



City of Ypsilanti
Office of the City Clerk
One South Huron Street
Ypsilanti, Michigan 48197-5400

Phone: (734) 483-1100
Fax: (734) 487-8742

Application Fee: \$150.00

**BED & BREAKFAST LODGINGS & INNS
LICENSE & RENEWAL APPLICATION**

Bed and Breakfast Lodgings and Inn license renewal application in accordance with Ordinance No. 686 and Chapter 78, City Code.

A. NAME OF ESTABLISHMENT: _____

ADDRESS: _____

B. Names and addresses of owners, telephone number(s), date of birth, driver's license Number and social security number:

1. NAME: _____

ADDRESS: _____

PHONE NUMBER: _____ DATE OF BIRTH: _____

DRIVER'S LICENSE NUMBER: _____

SOCIAL SECURITY NUMBER: _____

2. NAME: _____

ADDRESS: _____

PHONE NUMBER: _____ DATE OF BIRTH: _____

DRIVER'S LICENSE NUMBER: _____

SOCIAL SECURITY NUMBER: _____

- C. Attach a copy of the floor plan of the building and site plan of the lot.
- D. Attach a copy of a valid health permit issued by the Washtenaw County Health Department (Environmental Health) if food is to be served.
- E. Attach a copy of insurance showing that property is adequately insured for public liability protection. (Minimum of \$100,000.00)

The term of each license shall expire on the first day of April of each year.

I HEREBY SWEAR OR AFFIRM THAT THE STATEMENTS MADE HEREIN ON THIS APPLICATION ARE TRUE.

Applicant's Signature (in presence of Notary)

Date

Applicant's Signature (in presence of Notary)

Date

STATE OF MICHIGAN, COUNTY OF _____

SUBSCRIBED AND SWORN TO BEFORE ME, A NOTARY PUBLIC, IN AND FOR SAID COUNTY, THIS _____ DAY OF _____ IN 20 _____.

Notary Public: _____ acting in _____

County, Michigan.

My Commission expires: _____

Date Received: _____ Date Granted or Denied: _____

Amount Paid: _____ Date: _____

City Clerk's Signature

Date

CHAPTER 78 BED AND BREAKFAST LODGINGS AND INNS*

7.400. License Required.

- (1) *Generally.* It shall be unlawful for any person to operate a bed and breakfast lodging or inn, as defined and permitted in Ordinance No. 626, the Zoning Ordinance, and Ordinance No. [686], amendment to Zoning Ordinance, without first having obtained a license from the City Clerk in compliance with the provisions of this Chapter.
- (2) *Exceptions.* This ordinance shall not apply to hotels, motels, motor lodges, boarding, lodging or rooming houses.
- (3) *Application.* Applicants for a license under this Chapter must file a sworn application on a form to be furnished by the City Clerk, providing the following information:
 - (a) Address of the property to be utilized as a bed and breakfast lodging or inn.
 - (b) Name(s) and address(es) of owner(s), telephone number(s), date(s) of birth, driver's license number(s) and social security number(s).
 - (c) Floor plan of building and site plan of lot illustrating that the proposed operation will comply with City Zoning Ordinance, as amended, other applicable City codes and ordinances and with the terms of this ordinance.
 - (d) If applicant intends to furnish food to anyone other than guests, proof of a valid health permit issued by the Washtenaw County Health Department.
 - (e) Evidence of insurance. Each applicant hereunder shall give evidence that the property is adequately insured for public liability protection.
 - (f) Evidence of conditional use permit.
 - (g) At the time of filing the application, a fee of one hundred dollars (\$100.00) shall be paid to the City Clerk to cover the cost of review.

(Ord. No. 685, 11-23-87)

7.401. Building Requirement. No premises shall be utilized for a bed and breakfast lodging or an inn unless there are at least two (2) exits to the outdoors from such premises and the rooms utilized for sleeping have a minimum size of one hundred (100) square feet for two (2) occu-

*Cross references—Zoning, § 5.1 et seq.; bed and breakfast lodgings, § 5.293 et seq.

pants with an additional thirty (30) square feet for each additional occupant, to a maximum of four (4) occupants per room.
(Ord. No. 685, 11-23-87)

7.402. Investigation and Issuance.

- (1) Upon receipt of an application for a license, a copy shall be made available to the City Planner to determine compliance with parking requirements and other provisions of this Chapter.
 - (2) If, as a result of the review of the information provided, the proposed operation of the bed and breakfast lodging or inn is found not to be in compliance with the provisions of this Chapter, then the application shall be disapproved and no license shall be issued.
 - (3) If, as a result of the review of the information provided, the applicant complies with the requirements of this Chapter, then the application shall be approved and a license shall be issued from the City Clerk upon payment of the prescribed license fee in an amount set forth in section 5.297(5), or as determined, from time to time, by the City Council.
- (Ord. No. 685, 11-23-87)

7.403. Appeal from Denial or Revocation. Any person aggrieved by the action of the City Clerk and the denial of the application for a license or by the decision with reference to revocation of a license, as provided in section 5.297(8), for reasons other than the denial of a conditional use permit or the revocation of a conditional use permit, shall have the right to appeal to the City Manager. Such appeal shall be taken by filing with the City Manager within fourteen (14) days after notice of the action complained of has been mailed to such person's last known address, a written statement setting forth fully the grounds for the appeal. The City Manager shall set a time and place for hearing on such appeal. Notice of such hearing shall be given to the applicant in writing, and shall be mailed, postage prepaid, to the applicant at his or her last known address, at least five (5) days prior to the date set for hearing. The decision and order of the City Manager on such appeal shall be final and conclusive.

(Ord. No. 685, 11-23-87)

7.404. Fees.

- (1) The annual license fee for the operation of a bed and breakfast lodging shall be one hundred fifty dollars (\$150.00) per year.

(2) The annual license fee for the operation of an inn shall be one hundred fifty dollars (\$150.00) per year.
(Ord. No. 685, 11-23-87)

7.405. Term of License. The term of each license shall expire on the first day of April of each year. A license may be renewed following verification by the City Building Inspection Department, filed with the City Clerk, that the information supplied on the initial application is still valid or a demonstration by the applicant that any modifications to the property are consistent with the requirements of this Chapter.
(Ord. No. 685, 11-23-87; Ord. No. 789, 4-19-93)

7.406. Transfer. No license issued under this Chapter may be transferred without prior approval of the City Clerk.
(Ord. No. 685, 11-23-87)

7.407. Revocation of License. A license issued under the provisions of this Chapter may be revoked by the City Clerk, after notice and hearing, for any of the following causes:

- (1) Fraud, misrepresentation or false statement contained in the application for license.
- (2) Fraud, misrepresentation or false statement made in the course of carrying on the bed and breakfast lodging or inn.
- (3) Any violation of this Chapter.
- (4) Conducting the operation of the bed and breakfast lodging or inn in an unlawful manner or in such a manner as to constitute a breach of the peace or to constitute a menace to the health, safety or general welfare of the public so as to constitute a nuisance.

(Ord. No. 685, 11-23-87)

7.408. Guest Register. Each operator shall keep a list of the names and addresses of persons staying at the bed and breakfast lodging or inn. Such lists shall be available for inspection by City officials at any time. The register shall be kept for a period of two (2) years following the stay of the guest registered in it.
(Ord. No. 685, 11-23-87)

7.409. Length of Stay. The maximum stay for any occupants of bed and breakfast lodging or inn shall be fourteen (14) days.
(Ord. No. 685, 11-23-87)

7.410. Violation. It shall be a misdemeanor to violate this section. Upon conviction, the court is authorized to fine up to five hundred

7.410

Title VII - Business and Trades

dollars (\$500.00) or sentence up to ninety (90) days in jail, or both, in the discretion of the court.
(Ord. No. 685, 11-23-87)