

SHORT TERM RENTAL ORDINANCES

Includes:

Updates to existing ordinances/definitions affected by the new Short Term Rental ordinances and definition that replaces the Vacation Rental definition.

Proposed: June 10, 2026

Adopted: July 6, 2026

Effective: TBD

ARTICLE II: DEFINITIONS

Hotel: A facility offering transient lodging accommodations to the general public on a short-term basis, that is, typically 14 days or less, and which may provide additional services such as restaurants, meeting rooms, and recreational facilities. Hotel does not include single-family homes in residential areas that are rented on a transient basis (see Short-Term Rental).

* * *

Recreational Structure: A cabin, cottage, camp, hunting camp, mobile home or other similar structure used intermittently for recreational or seasonal purposes, and which is not a permanent place of domicile or residency of the owner, and which is not a Short-Term Rental.

* * *

Short-Term Rental: A Dwelling Unit rented on a daily, weekly, or other basis for thirty (30) or less consecutive days per rental period. A Short-Term Rental does not include a Bed and Breakfast, Hotel, Motel, or Resort. A Short-Term Rental may include an entire single-family Dwelling Unit or a habitable space that is within or accessory to a Dwelling Unit.

ARTICLE III: ZONING DISTRICT AND MAPS

SECTION 3.10: DISTRICT TD: TOWN DEVELOPMENT

- B. Permitted Principal Uses: Churches; detached single-family dwellings; homes on individual lots; recreational structures; hotels; lodges; resorts; youth camps; Short-Term Rentals; bed and breakfast establishments; general retail establishments under 5,000 sq. ft. and no hazardous material that are designed to serve nearby residents and tourists and include such establishments as offices, clinics, grocery, drug, gift, hardware, or sporting goods stores, art and crafts studios, and other retail and personal service establishments.

* * *

SECTION 3.12: DISTRICT TP: TIMBER PRODUCTION

- E. Conditional Uses: Authorized by permit. Short-Term Rentals; recreational facilities; bed and breakfast establishments; resorts; intensive agricultural activity provided that no such operation shall be established within one-quarter mile of any existing residence not on the premises: airports subject to the requirements of Section 4.16; mineral extraction and processing subject to the requirements of Section 4.17; wood processing and retailing operations; and wireless communication support structures, subject to the requirements of Section 4.26.

ARTICLE IV: GENERAL REGULATIONS

Section 4. Short-Term Rentals

A. Applicability

1. This Section shall apply to all Short-Term Rentals, as defined in Article II, “Definitions,” of this Ordinance, operating within Onota Township.
2. The requirements of this Section are in addition to all other applicable provisions of this Ordinance and all applicable federal, state, county, and township laws, codes, and regulations.

B. Annual Registration

1. All Short-Term Rentals shall be registered annually with the Township prior to operation.
2. The annual registration fee shall be five hundred dollars (\$500), as may thereafter be adjusted from time to time by resolution of the Township Board.
3. Registration shall include the following information:
 - a. Name, address, telephone number, and email address of the property owner.
 - b. Name, address, telephone number, and email address of the designated local contact person.
 - c. The zoning district where the property is located.
 - d. Tax parcel identification number of the property.
 - e. The dimensions and layout of all Short-Term Rental parking.
 - f. A Certificate of Occupancy issued within the past three (3) years may be requested with the initial registration application, if applicable.
4. No Dwelling Unit shall be advertised or operated as a Short-Term Rental without an approved registration.

C. Safety Inspection

1. An initial safety inspection shall be conducted by the Onota Township Fire Chief or other qualified person designated by the Township prior to the commencement of Short-Term Rental operations.

2. A safety inspection shall be performed annually at the time of registration renewal.
3. Safety inspections shall verify compliance with applicable fire and life safety standards and shall include, but not be limited to, the following:
 - a. Smoke detectors in proper working order.
 - b. Carbon monoxide detectors in proper working order.
 - c. Adequate ingress and egress.
 - d. Properly charged, mounted and accessible fire extinguishers.
 - e. A posted evacuation map.
 - f. Septic system capacity sufficient for the maximum permitted occupancy.
4. Additional safety inspections may be conducted upon a change in ownership, material alteration of the Dwelling Unit, failure of a prior inspection, or in response to verified complaints.
5. If a Dwelling Unit fails a required safety inspection, the owner shall correct the deficiencies identified prior to continued operation as a Short-Term Rental.
6. Continued operation of a Short-Term Rental in violation of safety inspection requirements shall constitute a violation of this Ordinance.
7. Up to three (3) inspections, including the initial inspection and any re-inspections necessary to achieve compliance, shall be included as part of the annual registration process.
8. Any additional re-inspection required beyond three (3) inspections within a registration year shall be subject to a re-inspection fee, established by resolution of the Township Board, to recover the Township's administrative and inspection costs.
9. Failure to remit required re-inspection fees shall constitute a violation of this Ordinance.
10. Inspection of the premises shall not give rise to any duty on the part of Onota Township to discover, correct, or warn of any defects or dangers on the Short-Term Rental premises, and under no circumstance shall Onota Township, its officers, employees or agents be liable to owners, managers, guests, or any other person or entity whatsoever, as a result of any such inspection or lack thereof.

D. Local Contact Requirement

1. Each Short-Term Rental shall designate a local contact person.
2. The local contact person shall:
 - a. Be available twenty-four (24) hours per day, seven (7) days per week.
 - b. Be able to physically respond to the rental property within forty-five (45) to sixty (60) minutes.
 - c. Have authority to address and resolve issues related to the property, including noise, parking, safety, and nuisance complaints.
3. The property owner may serve as the local contact person.

E. Occupancy Standards

1. Maximum occupancy shall not exceed:
 - a. Two (2) persons per bedroom; plus
 - b. Two (2) additional persons per Dwelling Unit.
 - c. Children ages five (5) and under do not count towards occupancy.
2. Bedrooms shall:
 - a. Contain a minimum of eighty (80) square feet of floor area; and
 - b. Comply with all applicable building, safety, and egress requirements.

F. Posting Requirements

The following information shall be posted in a conspicuous location within the Short-Term Rental Dwelling Unit:

1. Emergency contact information.
2. Local contact information.
3. A Township-approved Good Neighbor Guide addressing noise, refuse disposal, pets, parking, recreation, and other applicable rules.

G. Violations and Enforcement

1. Violation of this Section shall be enforced in accordance with the following steps:
 - a. First violation: Written warning issued by certified mail.
 - b. Second violation: Civil infraction citation with a fine of up to five hundred dollars (\$500).
 - c. Third violation within a calendar year: Another civil infraction citation

with a fine of up to five hundred dollars (\$500), revocation of the Short-Term Rental registration, and cessation of Short-Term Rental operations.

- d. In all other respects, violation of this Section shall be enforced in accordance with Article XII of this Ordinance.
- 2. The property owner and operator shall be jointly and severally responsible for compliance with this Section.
- 3. Nothing in this Section shall be construed to limit those remedies available in law or equity, including injunctive relief, for the enforcement hereof.

(As indicated in prior correspondence, Severability is already addressed at Section 12.02 of the Zoning Ordinance)