

City of Owosso
APPLICATION TO OPERATE A BED & BREAKFAST
Building Department Review

Property Address:	Parcel Number:
Owner's Name:	Innkeepers Name:
Phone Number:	Phone Number:

<i>Definition of bed and breakfast operations: A use which is subordinate to the principal use of a dwelling as a single-family dwelling unit and a use in which transient guests are provided a sleeping room and board in return for payment.</i>	
Requirements:	Building Official Review:
1. Structure must be historically significant.	
➤ The structure to be used as a bed and breakfast establishment shall be of historic significance. It shall be the applicant's responsibility to show proof of historic significance to the Planning Commission.	
2. Minimum specifications:	
➤ No premises shall be utilized for a bed and breakfast operation unless there are at least two (2) exits to the outdoors from such premises.	
➤ Rooms utilized for sleeping shall have a minimum size as required by the (MRC) Michigan Residential Building Code, Section R-304 Minimum Room Areas Subsection R-304.1 through R-305.1 of the (MRC) Michigan Residential Building Code. (MRC 2015 edition is a minimum of 70 square feet per room)	
➤ Each sleeping room used for the bed and breakfast operation shall have a separate smoke detector alarm.	
➤ Fire extinguishers in proper working order on every floor (usually located in kitchen, mechanical room and a central location of bedrooms)	
➤ Lavatories and bathing facilities shall be available to all persons using any bed and breakfast operation.	
3. Parking requirements:	
➤ Two (2) parking spaces plus one (1) additional space per room to be rented must be provided at each bed and breakfast establishment.	
➤ Tandem parking is allowed; however, not more than two (2) cars per space shall be allowed.	
➤ No residential structure shall be removed in order to allow for a bed and breakfast use nor shall such a structure be removed in order to provide parking for such a use.	
➤ All parking spaces shall be paved or graded to city standards with material which maintain the historical character of the neighborhood.	
➤ If the applicant is unable to meet subsections (a) through (d) above, the applicant may request special consideration from the planning commission through a site plan review process. The city's intent is not to encourage yards to be destroyed, landscaping removed or the integrity of the neighborhood altered in order to provide parking. In such a case the applicant shall submit an analysis of parking required and parking provided within a three-hundred-foot radius of the subject parcel. After analyzing this study, the planning commission may lower the number of the required parking spaces based on the fact that sufficient parking exists in the neighborhood	

4. Signs:	
➤ Identifying signs for a bed and breakfast operation are not permitted. If a bed and breakfast league or comparable organization is established, then a uniform symbol or logo adopted by such an organization and not exceeding two (2) square feet may be mounted flat against the wall of the principal building. The symbol or logo shall be non-illuminated and unanimated.	
5. Residence of innkeeper and/or owner:	
➤ The dwelling unit in which the bed and breakfast operation takes place shall be the principal residence of the operator/owner. The operator/owner shall live on the premises while the bed and breakfast operation is active.	
6. Residential status of structure:	
➤ The structure utilized in a bed and breakfast operation shall remain a residential structure.	
7. Meal service restricted:	
➤ Meals at a bed and breakfast operation shall be served only to residents and overnight guests	
8. Guest register:	
➤ Each operator shall keep a list of the names of all persons staying at the bed and breakfast operation. Such list shall be available for inspection by city officials at any time.	
9. Maximum length of stay:	
➤ The maximum stay for any occupants of bed and breakfast operations shall be fourteen (14) days	
10. Floor plan:	
➤ The bed and breakfast floor plan shall be in full compliance with the (MRC) Michigan Residential Code current edition.	
➤ 10 or fewer sleeping rooms including sleeping rooms occupied by the innkeeper and/or owner are allowed	
➤ 8 or fewer rooms (including owner and family rooms), a full breakfast can be served without a food service license as long as it is a packaged deal.	
➤ 9 or more rooms should be licensed with the Shiawassee County Health Department, when serving a full breakfast.	
11. Public nuisance violations:	
➤ Bed and breakfast operations shall not be permitted whenever the operation endangers, or offends, or interferes with the safety or rights of others so as to constitute a nuisance.	

The City reserves the right of denial, suspension or revocation of application for Bed and Breakfast Operations as provided in Chapter 7 of the City Of Owosso Code.

Applicant Signature:

Date:

Approved

Denied

Building Official Signature:

Date: