



701 East Broadway, Columbia, Missouri 65201

Department Source: Community Development - Planning

To: City Council

From: City Manager & Staff

Council Meeting Date: March 16, 2026

Re: 1707 Nelwood Drive – STR Conditional Use Permit (Case #70-2026)

Impacted Ward: Ward 3

### Executive Summary

Approval of this request would grant a Conditional Use Permit (CUP) to allow 1707 Nelwood Drive to be used as a 210-night, maximum six-guest 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 the western half of a duplex situated on a property containing 0.46-acres that is zoned R-MF (Multiple-family Dwelling) and is located approximately 105 feet north of the Nelwood Drive and Quail Drive intersection.

### Discussion

Elena Sass (owner) requests approval of a Conditional Use Permit (CUP) to allow 1707 Nelwood Drive to operate as a 210-night, maximum six-guest 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 0.46-acre subject property is zoned R-MF and is not the applicant's principal residence. The property has previously operated as a short-term rental.

The subject dwelling is of the western half of a duplex containing three bedrooms and one-and-a-half bathrooms and appears to meet the minimum square footage required to accommodate the requested six transient guests under the City-adopted International Property Maintenance Code (IPMC). Compliance with the IPMC will be verified prior to issuance of a Short-Term Rental Certificate of Compliance. The approved occupancy and maximum rental nights must also be disclosed on any online platform where the dwelling is advertised as an STR.

The owner has designated a local agent, a Boone County resident, located approximately four miles (10 minutes) from the property, to respond to regulatory or operational issues that arise when the dwelling is in use as an STR. Approval of this CUP would constitute the owner's one and only STR license within the City's municipal limits.

A review of Airbnb, Vrbo, Booking.com, Furnished Finder, and City records did not identify any additional licensed STRs within 300 feet of the subject property. Within the 185-foot notification radius there are 66 properties of which 65 appear to be used for rental or commercial purposes. Adjacent properties to the south, west, and east are zoned R-MF, while those to the north are zoned IG. Both residential zoning districts permit a maximum of four unrelated occupants per dwelling when used as a long-term rental.

The site includes parking sufficient to accommodate three UDC-compliant spaces, meeting the requirement for six guests. Access is provided via Nelwood Drive, a local residential street

that permits on-street parking but does not include sidewalks on either side. The access arrangement is consistent with surrounding residential development and is believed adequate to accommodate anticipated traffic without compromising public safety.

Staff does not find the proposed STR incompatible with the surrounding neighborhood. 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.

Given the dwelling sought for licensure is not the owners' "principal residence" a CUP is necessary to allow for its legal 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 request at its February 19, 2026 meeting. Staff presented its report and summarized its findings regarding the application's compliance with applicable technical standards. The applicant was present to respond to questions. One member of the public expressed concern about potential impacts on tenants of the adjacent rental property that they owned.

Following closure of the public hearing, the Commission engaged in limited discussion. A motion was made to approve the request to permit 1707 Nelwood Drive to operate as a 210-night STR with a maximum occupancy of six guests. The motion passed unanimously, 8-0.

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 1707 Nelwood Drive to operate as a 210-night short-term rental with a maximum occupancy of six guests as recommended by the Planning and Zoning Commission.