



CITY OF HARRISONBURG
**COMMUNITY
DEVELOPMENT**

Special Use Permit Application

www.harrisonburgva.gov/zoning

PROPERTY INFORMATION

375 Broad St Harrisonburg
Property Address

034 K 6
Tax Map

6.123
Total Land Area

acres or sq.ft.
(circle)

Existing Zoning Classification: R-2

Special Use being requested: Short term rental

PROPERTY OWNER INFORMATION

Robert and Havilah Aiford
Property Owner Name

540-820-2460 540-820-2394
Telephone

8181 Deep Run Trail
Street Address

robertaiford@icloud.com
E-Mail

Port Republic VA 24471
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] Havilah Aiford 9/9/22
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. 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

09-09-22
Date Application and Fee Received

Adam Hellet
Received By

Total Fees Due: \$ 455.00
Application Fee: \$425.00 + \$30.00 per acre

Robert & Havilah Alford

8181 Deep Run Trail
Port Republic, VA 24471
robertealford@icloud.com
havilahalford@icloud.com

October 5, 2022

City of Harrisonburg
Community Development

To Whom It May Concern,

We are writing this letter to apply for a Special Use Permit for our property located at 375 Broad Street, Harrisonburg Va 22802.

The property is an over/ under duplex. Our intention is for our son, Bailey Alford, to live permanently in the upper portion, Unit B, of the duplex. He would manage the lower portion of the duplex, Unit A, as a short-term rental location. The bottom portion, for proposed short-term rental use, is two bedrooms and one full bathroom. We would put a pull-out sofa in the living room for an additional sleeping area. We would like to allow up to 6 people to stay. There is off-street parking behind the duplex, and it can accommodate up to four vehicles.

We purchased this property about a year ago as an investment, with the idea to pursue short-term rental. Our goal was to help with our retirement in the future and to help our three children to have a place to live and/or provide additional income for our family and their families in the future.

We sincerely hope that you will support our request.

Robert and Havilah Alford





Zoning Map

City of Harrisonburg Planning & Zoning

