city of Columbia

701 East Broadway, Columbia, Missouri 65201

Council Memo

Department Source: Community Development
To: City Council
From: City Manager & Staff
Council Meeting Date: October 5, 2026
Re: 7 North Glenwood Avenue – STR Conditional Use Permit (Case #226-2026)
Impacted Ward: Ward 1

Executive Summary

Approval of this request would grant a Conditional Use Permit (CUP) to allow 7 N Glenwood Avenue to be used as a 210-night, maximum five-guest short-term rental pursuant to Sec. 29-3.3(vv) and Sec. 29-6.4(m)(2) of the Unified Development Code. The R-2 zoned subject property is 0.05 acres in size (in condominium), is the southern half of the duplex, and sits on a 0.56-acre parcel located at the northwest corner of the intersection of N Glenview Avenue and W Broadway.

Discussion

Hunter Wenger (agent), on behalf of Jason E. Jones (owner), is seeking a CUP to use the dwelling addressed 7 N Glenwood Avenue as a 210-night, maximum five-guest short-term rental annually. The two bedrooms allocated to STR use meet the minimum square footage required to accommodate the requested five transient guests per the City-adopted International Property Maintenance Code (IPMC).

The agent is, a local Columbia resident located 2.7 miles (11 minutes) from the subject site and has been designated as the individual who will respond to regulatory or operational issues that arise when the dwelling is in use as an STR. The agent has had a long personal relationship with the owner, who lives out of state. Approval of this CUP would constitute the owners' one and only STR license within the City's municipal limits.

City records identified no additional **licensed** STRs within **300 feet** of the subject property. Within the 185-foot notification radius, there are 19 dwelling units, of which at least 13 appear to be owner-occupied. Adjacent properties are principally zoned R-2, especially north of Broadway, as well as R-1, primarily south of Broadway.

The applicant has three on-site parking spaces available in the concrete driveway accessed from the west side of N Glenwood Street. This parking allocation meets the parking requirement for the requested five transient guests. The driveway is directly south of the subject structure, and is shared by the other structure on the parcel that is addressed as 703 W. Broadway. The combined driveway has sufficient total capacity to hold up to six 18'x 8.5' vehicle parking spaces; however, due to the "shared" nature of the driveway allocation of only 1/2 of the total parking spaces has been credited to 7 N Glenwood Avenue. Access to the dwelling is provided via N Glenwood Avenue, a local residential street. On-street parking is restricted on the west side of Glenwood Avenue; however, as stated adequate on-site parking to meet regulatory requirement is being provided. The access arrangement is

consistent with surrounding residential development and is believed to be adequate to accommodate anticipated traffic without compromising public safety.

Staff did not identify **technical** reasons to conclude that the proposed STR would be incompatible with the surrounding neighborhood. There have been no citations issued with respect to the dwelling's current usage as an STR since 2023, beside its illegal short-term rental operation notice of violation in June 2025. The City's STR regulations provide mechanisms to address potential adverse impacts, including limits on rental nights, a formal violation reporting process, fines, and the authority to revoke a STR Certificate of Compliance following two verified violations within a 12-month period.

The property has been in active use (365-days) since March 2023 for short-term rental purposes under this owner and agent. The owner received a citation relating to the subject dwelling's illegal use as a short-term rental on June 30, 2025, upon the city's regulations becoming "fully" effective. The illegal operation citation was closed on April 20, 2026, and the agent and owner applied for licensure on June 1, 2026. This property has continued to be listed on AirBnB and rented out for short-term rental purposes as "*Grateful on Glenwood!*" throughout the citation and application process.

As the dwelling sought for licensure is not the owner's "principal residence" and 210-nights of use are being requested, a CUP is necessary to permit operation. 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 requested 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 request at its September 10, 2026 meeting. Staff presented their report and summarized the findings regarding the application's compliance with applicable **technical standards**. One member of the public spoke regarding the request, supporting the short-term rental and with the suggestion that this member fielded opinions from other neighbors, also in favor. This resident also responded to the parking and traffic congestion issue a different resident emailed the city about, stating the problem was not related to short-term rental guests.

The agent was present to respond to questions from the Commission. Commissioners inquired about why it took so long to comply with the city's short-term rental regulations and apply for licensure. The agent responded he was not notified about the illegal short-term rental case and that life changes within the last year caused the application to be submitted nearly a year after the illegal short-term rental citation was issued.

Following the closure of the public hearing, the Commission engaged in additional discussion, mostly centered around the slow compliance of the owner. Commissioners also

discussed how even though there are no other STRs are within 300 feet, there is a concentration of them within Ward 1 and accepting this one could prevent a nearby owner who does not have a history of illegal operation to operate an STR legally. The Commission also noted that there was not a lot of public opposition to this case.

After limited further discussion, a motion was made to approve the request to permit 7 N Glenwood Avenue to be operated as a 210-night, maximum five-guest short-term rental. The motion resulted in 3-3 "tie" vote. Such outcome is viewed as a recommendation of denial being forwarded to City Council.

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

Fiscal Impact

Short-Term Impact: None anticipated.

Long-Term Impact: Increased usage of the dwelling as an STR will result in the potential for higher collection of accommodation taxes, which will assist the Convention and Visitors Bureau in its marketing efforts relating to the city. While increases in public service demand are possible, such demands are not foreseen to be greater than a typical single-family home. Such increases may or may not be offset 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

Deny the requested Conditional Use Permit to allow 7 North Glenwood Avenue to operate as a 210-night, maximum of five guests short-term rental as recommended by the Planning and Zoning Commission.