city of Columbia

701 East Broadway, Columbia, Missouri 65201

Department Source: Community Development - Planning
To: City Council
From: City Manager & Staff
Council Meeting Date: December 1, 2025
Re: 717 Campusview Drive – STR Conditional Use Permit (Case #338-2025)
Impacted Ward: Ward 6

Executive Summary

Approval of this request would grant a conditional use permit (CUP) to allow 717 Campusview Drive to be used as a 210-night, maximum 7 guests short-term rental (STR) pursuant to Sec. 29-3.3(vv) and Sec. 29-6.4(m)(2) of the Unified Development Code. The subject property is 0.17-acres in size, is zoned R-1 (One-family Dwelling), and is located approximately 475 feet east of the Campusview Drive and UMC Drive intersection.

Discussion

Stacy Mattingly (agent), on behalf of Chris and Stacy Mattingly (owners), seeks approval to allow 717 Campusview Drive to be used as a 210-night, maximum of 7 guests short-term rental (STR) pursuant to Sec. 29-3.3(vv) and Sec. 29-6.4(m)(2) of the Unified Development Code (UDC). The 0.17-acre subject site is zoned R-1 (One-family Dwelling) and is not the applicant's principal residence. The property has not been previously used as a short-term rental.

The subject dwelling is a 3-bedroom, 2-bathroom home that appears to conform to the minimum area necessary to support the desired 7 transient guests when evaluated against the most current City-adopted edition of the International Property Maintenance Code (IPMC). Compliance with the IPMC will be verified prior to the issuance of the STR Certificate of Compliance and the authorized occupancy and number of rentals nights must appear on any website listing where the dwelling is offered for rental. The owner will use a designated agent, a local Boone County resident located 17 miles (25 minutes) away, to address regulatory issues when the dwelling is used as an STR. With the property being under the ownership of a husband and wife, approval of the CUP would constitute the couples "one and only" STR license within the City's municipal limits.

An evaluation of listing platforms such as Airbnb, Vrbo, Booking.com, Furnished Finder, and the City's STR database did not identify an additional licensed STR within the 300-foot radius of the subject property. Within the 185-foot notification radius, there are 16 properties, 3 of which appear to be owner-occupied and 13 appear to be used for rental purposes. All adjacent properties are located within the R-1 (One-family Dwelling) zoning district which allows a maximum of 3 unrelated occupants per dwelling when used for long-term rental purposes.

The property has driveway parking capable of supporting the 2-UDC compliance on-site parking spaces and an attached 2-car garage to accommodate the requested 7 transient

guests. A condition of approval will be necessary, requiring the parking spaces within the attached 2-car garage to be made available while the dwelling is in STR use.

The dwelling is accessed from Campusview Drive, a local residential street that permits on-street. Sidewalks are installed on both sides of the street. The design of the site's access is consistent with the other surrounding residential development and is believed sufficient to accommodate future traffic generation without compromising public safety.

Given the dwelling has not been previously offer as an STR, no record of violations, and its general conformity to its surroundings, staff believes approval of the CUP would not be incompatible with the adjoining neighborhood. The enacted STR regulations provide means by which to address potential negative impacts that include nightly usage restrictions, a violation reporting procedure, fines, and authority to revoke a STR Certificate of Compliance after **two** verified violations within a 12-month period.

The dwelling sought for licensure is not the owners' "principal residence", and 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 November 6, 2025, meeting. Staff gave their report and described their findings related to the **technical requirements** of what was shown within the STR application and the applicant was available to answer questions from the Commission. No members of the public spoke on this request; however, two letters in opposition to the request (attached) were submitted. Following the closure of the public hearing, a motion to approve the requested CUP allowing 717 Campusview Drive to be operated as a 210-night, maximum of 7 guests STR, subject to the condition that the parking spaces within the attached 2-car garage be made available when the dwelling is used for STR purposes passed unanimously by a vote of (7-0).

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: 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 the conditional use permit allowing 717 Campusview Drive to be operated as a 210-night, maximum 7 guest STR, subject to a condition requiring the parking spaces within the attached 2-car garage to be made available with the dwelling was in STR use as recommended by the Planning and Zoning Commission.