



City of Columbia

701 East Broadway, Columbia, Missouri 65201

Department Source: Community Development - Planning

To: City Council

From: City Manager & Staff

Council Meeting Date: September 2, 2025

Re: 207 West Briarwood Lane – STR Conditional Use Permit (Case #250-2025)

Executive Summary

Approval of this request would grant a conditional use permit (CUP) to allow 207 West Briarwood Lane to be used as a short-term rental (STR) for a maximum of 8 transient guests and up to 210-nights of rental usage annually pursuant to Sec. 29-3.3(vv) and Sec. 29-6.4(m)(2) of the Unified Development Code. The subject property is 0.26-acres in size, is zoned R-1 (One-family Dwelling), and is located 585 feet north of Ivy Way.

Discussion

Stephen Dupre (owner) is seeking approval to allow 207 West Briarwood Lane to be used as a short-term rental (STR) for a maximum of 8 transient guests and up to 210-nights of rental usage annually pursuant to Sec. 29-3.3(vv) and Sec. 29-6.4(m)(2) of the Unified Development Code (UDC). The 0.26-acre subject site is zoned R-1 (One-family Dwelling). The dwelling is the applicant's principal residence and has been previously used as a short-term rental. The owner has stated that he would like to move from the dwelling to allow the property to be used exclusively as an STR subject to the outcome of the CUP issuance.

The subject dwelling is a 4-bedroom, 3-bathroom single-family home with an attached 2-car garage. The stated bedroom square footages appear to conform to the minimum areas necessary to support the desired 8 guests when evaluated using the most recent City-adopted edition of the International Property Maintenance Code (IPMC). Compliance with the IPMC and authorized occupancy will be verified prior to issuance of the STR Certificate of Compliance. The occupancy limitations, as well as rental nights will be shown on the issued STR Certificate of Compliance and must appear on any website where the dwelling is listed for rental.

The owner, a Boone County resident, will act as the designated agent to address regulatory issues when the dwelling is used as an STR. The owner is permitted to be the designated agent pursuant to Sec. 29-3.3 (vv) of the UDC. Approval of the CUP would constitute the owner's "one and only" STR license within the City's municipal limits.

Evaluation of listing platforms such as Airbnb, Vrbo, Booking.com, and Furnished Finder identified 2 licensed, administratively approved, "Tier 2" STRs within a 300-foot radius of the subject property. Within the 185-foot notification radius there are 28 properties all of which appear to be owner-occupied. The adjacent properties are zoned R-1 and would permit a maximum of 3 unrelated individuals per dwelling when used for "long-term" rental purposes.

The property has a driveway capable of supporting 5 UDC-compliant on-site/off-street parking spaces and an attached 2-car garage. Given these conditions, parking is sufficient



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to meet regulatory requirements. Furthermore, the dwelling is of similar size and bedroom mix as adjacent residential homes.

The dwelling is accessed from West Briarwood Lane, a local residential street that permits on-street parking. Sidewalks are not installed on either side of West Briarwood Lane. The design of the site's access is consistent with the other surrounding residential development and will accommodate future traffic generation without compromising public safety.

No active code violations associated with this property were identified. Given the dwelling's general conformity to its surroundings, staff believes approval of the CUP would not be incompatible with the adjoining neighborhood notwithstanding the increase in allowable occupancy. The enacted STR regulations provide means by which to address potential negative impacts of the more intense use of the dwelling for commercial purposes including nightly usage restrictions, a violation reporting procedure, fines, and authority to revoke an STR Certificate of Compliance after **two** verified violations within a 12-month period.

Given the applicant is seeking authorization to use his principal dwelling for greater than 120-nights the requested CUP is necessary to allow for its continued operation as an STR. The STR CUP process requires an analysis of the general and supplemental CUP criteria shown within Sec. 29-6.4(m)(2)(i) and (iii) of the UDC. A full description of this analysis is found in the attached Planning and Zoning Commission staff report.

Should the CUP be granted, full regulatory compliance with the provisions of Chapter 22, Article 5 (Rental Unit Conservation Law), and Chapter 13 (Business Licensing) of the City Code is required. As part of the required Business License procedure, the owner will be required to remit accommodation taxes pursuant to the requirements of Chapter 26 (Taxation) of the City Code.

The Planning and Zoning Commission held a public hearing on this matter at their August 7, 2025, meeting. Staff provided a report and described their findings related to what was shown within the STR application. The Commission asked staff where the registered STRs were in relation to the current request and commented that if those dwelling were not to be occupied by their operators they would also have been required to obtain a CUP similar to this application. Commissioner's noted that given the other STRs within 300-feet of the subject site are "owner-occupied" they did not believe a concern about STR concentration was present. The applicant provided an overview of what his intent was if approval of the CUP was granted and was available to answer Commissioner questions.

Following the closure of the public hearing, a motion to approve the requested CUP to allow 207 West Briarwood Lane to be operated as a 210-night STR with a maximum of 8 transient guests passed with a unanimous (7-0) vote of approval.

A copy of the Planning and Zoning Commission staff report, locator maps, STR application, Supplemental "Conditional Accessory/Conditional Use Questions", and meeting minute excerpts are attached for review.



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Fiscal Impact

Short-Term Impact: None are anticipated.

Long-Term Impact: Usage of the dwelling as an STR will result in the collection of accommodation taxes which will assist the Convention and Visitor's Bureau in their marketing efforts relating to the City. While increases in public service demand is possible, such demands are not foreseen to be greater than a typical single-family home. Such increases may or may not be off-set by increased user-fees or property tax collection.

Strategic & Comprehensive Plan Impact

Strategic Plan Impacts:
Primary Impact: Resilient Economy, Secondary Impact: Not Applicable, Tertiary Impact: Not Applicable

Comprehensive Plan Impacts:
Primary Impact: Livable & Sustainable Communities, Secondary Impact: Land Use & Growth Management, Tertiary Impact: Economic Development

Legislative History

Date	Action
N/A	N/A

Suggested Council Action

Approve a conditional use permit to allow 207 West Briarwood Lane to be operated as a 210-night short-term rental with a maximum of 8 transient guest as recommended by the Planning and Zoning Commission.