an increase in the current number of residents?

v Parking



- ▶ How many parking spaces are there?
- ▶ Is the number sufficient to park the vehicles of all renters?
- ▶ Is there room to expand the parking?

ZONING AND LEGAL OCCUPANCY

Legal occupancy is set according to Zoning Ordinance requirements for minimum lot size, minimum square footage per occupant and available parking.

v Family Rentals



In the R (Residential) districts, most rentals are designated as “family” rentals and may not be occupied by more persons than one of the following family living arrangements:

- ▶ One or more persons related by blood, marriage, adoption or guardianship, plus not more than one person not so related, living as a single housekeeping unit in all districts, or
- ▶ Two persons plus their offspring living as a single housekeeping unit in all residential districts. One professional caregiver caring for either of the persons or their offspring may also reside in the dwelling.
- ▶ A functional family living as a single housekeeping unit which has received a permit from the City after meeting the requirements of the ordinance.

v Multi-Family, Rooming-Boarding Rentals



In the M (Multiple Family Residential) districts, “family” dwellings may be mixed with higher density housing. Rooming dwellings are allowed only in M-2 districts and are subject to Planning Commission approval. Fraternity and sorority houses are a special type of rooming dwelling and are also subject to Planning Commission approval.

PARKING

Parking requirements vary according to housing density, but rentals licensed under earlier ordinances may not meet current requirements and may not provide one parking space for each resident. The current ordinance requires hard-surfaced parking for all new rental units.



GENERAL REQUIREMENTS OF THE HOUSING LICENSING CODE



All rental units in the City of Mt. Pleasant are regulated by the Housing Licensing Code. Owners and agents should be aware of the following general requirements of the code and be sure tenants understand and comply:

- v Furniture: Furniture or appliances designed for indoor use may not be placed on porches or anywhere outside of the residence.
- v Litter: All areas around a residence must be kept in a clean and sanitary condition.
- v Accumulations of Trash: Bagged refuse, household furnishings and construction debris must be disposed of within 6 days. If not, a municipal civil infraction ticket may be written to both residents and owner.

- v Trash Collection: Mt. Pleasant has a user fee system of weekly trash collection at one-, two-, and three-family dwellings through the city's bag/tag system. (Approved methods for rooming dwellings shall be limited to a refuse cart or dumpster. The landlord must arrange for the cart or dumpster.)
- v Rentals with Trash Carts: City ordinance requires that carts be placed at the curb on pickup day and be removed no later than 6:00 p.m. the following day. Carts must be stored in garages, or back or side yards with approved screening. For information on disposal options and pickup day and location, call the Dept. of Public Works (779-5401).
- v Recycling: Many items, such as glass, #1 and #2 plastics, cans, paperboard and cardboard may be recycled through the City's curbside recycling program, which will reduce the amount and thus the cost of trash disposal. See list of acceptable materials on Department of Public Works web page (click on the recycling logo in the section on refuse and recycling), or call 773-9631 for further information.

Properties with one to three single-family units have weekly pickup on the same day and in the same place as trash. A recycling fee is added to the City water bill. Multi-unit complexes may offer their own programs, or residents may drop off acceptable items free of charge at the Material Recovery Facility (MRF) on East River Road. For further information, call the MRF at 773-9631.

- v Lawn Maintenance: Lawns higher than 9" may be cut by a City vendor without notice and the cost billed to the owner.
- v Parking: Vehicles of residents and guests must be parked on a prepared driveway or in the street. No parking is allowed in yards, across sidewalks, or between the sidewalk and curb. There is no parking on any city street 2:00 a.m. to 5:00 a.m. between September 1 and May 1. There is no parking on city streets in the central business district from 2:00 a.m. to 5:00 a.m. at any time. Overnight parking in designated City lots is for downtown residents by permit only. Owners of downtown rental property pay a semiannual parking assessment to help defray maintenance costs.

v Animals:

- ▶ House and yard area must be kept free of animal waste.
- ▶ Dogs may run free when confined in pet owner's yard; otherwise, they must be leashed at all times.
- ▶ Pet owners are responsible for picking up any excrement their animal(s) might leave.
- ▶ A total of no more than 3 dogs and/or cats are allowed in any residence in the city.



v Responsibilities of Owner:

- ▶ Provide new tenants with a clean, healthful, and safe dwelling unit.

- ▶ Maintain the dwelling unit and premises in a clean, safe, sanitary condition and keep it in good repair.
- ▶ Keep equipment, fixtures and furnishings in good repair.
- ▶ Provide and maintain solid waste storage containers.
- ▶ Keep all structures on the premises clean, orderly, and well-painted.
- ▶ Provide a parking area that complies with the Zoning Ordinance.
- ▶ Provide the Fire Dept. with a copy of the trash disposal schedule and parking plan.
- ▶ Include in the lease the provisions of the City's Nuisance Party Ordinance and assist the City in its enforcement.

v Responsibilities of Tenants:



- ▶ Properly dispose of trash each week as required by City ordinance.
- ▶ Notify the owner and the Fire Dept. in writing of any condition they believe violates the housing licensing act.
- ▶ Keep the facilities clean, and use them properly. This includes keeping the yard clean and keeping all indoor furniture and appliances off the porch and out of the yard.
- ▶ Maintain legal occupancy and not sublet the unit without the owner's approval.
- ▶ Properly use designated parking area provided.
- ▶ Comply with the nuisance party ordinance.

For additional information, contact:
Mt. Pleasant City Hall
320 West Broadway
Mt. Pleasant, Michigan 48858
(989) 779-5302
or
Mt. Pleasant Fire Department
(989) 779-5105