



Special Use Permit Application Form

Montgomery County, Virginia

755 Roanoke St. Suite 2A, Christiansburg, VA 24073

540-394-2148 | mcplan@montgomerycountyva.gov

Applicant Information: (PLEASE PRINT – if additional owners, please attach additional sheets)

Owner of Record (attach separate page for add'l owners): James Crenshaw and Eric Smith	Address: 2911 Moss Side Ave. Richmond, VA 23222
Telephone: 8043470886	Email: jamcrenshaw@gmail.com

Applicant Name: Owner Contract Purchaser/Lessee James Crenshaw	Address: 2911 Moss Side Ave. Richmond, VA 23222
Telephone: 8043470886	Email: jamcrenshaw@gmail.com

Representative Name and Company:	Address:
Telephone:	Email:

Property Description:



Location or Address: <i>(Describe in relation to nearest intersection)</i> 2836 Wright's Way Blacksburg, VA 24060 off of the intersection of Harding Ave. and Wright's Way		
Parcel ID Number(s): 026792	Acreage: 0.7	Existing Zoning: R2
Comprehensive Plan Designation: Residential Transition	Existing Use: Residential	

Description of Request: (Please provide additional information on attached sheet if necessary)

Proposed Use(s) including acreage: Existing house to become a short term tourist rental. No physical changes needed. 0.7 acres

I certify that the information supplied on this application and on the attachments provided (maps or other information) is accurate and true to the best of my knowledge. In addition, I hereby grant permission to the agents and employees of Montgomery County and State of Virginia to enter the above property for the purposes of processing and reviewing the above application.

If signing on behalf of a Corporation, Partnership, or LLC, please specify your title with the entity and provide documentation clarifying your authority to sign on behalf of the entity.

	07 / 30 / 2024
Owner 1 Signature	Date
	07 / 30 / 2024
Owner 2 Signature <i>(for add'l owners please attach separate sheet)</i>	Date
Applicant Signature	Date
Representative/Agent Signature	Date

1) The following addresses the Montgomery County Comprehensive Plan 2025:

PLU1.5.1, A-C: The new home will be a single family residence and will be comparable in scale with the surrounding homes.

PLU1.5.2, A-C: The parcel is currently zoned as R-2 and is located on the edge of the residential transition area of the Montgomery County Comprehensive Plan 2025. The home is situated on 0.7 acres.

PLU1.5.3, A-C: The home is served by a private well and septic and will not require a water or sewer extension. The new use of the home will have a minimal to no impact on traffic as the structure will remain unchanged.

2) The home is equipped with a fire extinguisher and carbon monoxide detector and is not located near any fire hazards.

3) The noise from the home will be minimal, only 8-10 guests will be allowed at all times and no gatherings or parties will ever be allowed.

4) The only outdoor lighting will be sconce lighting, existing porch lighting, and solar lights to provide minimal light on the exterior and highlight the sidewalk path.

5) There will not be any signs or sign lighting on the property.

6) The home will be a single family 4 bedroom home which is compatible with the surrounding single family homes and duplexes.

7) See attached drawing of the footprint of the home.

8) The site is established and will remain mostly unchanged. We plan to plant a few evergreen trees to add privacy to the backyard.

9) No development of the property is needed. We will use property in its current, recently renovated condition.

10) The proposed use will continue to use the property as it was used before. It will not destroy any topographic, natural, scenic, archaeological or historical feature.

11) The SUP will provide a quiet and private location for guests visiting the area.

12) The proposed use should not increase traffic.

13) Yes. No physical conversion needed of existing property.

- 14) Yes, the home is served adequately by essential public facilities and services
- 15) The house will have a private well and septic which has been approved by the VA dept of Health.
- 16) There will be no effect as there is no new development.
- 17) No road changes are needed.
- 18) There will be no effect on environmentally sensitive land or natural features, wildlife habitat and vegetation, water quality and air quality
- 19) The SUP will expand the tax base by providing additional taxes through lodging, dining, entertainment and property taxes.
- 20) The SUP will provide unique housing for tourists coming to town for a variety of reasons.
- 21) The SUP will not have an effect on enhancing affordable housing
- 22) There will not be any outdoor storage.
- 23) The open space will remain unchanged.
- 24) The parcel is not in a flood plain and has a moderate grade to the entire parcel.
- 25) There are no non-conforming uses or structures on the parcel.
- 26) No fuel or fuel storage will be on the parcel.
- 27) No accessory uses or structures will be on the parcel.
- 28) The home is 2,460 square feet.
- 29) The home will be available for use by guests 24 hours a day 7 days a week.
- 30) The parking is located on the parcel. The parcel is at the end of the private road and only visible by our direct neighbor.
- 31) The home will be equipped with an outdoor camera for security.
- 32) There are no employees.
- 33) The only infrastructure is the existing home.
- 34) There should not be any odors generated by the home.
- 35) There will be no construction traffic as the home is ready to be lived in.

Prepared by: James Crenshaw (property owner)

29 July, 2024

2836 Wrights Way Management Plan

The property listed in this application (2836 Wrights Way) will be managed and listed by *Blue Ridge Escapes (AnB Investments, LLC)*. A copy of the Rental Management Services Agreement which details the responsibilities of Blue Ridge Escapes (Host) and owners is included with this plan as Appendix A.

In summary, Blue Ridge Escapes, will manage the property listing; pricing and availability; respond to guest inquiries and issues; arrange housekeeping after every stay; coordinate urgent repairs; and coordinate additional cleaning services, lawn care, and extermination services.

Due to the property location, the only neighbors sharing an immediate property line are at 2836 Wrights Way. We will discuss our management plan with these neighbors and encourage them to reach out to us at any time. All other neighbors are across the road or do not share an adjacent property line.

To limit the impact to neighbors and adjacent properties, all immediate neighbors will be provided the contact of the management team at Blue Ridge Escapes (reference Contact List, Appendix B). Neighbors may contact Blue Ridge Escapes for any noise complaints, maintenance issues or other complaints, as needed.

Residents will also be provided a list of expectations (Appendix C) to ensure all guests understand the boundaries of the property and how to respect all neighbors in the area.

Prepared by: James Crenshaw (property owner)

July 29, 2024

Appendix A - Blue Ridge Escapes, Short Term Rental Agreement

(attached PDF document)

Appendix B - Management Contact Information

Property Managers: Blue Ridge Escapes (AnB Investments, LLC)

Address: 350 Arbor Dr. #22 Christiansburg, VA 24068

BRE Management Point of Contact: TJ Beckett/Wally Andrus | 540-744-2911 | info@brescapes.com

Property Owners: James Crenshaw and Eric Smith

Address: 2836 Wrights Way Blacksburg, VA, 24060

Email: jamcrenshaw@gmail.com

Phone : 804-347-0886

Appendix C - What to expect during your stay

Welcome to our home at 2836 Wrights Way in beautiful Blacksburg, Virginia. We hope you enjoy your stay here. Here's a couple of expectations to keep in mind during your time here.

Please be respectful of our neighbors. This area is a hidden gem in Blacksburg, it's close to everything, but it's still nice and quiet up here. Please be mindful of everyone up here.

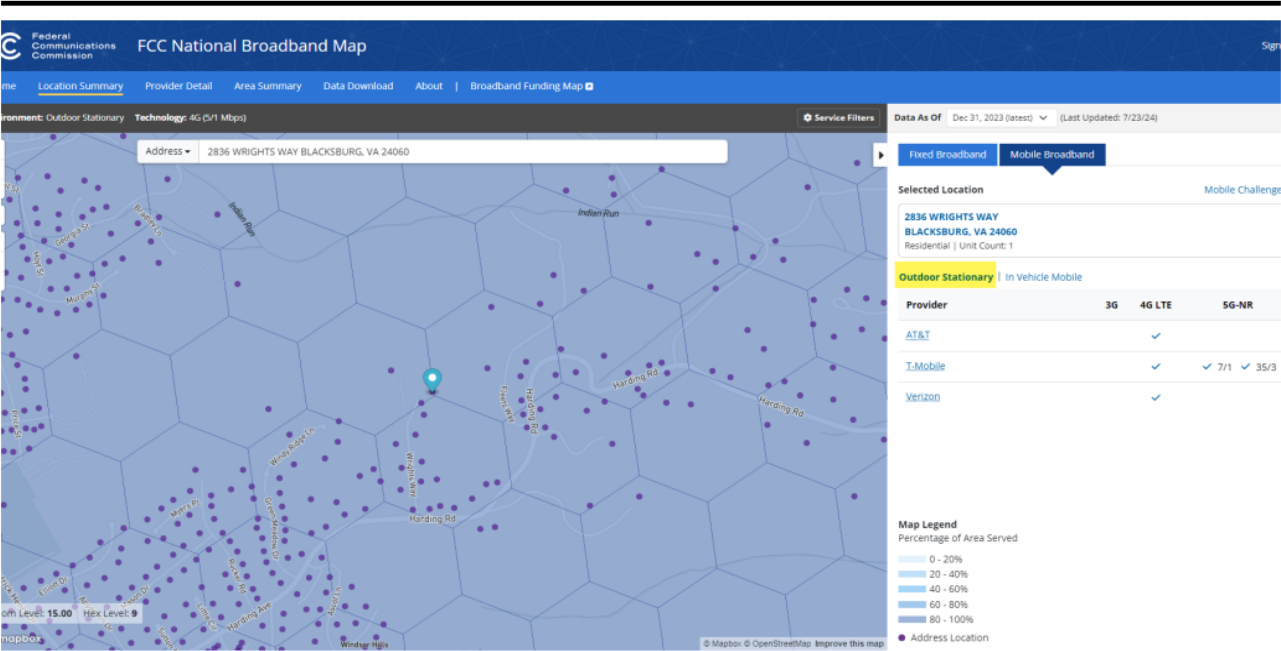
Do enjoy the nature around you. Spend plenty of time on the front and back porch enjoying all there is to see and hear. A beautiful and fully remodeled cabin in Blacksburg, just outside of the town limits. With stunning mountain views this will be your favorite mountain retreat.

We do allow dogs. Please clean up after your dog, and keep them on a leash if you take them outside. Occasionally, we get deer, turkey and sometimes bears on our mountain. Please do not feed any wildlife.

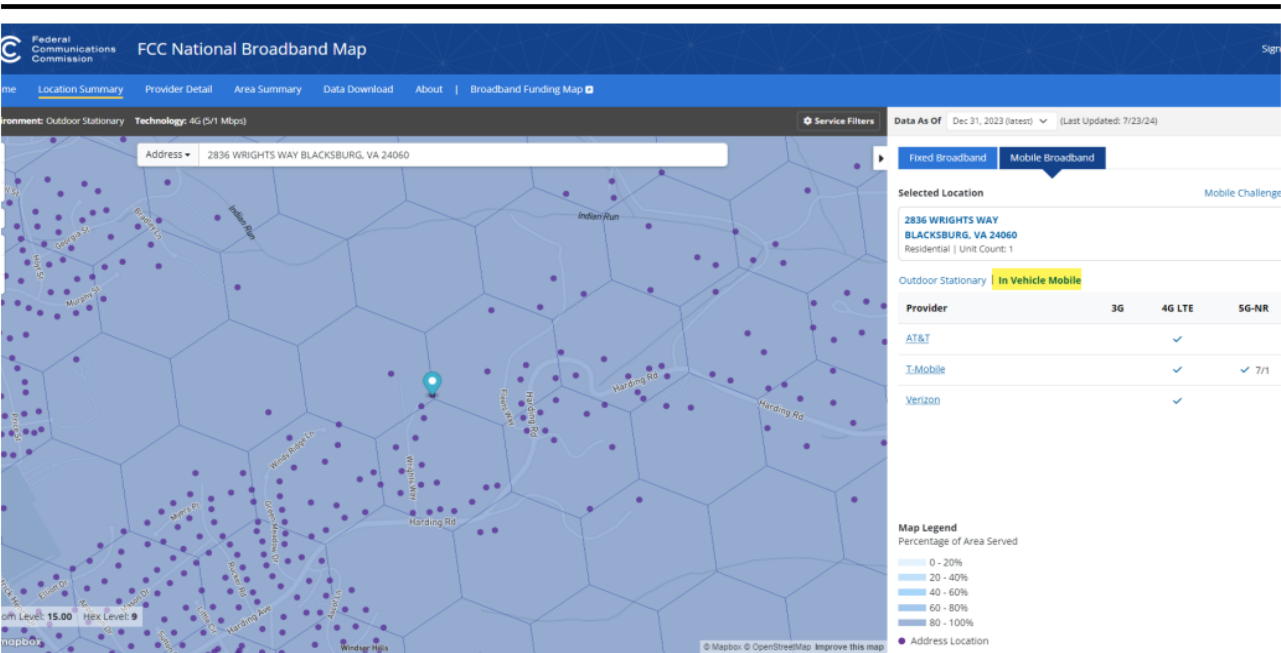
Please report any maintenance or safety concerns to Blue Ridge Escapes. We will do our best to address it as quickly as possible.

Most importantly, please enjoy your time here. We've spent a lot of time trying to make our home a peaceful getaway for all guests. We hope you enjoy it as much as we do.

2836 Wrights Way Cellular Service Coverage Map

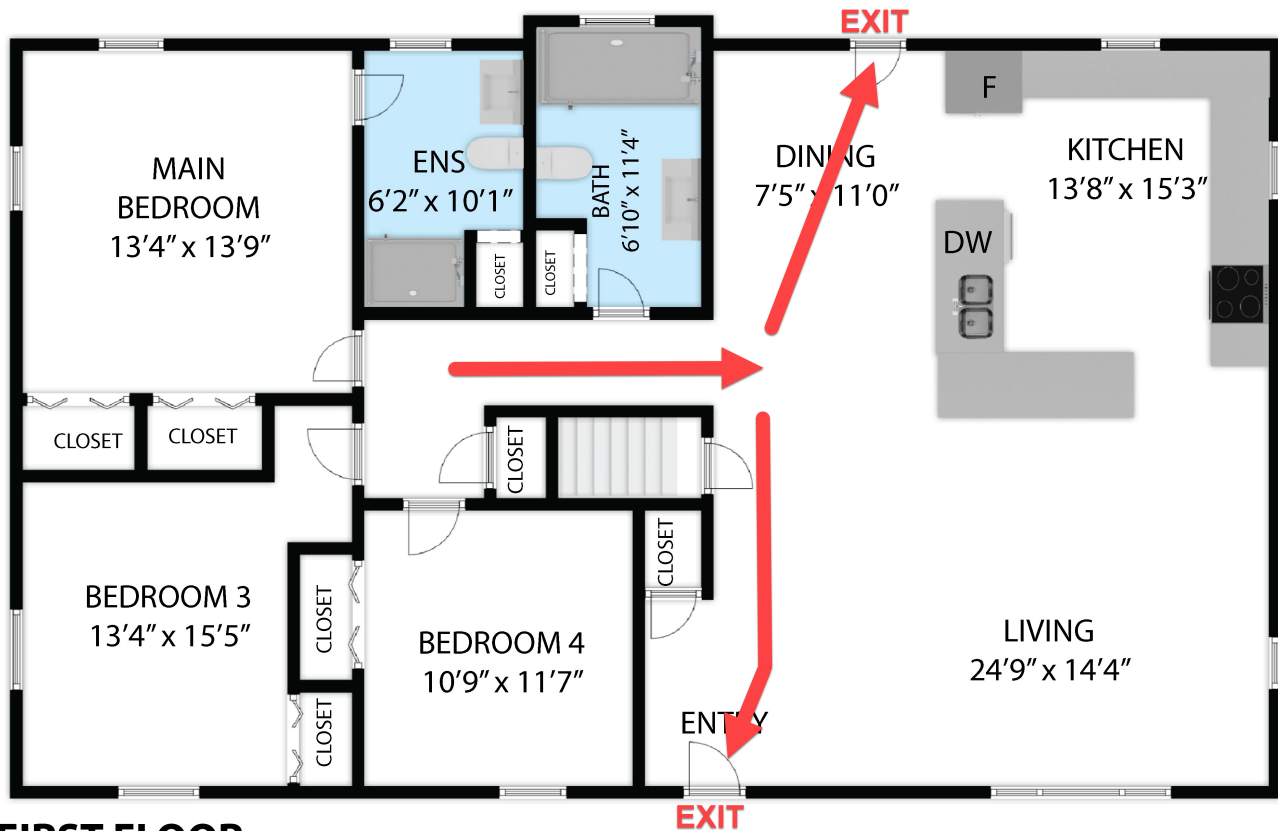


2836 Wrights Way Cellular Coverage (Outdoor Stationary)

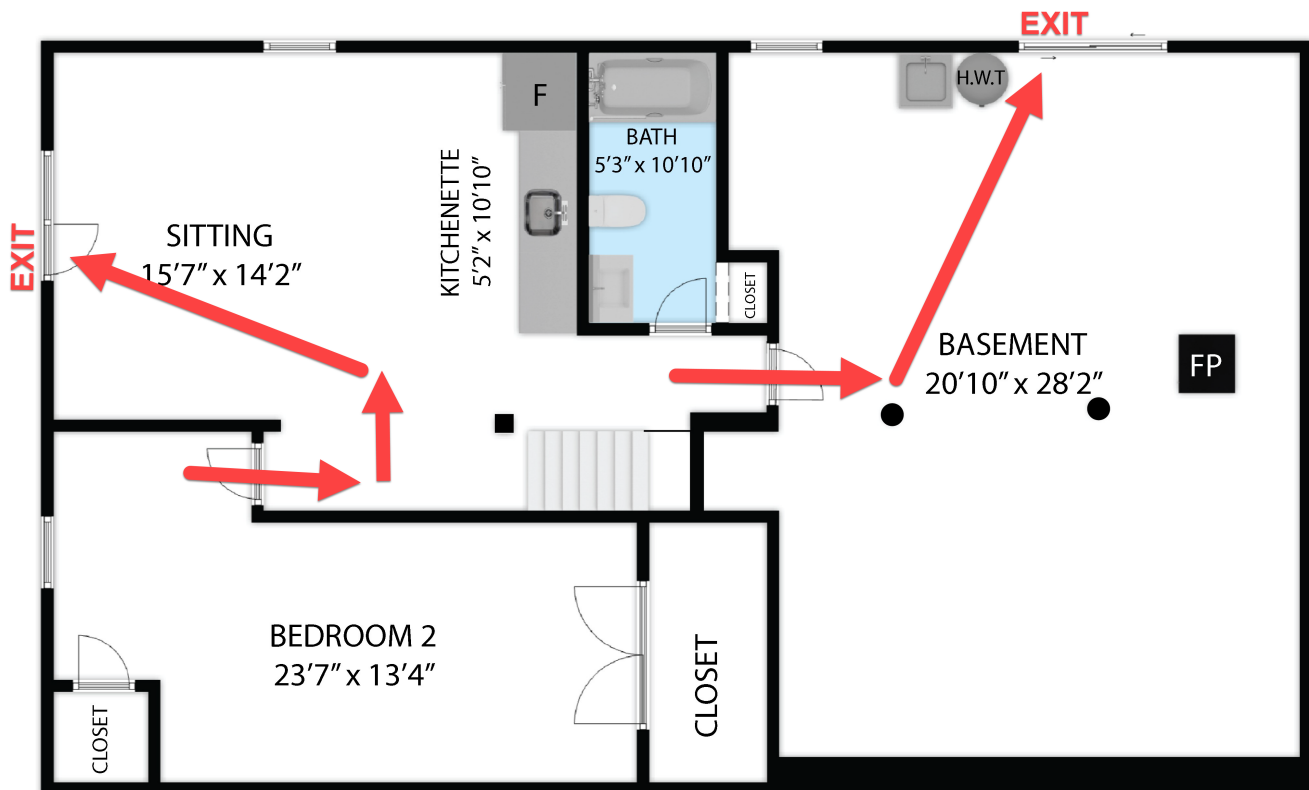


2836 Wrights Way Cellular Coverage (In Vehicle Mobile)

2836 Wrights Way Emergency Evacuation Plan (Dwelling)



FIRST FLOOR



BASEMENT

**2836 Wrights Way
Emergency
Evacuation Plan
(Neighborhood)**

2836 Wrights Way
Blacksburg, VA 24060

Wright's Way

Fleet's Way

Harding Rd

Juel Blvd

**2836 Wrights Way
Blacksburg, VA 24060**

Short Term Rental Co-Hosting Services Agreement

This agreement is between:

Blue Ridge Escapes, 295 Industrial Dr Suite C, Christiansburg VA 24073 (referred to as "Host")

AND

James Crenshaw and Eric Smith (referred to as "Owner")

2836 Wrights Way Blacksburg, VA 24060 (referred to as "Property")

July 29, 2024

1. Introduction:

This agreement outlines the terms for Host to provide short-term rental co-hosting services for Owner's property listed on platforms like Airbnb, VRBO, Google Vacations, and Blue Ridge Escapes.

2. Services:

In exchange for the agreed fee, Host will provide services including property listing optimization, pricing management, guest inquiries handling, one-time photoshoot coordination, housekeeping arrangement, and urgent repairs coordination. Excluded services can be discussed for an extra cost.

3. Obligations:

Owner agrees to provide accurate property information, maintain the property, comply with legal requirements, and cooperate with Host. Owner will also ensure availability of necessary items for guest comfort.

4. Availability Period and Minimum Agreement:

The property will be available for short-term rental management from (Start Date) to (End Date), with option for extension after the initial management period. Termination during the initial period incurs a break fee of \$1350. Fees of 20% for bookings obtained during the availability period but extending beyond termination will apply.

5. Cancellation or Refunds of Bookings:

Owner agrees to cover applicable cancellation charges, payment processing fees, and Host's fee in case of the property being unavailable for any bookings. Specific situations leading to cancellations could include being uninhabitable due to lack of heating, hot water, plumbing, electricity and Wi-Fi or due to gas leaks, water leaks, rodents, pests, lack of cleanliness or other such serious deficiencies.

6. Fee and Payment:

There is a one-time setup fee up to \$1000 and a monthly fee which equals 20% of the rents collected. The host pays cleaners directly and will bill the owner back for the cleaning fee collected on each booking. These fees will be collected on the billing statement monthly. Additional expenses for services like deep cleans, extermination, lawn care, and advertising may apply and will be billed separately.

7. Extra Charges:

Extra maintenance services are charged separately upon Owner's request.

8. Property Maintenance and Expenses:

Owner is responsible for property maintenance, including normal wear and tear. Host may incur emergency repair expenses up to \$500 per event on Owner's behalf.

9. Liability and Other:

Owner is responsible for property insurance. Host is not an insurer and does not guarantee income. Owner indemnifies Host against claims, and Host is not liable for third-party services or events beyond its control.

10. Miscellaneous:

The agreement is the entire understanding between the parties. It is governed by the laws of the Commonwealth of Virginia and the United States. Each party is an independent contractor, and no partnership is implied. The agreement is fair and reasonable, with provisions for validity and enforceability.

This Short Term Rental Management Services Agreement Agreed and accepted By:

Owner

Owner

Name

Name

Signature

Signature

Date

Date

Phone Number

Phone Number

Blue Ridge Escapes, LLC

Name _____ Title _____

Signature _____ Date _____

Appendix A Excluded Services

Host does not provide the following services as part of this agreement, however could assist in arranging and coordinating the services:

- Co-ordinating structural or major repairs or maintenance works on the Property
- External window washing
- Washing walls or repainting them
- Furniture treatment
- Animal waste removal
- Gardening, garden shed cleaning, patio cleaning
- Mold and/or bio-hazardous substance removal
- Industrial cleaning
- The lifting of heavy furniture
- Cleaning surfaces above arms reach
- Cleaning of heavily soiled areas

Appendix B Guest-Ready Checklist

<p>Bedroom</p> <ul style="list-style-type: none">• Four Pillows per bed• One duvet per bed• Mattress protector• Blackout curtains• Bedside lamps• Space to hang / store clothes• Hangers• Extra quilts for emergencies <p>Kitchen</p> <ul style="list-style-type: none">• Toaster• Kettle• Microwave• Dishwasher• Basic condiments for cooking* (for e.g. olive oil, salt, pepper, balsamic vinegar, sugar, basic spices etc)• 2 plates, 2 bowls, 2 coffee mugs, 2 glasses, 2 wine glasses per person• 2 forks, 2 regular spoons, 2 teaspoons, 2 knives per person• Frying pans, saucepans and stock-pots in basic sizes• Ladles*• Cutting knives and a chopping board• Peeler• Serving spoons• Pair of scissors <p>Living Room Essentials</p> <ul style="list-style-type: none">• Coffee table• TV + cable* (free view will do as well, but good to have Roku!)• Floor lamps• Books• Board / Card Games• Bathroom Essentials• Hairdryer	<ul style="list-style-type: none">• Toilet brush• Toothbrush holder• Small Bin with cover• Bathroom Furnishings• Full-length mirror• Toilet roll holder• Rack or cabinet space for towels and guests' toiletries• Shower curtains for a bath-tub if necessary <p>Cleaning Essentials</p> <ul style="list-style-type: none">• Mop and Bucket• Vacuum cleaner and 1 pack of bags• Multi-surface cleaning liquid• Dustpan & brush• Dishwasher tablets• Washer detergent tablets• Dishwasher salt• Diffuser liquid for bathrooms/room freshener• Febreze fabric freshener <p>Other Home Essentials</p> <ul style="list-style-type: none">• Working wi-fi• Iron & Ironing Board• Washing Machine• Clothes Stand (Even if a tumble dryer is present!)• Wine opener• Bottle opener• Extension Cord• Extra batteries for remote controls• Extra bulbs for lamps & ceiling down-lights with correct wattage and specs• Wifi Deadbolt Lock
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Commonwealth of Virginia

Application for: ☒ Sewage System ☐ Water Supply

VDH Use only

Health Department ID# _____

Due Date _____

Owner Eric Smith

Mailing Address 3340 Keichtee Drive

Richmond, VA 23225

Agent JB Snelson, OSE

Mailing Address 2094 Stonewall Road NE

Check, VA 24072

Site Address 2836 Wrights Way

Blacksburg, VA 24060

Phone 804-512-5578

Phone _____

Fax _____

Phone 804-241-0153

Phone onsitepercs@gmail.com

Fax _____

Email eric.smith.913@gmail.com

Directions to Property: US-460W to US 460W Bus(S Main St), RIGHT on Harding Ave, LEFT on Wrights Way, house is last on RIGHT

Subdivision _____ Section _____ Block _____ Lot _____

Tax Map 041-A 38C Other Property Identification _____ Dimension/Acreage of Property 0.706

Sewage System

Type of Approval: Applicants for new construction are advised to apply for a certification letter to determine if land is suitable for a sewage system and to apply for a construction permit (valid for 18 months) **only when ready to build.**

☐ Certification Letter ☐ Construction Permit ☐ Voluntary Upgrade ☐ Repair Permit ☒ Minor Modification

Proposed Use:

Single Family Home (Number of Bedrooms 4) Multi-Family Dwelling (Total Number of Bedrooms _____)

Other (describe) Short-term rental, max 8-10 guests, occupied not more than 4 consecutive days, 20days/month

Basement? ☒ Yes ☐ No

Walk-out Basement? ☒ Yes ☐ No

Fixtures in Basement ☒ Yes ☐ No

Conditional permit desired? ☒ Yes ☐ No

If yes, which conditions do you want?

☒ Reduced water flow ☐ Limited Occupancy ☒ Intermittent or seasonal use ☐ Temporary use not to exceed 1 year

Do you wish to apply for a betterment loan eligibility letter? ☐ Yes ☒ No *There is a \$50 fee for determination of eligibility.

Water Supply

Will the water supply be ☐ Public or ☒ Private?

Is the water supply ☒ Existing or ☐ Proposed?

If proposed, is this a replacement well? ☐ Yes ☐ No

If yes, will the old well be abandoned? ☐ Yes ☐ No

Will any buildings within 50' of the proposed well be termite treated? ☐ Yes ☐ No

Well Type (e.g. domestic use, agricultural, irrigation, etc.) Domestic Use

All Applicants

Is this property intended to serve as your (owners) principal place of residence? ☐ Yes ☒ No

All applications must be accompanied by private sector evaluations and designs, unless a petition for VDH services is approved. Is a Petition for Service form attached? ☐ Yes ☒ No

In order for VDH to process your application for a sewage system you must attached a plat of the property and a site sketch. For water supplies, a plat of the property is recommended and a site sketch is required. The site sketch should show your property lines, actual and/or proposed buildings and the desired location of your well and/or sewage system. When the site evaluation is conducted the property lines, building location and the proposed well and sewage sites must be clearly marked and the property sufficiently visible to see the topography. I give permission to the Virginia Department of Health to enter onto the property described during normal business hours for the purpose of processing this application and to perform quality assurance checks of evaluations and designs certified by a private sector Onsite Soil Evaluator or Professional Engineer as necessary until the sewage disposal system and/or private water supply has been constructed and approved.

Signature of Owner/ Agent _____

Date _____

This form contains personal information subject to disclosure under the Freedom of Information Act. Revised 7/1/2019

Minor Mod - Conditional

OSE/PE Report For:

Construction
PermitRepair
PermitVoluntary Upgrade
PermitCertification
LetterSubdivision
Approval

Property Location:

911 Address: 2836 Wrights Way City: Blacksburg

Lot _____ Section _____ Subdivision _____

GPIN or Tax Map # 041-A 38C Health Dept ID # _____Latitude 37.246028 Longitude -80.395019

Applicant or Client Mailing Address:

Name: Eric SmithStreet: 3340 Keichtee DriveCity: Richmond State VA Zip Code 23225

Prepared by:

OSE Name Jonathan B. Snelson License # 1940001545Address 2094 Stonewall Rd NE Ph: 804-241-0153City Check State VA Zip Code 24072

PE Name _____ License # _____

Address _____

City _____ State _____ Zip Code _____

Date of Report 7/24/2024 Date of Revision #1 _____

OSE/PE Job # _____ Date of Revision #2 _____

Contents/Index of this report (e.g., Site Evaluation Summary, Soil Profile Descriptions, Site Sketch, Abbreviated Design, etc.)

Page 1 - Well and Septic Application

Page 4 - Design Calcs/ Abbreviated Design

Page 2 - OSE/PE Cover page

Page 5 - Site Sketch

Page 3 - System Specs

Page 6 - GIS

Certification Statement

I hereby certify that the evaluations and/or designs contained herein were conducted in accordance with the applicable provisions of the Sewage Handling and Disposal Regulations (12 VAC5-610), the Private Well Regulations (12 VAC5-630), the Regulations for Alternative Onsite Sewage Systems (12VAC5-613) and all other applicable laws, regulations and policies implemented by the Virginia Department of Health. I further certify that I currently possess any professional license required by the laws and regulations of the Commonwealth that have been duly issued by the applicable agency charged with licensure to perform the work contained herein. The potential for both conventional and alternative onsite sewage systems has been discussed with the owner/applicant.



The work attached to this cover page has been conducted under an exemption to the practice of engineering, specifically the exemption in Code of Virginia Section 54.1-402.A.11

I recommend that a (select one): construction permit ☐ certification letter ☐ subdivision approval ☐ be (select one) Issued ☒
 repair permit ☐ voluntary upgrade ☐ Denied ☐

OSE/PE Signature _____

Date 7/24/2024

System Specifications

VDH Use Only

HDIN: _____

Application Information	
Name: <u>Eric Smith</u>	Address: <u>3340 Keightee Drive</u>
Phone: <u>804-512-5578</u>	<u>Richmond, VA 23225</u>
Location Information	
Tax Map/GPIN #: <u>041-A 38C</u>	Property Address: <u>2836 Wrights Way, Blacksburg, VA 24060</u>
Subdivision: _____	Section: _____ Block: _____ Lot: _____
Directions: <u>US-460W to US 460W Bus(S Main St), RIGHT on Harding Ave, LEFT on Wrights Way, house is last on RIGHT</u>	
General Information	
Property Type (e.g. residential): <u>Single Family Residence</u>	Number of Bedrooms: <u>4</u>
Daily Flow: <u>450</u> gpd	Conditions: <u>limited occupancy / intermittent use</u>
Notes: <u>Short-term rental, max 8-10 guests, occupied not more than 4 consecutive days, 20days/month. install water-saving fixtures, limit access to laundry</u>	
Sewer Line	
Diameter: <u>4</u> in. Material: <u>Sch40 PVC</u>	(or equivalent) Notes: <u>existing, permit 160-86-0237</u>
Pretreatment Unit(s)	
Treatment Level: <u>TL-1 (Septic Tank Effluent)</u>	Septic Tank Capacity: <u>1000min</u> gallons
Number of Septic Tanks <u>1</u>	Size of Septic Tank(s) <u>1000ml</u> gallons
Per the Sewage Handling and Disposal Regulations, check which option(s) chosen:	
<input checked="" type="checkbox"/> Septic tank with inspection port <input type="checkbox"/> Septic tank with effluent filter <input type="checkbox"/> Reduced maintenance septic tank	
Secondary treatment device(s), if applicable: <u>N/A</u>	
Notes: <u>existing, permit 160-86-02374" Sch40 PVC T's, 1-2" fall from inlet to outlet. ****Effluent filter recommended***</u>	
Conveyance Line	Distribution Method and Header Lines
Conveyance Method: <u>Gravity</u>	Distribution Method: <u>Distribution Box</u>
If pumping, include pump specifications sheet.	No. of boxes: <u>1</u> No. of outlets: _____
Material: <u>Sch.40 PVC</u> Diameter: <u>4"</u>	Surge or splitter box required: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Notes: <u>existing, permit 160-86-0237</u>	Header Line Material: <u>4" diameter, minimum 1500# crush strength</u>
Percolation Lines/Absorption Area	
Dispersal Method (e.g. laterals, pad, mound): <u>laterals</u>	
If using pressure dispersal (e.g. drip), include pressure dispersal specifications sheet.	
No. of laterals/pads: <u>5</u>	Length of lateral(s)/pad(s): <u>75</u> ft. Width of lateral(s)/pad(s): <u>36</u> in.
Center to center spacing: <u>9</u> ft.	Installation depth: _____ in. Aggregate depth: _____ in.
Size/Type of Aggregate: _____	Lateral/pad slope: <u>2'-4"</u> in. per <u>100</u> ft.
Reserve Area Provided: <u>50</u> %	Notes: <u>existing, permit 160-86-0237</u>
Please Note: _____	

Design Calculations / Abbreviated Design:

of Bedrooms: 4

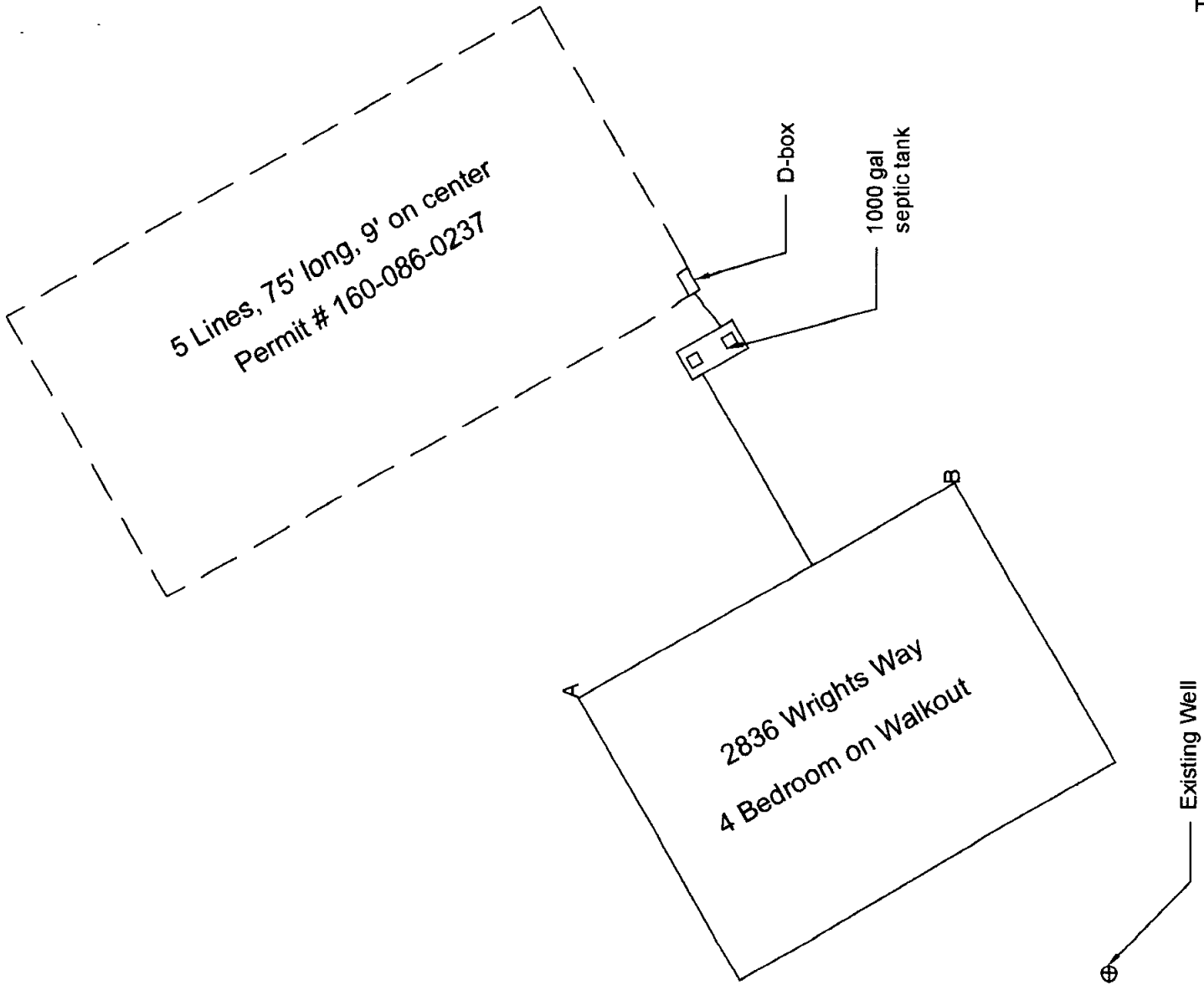
Flow (GPD): 450 gpd

EPR : +/-45-50mpi (per existing permit)

Original permit 160-86-0237 was for 450 GPD. The current owner purchased home as a 4 bedroom (bedroom was added in basement prior to current owner- county records show 4 bedrooms) with plans to use the home for weekend trips and possibly as short-term term rental for events around B'burg/ Virginia Tech for 8-10 occupants. The owner currently has no intention to use the home as a full time residence.

The septic tank and distribution box were pumped, cleaned, and inspected by Doss's septic on or about 7/10/2024 and inspected by OSE JB Snelson # 1940001545 on 7/19/2024. The septic tank, distribution box, and sewer and conveyance lines were found to be in good working order. Fall checked across tank T's was appropriate (+/-1") and d-box was level and in-time, with 5 lines leaving

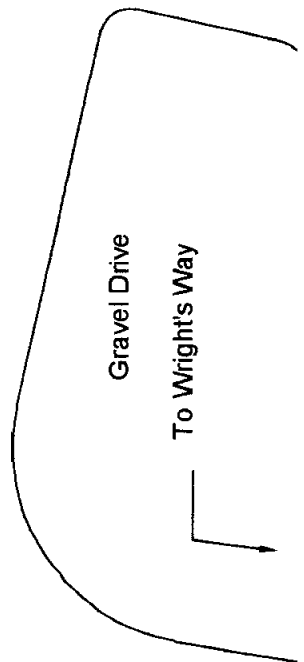
Eric Smith
2836 Wrights Way
Blacksburg, VA 24060
TM# 041-A 38C
Minor Modification (Conditional Permit)
Site Sketch
7/19/2024



	A	B
Tank	48'	33'
D-Box	54'	41'



1" = 20'



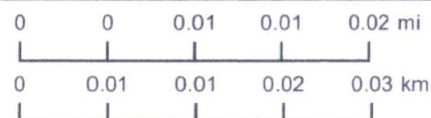
ParcelLand Viewer

-  Corporate Line
-  Tax Parcels



*For reference purposes only.
Not to be used as an official
legal document.

Scale: 1:564



Map by Montgomery County VA web
map viewer 7/24/2024