

Total Fees Due: \$ 455 ✓
Application Fee: \$425.00 plus \$30.00 per acre

Date Application & Fee Received: 7-2-19
Received by: CSMKA

Application for Special Use Permit City of Harrisonburg, Virginia

www.harrisonburgva.gov/zoning-applications

Section 1: Description of Property

Location (street address): 130 S. Brook Ave
Tax Map Number: Sheet: 25 Block: 13 Lot: A Total Land Area: 8,347 acres or sq. ft.
Existing Zoning Classification: R-2
Special Use being requested: short-term rental

Section 2: Property Owner's Information

Property Owner's Name: Anna Wilkins
Street Address: 130 S Brook Avenue Email: annalorelle@gmail.com
City: Harrisonburg State: Virginia Zip: 22801
Telephone: Work: N/A Fax: N/A Mobile/Home: 540-435-6455

Section 3: Owner's Representative Information

Owner's Representative: _____
Street Address: _____ Email: _____
City: _____ State: _____ Zip: _____
Telephone: Work: _____ Fax: _____ Mobile/Home: _____

Section 4: 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: 
Property Owner

Section 5: Required Attachments to be provided by Applicant

- 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 Department prior to submitting SUP application. More information at 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, walls 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 telecommunication facility application.

130 S Brook Avenue
Harrisonburg, Virginia 22801
July 1, 2019

Department of Planning and Community Development
City of Harrisonburg
409 South Main Street
Harrisonburg, Virginia 22801

Re: Letter of Intent, Airbnb at 130 S Brook Avenue

Dear Members of the Planning Commission:

I am the owner of 130 S Brook Avenue and will be the sole operator of my Airbnb short-term rental. This is my primary residence. I have recently renovated my home and my desire is to live there and not rent it out long term. I am seeking short-term rental to supplement my income.

I plan to rent my entire home to one single group for each short-term rental booking, primarily on weekends. I will be staying with family nearby while guests are renting.

My home is a three bedroom, two bath, bungalow. In addition to the three bedrooms, there is a common area with a trundle bed. The home sleeps a maximum number of 8 people. All accommodations are inside of the home.

There is street parking directly in front of my home. This is currently the only parking available, and there is generally ample parking available on my street. I inform my guests prior to their stay where they can park, so as to not upset any neighbors across the street by guests parking directly in front of their homes.

Thank you for your consideration.

Sincerely,

Anna L. Wilkins



W WATER ST

S BROOK AVE

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