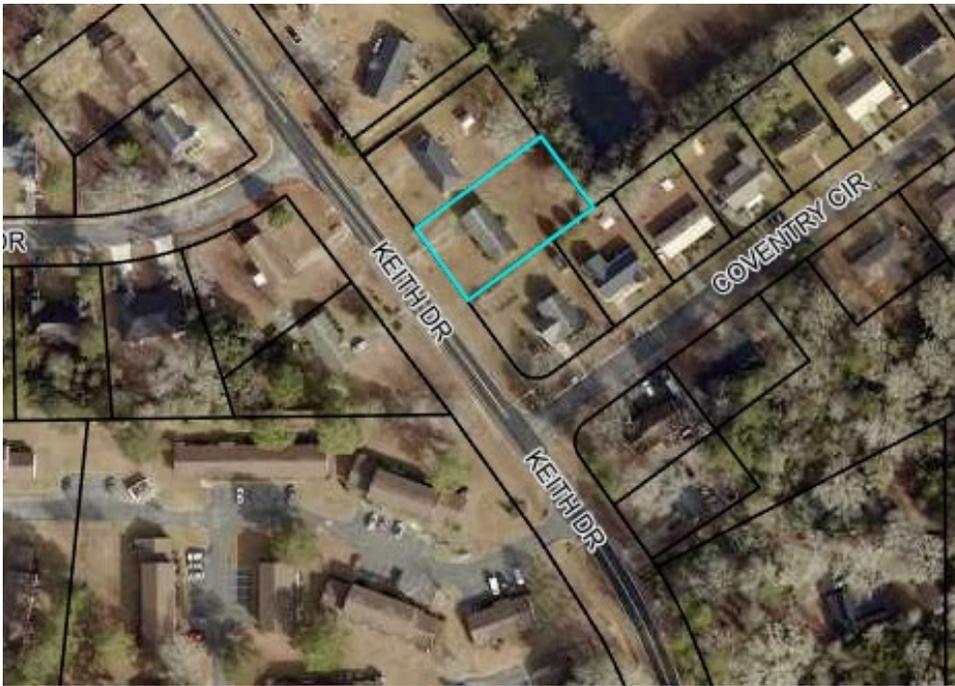


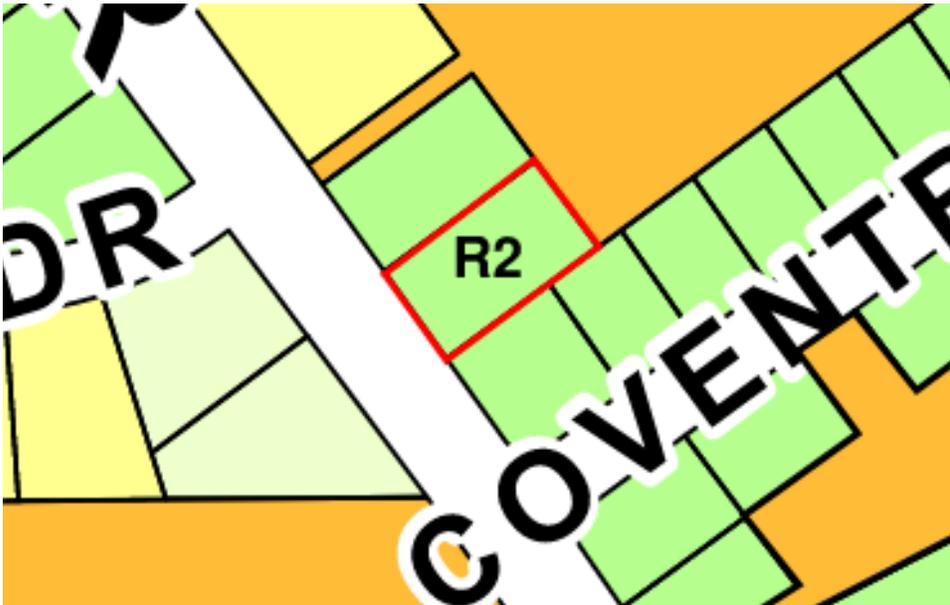
SUSE-0007-2026

1306 Keith Dr

Request for Special Exception
to allow a short-term rental



Aerial



Zoning



Character Area



Where Georgia comes together.

STAFF REPORT

From the Department of Community Development
March 2, 2026

CASE NUMBER: SUSE-0007-2026
APPLICANT: Leonard Samples
REQUEST: A Special Exception to allow short-term residential rental
LOCATION: 1306 Keith Dr; Tax Map No. 0P44B0 04000

REQUEST ANALYSIS: The subject property owner proposes to offer the entire **3-bedrooms/2-bath** house for short-term rental for a maximum of **6 occupants**. The subject premises was inspected for compliance with minimum health and safety requirements for use and occupancy (per Section 2-3.6) and passed.

Standards for Short-term Rental Properties (Section 4-3.5 of the LMO)	
1,000-foot buffer from another STR and only one STR per premises	Complies
Designation of local contact person	Complies
Host Rules addressing: <ul style="list-style-type: none"> • Maximum occupancy of 6 persons • Parking restrictions; on-premises parking of up to 4 vehicles • Noise restrictions • On-premises curfew • Prohibition of on-premises events 	Complies
Trash pick-up plan	Complies
Required written rental agreement	Complies
Proof of required active insurance policy	Complies
Application for City of Perry Occupational Tax Certificate	Complies
Other standards will be addressed with the issuance of an STR permit	

STANDARDS FOR SPECIAL EXCEPTIONS:

- 1. Are there covenants and restrictions pertaining to the property which would preclude the proposed use of the property?*

The applicant asserts that there are no covenants or restrictions that pertain to the premises or prevent it from being used as a short-term residential rental.

- 2. Does the proposed use comply with the Comprehensive Plan and other adopted plans applicable to the subject property?*

The proposed use does fit with the residential development pattern the City follows, according to the current Comprehensive Plan. This parcel falls in a Suburban Residential character area, which calls for a mix of housing offerings. The dwelling is being used as a residence, which also complies with surrounding land uses. Shortening the length of time a person lives in the dwelling does not disqualify it as a residence.

3. *Will the proposed use impact traffic volume or traffic flow and pedestrian safety in the vicinity?*

There should be no adverse effects on pedestrian or vehicular traffic flow and safety. Traffic should not increase beyond what is expected for a home of this size with long-term residents.

4. *Will the hours and manner of operation of the proposed use impact nearby properties and uses in the vicinity?*

The dwelling unit is still being treated as a residence and is, therefore, not operating outside of what is normally expected of a traditional residence. Shortening occupants' length of time within the dwelling does not affect nearby properties in the area.

5. *Will parking, loading/service, or refuse collection areas of the proposed use impact nearby properties and uses in the vicinity, particularly with regard to noise, light, glare, smoke, or odor?*

Occupants are required to abide by City ordinances related to trash collection, noise, parking, and all other applicable ordinances. The owner has also added an additional parking pad to the yard to allow for turnarounds and additional space for vehicles.

6. *Will the height, size, and/or location of proposed structures be compatible with the height, size, and/or location of structures on nearby properties in the vicinity?*

The structure is an existing, single-family home.

7. *Is the parcel a sufficient size to accommodate the proposed use and the reasonable future growth of the proposed use?*

The parcel is sufficient for the proposed use, and there is currently no future growth expected in this area.

8. *Whether the proposed use will cause an excessive burden on existing streets, utilities, city services, or schools.*

Utilities and city services are already available in the area; schools should not be affected at all by an increase in the frequency of occupants. City streets should not be affected beyond what is expected for a single-family home.

STAFF RECOMMENDATION: Staff recommends approval of the application as submitted.

NOTE: Receipt of an application does **NOT** guarantee final approval by the City of Perry's governing bodies.



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Application # SUSE
0007-2026

Application for Special Exception

Contact Community Development (478) 988-2720

*Indicates Required Field

	*Applicant	*Property Owner
*Name	Leonard H Samples	Leonard H Samples
*Title	Owner	Owner
*Address	206 Brampton Way, Perry Ga 31069	Same
*Phone	[REDACTED]	Same
*Email	[REDACTED]	Same

Property Information

*Street Address	1306 Keith Drive, Perry, Ga 31069	
*Tax Map Number(s)	0P44B0 040000	*Zoning Designation R2

Request

*Please describe the proposed use: Short Term Leasing

Instructions

- ✓ 1. The application and *\$325.00 fee (made payable to the City of Perry) must be received by the Community Development Office or filed on the online portal no later than the date reflected on the attached schedule.
- ✓ 2. *The applicant/owner must respond to the 'standards' on page 2 of this application (The applicant bears the burden of proof to demonstrate that the application complies with these standards). See Sections 2-2 and 2-3.5 of the Land Management Ordinance for more information. You may include additional pages when describing the use and addressing the standards.
- ✓ 3. *For applications in which a new building, building addition and/or site modifications are proposed, you must submit a site plan identifying such modifications.
- ✓ 4. The staff will review the application to verify that all required information has been submitted. The staff will contact the applicant with a list of any deficiencies which must be corrected prior to placing the application on the planning commission agenda.
- ✓ 5. Special Exception applications require an informational hearing before the planning commission and a public hearing before City Council. Public notice sign(s) will be posted on the property at least 15 days prior to the scheduled hearing dates.
- ✓ 6. *The applicant must be present at the hearings to present the application and answer questions that may arise.
- ✓ 7. The applicant and property owner affirm that all information submitted with this application, including any/all supplemental information, is true and correct to the best of their knowledge and they have provided full disclosure of the relevant facts.
- ✓ 8. *Signatures:

*Applicant	- Leonard H Samples	*Date	1-14-2026
*Property Owner/Authorized Agent	Leonard H Samples	*Date	1-14-2026

Standards for Granting a Special Exception

The applicant bears the burden of proof to demonstrate that an application complies with these standards.

Are there covenants and restrictions pertaining to the property which would preclude the uses permitted in the proposed zoning district? **No covenants or restrictions in area.**

(1) Whether the proposed use complies with the Comprehensive Plan and other adopted plans applicable to the subject property; **Property complies with all comprehensive plans.**

(2) Whether the proposed use would impact traffic volume or traffic flow and pedestrian safety in the vicinity; **No adverse impact to existing traffic, or safety concerns to pedestrians in the vicinity.**

(3) Whether the hours and manner of operation of the proposed use would impact nearby properties and uses in the vicinity; **No adverse operations will impact nearby properties or uses in the vicinity.**

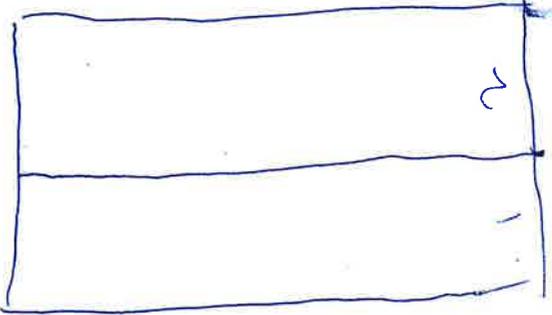
 (4) Whether parking, loading/service, or refuse collection areas of the proposed use would impact nearby properties and uses in the vicinity, particularly with regard to noise, light, glare, smoke, or odor; **No adverse refuse collection will impact nearby properties, trash collection will be conducted with scheduled city collections.**

(5) Whether the height, size, and/or location of proposed structures is compatible with the height, size, and/or location of structures on nearby properties in the vicinity; **Property is an existing home, build in 1982**

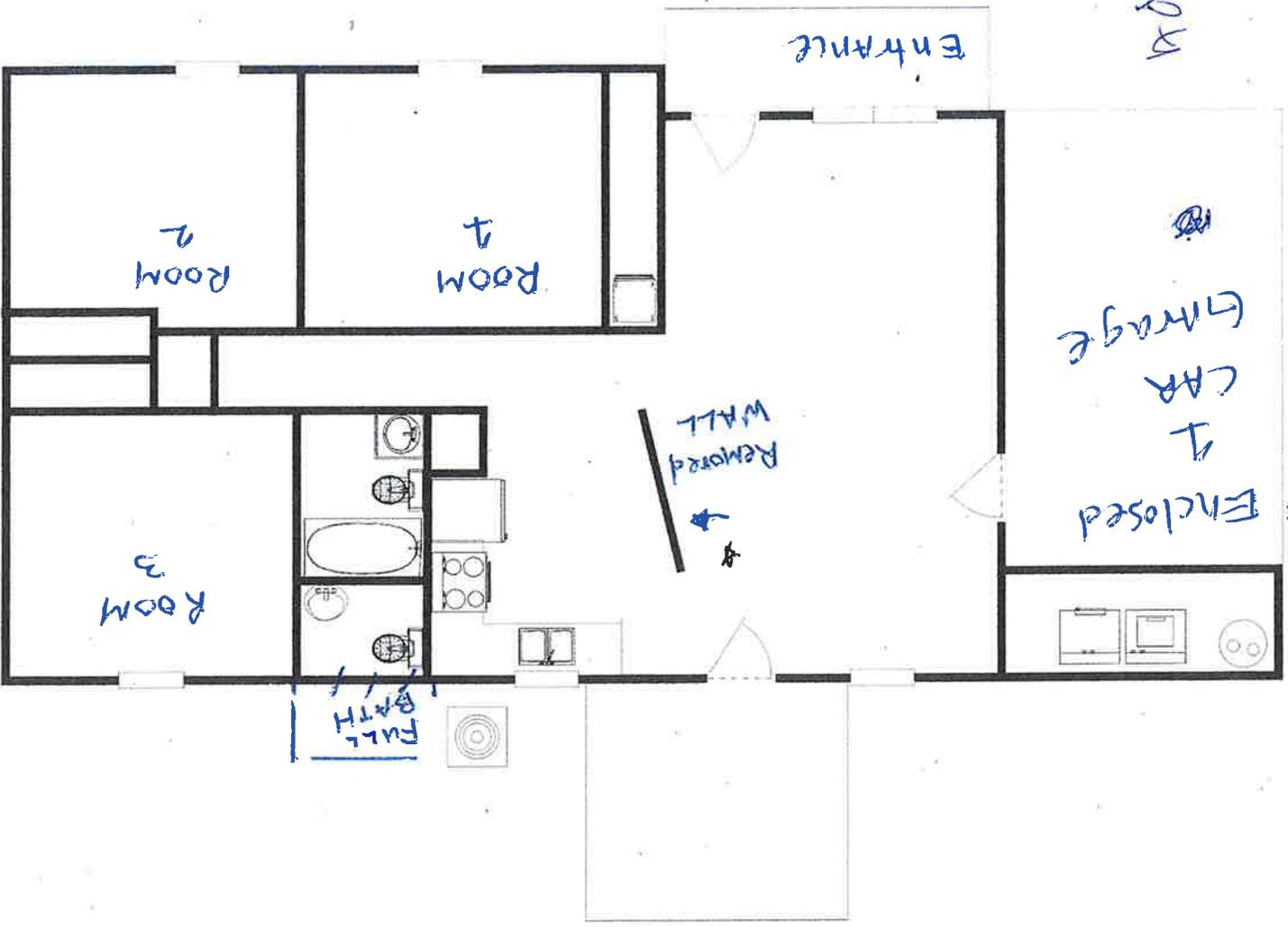
(6) Whether the parcel is of sufficient size to accommodate the proposed use and the reasonable future growth of the proposed use; and **Property will accommodate all and/or any new accommodations for the growth of the city of Perry, Ga.**

(7) Whether the proposed use will cause an excessive burden on existing streets, utilities, city services, or schools. **Property will not create any adverse or burdens to existing streets, utilities, city services, or schools.**

Keith Drive ←



Garage
Kitchen



1306 Keith Drive
Perry, GA 31069

HOUSE RULES

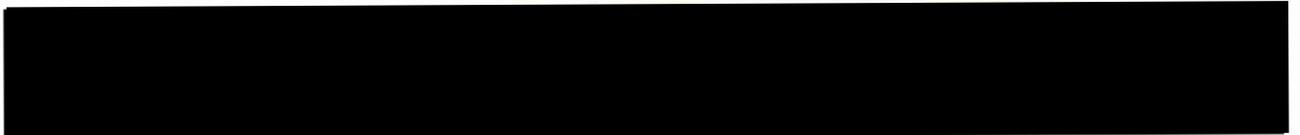
PLEASE:

- 1. NO PARTIES**
- 2. ONLY 6 PEOPLE IN HOUSE (CALL HOST FOR EXCEPTIONS)**
- 3. CLEAN UP AFTER YOURSELF (*DISHES, TRASH*)**
- 4. LEAVE BEDDING (*SHEETS and TOWELS*) ON FLOOR IN ROOMS**
- 5. CONTACT HOST IF ANYTHING BREAKS OR IS DAMAGED**
- 6. NO PETS (*CERTIFIED ASSISTANT PETS ONLY*)**
- 7. DO NOT TOUCH THERMOSTAT (*OFF/ON ONLY*); IT IS PRE-SET AND CANNOT BE CHANGED (*CALL HOST FOR ANY ISSUES*)**
- 8. NO SLEEPING ON LIVING ROOM FURNITURE**
- 9. NO SMOKING OF ANY KIND**

PARKING RULES:

**PLEASE PARK IN DESIGNED PARKING ON SIDE OF DRIVEWAY.
DO NOT BLOCK THE DRIVEWAY**

CHECKOUT TIME IS- 11:00 AM





USAA General Indemnity Company
 9800 Fredericksburg Road
 San Antonio, TX 78288

RENTAL PROPERTY INSURANCE POLICY SUMMARY

Existing USAA Rental Property Insurance Policy Summary

January 15, 2026

Dear Mr. Samples Sr.,

We're writing to provide the following summary of the USAA rental property policy:

Effective Date of Policy: April 15, 2025 12:01 a.m. standard time
Policy Expiration Date: April 15, 2026 12:01 a.m. standard time
Policy Location: 1306 KEITH DR,
 PERRY, GA 31069
Policy Number: [REDACTED]
Named Insured: LEONARD H SAMPLES SR

Description of coverage(s)
Dwelling coverage: \$209,000
Home Protector: Not Included
Personal belongings: \$5,000
Personal liability: \$1,000,000
Medical payments: \$5,000
Deductible(s)
All other perils: \$2,000
Wind and hail: 2.00%(\$4,180)
Revised Annual Premium: \$1,207.96

Mortgage Clause: NAVY FEDERAL CREDIT UNION
 ISAOA/ATIMA
 PO BOX 100598
 FLORENCE, SC 29502-0598

Loan Number: [REDACTED]

Your Home Protector coverage, if included, provides you an additional 25% of dwelling coverage. Policy terms, conditions and exclusions apply.

1/20/2026



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CITY OF PERRY, GEORGIA
APPLICATION FOR OCCUPATIONAL TAX CERTIFICATE
Post Office Box 2030 - 1211 Washington Street – Perry, Georgia 31069
Office 478-988-2740 Fax 478-988-2748
Dajsha.Robinson@perry-ga.gov

- New
- Renewal
- Change

Business Name Leonard Samples Phone Number 

Type of Business: Short Term Rental

Business physical location 1306 Keith drive, Perry, GA 31069

Business mailing address _____
Street or P O Box City State Zip

Number of employees (including manager) 1 NAICS Code _____

Full legal name of applicant Leonard H Samples
(Applicant must provide current legal driver's license)

Applicant date of birth  Social Security Number 

Applicant Contact Information:

Residence Address 206 Brampton way Perry, GA 31069
Street City State Zip

Cell Phone Number  Home Phone Number _____

Work Phone Number _____ Email LennyATYA@gmail.com

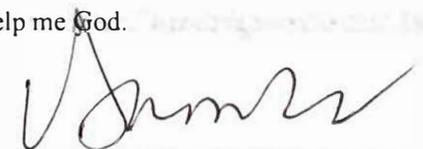
Full legal name of Owner/Manager/Agent Leonard H Samples

Full legal name of entity operating business _____

Full legal name of persons/entities having 20% or more interest in operating entity.
Leonard H Samples

Business federal employer identification number _____ Please list any other associated trade names for the business _____

I, the applicant hereinabove set forth, after being duly sworn, under oath states the foregoing information is true and correct to my best knowledge and belief.

So help me God.

Applicant Signature

1-20-2026
Date



Where Georgia comes together.

Application for Home Occupation

Contact Community Development (478) 988-2720

Applicant/Owner Information

*Indicates Required Field

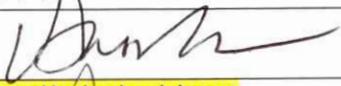
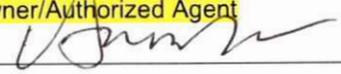
	Applicant	Property Owner/Manager
*Name	Leonard H Samples	owner
*Title	owner	
*Address	1306 Brampton way, Perry, GA 31069	
*Phone	[REDACTED]	
*Email	[REDACTED]	
	<input checked="" type="checkbox"/> Owner	<input type="checkbox"/> Tenant

Property Information

*Business Name	Leonard H Samples
*Street Address	1306 Keith drive, Perry, GA 31069

Instructions

- The completed application must be submitted to the Community Development office for approval prior to applying for a business license.
- The applicant/owner must describe the business operations below (you may attach a separate sheet of paper).
- Please read carefully: The applicant and property owner affirm that all information submitted with this application; including any/all supplemental information is true and correct to the best of their knowledge and they have provided full disclosure of the relevant facts. The applicant has read and understands Sections 4-4.2 and 4-4.3(C) of the Land Management Ordinance (LMO) and believes the proposed business complies with these standards.
- Signatures:

*Applicant		*Date 1-20-26
*Property Owner/Authorized Agent		*Date 1-20-26

Business Description

- Please describe the business in detail. Describe any activities involved, materials and equipment used, and products produced.
Air BNB - Short Term Rental
- How many persons will be employed in the conduct of the proposed home office: 1
Residents of the dwelling: ___ Others (no more than 1 permitted): ___ Total # ___
- Will customers or clients come to the residence? No ___ Yes If yes, this is classified as a "Residential Business" under Section 4-4.3(D) of the LMO and requires a Special Exception and cannot be approved as a home occupation.
- Describe any alterations or changes to the home that will be made to facilitate the home office.

n/a

5. Describe how, where, and in what amounts the material, supplies, and/or equipment related to the home office will be displayed or stored.

Cleaning supplies, grill

6. Describe the size and type of any vehicle used in connection with the home office.

Personal vehicle

7. Will the home office involve the use of commercial vehicles for the delivery of materials to or from the home (i.e. UPS, FedEx)? Yes _____ No If yes, explain, including frequency of deliveries/pick-ups:

8. Do you intend to display any signs relating to the home office? Yes _____ No
If yes, describe type, size and location:

Revised 1/26/22

Sec. 4-4.3 (C) *Home occupation.* A home occupation permit may be issued subject to the following standards:

- (1) *Where allowed.* The home occupation shall be operated entirely within the dwelling unit or a related accessory building.
- (2) *Who may operate.* Only by the persons maintaining residence on the lot may operate a home occupation. If the persons maintaining residence are not the owners, the property owner's permission must be provided.
- (3) *Area.* The combined floor area of a home occupation shall not exceed 25 percent of the floor area of the principal structure.
- (4) *Employees.* A home occupation may employ no more than one person who is not a resident in the applicant's home.
- (5) *Operational requirements.*
 - (a) The home occupation shall not involve the retail sale of merchandise except for products related directly to services performed.
 - (b) No merchandise shall be displayed in such a manner as to be visible from off the premises.
 - (c) No outdoor storage shall be allowed in connection with any home occupation.
 - (d) No alteration of the residential character of the premises may be made and the hours and the manner in which the home occupation is conducted shall not be allowed to create a nuisance or disturbance.
- (6) *Business owner.* The business must be owned by the owner of the property on which the home occupation is located, or the business owner must have written approval of the owner of the property if the applicant is a tenant.
- (7) *Parking.* Off-street parking shall be provided in accordance with the requirements of section 6-1, off-street parking and loading.
- (8) *Prohibited home occupations.* The following uses are prohibited as home occupations:
 - (a) Landscaping business, other than office use;
 - (b) Commercial greenhouse;
 - (c) Contractor's business, other than office use;
 - (d) Beauty salon or barber shop;
 - (e) Automotive repair;
 - (f) Furniture repair or cabinet shop;
 - (g) Physician's or chiropractor's clinic;
 - (h) Fortune telling.