



CITY OF HARRISONBURG  
**COMMUNITY  
DEVELOPMENT**

Special Use Permit Application

[www.harrisonburgva.gov/zoning](http://www.harrisonburgva.gov/zoning)

PROPERTY INFORMATION

965 Smith Avenue, Harrisonburg 048.1 10 0.40 (circled) acres or sq.ft. (circle)  
Property Address Tax Map Total Land Area  
Existing Zoning Classification: R2  
Special Use being requested: Short Term Rental

PROPERTY OWNER INFORMATION

Scott Huston and Merridy Gnagey 610.608.2968 or 215.870.3221  
Property Owner Name Telephone  
965 Smith Avenue merridy.gnagey@gmail.com  
Street Address E-Mail  
Harrisonburg VA 22802  
City State Zip

OWNER'S REPRESENTATIVE INFORMATION

Owner's Representative Telephone  
Street Address E-Mail  
City State Zip

CERTIFICATION

I certify that the information supplied on this application and on the attachments provided (maps and other information) is accurate and true to the best of my knowledge. In addition, I hereby grant permission to the agents and employees of the City of Harrisonburg to enter the above property for the purposes of processing and reviewing this application. I also understand that, when required, public notice signs will be posted by the City on any property.

[Signature] 10/19/22  
PROPERTY OWNER DATE

REQUIRED ATTACHMENTS

- Site or Property Map
- Letter explaining proposed use & reasons for seeking a Special Use Permit.
- Traffic Impact Analysis (TIA) Determination Form OR Traffic Impact Analysis (TIA) Acceptance Letter signed by Public Works Department. Applicant is responsible for coordinating with Public Works prior to submitting this application. For more information, visit [www.harrisonburgva.gov/traffic-impact-analysis](http://www.harrisonburgva.gov/traffic-impact-analysis). This requirement is waived for the following SUPs: major family day homes, reducing required parking areas, reduction in required side yard setback, wireless telecommunication facilities, wall and fences, and short-term rentals. To prevent delays in reviewing your application, please consult with Planning staff to confirm your application does not require a TIA Determination Form or TIA Acceptance Letter.

Note: If applying for a Wireless Telecommunications Facility allowed only by SUP, then also submit a wireless telecommunications facility application.

TO BE COMPLETED BY PLANNING & ZONING DIVISION

10/27/22 Date Application and Fee Received Total Fees Due: \$ 455 paid  
Application Fee: \$425.00 + \$30.00 per acre  
[Signature] Received By

Scott Huston and Merridy Gnagey  
965 Smith Avenue  
Harrisonburg, Virginia 22802

December 1, 2022

City of Harrisonburg  
Department of Planning and Community Development  
Planning and Zoning Division  
490 S. Main Street  
Harrisonburg, VA 22802

Re: Special Use Permit for Short Term Rental

Dear City Representatives,

This letter is being submitted with the Application for Special Use Permit for Short Term Rental Operations at our property located at 965 Smith Avenue, Harrisonburg, VA 22802.

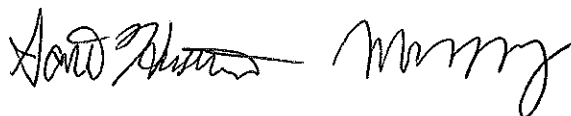
We will serve as the operators. Guests will be able to use a suite in our finished basement. These accommodations are within the principal building. We will be present as this is our primary residence. We will address issues or concerns immediately if they arise.

The guest suite is two (2) bedrooms and one (1) full bathroom. There is no space in the living room for guests to sleep. The number of guests will be limited to five (5) people. We will not allow more than four (4) adults but would like the ability to host families with three (3) children. We have three (3) off-street parking spaces on our property.

We have friendly relationships with our neighbors and have discussed our intentions with them.

Thank you for your consideration.

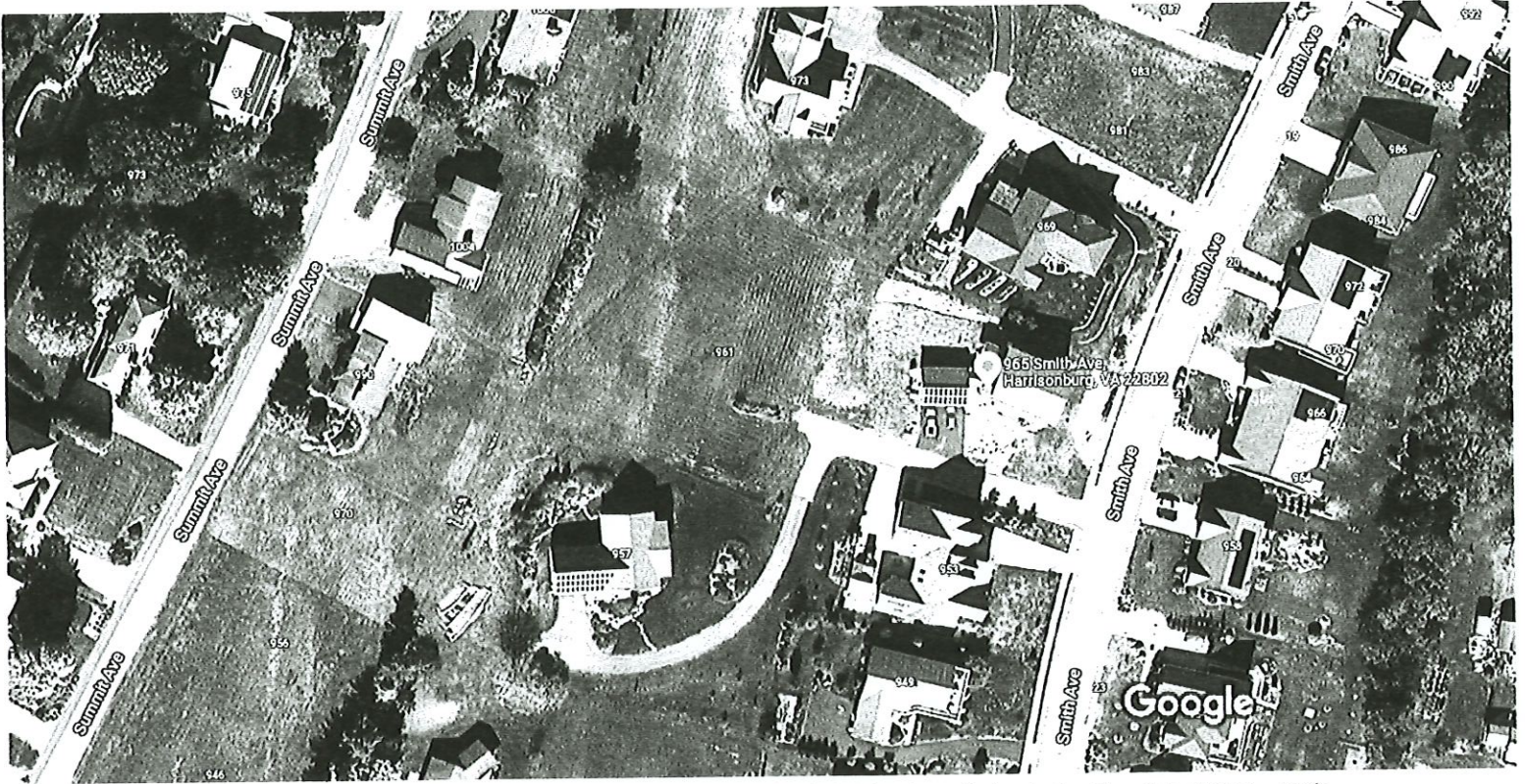
Sincerely,

Handwritten signatures of Scott Huston and Merridy Gnagey in black ink.

Scott Huston and Merridy Gnagey

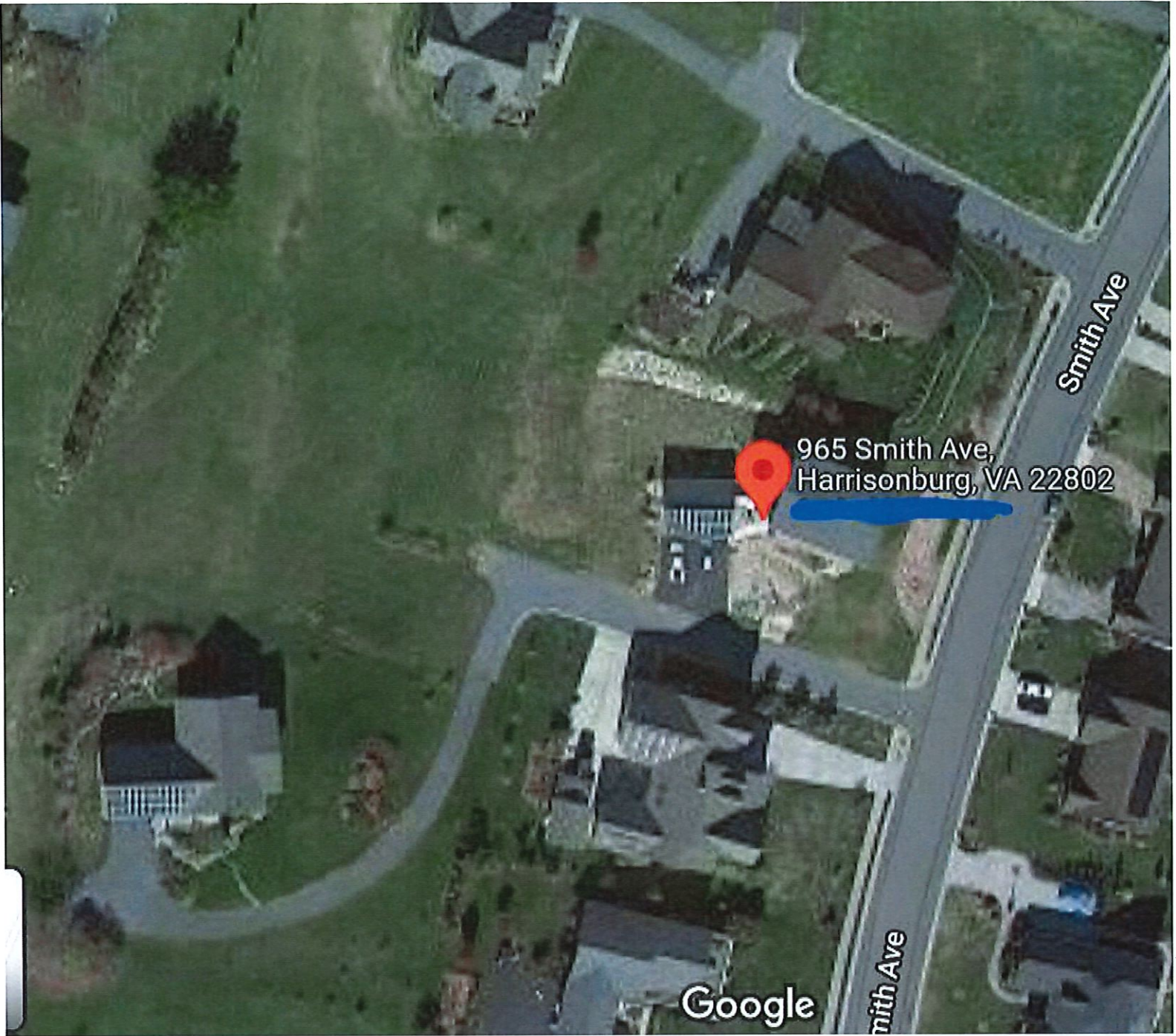


965 Smith Ave



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965 Smith Ave,  
Harrisonburg, VA 22802

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