



**CITY OF YPSILANTI
SHORT-TERM RENTAL SUBCOMMITTEE
Tuesday, July 8, 2025 @ 6:00 PM
Council Chambers
One South Huron, Ypsilanti, MI 48197
[Launch Meeting - Zoom](#)**

I. CALL TO ORDER

II. ROLL CALL

- A. Amber Fellow
- Patrick McLean
- Steve Wilcoxon
- Amanda Smith
- Brian Jones-Chance
- Matt Dunwoodie
- Michelle Marin

III. AGENDA APPROVAL

- A. July 8th, 2025, Short-Term Rental Subcommittee

IV. APPROVAL OF MINUTES

- A. March 20th, 2025, Short-Term Rental Subcommittee Minutes

V. PUBLIC COMMENT (3 MINUTES)

VI. RESOLUTIONS/MOTIONS/DISCUSSIONS

- A. Short-Term Rental Ordinance Discussion

VII. ADJOURNMENT



CITY OF YPSILANTI
SHORT-TERM RENTAL SUBCOMMITTEE MEETING
DRAFT MINUTES
Thursday, March 20th, 2025 @ 7:00 PM
Zoom Meeting

I. Call to Order | 7:00 PM

II. Roll Call

Amber Fellow – Present
Patrick McLean – Absent
Steve Wilcoxon – Present
Amanda Smith – Present
Brian Jones-Chance – Present
Matt Dunwoodie - Absent
Michelle Marin – Present

III. Agenda Approval

March 20th, 2025, Agenda

Motion to amend the March 20th, 2025, agenda to include a section for public comments.
--Moved by Wilcoxon. Seconded by Fellows. Yays – 5, Nays – 0, motion carries.

Motion to approve the amended March 20th, 2025, agenda.
--Moved by Fellows. Seconded by Wilcoxon. Yays – 5, Nays – 0, motion carries.

IV. Public Comments

Motion to open public comments to the Short-Term Rental Subcommittee.
--Moved by Smith. Seconded by Wilcoxon. Yays - 5, Nays -0, motion carries.

Mark Naess – Resident of Ypsilanti’s Third Ward

Mark mentioned that Ann Arbor spent about 5 years working on their short-term rental regulations. He suggested that Ypsilanti should review Ann Arbor’s ordinance to analyze language that may work in Ypsilanti.

Motion to close public comments to the Short-Term Rental Subcommittee.
--Motion made by Jones-Chance. Seconded by Marin. Yays – 5, Nays – 0, motion carries.

V. Resolutions/Motions/Discussions

City Planner Burns – Burns provided a presentation on defining short-term rentals in the zoning ordinance and shared statistics on short-term rentals in Ypsilanti. It was determined that there are 50 Airbnbs in the city; however, staff could only verify the specific addresses of 27 listings.

Councilmember Fellows – Fellows asked why the staff was not able to verify 23 of the 50 Airbnbs. Burns mentioned that Airbnb shows the general location of short-term rentals; however, the location could only be verified if the listing had an exterior photo of the home. Fellows followed up by asking if Airbnbs is required to be part of the rental program. Burns replied, stating that they are, however, if someone is renting out a bedroom in their home, the city has not required them to join the rental program.

Commissioner Jones-Chance – Jones-Chance asked if the staff was able to confirm these units were not in the Township. Burns mentioned that Airbnb provides the general location of these listings, so the staff were able to determine what units are in the city.

Councilmember Wilcoxon – Wilcoxon asked about 3 listings that are 0% PRE and not in the rental program. Burns stated that those 3 listings are violating the city's rental ordinances.

City Planner Burns – Burns provided a brief presentation going over Ann Arbor's short-term rental regulations.

Councilmember Wilcoxon – Wilcoxon mentioned that Section 6.52 does not limit the number of units that an owner can have; however, it keeps renters from renting out a room as a short-term rental.

Councilmember Fellows – Fellows does not want to permit short-term rentals for 0% PRE housing units. Smith agrees. Jones-Chance disagrees because there are several reasons why a unit may not be 100% PRE. He also does not like the idea of only allowing 100% PRE housing units to have short-term rentals because it provides preferential treatment for single-family homeowners. Marin agrees with Jones-Chance. She believes we can allow short-term rentals in all zoning districts with proper regulations.

Commissioner Jones-Chance – Jones-Chance mentions he is not interested in establishing stricter definitions for family [in reference to Ann Arbor's regulations stating short-term rentals cannot exceed occupancy limits]. He also mentions that it's not the city's place to determine who is and isn't family. Smith agrees, she does not believe it matters if people are or aren't related.

Commissioner Jones-Chance – Jones-Chance asks why we just don't cap the number of short-term rentals permitted in the city.

Councilmember Fellows – Fellows mentioned that unit occupancy rates in the city are presently at 96%.

Councilmember Wilcoxon and Commissioner Smith – Wilcoxon and Smith asked why Ann Arbor does not permit ADUs to be short-term rentals. Burns mentioned they are not entirely

sure why; however, they believe the intention of permitting ADUs was to increase the permanent housing supply and allow families to live on the same lot in Ann Arbor. Fellows mentioned that ADUs have been an unsuccessful attempt to address the housing crisis, mostly because it is expensive to build ADUs.

Commissioner Smith – Smith mentioned that if the city permits short-term rentals in ADUs, the city might see the construction of ADUs increase, which in turn may naturally increase the housing supply in Ypsilanti.

Commissioner Jones-Chance questioned how often short-term rental licenses need to be applied for in Ann Arbor. He also suggested considering caps.

Councilmember Fellows supports prohibiting short-term rentals for ADUs.

Councilmember Wilcoxon suggested we should review how short-term rental regulations may impact hotels. Fellows agrees.

City Planner Burns – Burns suggested regulating short-term rentals through home occupation under Section 122-531 to effectively eliminate renting out an entire housing unit for a short-term rental. Marin likes the idea and points out that short-term rentals should still be licensed under the city's rental program. Wilcoxon also likes regulating short-term rentals through home occupations because short-term rentals are minimized to 25% or 300 sq ft, whichever is less. Jones-Chance raised concern regarding the difficulty of enforcing short-term rental regulations on 100% PRE homes because the city is not actively inspecting them like they are with rental homes. Fellows is unsure about pursuing regulations through home occupations because of nontraditional living arrangements. Wilcoxon replied, stating the city has an obligation to protect those renters.

City Planner Burns – Burns provided a brief presentation going over Ferndale's short-term rental regulations.

Councilmember Wilcoxon – Wilcoxon likes the nuisance provisions in Ferndale's ordinance.

City Planner Burns – Burns provided a brief presentation going over Traverse City's short-term rental regulations.

Commissioner Smith – Smith mentions that Traverse City regulations seem overly restrictive and would not make sense for Ypsilanti. Jones-Chance agrees and mentions that it seems Traverse City is addressing a separate issue that Ypsilanti isn't experiencing.

City Planner Burns – Burns provided a brief presentation going over Ithica, NY's short-term rental regulations (resource provided by Councilmember Fellows).

Councilmember Fellows – Fellows likes this ordinance because Ithaca's demographics are similar to Ypsilanti's. She states that their ordinance makes a lot of sense for Ypsilanti.

Councilmember Wilcoxon – Wilcoxon mentioned that mirroring Ithica's ordinance would exclude the Thompson Block from utilizing a large portion of their apartment units as short-term rentals.

Commissioner Jones-Chance – Jones-Chance likes that the ordinance is simple and would seem to address Ypsilanti’s concerns.

Commissioner Marin – Marin mentioned that Ithica’s ordinance requires the permit holder to be a person and not an LLC or corporation. She states that Thompson Block could find a way around this requirement.

Commissioner Jones-Chance – Jones-Chance likes the idea of regulating short-term rentals through home occupations and Ithica’s ordinance.

Sub-Committee Members requested that staff provide some draft language for their next meeting. They would also like to see short-term rental statistics for VRBO, Facebook Marketplace, and Craigslist.

VI. Adjournment | 08:42 pm



City of Ypsilanti Short-Term Rental Ordinance

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03/20/2025

Defining Short-Term Rentals

Section 122-203. Definitions will have to be amended to define what short-term rentals are in the community. The definition could look something like this:

- **Short-Term Rental:** A short-term rental refers to the rental of a residential dwelling unit, or a portion thereof, for a period of less than 30 consecutive days, where the property is offered for rent to transient guests for compensation. These rentals may include but are not limited to, services provided through platforms such as Airbnb, VRBO, or other similar services. Short-term rentals are distinct from long-term rentals in that they are intended for temporary occupancy and are not intended as a primary residence for the tenant.

Short-Term Rental Statistics in the City

- As of March 11th, 2025, there appeared to be approximately 50 Airbnbs in the city. Of those 50, staff was able to verify the addresses of 27 short-term rentals.
 - Of these 27 short-term rentals, 8 had 100% PRE. The remaining 19 had 0% PRE.
 - 16 of the 0% PRE-short-term rentals are part of the rental program.
 - Of the 0% PRE-short-term rentals, 3 are not part of the rental program.
- As of June 3rd, 2025, there appeared to be approximately 8 Vrbos in the city.
 - Of those 8, 2 had 100% PRE.
 - All 8 were part of the rental program.



Ann Arbor's Short-Term Rental Regulations

- Title VII, Chapter 97 regulates short-term rentals in Ann Arbor.
 - Ordinance can be found here: [Chapter 97 - SHORT-TERM RENTALS | Code of Ordinances | Ann Arbor, MI | Municode Library](#). Additional resources can be found here: [Short-Term Rentals | City of Ann Arbor](#)
- Section 7:650 establishes the legislative purpose, stating, “The city has determined that regulation of short-term rentals is necessary to establish a community standard for the integration of short-term rental units in the city to ensure health, safety, and welfare of visitors and residents by re-affirming police, fire, and building safety guidelines. Towards that end, the city has determined that all persons or entities that desire to operate a short-term rental unit within the city must be issued a license pursuant to the requirements of this chapter.”
- Section 7:652 establishes “The city shall only issue a short-term rental license for a short-term rental unit to the owner or permanent resident of the property.” This section also states, “The city shall issue only 1 short-term rental license per dwelling unit.”

Ann Arbor's Short-Term Rental Regulations

- Section 7:653 states, “Short-term rental units are prohibited unless the city has issued a short-term rental license for the unit.” It also states, “The occupancy of a dwelling unit rented as a short-term rental shall not exceed the occupancy permitted pursuant to section 5.16.1.a.2 of the UDC, "limits on occupancy of dwelling unit.”
- Section 7:654 establishes regulations for non-principal residence short-term rentals and principal residence short-term rentals.
- Section 7:655 defines prohibitions and establishes penalties for violation.
- ADUs are prohibited from being used as short-term rentals.
- STR cannot exceed allowable occupancy for a unit.
- Non-Principal Residence STRs are only permitted in mixed-use zoning districts.
- Guide to Short-Term Rentals: [str-guide.pdf](#)

Ferndale's Short-Term Rental Regulations

- Ferndale's Short-Term Rental Regulations: [Short Term Rental – Ferndale](#)
- Only 5% of the available housing units on a city block can be used as a short-term rental.
- Two adults are allowed per bedroom under this ordinance. No more than eight people are permitted in a short-term rental.
- A substantiated complaint is when a property has violated the requirements of the ordinance and has been verified by a City of Ferndale official. After three substantiated complaints during a calendar year, an STR will be at risk of losing their license, unable to operate for the remainder of the calendar year and require a review by the City Manager's Office.
- Violations
 - Advertising over the legally-allowed amount of people
 - Noise levels over the thresholds for occupancy and noise
 - Cleanliness, parking illegally, and other code enforcement concerns

Traverse City's Short-Term Rental Regulations

- Traverse City's short-term rental regulations can be found here: [Vacation Home Rental License Application | City of Traverse City](#) and here: [Chapter 870 - Vacation Home Rental License | Code of Ordinances | Traverse City, MI | Municode Library](#)
- Short-term rentals are permitted in the C-1, C-2, C-3, C-4, D-1, D-2, D-3, GTC, HR, I, and T zoning districts. The zoning map can be found here: [Zoning Map](#)
 - Short-term rentals are notably not permitted in the city's residential districts.
- Site plans are required to apply for a vacation home rental license.
- Proof of liability insurance in the amount of \$1 million is required.
- Approval from the city's fire inspector is required.

Resources from Sub-Committee Members: Councilmember Fellows

- The City of Ithaca, NY's ordinance can be viewed here: [City of Ithaca, NY Supplementary Regulations](#)
- Section 325-27 regulates short-term rentals.
- The ordinance establishes purpose and intent to preserve housing affordability and availability, permit owners to generate additional revenue, protect health and safety of renters, increase lodging supply, ensure compliance with hotel occupancy tax, and reduce negative impacts of short-term rentals on neighbors.
- Short-term rentals are permitted only in zones in which residential uses are allowed. They are also only permitted in single-family, two-family, and any owner-occupied dwelling unit within a dwelling or mixed-use building.
- Short-term rental are only permitted for a property that is the primary residences of the host.

Resources from Sub-Committee Members: Commissioner Marin

Commissioner Marin provided information regarding short-term rental ordinances in several communities. These communities include Brandon Twp, [Ann Arbor](#); [East Lansing](#); [Palo Alto, CA](#); and San Jose, CA. Her comments are listed below:

It looks like [Ann Arbor](#) prohibits ADUs from being used as short term rentals, which I don't think of as an effective strategy to combat loss of long-term housing stock. Since, like Ypsi, there are many single-family homes that have been converted over the years to 2+ units but don't technically qualify as "ADUs," that regulation might not do a whole lot.

[East Lansing](#) uses Rental Restriction Overlay districts. This is a crazy tool for long-term rental housing but could be interesting for short term rental restrictions? I personally don't like it and think it would be an administrative nightmare, but something worth looking at!

I used to live in [Palo Alto](#) and work in San Jose. Both cities limit the number of days per year that hosts can rent out part of their owner-occupied home as a short term rental. I can't see this being an effective method since enforcement will be near impossible. Palo Alto limits STR to owner-occupied houses only.

For Ypsi, looping short term rentals into the existing rental certification program seems the most efficient and appropriate method of administration instead of a separate special use permit or similar.

Other Resources to Check Out

- Burtchville Township: [Short-Term-Rental-Ordinance-1.pdf](#)
- Clay Township: [Township of Clay – Ordinances](#)
- Detroit: [Short Term Rental staff recommendation to CPC.pdf](#)
- Manistee: [Public hearing on set on short-term rentals in Manistee](#)
- Park Township: [Short-Term Rentals](#)
- Saugatuck: [ord_240229-b_short-term_rental_license.pdf](#)
- Charlevoix: [Short Term Rentals | Charlevoix, MI](#)

Section 122-203(B) Definitions (Existing Language)

Bed and breakfast lodging means a structure which was constructed for and is used for single-family residential purposes, but which may have as an accessory use a temporary lodging for travelers/guests where bedrooms are rented on a nightly basis with breakfast included in the price of the room.

Section 122-203(H) Definitions (Existing Language)

Hotel or motel means a building in which lodging is provided and offered to the public for compensation, which is open to transient guests generally on a per-day basis and not for long-term lodging, in distinction from a roominghouse, bed and breakfast lodging, or inn. Hotels or motels customarily provide services such as desk service, maid service, laundering of linens, the use of furniture, etc. No kitchen or cooking facilities are to be provided, with the exception of units for use of the manager or caretaker; unless approved by the Planning Commission as a special use.

Section 122-203(H) Definitions (New Language)

Home Sharing means a form of temporary lodging in which a portion of a legally established dwelling unit is rented or offered to guests for compensation for thirty (30) consecutive days or fewer. The permanent resident must reside in and be physically present at the dwelling throughout the guest's stay. Home sharing is limited to the permanent resident's primary residence and does not include the rental of the entire unit in the resident's absence. This use may be facilitated through online or third-party booking platforms and is distinct from a roominghouse, bed and breakfast, inn, hotel, or motel. Home sharing shall comply with all provisions established for permitted home occupations.

Section 122-203(R) Definitions (Existing Language)

Roominghouse means a building, other than a hotel or motel, bed and breakfast lodging, or inn, where for compensation or by prearrangement for definite periods of time, lodging or lodging and meals are provided for three or more unrelated persons, not living as group or household. The term "unit" as it refers to a roominghouse shall mean sleeping room, or a room which may be used as a sleeping room. (See "Sleeping room.") A boardinghouse or lodginghouse shall be deemed a roominghouse for the purposes of this chapter.

Section 122-203(S) Definitions (New Language)

Short-Term Rentals means a temporary lodging use available to transient guests for compensation for thirty (30) consecutive days or less. Short-term rentals shall only include home sharing, hotels, motels, inns, bed and breakfasts.

Section 122-531(b) Permitted Home Occupations (Amended Language)

Permitted home occupations. Any home occupation that is not specifically prohibited by subsection (a) of this section must be permitted if it meets the following standards:

1. All home occupations must obtain a business license from the **Building Department**; if the occupant is not the owner of the premises then consent must be obtained from the property owner to ensure the owner's knowledge of the use.
2. The home occupation must not change the outside appearance of the dwelling nor alter the residential character of the structure.
3. The home occupation must not be visible from the street.
4. The home occupation must be owned and operated only by a member or members of the immediate family residing on the premises.
5. No more than one other person may be employed or involved with such activity on premises other than a member of the immediate family residing in the dwelling unit.
6. All wholesale, jobbing or retail business must be conducted entirely by mail, telephone, electronically or by delivery.
7. Services and transactions must be conducted by appointment only, walk-in trade is prohibited.
8. **Home sharing.**
 - a. All home-sharing operations shall receive a rental certificate from the **Building Department**.
9. The maximum area for home occupations must be calculated as 25 percent of the usable residential floor area of a dwelling unit or 300 feet whichever is less. Areas designated for

home occupations may be located in any useable area of the home, the basement, or any accessory building.

10. No motor power other than electrically operated motors may be utilized. No single electrical motor used in the home occupation may exceed one horsepower. All electrical motors and equipment used in the conduct of the home occupation must be shielded so as not to cause radio or television interference for adjoining properties.
11. A home occupation must not create noise, dust, vibration, smell, smoke, glare, electrical interference, fire hazards, or any other hazard or nuisance to any greater or more frequent extent than would normally be generated in the zoning district in which it is located.
12. In no case may a home occupation be open to the public earlier than 7:00 a.m. nor later than 9:00 p.m.
13. There must be no deliveries to or from the home occupation with a vehicle having more than two axles.
14. No merchandise or articles for sale may be displayed on the lot used for the home occupation.
 - a. The home occupation may increase vehicular traffic flow and parking by no more than two additional vehicles at a time.

Discussion Points

- What other uses should be included as part of the short-term rental definition?
- Should STR such as Airbnb and Vrbo be regulated via home sharing? Is the committee ultimately interested in preventing entire dwelling units from being rented out?