

**AGENDA REPORT
PLANNING AND ZONING COMMISSION MEETING
October 23, 2025**

SUMMARY

A request by Lori Brockman (owner) to allow 2609 Wee Wynd to be used as a short-term rental for a maximum of 6 transient guests and up to 210-nights annually pursuant to Sec. 29-3.3(vv) and Sec. 29-6.4(m)(2) of the Unified Development Code. The 3-bedroom, 1-bath dwelling has an attached 1-car garage and a driveway sufficient to support 2 UDC-compliant parking spaces. The 0.13-acre subject site is located on the north side of Wee Wynd approximately 125-feet southeast of its intersection with Thistledown Drive.

DISCUSSION - APPLICATION EVALUATION

The applicant seeks to obtain a conditional use permit (CUP) to allow 2609 Wee Wynd to be used as a short-term rental (STR) pursuant to Sec. 29-3.3(vv) and Sec. 29-6.4(m)(2) of the Unified Development Code. As of June 1, 2025, any dwelling operated as an STR must fully comply with the provisions of the STR regulations which include acquisition of an STR Certificate of Compliance, Business License, and submission of accommodation taxes. Approval of this request is a required prerequisite to proceeding forward in obtaining the STR certificate and business license.

While action on this request is pending, enforcement action on the operation of the dwelling as an STR will be suspended. Continued operation of the dwelling as an STR following final City Council action without acquiring the STR certificate of compliance and business license would constitute an illegal use of land and would be subject to revocation of the CUP, if authorized, as well as other enforcement actions identified in the City Code.

The following is a site-specific analysis of the property.

Dwelling Unit Details

Property Address	2609 Wee Wynd
Zoning	R-1 (One-Family Dwelling)
STR Request Type	Tier 2, 210 nights
Maximum Guests Requested	6
Bedrooms	3
Parking Spaces	3 required, 2 provided in driveway and one within 1 car attached garage.
Abutting Properties	R-1 in all directions

Owner/Agent

Owner	Lori Brockman
Designated Agent	Lori Brockman
Agent's Distance to Property	3 miles, 20 minutes from property

Listing Information

Listing Links	Not previously offered
STR previously offered?	Not previously offered
STRs within 300 feet?	None identified
Primary residence?	No
Previous Violations?	None on file

Conditional Use Analysis

This application triggers approval of a conditional use permit (CUP) and has been analyzed pursuant to the provisions found in Sec. 29-6.4(m)(2)(i) and (iii) of the UDC. Staff's analysis of these provisions is shown below. The owner's analysis of the criteria is attached to this report.

Sec. 29-6.4(2)(i) General CUP Review Criteria:

- (A) **The proposed conditional use complies with all standards and provisions in this chapter applicable to the base and overlay zone district where the property is located;**

A short-term rental that is not a long-term resident's principal residence or to be operated for up to 210 nights in a residential zoning district is subject to approval of a CUP. The submitted application has illustrated compliance with the minimum regulatory standards established within Sec. 29-3.3(vv) of the UDC. Additional regulatory review to ensure full compliance with the provision of Sec. 29-3.3(vv) and Chapter 22, Art. 5 (Rental Unit Conservation Law) of the City Code will occur if the CUP is granted prior to issuance of a STR Certificate of Compliance and business license.

- (B) **The proposed conditional use is consistent with the city's adopted comprehensive plan;**

The comprehensive plan does not speak directly to the use of residential dwellings for alternative purposes such as an STR; however, does contain policies, strategies, and actions relating to the topics of livable and sustainable neighborhoods, land use and growth management, and economic development. The adoption of the regulatory provisions governing the use of a residential dwelling for STR purposes is seen as addressing several of these policies, strategies, and actions.

With respect to the goal of creating **livable and sustainable neighborhoods**, approval of the requested CUP would support the mixed-use concepts of Policy # 2, Strategy # 1 (page 144) of the Plan. While this strategy focuses on the concept of creating "nodes" of neighborhood scale commercial and service uses as a high priority, the first "action" within the strategy recommends using planning tools and decision-making to locate small-scale commercial and service businesses adjacent to residential development. STRs have been determined to be a commercial use and offer a "community-wide" service by providing supplemental housing for visitors to Columbia. Staff believes adoption of the STR regulations and their requirement of a CUP are relevant planning and decision-making tools consistent with the intent of this Policy and assist to fulfill the idea of supporting mixed-uses within residential neighborhoods.

With respect to **land use and growth management**, Policy # 3, Strategy # 3 (page 146 of the Plan) would be fulfilled given the regulatory limitations on occupancy and rental nights that are contained within Sec. 29-3.3(vv).

And finally, with respect to **economic development**, Policy # 3, Strategy # 2 (page 149 of the Plan) would be fulfilled by supporting local entrepreneurial ventures. The adopted regulatory provisions governing the use of a residential dwelling for STR purposes were created with options to allow owners and/or renters the ability to participate in the STR market subject to reasonable regulation. This ability for participation not only supports individual entrepreneurial ventures, but also broader city-wide economic objectives relating to tourism and tourism-related activities.

(C) The proposed conditional use will be in conformance with the character of the adjacent area, within the same zoning district, in which it is located. In making such a determination, consideration may be given to the location, type and height of buildings or structures and the type and extent of landscaping and screening on the site;

The subject site is surrounded by single-family residences on lots of similar size and square footage. The dwelling has not been modified structurally to accommodate the STR use and appears from the street frontage to be a single-family dwelling. The home is one of five single-family dwelling's adjacent to Wee Wynd, a cul-de-sac style public street.

If the CUP is approved, a potential noticeable change in the dwelling's character would be the number of unrelated individuals permitted within the structure when compared to the adjacent R-1 zoned properties. The number of unrelated individuals allowed in R-1 rental dwellings is limited to 3 whereas if the CUP is approved the number of guests would double this allowance.

Additionally, the frequency of occupant turnover maybe greater than that of surrounding R-1 development; however, how significant this impact may be is unknown. 10 of the 16 surrounding properties within 185-feet of the subject site are used for rental purposes. Given this usage, the impacts of an increased turnover rate in the subject dwelling may not be significantly more noticeable than the existing occupant activity levels within the surrounding neighborhood.

Access to the site is from Wee Wynd, a cul-de-sac style loop street connecting to Thistledown Drive. The intersection of Wee Wynd and Thistledown Drive is approximately 407 feet south of Thistledown's intersection with West Broadway, a major arterial road. The proximity to a major collector makes this property a more appropriate location for STR use than other homes further into the interior of the surrounding neighborhood.

Any potential negative impacts can be mitigated through the adopted regulatory provisions that provide a means to report and address violations. The regulations permit imposition of fines and possible revocation of the STR Certificate of Compliance after 2 **verified** violations within a 12-month period.

(D) Adequate access is provided and is designed to prevent traffic hazards and minimize traffic congestion;

The site is located on the north side of Wee Wynd approximately 125-feet southeast of its intersection with Thistledown Drive, and obtains its sole access from Wee Wynd through a traditional driveway approach not unlike the surrounding development. The driveway serving the property combined with the attached 1-car garage has adequate off-street parking capacity to meet the regulatory requirements needed to support the desired 6 guests. Neither Wee Wynd nor Thistledown Drive currently have sidewalks constructed, however previous STR applications and operations on other properties have yet to indicate that a lack of sidewalks jeopardizes the health, safety, and welfare of the neighborhood during

STR operation. Staff finds that the design of the parking provided and the site's access sufficient to support future traffic generation without compromising public safety.

- (E) Sufficient infrastructure and services exist to support the proposed use, including, but not limited to, adequate utilities, storm drainage, water, sanitary sewer, electricity, and other infrastructure facilities are provided; and**

The site is sufficiently served with public infrastructure to support its use as an STR. There are no known infrastructure capacity issues associated with the site that would be negatively impacted by the approval of the CUP.

- (F) The proposed conditional use will not cause significant adverse impacts to surrounding properties.**

The dwelling is adjacent on all sides to single-family homes within the R-1 district. Occupancy of long-term rentals within the R-1 district is limited to 3 unrelated individuals. CUP approval would allow the subject dwelling to have double this occupancy; however, no previous code violations or evidence has been identified showing the applicant has a history of managing and maintaining the dwelling in such a manner has created a nuisance for the neighborhood. Furthermore, given the dwelling's location within 400-feet of a major arterial, potential traffic impacts are likely reduced when compared to a dwelling further into the neighborhood. Given these findings, it is believed that the dwelling's use as an STR would not create adverse neighborhood impacts.

Any potential negative impacts can be mitigated through the adopted regulatory provisions that provide a means to report and address violations. The regulations permit imposition of fines and possible revocation of the STR Certificate of Compliance after 2 **verified** violations within a 12-month period.

Sec. 29-6.4(2)(iii) Supplemental STR CUP Review Criteria:

- (A) Whether the proposed STR is used for any part of the year by the registrant as a residence. If so, for how long?**

In response to this question, the registrant has stated "No. Currently this is a long-term rental and will now be furnished and offer as an STR."

- (B) Whether or not there are established STRs within three hundred (300) feet of the proposed STR measured in all directions from property lines "as the crow flies."**

The registrant indicates "Not that I am aware of" and no additional unregistered STRs were identified within 300-feet of the dwelling. An STR at 11 Heather Lane, more than 300 feet away, was been recently approved.

- (C) Whether the proposed registrant has previously operated an STR and if such operation has resulted in a history of complaints, a denied STR certificate of compliance, or revocation of an issued STR certificate of compliance.**

The registrant has stated "No". No violations were attributed to this property.

- (D) Whether the proposed STR will increase the intensity of the use of the property and cause increased traffic or noise coming from the property.**

In response to this question, the registrant has stated "I would not think so."

As a general staff observation, using the subject dwelling for transient accommodations for the requested annual nights and guests could result in increases; however, how significant

is unknown. The significance of possible impacts is subject to many factors such as dwelling unit desirability, pricing, rental occupancy, etc. The regulatory structure provides standards for limiting impacts (occupancy and nights) and has enforcement mechanisms to mitigate of possible negative outcomes.

(E) Whether there is support for the establishment of the proposed STR from neighboring property owners.

In response to this question, the registrant answered “I have not had a chance to talk to the neighbors.” At the time of report publication, one written letter of opposition had been received citing concerns about changing neighborhood character. No letters of support have been received with respect to the case.

CONCLUSION

Given the submitted application and the analysis of the criteria stated above, it is staff’s belief that granting a conditional use permit to allow 2609 Wee Wynd to be operated as a 210-night, 6 guest STR would not result in a use significantly incompatibility with surrounding development notwithstanding the increase in the number of unrelated occupants in the dwelling. Rental homes in the R-1 district occupied by a “family” are permitted to exceed the occupancy limitations and may generate impacts equal to those of the desired STR in terms of possible noise, property management, and traffic. Given the property has never been used as an STR and the lack of code violations, there is no evidence to suggest that the applicant would operate the proposed dwelling in a non-compliant manner. The adopted STR regulations contain provisions for reporting and addressing violations should issues arise.

CUP approval allows the applicant to pursue licensure of the dwelling before STR operations has begun and would afford neighbors and the City additional regulatory tools to ensure compliance with the STR regulations. Finally, approval of the CUP is not believed detrimental to the adjacent properties and would fulfill several policies, strategies, and actions of the Comprehensive Plan.

RECOMMENDATION

Approve the conditional use permit to allow the dwelling at 2609 Wee Wynd to be operated as a STR subject to:

1. The maximum occupancy of 6 transient guests; and
2. A maximum of 210-nights of annual rental usage; and
3. The 1-car garage be made available when the dwelling is used for STR purposes.

ATTACHMENTS

- Locator maps
- STR Application
- Supplemental “Conditional Accessory/Conditional Use Questions”
- Public Correspondence

HISTORY

Annexation date	1955
Zoning District	R-1 (Single-Family Dwelling)
Land Use Plan designation	Residential District
Previous Subdivision/Legal Lot Status	Leawood

SITE CHARACTERISTICS

Area (acres)	0.13 acres
Topography	Flat
Vegetation/Landscaping	Trees and natural ground cover
Watershed/Drainage	Perche Creek
Existing structures	One-family home

UTILITIES & SERVICES

All utilities and services provided by the City of Columbia

ACCESS

Wee Wynd	
Location	Along western edge of property
Major Roadway Plan	Local Residential
CIP projects	N/A
Sidewalk	None

PARKS & RECREATION

Neighborhood Parks	Fairview Hollow Nature Area
Trails Plan	None
Bicycle/Pedestrian Plan	None

PUBLIC NOTIFICATION

39 “public hearing” letters were mailed to property owners and tenants within 185-feet of the subject property. 1 letter was provided to the Council Ward representative. 1 letter were sent to neighborhood associations and homeowners associations within 1,000 feet of the subject site. All “public hearing” letters were distributed on October 6, 2025. The public hearing ad for this matter was placed in the Tribune on October 7, 2025.

Public Notification Responses	None
Notified neighborhood association(s)	Off Broadway Condominiums Neighborhood Association
Correspondence received	One letter of opposition at time of writing

Report prepared by: Kirtis Orendorff

Approved by: Patrick Zenner