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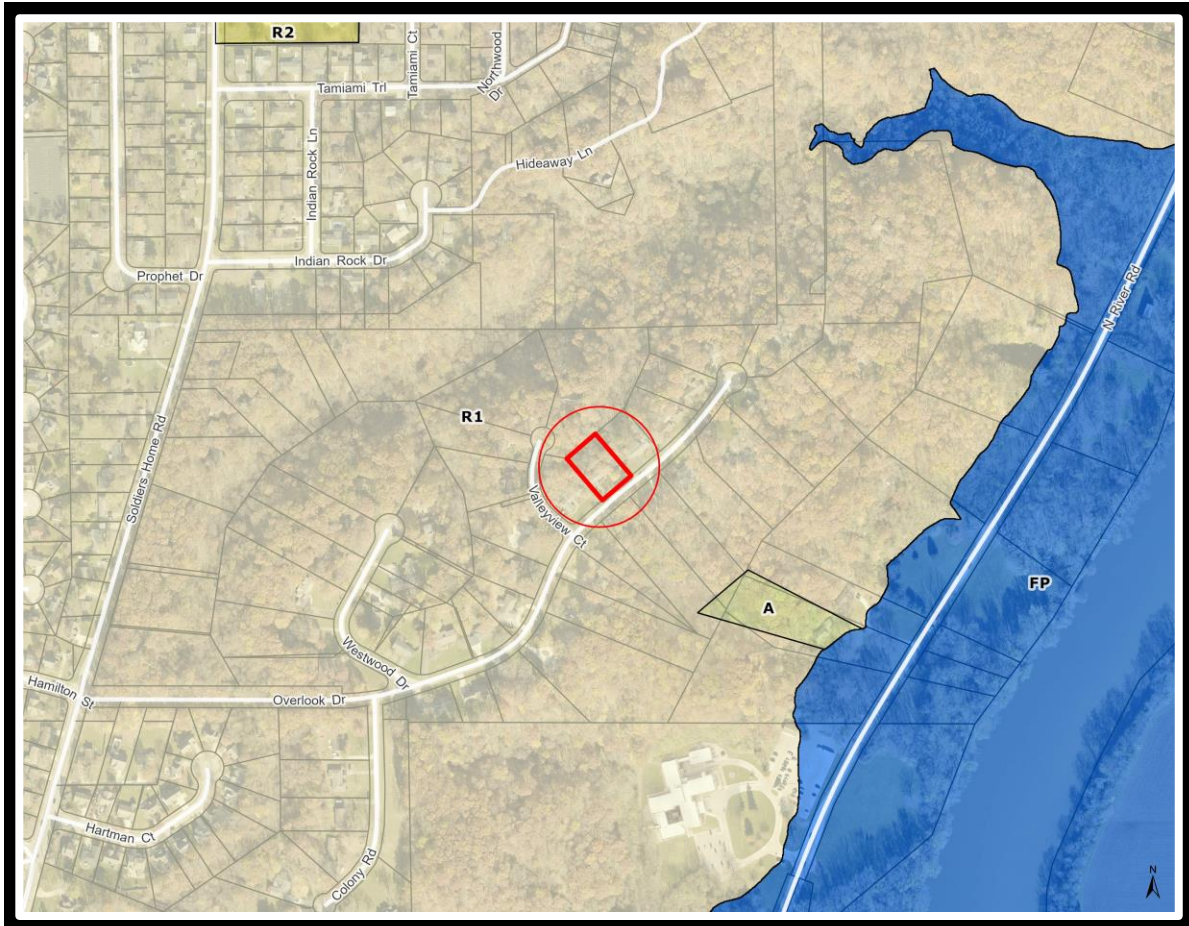
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**BZA-2090**  
**CSG REALTY, LLC**  
**(special exception)**

**STAFF REPORT**  
**December 1, 2022**

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**BZA-2090**  
**CSG REALTY, LLC**  
**Special Exception**

**Staff Report**  
**December 1, 2022**

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**REQUEST MADE, PROPOSED USE, LOCATION:**

Petitioner and owner CSG Realty, LLC, signed by Collin and Sophie Gifford, is requesting a special exception to use an existing single-family home as a Transient Guest House (as defined in the ordinance) in an R1 zone for a maximum of 6 guests. The proposed hours of operation are 24 hours a day, seven days per week. The property is located east of Soldiers Home Road in the Ravinamy Addition, at 348 Overlook Drive, just outside of West Lafayette, Wabash 05 (SE) 23-4 (UZO 3-2).

**AREA ZONING PATTERNS:**

This property is zoned R1, as is all surrounding property. Flood Plain zoning exists further to the east (closer to River Rd) from the Wabash River. There have not been any recent rezone cases in this area.

**AREA LAND USE PATTERNS:**

This home was built in 1970 as a single-family residence according to the Assessor's records; the entire neighborhood is composed of single-family homes and is heavily wooded. There have not been any other BZA cases nearby.

**TRAFFIC AND TRANSPORTATION:**

Overlook Drive is a local road and gains access from Soldiers Home Rd. This lot has a two-car attached garage and a driveway with capacity to park 10 vehicles, which is more than sufficient for the maximum 6 guests.

**ENVIRONMENTAL AND UTILITY CONSIDERATIONS:**

The site is served by a septic system and public water utility.

**STAFF COMMENTS:**

Petitioner is seeking a special exception to use the existing single-family home as a transient guest house. There would be no onsite owner. However, the owners live an hour away, and they will "have a local team of personnel including a plumber, HVAC technician, electrician, handyman, cleaner, etc. that will be available to address issues that require immediate attention." If approved, this home can be rented by a maximum of 6 guests as a short-term rental of less than 30 days or as a standard long-term rental.

According to the petitioner, the 3 bed/1.5 bath house would be rented to a maximum of 6 guests at any given time. The structure in this request was constructed as a one-family building type. It is staff's opinion that this structure can support 6 guests and would not be different from any other family living in the neighborhood. The house rules provided by the petitioner prohibit any parties and pets. Furthermore, the petitioner will install a "NoiseAware sensor" and Ring doorbell camera to help monitor any disruptions. No additional outdoor lights will be installed; the petitioner plans to use the existing lighting.

The ordinance prohibits a transient guest house use from changing its basic appearance as a dwelling or the addition of any exterior signage. If this request is granted, the petitioner is required to apply for a permit from the Administrative Officer (Tippecanoe County Building Commissioner) to operate the transient guest house.

At its meeting on December 7, 2022 the Executive Committee of the Area Plan Commission voted that granting this request would not substantially adversely affect the Comprehensive Plan.

Regarding the ballot items:

1. Section 3.1 of the Unified Zoning Ordinance **DOES** authorize the special exception for a Transient Guest House as defined in the R1B zoning district.

And it is staff's opinion that:

2. The requirements and development standards for the requested use as prescribed by the Unified Zoning Ordinance **WILL** be met. When changing uses to a transient guest house all development standards are the same as a single-family residence and petitioner will not be changing the existing structure for the proposed use.
3. Granting the special exception **WILL NOT** subvert the general purposes served by the Ordinance. If the request is approved, only 6 guests can stay at this location which is consistent with the existing structure and use currently in place.
4. Granting the special exception **WILL NOT** materially and permanently injure other property or uses in the same district and vicinity because of:
  - a. Traffic generation: The traffic generated due to this use would be no different than other homes and uses in this neighborhood because the house will be rented at any given time to a maximum of six guests. The garage and driveway provide 10 spaces which is ample parking for the use;
  - b. Placement of outdoor lighting: The existing lights on the exterior of the buildings are sufficient to illuminate the single-family home and the driveway area. No additional lights will be installed;
  - c. Noise production: Petitioner's house rules state they will not permit parties or pets which would be the largest noise contributors. Noise sensors and a Ring doorbell will be installed to help monitor noise levels. Noise associated with families renting this house for a short term in a residential neighborhood would be similar to other properties in the area;
  - d. Hours of operation: 24 hours a day, 7 days a week is the same as any other residential use.

**STAFF RECOMMENDATION:**

Approval with the following conditions:

1. A permit to operate a Transient Guest House must be obtained from the Tippecanoe County Building Commission office.

Note: A special exception approval ceases to be valid if the use is not established within one year of the date that the special exception was granted.

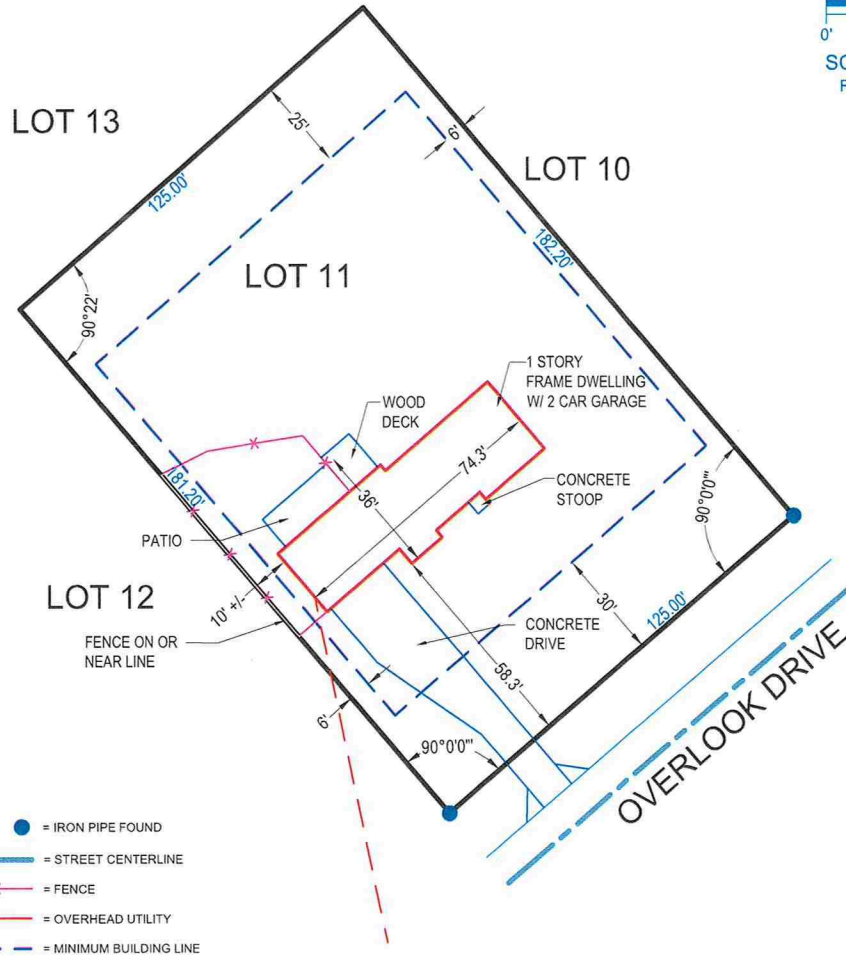
# SURVEYOR LOCATION REPORT

THIS REPORT IS DESIGNED FOR USE BY A TITLE INSURANCE COMPANY WITH RESIDENTIAL LOAN POLICIES.

PROPERTY ADDRESS: 348 Overlook Drive  
West Lafayette, Indiana



SCALE : 1" = 40'  
FIELD CHECKED  
10/13/2022  
JJW



- = IRON PIPE FOUND
- — — — — = STREET CENTERLINE
- x x = FENCE
- - - - - = OVERHEAD UTILITY
- - - - - = MINIMUM BUILDING LINE

NVE = no visible evidence of possession found along this line

**Notes:**

- 1) All dwelling dimensions are to foundation.
- 2) Property dimensions shown are taken directly from the subject plat or deed for the property and, therefore, do not necessarily reflect dimensions between any found monuments shown hereon. Monuments shown are for informational purposes only and an opinion regarding their relationship to the boundary of the property is outside the scope of this report.

**Apparent Encroachments:** None found

① = Insert an encroachment here or indicate none found

I hereby certify to the parties named above that the real estate described herein was inspected under my supervision on the date indicated and that, to the best of my knowledge and belief, this report conforms with the requirements contained in Sections 27 through 29 of 865 IAC 1-1-12 for a Surveyor Location Report. The accuracy of any Flood Hazard Statement shown on this report is subject to map scale uncertainty and to any other uncertainty in location or elevation on the referenced Flood Insurance Rate Map.

THIS PLAN IS VOID UNLESS  
SIGNED AND DATED

CERTIFIED BY: \_\_\_\_\_

*Patrick N. Cunningham*  
Patrick N. Cunningham, RLS # S0332

10-17-2022

Date



LAND SURVEYING

AND ENGINEERING

309 COLUMBIA STREET, SUITE 101 ♦ LAFAYETTE, INDIANA 47901 ♦ PHONE (765) 742-6479 \ FAX (765) 742-5271

Job #R16917