

Total Fees Due: \$ 455<sup>00</sup>  
Application Fee: \$425.00 plus \$30.00 per acre

Date Application & Fee Received: 4-30-19  
Received by: Bank

## Application for Special Use Permit City of Harrisonburg, Virginia

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

### Section 1: Description of Property

Location (street address): 294 Franklin St  
Tax Map Number: Sheet: 26 Block: I Lot: 12 Total Land Area: .18<sup>1/2</sup> acres or sq. ft.  
Existing Zoning Classification: U-R, Urban Residential District +/- 7,700 sf  
Special Use being requested: short term rental

### Section 2: Property Owner's Information

Property Owner's Name: Sherwyn and Deirdre Smeltzer  
Street Address: 294 Franklin St Email: sdsme1tzer@gmail.com  
City: Harrisonburg State: VA Zip: 22801  
Telephone: Work: \_\_\_\_\_ Fax: none Mobile/Home: 540 476-0359

### Section 3: Owner's Representative Information

Owner's Representative: None  
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: Sherwyn J. Smeltzer  
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](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, 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 telecommunications facility application.

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294 Franklin Street  
Harrisonburg, VA 22801  
June 7, 2019

To the City of Harrisonburg's Planning Commission and City Council:

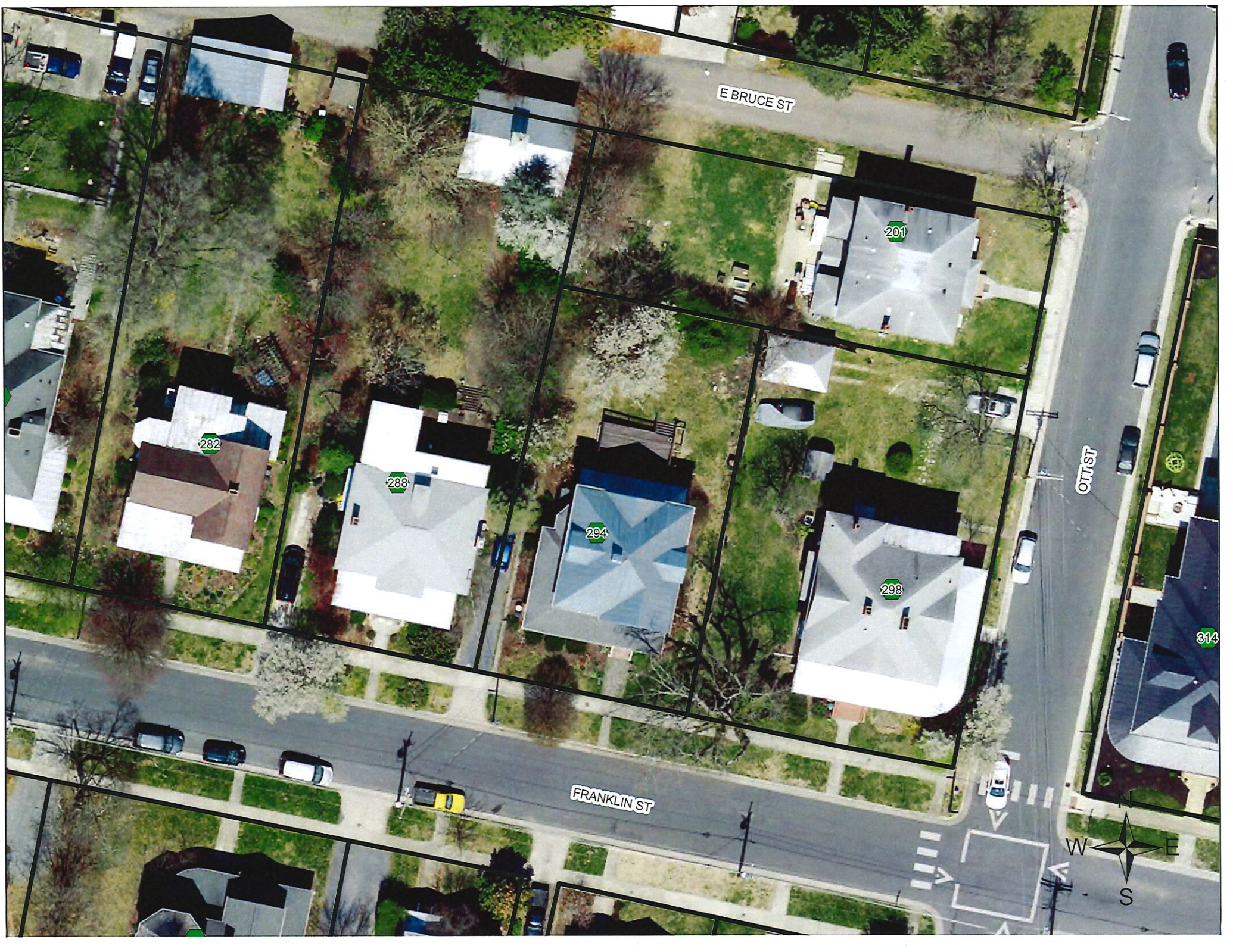
We are applying for a special use permit for our residence at 294 Franklin Street. Specifically, we have a finished third floor attic space that we would like to use as a short-term rental. The third floor space includes one large bedroom and one bath. We will limit guests to short stays and we will never host more than two guests at a time in that space. 294 Franklin Street is our primary residence and we will ensure that we are always present during lodging periods for guests. Furthermore, we will provide guests access to our driveway for their vehicle in order to avoid any confusion about on-street parking regulations.

Thank you for your consideration of this request.

Sincerely,

  
Sherwyn J. Smeltzer

  
Deirdre L. Smeltzer



E BRUCE ST

OTT ST

FRANKLIN ST

282

288

294

298

201

314

