



VILLAGE OF HOLLY
ORDINANCE NO. 475

AN ORDINANCE TO ESTABLISH BUSINESS REGULATIONS REGARDING
SHORT TERM RENTALS.

THE VILLAGE OF HOLLY HEREBY ORDAINS:

TITLE XI: BUSINESS REGULATIONS

Chapter 118: Short Term Rentals

1. License Required.

- a. All short-term rental properties as defined by the zoning ordinance must be registered annually with the Village of Holly Clerk's Office.
- b. A non-transferable license shall be issued annually upon successful registration and inspection.
- c. The annual license fees, reinspection fees and any other necessary fees for this licensing program shall be established by resolution of the Village Council.
- d. The Village Clerk shall provide forms for applications. The applicant shall truthfully state, in full, the information required by the application, including, but not limited to:
 - i. The address of the proposed short-term rental property;
 - ii. The property owner's name, telephone number, email address, and the address of primary residence;
 - iii. A signed affidavit verifying that the applicant has paid all property taxes on the short-term rental property and that it is not subject to any liens, active enforcement actions, or other delinquencies;
 - iv. Records of any past enforcement actions, if applicable, and certification from the Village Code Enforcement Officer that the deficiency has been rectified;

- v. A signed statement verifying the property owner consents and understands that short-term rentals are subject to the conditions contained in this chapter, in addition to conditions contained elsewhere in this Code and that the rental meets all safety, fire, and health standards;
- vi. A completed self-inspection checklist shall be submitted as part of the license application; and,
- vii. Other information required by the Village Clerk as necessary to ensure compliance with this Chapter.

2. Conditions of License Issuance.

- a. The short-term rental is occupied and operated in zoning districts as authorized by the Zoning Code of the Village of Holly.
- b. The short-term rental must be located entirely within the principal dwelling. Use of detached garages or other accessory structures for short-term rental purposes is not permitted. However, if the garage is attached and has direct interior access from the main dwelling, it may be considered part of the principal dwelling for the purposes of a short-term rental when it meets building and fire codes for living space.
- c. Placement of recreational vehicles or tents on the premises shall not be permitted for occupancy as a short-term rental.
- d. The short-term rental shall not have any exterior evidence, other than a permitted sign in accordance with the standards for home occupations set forth in Section 154.05(A)(1) of the Village Code of Ordinances, to indicate that the residence is being utilized for any purpose other than that of a dwelling.
- e. The use of the short-term rental shall not involve any alteration or construction not customarily associated with a residential use.
- f. The short-term rental shall adhere to the conditions contained elsewhere in this Code related to noise, smoke, odor, light pollution, and other nuisances,

and the rental shall meet all applicable local, county, state, and federal safety, fire, and health standards.

- g. The short-term rental shall be limited only to the tenant(s) renting the property at a given time, and that short-term rental stays shall be the sole use of the property while subject to an active license. Short-term rentals shall not be permitted for use outside of the provisions of this Ordinance, such as event venues, dining facilities, or the production or provision of goods or services.
- h. Each bedroom shall be designed for sleeping and meet building code requirements, including emergency egress (e.g., operable window or door to the exterior). All operations shall maintain a guest register, either on the premises or electronically, and all guests shall be legibly registered, and such register is subject to inspection during reasonable hours by the Village Manager or his or her designee.
- i. Any existing or proposed accessibility features, such as wheelchair-accessible ramps, grab bars, chair-lifts, and braille information, shall comply with the applicable provisions of the Americans with Disabilities Act of 1990 (ADA), as amended, and all other applicable local, county, and state regulations pertaining to persons with disabilities.
- j. Sufficient landscaping shall be used to screen adjacent residences from parking areas or any outdoor eating area, subject to the applicable standards of Sections 157.165 through 157.176 of the Village Zoning Ordinance.
- k. A site layout drawing and floorplan shall be submitted for approval.
- l. Each short-term rental shall have a local agent as the primary contact on file with the village. The local agent shall live or maintain a physical place of business within fifteen (15) miles of the dwelling unit used for short-term rentals. A property owner who meets these criteria may be the local agent. The address(es) of the compliant properties shall be included in the license application, and shall be recertified when the short-term rental agent applies for a license renewal. Should any address(es) change prior to renewal, the Village shall be notified of any changes to the primary contact before such change occurs.

- m. A reference guide of local codes shall be provided by the village and must be made available to all guests in a visible, easily accessible location.
- n. A safety information sheet shall be provided regarding fire exits, available tornado shelter, the address of the property, and a local contact must be posted on the back of each sleeping unit door and exit. This shall be designated on the floorplan and kept in a durable structure in the same fashion as Subsection 118.2.m.
- o. At least one fire extinguisher must be made available in the kitchen. The fire extinguisher shall be of a construction and location that complies with the applicable standards of Chapter 94 of the Village Code of Ordinances. The extinguisher shall be inspected at least every six months, in accordance with Section F-2926.0 of Chapter 94.
- p. A minimum of two exits shall be provided. These exits shall be clearly designated on the floorplan and physically identified as such by means of a placard, sign, or similar highly visible feature.
- q. Smoke detectors/fire alarms and carbon monoxide detectors shall be interconnected at a minimum of one per floor. In addition, one smoke detector or fire alarm shall be installed in each sleeping unit.
- r. All parking shall be provided on site on surfaces in accordance with the applicable provisions of the Village Code of Ordinances and the Village Zoning Ordinance. No parking for overnight guests shall occur on any street. This requirement does not apply to short term rentals in the CBD zoning district.
- s. The applicant shall provide proof of insurance. The policyholder shall ensure that there is no lapse in coverage between the date of policy issuance and issuance of the short-term rental license, if the dates differ.

3. Notice of License.

- a. The licensee must post the short-term rental license in the home in a conspicuous location, in a durable form in the same fashion as Subsection

118.m. The location of the proposed license posting shall be indicated on the floorplan.

- b. If advertising the short-term rental through a short-term rental company, travel listing site, advertising agency, or other similar means, the Village-issued short-term rental license number shall be included on all advertisements.
- c. Should the short-term rental license expire, all listings subject to this section shall be removed or shall otherwise indicate that the short-term rental is unavailable.
- d. Upon specific request from the Village, the license holder shall provide a record of all platforms or media where the short-term rental is advertised.

4. Inspection Required.

- a. An annual inspection shall occur to certify that the property meets all the conditions of this chapter and other applicable ordinances and laws.
- b. The Village Manager shall designate an inspection officer, whose contact information shall be made publicly available.
- c. The property owner shall either avail themselves for the designated inspector to access the property and structure(s), or otherwise provide clear instructions, in writing, on how to access the property and structure(s).
- d. The property owner shall not be granted a license until the inspector certifies that the property and structure(s) thereupon comply with this Ordinance and all other applicable ordinances and laws.
- e. Should the inspector deem the short-term rental property as noncompliant, the applicant may request a reinspection, subject to the fee schedule set forth under Section 118.1.d. The inspector shall not certify a short-term rental as compliant until all identified deficiencies have been corrected.

5. Amount.

- a. A maximum of fifty (50) annual short-term rental licenses shall be issued within the Village. Applications will be accepted beginning on the first working Monday in February each year and will be accepted throughout the year until the maximum number of licenses is reached. Applications will be valid based upon a calendar year of February to February. Each application is valid for one calendar year, from February to the following February.
- b. The Village Clerk shall maintain a list of the short-term rental properties, with the number of available licenses, and shall be responsible for updating the list following an issuance, expiration, or revocation of a license.

6. Violations and civil infractions.

- a. A person who violates any provision of this chapter and other applicable ordinances and laws is responsible for a municipal civil infraction. The fine for any violation of this chapter shall be not less than \$500.00, plus costs.
- b. Each day on which any violation of the chapter continues constitutes a separate offense and shall be subject to penalties or sanctions as a separate offense unless otherwise provided by law.

7. Suspension; revocation; appeals.

a. Suspension:

- i. The Village Clerk may immediately suspend the license for cause or noncompliance with this chapter, should the inspection officer, or the Village Code Enforcement Officer, if different, determine that the short-term rental presents an immediate risk to the public health, safety, or welfare.
- ii. Suspensions may be appealed to the Village Manager, who may overrule or uphold the decision of the Village Clerk.

b. Revocation:

- i. A license may be revoked by the Village Clerk if, upon investigation or inspection, the Village has reason to believe a short-term rental:

1. Has violated any of the provisions of this chapter and other applicable ordinances and laws, or any statute of the State of Michigan.
 2. Was applied for with any false material statements in the application or has otherwise become disqualified for the issuance of such a license.
- ii. A decision by the Village Clerk to revoke a license may be appealed to the Village Manager, who may overrule or uphold the decision of the Village Clerk. Any decision of the Village Manager under this chapter may be appealed to a court of competent jurisdiction. If a license is revoked by the Village Clerk and the decision of the Village Clerk is not overruled by the Village Manager, the licensee shall be ineligible for a short-term rental license for one (1) full calendar year from the date of issuance of the Village Manager's judgement. A penalty under this section may be in addition to any other available remedy under the Code of Ordinances.

Effective Date. This ordinance shall take effect thirty days after publication.

At a regular meeting of the Village Council for the Village of Holly held on October 14, 2025,
_____ moved for adoption of the foregoing ordinance and
_____ supported the motion.

Voting for:

Voting against:

The President declared the ordinance adopted.

April Brandon
President

CERTIFICATION

I, Lisa Bone, Clerk/Treasurer of the Village of Holly, County of Oakland, Michigan do hereby certify that the foregoing is a true and complete copy of the Resolution duly adopted by the Village Council of the Village of Holly, Oakland County, Michigan at a regular meeting held on October 14, 2025.

Lisa Bone, Clerk/Treasurer