



**CITY OF HARRISONBURG  
COMMUNITY  
DEVELOPMENT**

**Special Use Permit Application**

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

**PROPERTY INFORMATION**

Property Address: 71 Broad St. Harrisonburg VA 22802 Tax Map: 034411 Total Land Area: 4.279 acres or sq.ft. (circle)

Existing Zoning Classification: R-2

Special Use being requested: short-term rental in R-2

**PROPERTY OWNER INFORMATION**

Property Owner Name: Thomas Rogers + Allison Kauffman Telephone: 540-824-0712

Street Address: 71 Broad St. E-Mail: twrogers1995@gmail.com

City: Harrisonburg VA State: VA Zip: 22802

**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.

Allison Kauffman 12-6-2022  
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.

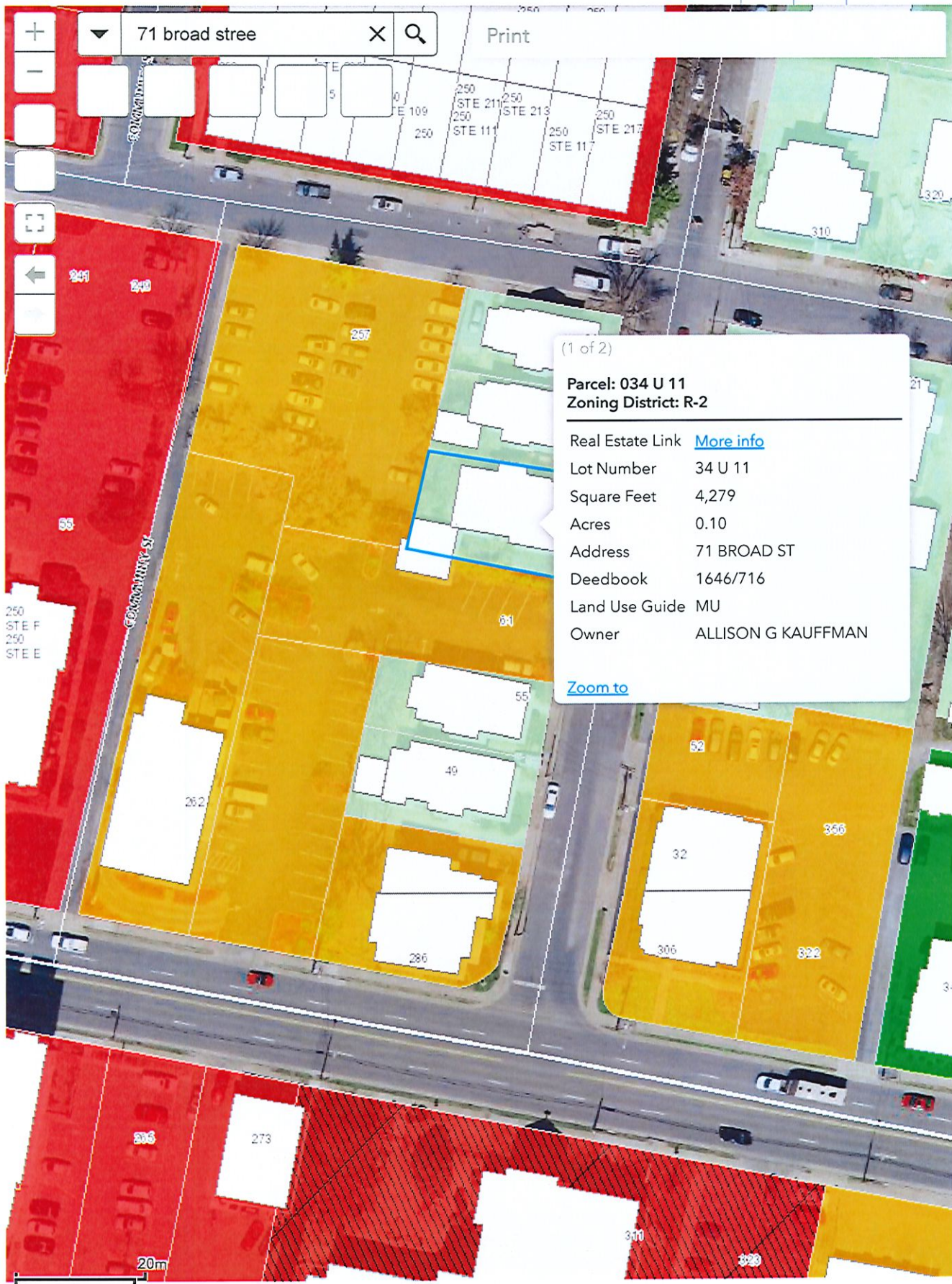
Note: If applying for a Wireless Telecommunications Facility allowed only by SUP, then also submit a wireless telecommunications facility application.

**TO BE COMPLETED BY PLANNING & ZONING DIVISION**

Date Application and Fee Received: 12/7/2022 Total Fees Due: \$ 455.00

Application Fee: \$425.00 + \$30.00 per acre

Received By: [Signature]



(1 of 2)

**Parcel: 034 U 11**  
**Zoning District: R-2**

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Real Estate Link [More info](#)

Lot Number 34 U 11

Square Feet 4,279

Acres 0.10

Address 71 BROAD ST

Deedbook 1646/716

Land Use Guide MU

Owner ALLISON G KAUFFMAN

[Zoom to](#)

loading...

**Thomas Rogers & Allison Kauffman**

71 Broad St (Apt. A), Harrisonburg, VA 22802  
*twrogers1995@gmail.com | allisongracerogers@gmail.com*

**City of Harrisonburg  
Department of Community Development**

To Whom It May Concern,

We are writing this letter to apply for usage of a short-term rental by special use permit at our property located at 71 Broad Street, Harrisonburg, VA 22802. The unit we're applying for is within the property's main residence, not an accessory building. The main residence is an over/under duplex. Our intention is to live in the upper unit (Apartment B) while operating the lower unit (Apartment A) as a short-term rental. We, Tom and Alli, would serve as the operators of the short-term rental.

The lower unit, proposed for short-term rental use, contains two bedrooms and one living room. With the use of a pull-out sofa in the living room, we intend to offer three accommodation spaces for a maximum of six lodgers per booking.

The property contains a driveway for off-street parking beside the duplex. The driveway currently offers parking capacity for two vehicles, with a third parking spot available upon removal of a large planting box. We will advertise that our STR is limited to providing two off-street parking spaces.

In our pre-application meeting, we discussed the city's affordable housing crisis. This prompted us to consider more deeply whether we should apply for usage of a short-term rental. After consideration, we're uncertain that keeping our unit on the long-term rental market will contribute to the solution because it probably doesn't classify as an affordable housing option. We know multiple property owners in Harrisonburg who are struggling to find long-term tenants for properties around our unit's price range (\$1600). This poses a risk to us because, as recent first-time homebuyers, we're dependent on our spare unit's income to help us pay our mortgage.

From our research, we feel that the most secure strategy for us is to spread the risk across many short-term tenants rather than attempting to obtain and maintain one reliable, long-term tenant. Furthermore, the revenue potential for short-term rentals far exceeds that of long-term rentals. Finally, we would love to be able to use the spare unit to host our friends and family when they travel to visit us.

Thanks for caring for the city of Harrisonburg and considering our application. We look forward to hearing back.

Tom & Alli