



City of Columbia

701 East Broadway, Columbia, Missouri 65201

Department Source: Community Development - Planning

To: City Council

From: City Manager & Staff

Council Meeting Date: May 19, 2025

Re: 221 Brenda Lane– STR Conditional Use Permit (Case #162-2025)

Executive Summary

Approval of this request would grant a conditional use permit (CUP) for the operation of a 210-night short-term rental (STR) with a maximum of eight transient guests. The dwelling unit is not the applicant's principal residence and has not been previously used as a short-term rental. The subject property is zoned R-1 (One-family Dwelling) and is addressed 221 Brenda Lane.

Discussion

Xiao Yien Lim (registered agent), on behalf of Signature Collections LLC (owner), seeks approval to allow 221 Brenda Lane to be used as a short-term rental (STR) for a maximum of eight transient guests and up to 210-nights annually pursuant to Sec. 29-3.3(vv) and Sec. 29-6.4(m) of the Unified Development Code (UDC). The 0.27-acre subject site is zoned R-1 (One-family Dwelling).

The subject dwelling is a 4-bedroom, 3-bath single-family home with an attached 2-car garage, is not the owner's principal residence, and has not been previously used as short-term rental. The stated bedroom square footages appear to conform with the minimum areas necessary to support the desired level of occupancy when evaluated against the adopted International Property Maintenance Code (IPMC). Final compliance with these provisions will be verified prior to the issuances of the STR Certificate of Compliance. The approved occupancy and authorized rental nights will be shown on the issued STR Certificate of Compliance and must appear on any website listing upon which the dwelling is offered for rental.

The applicant indicates that a member of the owner's LLC, who is a Boone County resident, will act as the "designated agent" to address regulatory issues when the dwelling is used as an STR. Approval of the CUP would constitute the property owner's "one and only" STR license within the City's municipal limits.

Evaluation of typical listing platforms such as Airbnb, Vrbo, Booking.com, and Furnished Finder did not identify additional unregistered STR properties within a 300-foot radius of the subject property. There are 14 parcels within 185-feet of which five appear to be owner-occupied and nine appear to be rental properties. The adjacent properties are located in the R-1 (to the east) and R-2 zoning (to the west) districts. An R-1 zoning designation would permit a maximum "long-term" rental occupancy of 3-unrelated individuals while the R-2 district permits four. The subject dwelling has not previously operated as an STR.



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The subject dwelling is consistent in size, style, and bedroom mix as those adjoining it. The property has a driveway capable of supporting 2 UDC-compliant on-site/off-street parking spaces and the dwelling has an attached 2-car garage. To ensure parking compliance and to support the desired 8 transient guests, both parking spaces with the 2-car garage will need to be available when the dwelling is used as an STR in addition to the driveway spaces. The dwelling is accessed from Brenda Lane, a residential cul-de-sac street, that does not have sidewalks and permits on-street parking on both sides. The design of the site's access is consistent with other surrounding residential development and is believed sufficient to support future traffic generation without compromising public safety.

Given there is no violation history associated with this property, no STRs within 300-feet, and the dwelling's general conformity to its surroundings, approval of the CUP is compatible with the adjoining neighborhood. The enacted STR regulations provide the City with options to address potential negative impacts including nightly usage restrictions and other means for which violations can be reported and acted upon which include fines and possible revocation of the STR Certificate of Compliance after two verified violations within a 12-month period.

Given the dwelling sought for licensure is not the applicant's "principal residence," a CUP is necessary to allow for its 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, the owner and the dwelling will be required to obtain full regulatory compliance with the provisions of Chapter 22, Article 5 (Rental Unit Conservation Law), and Chapter 13 (Business Licensing) of the City Code. As part of the required Business License, 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 April 24, 2025 meeting. Staff provided a report and described their findings related to what was shown on the STR application. The applicant spoke on the purpose of the request and was available to answer Commissioner questions. Multiple members of the public spoke in opposition to this request. A total of five written comments (attached) have been submitted in opposition to the request. Testimony and written comments expressed concern on the loss of neighborhood character, possible safety issues (personal and traffic), as well as not being consulted on the applicant's intended use of the property.

Following the closure of the public hearing, a motion to approve the requested CUP to permit 221 Brenda Lane to be operated as a 210-night STR with a maximum of 8 transient guests subject to both garage parking spaces being made available when the home was in use as an STR was made which resulted in a tie vote of 4-4. Following the closure of the public hearing, the applicant came to the podium, under the "Public Comments" section of



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the public hearing, to express their frustration regarding members of the public outside of the 185-foot notification radius speaking/submitting opposition.

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

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 221 Brenda Lane to be operated as a 210-night short-term rental for a maximum of eight transient guests with a condition the 2-car garage bed made available while in STR use.