

## Resources and Contact People

- ◆ **Annette M. Irwin**  
Operations Administrator  
Code Enforcement and Neighborhood Conservation  
319-6801  
[airwin@cityofeastlansing.com](mailto:airwin@cityofeastlansing.com)
- ◆ **Bob Owen**  
Planning and Zoning Administrator  
319-6861  
[bowen@cityofeastlansing.com](mailto:bowen@cityofeastlansing.com)
- ◆ **Sharon Reid**  
City Clerk  
319-6904  
[sreid@cityofeastlansing.com](mailto:sreid@cityofeastlansing.com)
- ◆ **East Lansing City Hall**  
410 Abbott Road  
East Lansing, MI  
337-1731

### Web site:

**[www.cityofeastlansing.com](http://www.cityofeastlansing.com)**

Look under City Government and Code Enforcement and Neighborhood Conservation "What's New."

You can read the ordinance in its entirety, review a fact sheet and print petition forms from the Web site.

## City Manager's Letter

Dear East Lansing Resident:

As you may know, the City Council recently approved Ordinance 1035C, which creates a process for neighborhoods to petition City Council to establish "residential rental restriction overlay districts." These overlay districts could prohibit or restrict the rental uses of one-family dwellings within a neighborhood.

We hope the frequently asked questions in this brochure are helpful to you. The brochure lists contact persons who can answer any other questions you might have. Also, you can find more information on our web site including the ordinance in its entirety, a fact sheet, and the petition forms. This information is also available at the City Clerk's office, 410 Abbott Road.

All East Lansing residents are invited to attend an informational meeting about Ordinance 1035C on Thursday, Sept. 9, 2004, at 7 p.m. in the East Gymnasium at the East Lansing Hannah Community Center.

Staff from the Zoning Department, Code Enforcement and Neighborhood Conservation Department and the Assistant City Attorney will be available at the meeting to explain this ordinance and the process for petitioning. They will be available to answer your questions and concerns. Please join us.

I look forward to seeing you on the evening of September 9.

Sincerely,



Theodore J. Staton  
City Manager

City of East Lansing  
Code Enforcement and Neighborhood Conservation  
410 Abbott Road  
East Lansing, MI 48823

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**CITY OF EAST LANSING**

# Ordinance 1035C Residential Rental Restriction Overlay District

Frequently Asked  
Questions



Code Enforcement and  
Neighborhood Conservation

Quality Services for a  
Quality Community

# What is Ordinance 1035 C?

Ordinance 1035 C is a new City of East Lansing ordinance which gives residents the opportunity to petition the East Lansing City Council to adopt a zoning ordinance which would prohibit or restrict rental licenses in their neighborhoods.

By gathering signatures from two-thirds of the property owners in a specific area, property owners within any East Lansing neighborhood zoned as low density, single-family residential districts (R-1); medium density, single-family residential districts (R-2); or planned unit development districts (R-8), can petition City Council to pass an ordinance for a "Residential Rental Restriction Overlay District" in a specified area.

**Property owners circulating the petition can choose from three different levels of rental restrictions:**

- 1. Residential Rental Restriction Overlay District R-O-1:** Prohibits any new rental licenses to be issued in the district.
- 2. Residential Rental Restriction Overlay District R-O-2:** Restricts owners in the district to apply for a Class I rental license only. A Class I rental license is issued for owner-occupied homes only, and allows one roomer to live in the home in addition to the owner.
- 3. Residential Rental Restriction Overlay District R-O-3:** Allows owners to apply for a Class I rental license. The owner does not have to have owned the property prior to the overlay district being approved.

**Ordinance 1035C is a new East Lansing ordinance that gives residents the opportunity to petition the East Lansing City Council to adopt a zoning ordinance which would prohibit or restrict rental licenses in their neighborhoods.**

## Can I still go on sabbatical for up to two years?

Yes, you can. A temporary leave does not require a rental license if it is your intention to return to your home. All you need to do is complete a Housesitting Form and file it with the Department of Code Enforcement and Neighborhood Conservation.

## What happens to the properties that already have a rental license in my area?

Nothing as long as they remain licensed. The Overlay District will not have any affect on the properties that are already licensed, unless the license lapses for more than one year.

## We already have a lot of rentals in my area. How likely is it that landlords will sign a petition?



Some of the larger local landlords have said that they do not object to an Overlay District as currently licensed properties are not affected.

## If we need landlords to sign the petition, how do we find them?

The Department of Code Enforcement and Neighborhood Conservation has the names and phone numbers of all rental property owners. They will be able to provide them if needed.

## How many signatures do I need?

You need signatures from two-thirds of the property owners in your designated area for



the Overlay District. You only need one signature for each property. For example, if a husband and wife owns a property only one of them can sign the petition. If a

property owner has more than one property in an area they may sign the petition for each parcel that they own.

## How is a duplex counted?

Only individual parcels are counted, so a duplex would be one parcel and only one signature of the property owner would be required for that parcel.

## How do I figure out the borders of the area?

The ordinance requires that the borders run along streets, alleys or existing zoning district lines. Once you have a general idea of an area that you are interested in, call and schedule an appointment to meet with Bob Owen (319-6861) in the City's Planning Department. He will answer questions about designating your boundary area.

## When the current moratorium expires, and if we are not in the overlay district area, what kind of rental licenses will owners be able to apply for?

An owner will be able to apply for either a Class I or Class III rental license. A Class I rental license is for a roomer to reside with the owner and owner's family. A Class III license is for a non owner occupied property and allows a family or two unrelated people to reside at the property.

## Learn More...

### Residential Rental Restriction Overlay District Informational Meeting

Thursday, Sept. 9, 2004

7 p.m.

East Lansing Hannah Community Center  
East gymnasium