

**CITY OF COPPELL  
PLANNING DEPARTMENT**

**STAFF REPORT**

**CASE No.: S-1266-SF-7, – 1334 Bradford Dr. (STR)**

**P&Z HEARING DATE:** September 21, 2023

**C.C. HEARING DATE:** October 10, 2023

**STAFF REP.:** Mary Paron-Boswell, AICP Senior Planner

**LOCATION:** 1334 Bradford Dr.

**SIZE OF AREA:** 0.201 acres

**CURRENT ZONING:** SF-7 (Single-Family -7)

**REQUEST:** SF-7 (Single-Family-7) to S-1266-SF-7 (Special Use Permit 1266 – Single-Family 7) to approve a short-term rental on 0.201 acres of property located at 1334 Bradford Dr., at the northwest corner of Bradford Dr. and Riverchase Dr. at the request of Steve & Marcia Allen, the property owners.

**APPLICANT:** **Owner:**  
Steve & Marcia Allen  
1334 Bradford Dr.  
Coppell, TX 75019  
404-993-3500  
Ladyrushabout10@gmail.com

**HISTORY:** On May 30, 2023, the Coppell City Council approved an ordinance amending the Code of Ordinances, Chapter 12, Article 30 (S or SUP, Special Use Permits) defining and establishing Special Use Permit requirements for lodging houses (short-term rental,(STRs), bed and breakfasts, boarding homes, hostels, vacation homes, and corporate housing) within SF-7, SF-9, SF-12, SF-18, SF-ED and H Districts.

All existing and future short-term rentals will be required to have a Special Use Permit (SUP) in addition to registering with the city, in order to legally operate in the City of Coppell.

**HISTORIC COMMENT:** This property has no noted historical significance.

**TRANSPORTATION:** Bradford Drive is a local street; Riverchase Dr. is a 2-lane undivided road.

**SURROUNDING LAND USE & ZONING:**

North: Residential (SF-7)  
South: Residential (SF-7)  
East: Residential (SF-7)  
West: Residential (SF-7)

**COMPREHENSIVE PLAN:**

*Coppell 2030, A Comprehensive Master Plan*, shows this property as appropriate for Residential Neighborhood.

**DISCUSSION:**

The applicant has owned the home since 2013 and has a homestead exemption. The home received a permit for an STR in has been used for short-term rentals since January of 2019. This home has one bedroom for rent with a maximum of two (2) guests and is proposing to continue with this same setup, with the owners of the property residing here as well.

**Site Plan**

The residence is located at the northwest corner of Riverchase Drive and Bradford Dr. The single-family home has a two-car garage on the alley side and an additional 2-4 spaces on the driveway for guest vehicles to park. Guests have access to the guest bedroom, a private bathroom adjacent to the bedroom and can share the backyard patio and pool/hot tub with the family outside. There are no signs on the buildings indicating that it is a STR. The site is listed on the Airbnb website and the applicant is listed as a “Superhost” (4.99/5). Superhosts are hosts that go above and beyond in their hosting duties, are top-rated, experienced at making their guests welcome, provide outstanding hospitality, and are considered reliable and responsive.

Staff has communicated with Code Compliance and the Police Department and there have been no complaints for this address related to the STR. Staff has confirmed with the Finance Department that the applicant is up to date on paying their quarterly HOT taxes and submitting them to the city. Part of the current process for having a STR is registering with the city, which will still be required should this case be approved.

Staff is in support of the proposal and recommends approval.

**RECOMMENDATION TO THE PLANNING AND ZONING COMMISSION:**

Staff is recommending APPROVAL of the request subject to the following conditions:

1. PD Conditions:
  - a. To obtain a STR permit prior to their current one expiring.
  - b. Notify staff of any change of property ownership.

**ALTERNATIVES:**

1. Approval of the request
2. Denial of the request
3. Modification of the request
4. Take the case under advisement to a future date

**ATTACHMENTS:**

1. Site Plan
2. Parking Plan
3. Floorplan for Room Rental
4. Guest Brochure
5. Photos
6. Airbnb Listing