

**WATERFORD TOWNSHIP**  
DEVELOPMENT SERVICES DEPARTMENT  
5200 Civic Center Drive  
Waterford, Michigan 48329-3773  
Telephone: (248) 674-6238 Fax: (248) 674-4097  
[Rentals@waterfordmi.gov](mailto:Rentals@waterfordmi.gov) (Email)  
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**Affidavit of Dwelling Type**

As of April 4, 2023, Waterford Twp requires that any rental property, or portion thereof, being used as a short-term dwelling (aka short-term rental) must receive a Special Approval from the Planning Commission to be permitted. The Zoning Ordinance defines short-term dwellings as,

**“Dwelling, Short-Term.** A dwelling or portion thereof that is used, offered, or made available for use or to occupy the premises or portion thereof, on a short-term stay less than thirty (30) days. This definition does not include hotels and motels as defined by the Township Zoning Ordinance and licensed and inspected by the State of Michigan.” (Zoning Ordinance Section 1-007)

Applying for the Special Approval required of short-term dwellings requires applying for a Change of Use with Special Approval to the Development Services Department. Such applications will be considered, and decided on, by the Planning Commission on a case-by-case basis to determine if the proposed short-term dwelling would be compatible with, and not disruptive to, the surrounding properties.

Please fill out all requested information below and return to the Development Services Department. This affidavit is a requirement of registering as a rental. No rental registration will be considered complete without a completed version of this form.

I (we), the undersigned, understand that all short-term dwellings in Waterford Twp are required to receive a special approval from the Planning Commission, and attest that I (we):

\_\_\_\_\_ AM (ARE) USING, OR INTEND TO USE, the subject rental property as a short-term dwelling and have received the required Special Approval from the Planning Commission.

\_\_\_\_\_ AM (ARE) USING, OR INTEND TO USE, the subject rental property as a short-term dwelling and will apply for the required Special Approval from the Planning Commission.

\_\_\_\_\_ AM (ARE) NOT USING, AND DO NOT INTEND TO USE, the subject rental property as a short-term dwelling.

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Address of Subject Rental

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Printed Name(s)

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Signature(s) & Date