

**ESSENTIAL INFORMATION FOR RENTAL PROPERTY OWNERS**  
RENTAL GUIDELINES

**BEFORE YOU BUY**

Safeguard your investment by checking each potential rental with Union Township Rental Inspectors to make sure it meets Zoning Ordinance requirements.

➤ **LICENSURE**

- Is the property licensed for rental?
- Does it meet the requirements of Union Township's Housing Licensing Code, 20-04

➤ **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?

➤ **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. As well as, building size and layout

The maximum occupancy of a property is three (3) unrelated persons. A zoning variance must be submitted and approved prior to any occupancy greater than three (3) may be granted

## **PARKING**

Parking requirements vary according to housing density. All parking shall comply with Union Township zoning regulations

## **GENERAL REQUIREMENTS OF THE RENTAL INSPECTION ORDINANCE**

All rental units in Union Township will be regulated by the Housing Licensing Code, 20-04. Owners and agents should be aware of the following general requirements of the code and be sure tenants understand and comply:

- **FURNITURE**: Furniture or appliances designed for indoor use may not be placed on porches or anywhere outside of the residence.
- **LITTER**: All areas around a residence must be kept in a clean and sanitary condition.
- **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.
- **TRASH COLLECTION**: The landlord must provide dumpster or garbage pickup information.
- **RENTALS WITH TRASH CARTS**: Carts must be stored in garages, or side yards with approved screening.
- **RECYCLING**: Many items, such as glass, #1 and #2 plastics, cans, paperboard and cardboard may be recycled which will reduce the amount and thus the cost of trash disposal. See a list of acceptable materials on the Isabella County website: [www.isabellacounty.org/recycles/index.html](http://www.isabellacounty.org/recycles/index.html) , 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. Multi-unit complexes may offer their own programs, or residents may drop off acceptable items free of charge at the Material Recover Facility (MRF) on East River Road. For further information call the MRF at 773-9631.

- **LAWN MAINTENANCE**: Lawns higher than 12" may be cut by a contractor of Union Township without notice and the cost billed to the owner.
- **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.

➤ **ANIMALS:**

- House and yard area must be kept free of animal wastes.
- Dogs may run free when confined in a 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 4 dogs and/or cats are allowed in any residence in the city.

➤ **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.

➤ **RESPONSIBILITIES OF TENANTS:**

- Properly dispose of trash each week as required.
- Notify the owner in writing of any condition they believe violates the Union Township Ordinance.
- 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:**

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