

## **Attachment A - Staff Analysis**

**STAFF PERSON:** Lisa Green, Manager of Code Compliance  
**BOARD OF SUPERVISORS:** February 18, 2026  
**PROJECT:** SE202500027 2010A Milton Road Homestay  
**PROPERTY OWNER:** Gabrielle Graves Willey  
**LOCATION:** 2010A Milton Road  
**PARCEL ID:** 07900-00-00-04100  
**MAGISTERIAL DISTRICT:** Scottsville

### **APPLICANT'S PROPOSAL:**

The applicants/property owners are requesting authorization to use an accessory structure for a homestay use on a parcel of less than five acres (Attachment B).

County Code § 18-5.1.48(c)(1)(ii) requires that on a parcel of less than five acres in the Rural Areas zoning district, homestays may be conducted only in a detached single-family dwelling or within its accessory apartment, provided that by special exception, the Board of Supervisors may authorize the homestay use of accessory structures. This application is to request a special exception to permit the property owner Gabrielle Willey to operate a homestay use in an accessory structure on the parcel.

### **CHARACTER OF THE PROPERTY AND AREA:**

The 2.7-acre property is located in Milton, near Monticello, just west of the Rivanna River. The property primarily consists of a manicured lawn, swimming pool, trees and a garden. The parcel contains a 4628-sf two story dwelling built in 1812 (formally known as the Locust Grove Tavern), The property also contains 2320-sf two-story detached garage accessory structure with a 875-sf finished accessory sleeping unit on the second floor and an inground swimming pool.

The applicant resides at 2010 Milton Road and intends to rent the 875-sf finished space above the detached garage accessory structure as a homestay.

The nearest neighboring dwelling is approximately 122 feet from the proposed homestay location. The majority of the surrounding parcels are a mixture of single-family dwellings, mowed fields, forested land and the Rivanna River.

### **PLANNING AND ZONING HISTORY:**

The property is currently in compliance with zoning and taxation/licensing regulations.

### **ABUTTING PROPERTY OWNER COMMENTS**

Staff had received no comments or concerns about the proposed homestay special exception as of January 27, 2026.

### **COMPREHENSIVE PLAN:**

The property is designated as Rural Area in the Comprehensive Plan. This designation includes preservation and protection of agricultural, forestal, open space, and natural, historic, and scenic resources. The Rural Area chapter of the Comprehensive Plan recognizes tourism as a vital part of the County's economy but urges that care be taken with tourist activities so that they do not overwhelm or negatively affect the very resources that make rural Albemarle attractive to residents and tourists. Staff does not believe that the proposed special exception would conflict with these overall goals of the Comprehensive Plan.

**ANALYSIS OF THE SPECIAL EXCEPTION REQUEST:**

Special exceptions are subject to County Code § 18-33.5, under which the Board may either approve or deny an application, defer action to allow for changes prior to final action, or refer the application to the Planning Commission.

County Code §18-5.1.48(d)(3) provides that among other relevant factors, in granting homestay special exceptions, the Board may consider whether:

- (i) *There would be any adverse impact(s) to the surrounding neighborhood;*
- (ii) *There would be any adverse impact(s) to the public health, safety, or welfare;*
- (iii) *The proposed special exception would be consistent with the Comprehensive Plan and any applicable master or small-area plan(s); and*
- (iv) *The proposed special exception would be consistent in size and scale with the surrounding neighborhood.*

Staff's opinion is that authorizing an accessory structure for a homestay use would not cause adverse impacts to the surrounding neighborhood or to the public health, safety, or welfare. As an accessory use to a residential dwelling, the proposed use would be consistent with the Comprehensive Plan, and as the structure is already in existence, it is consistent in size and scale with the surrounding neighborhood.

The applicants would be required to meet all homestay requirements of the County Code prior to operating a homestay. The homestay regulations to be met at that time include parking requirements, safety inspections and meeting building code, neighbor notification of emergency contact, and visible addressing for Fire Rescue. These requirements are verified through the zoning clearance process, which would follow special exception approval.

**RECOMMENDATION:**

Staff recommends that the Board adopt the attached resolution (Attachments F) to approve a special exception to use an accessory structure as a homestay at 2010A Milton Road.

**ATTACHMENTS**

- A. Staff Analysis
- B. Applicant's Request
- C. County Code § 18-5.1.48 Homestay Zoning Regulations
- D. Location Map
- E. Parking and Structures Location Exhibit
- F. Resolution