



Coos County Community Development

Mailing Address: 250 N. Baxter, Coquille, Oregon
60 E. Second St., Coquille OR 97423
Planning, Building, Onsite and Enforcement
Phone: 541-396-7770
Fax: 541-266-1146

www.co.coos.or.us

TDD (800) 735-2900

NOTICE OF LAND USE DECISION

Wednesday, June 4, 2025

File Number: ACU-24-068

Dear Recipient,

This land use notice is being sent to property owner(s), applicant(s), adjacent property owners (with notice distances from the subject property determined by zone area: Urban 100 feet, Rural 250 feet, and Resource 750 feet), special taxing districts, interested agencies, and any person who has requested notice. It informs any interested party about a decision or proposed action related to the use or development of land within the specified area, as identified under the subject property information.

The purpose of this notice is to inform you about the proposal and decision, provide information on where you can obtain further details, and outline the requirements if you wish to appeal the Director's decision to the Coos County Hearings Body. Any person who is adversely affected, aggrieved, or entitled to written notice may appeal the decision by filing a written appeal in the manner and within the time period provided below, pursuant to Coos County Zoning and Land Development Ordinance (CCZLDO) Article 5.8. If you are mailing any documents to the Coos County Planning Department, the address is 250 N. Baxter, Coquille, OR 97423.

Please read all information carefully as this decision is important. (See the attached vicinity map for the location of the subject property.) This notice ensures that all affected or interested parties are aware of the decision and have an opportunity to review the details and provide any input or appeal as necessary.

Subject Property Information

Account Number:	527102
Map Number:	26S1313CD-00600
Property Owner:	HITE, DEREK B. & GIOVANNA B. 61745 ROSS INLET RD COOS BAY, OR 97420-5321
Situs Address:	61745 ROSS INLET RD COOS BAY, OR 97420
Acreage:	2.57 Acres
Zoning:	RURAL RESIDENTIAL-2 (RR-2)
Special Development Considerations and Overlays:	None

This notice shall be posted from June 3, 2025 to June 18, 2025

Decision: **Approved with Conditions.** All decisions are based on the record. This decision is based on the existing record and will become final and effective at the close of the appeal period unless a complete application, along with the required fee, is submitted to the Planning Department by 5 p.m. on **Thursday, June 19, 2025**. Appeals are based on the applicable land use criteria.

This decision complies with the Coos County Zoning and Land Development Ordinance (CCZLDO), specifically:

- General Compliance: Section 1.1.300 requires compliance with the Comprehensive Plan and Ordinance provisions. Additionally, Article 6.1 addresses lawfully created lots or parcels.
- Conditional Use Review: The zoning table sets out Uses, Developments and Activities that may be listed in a zone and the type of review that is required within that zone. Section 4.6.110 provides an explanation of the use category and the specific criteria that shall apply and if the use is identified as requiring a conditional use. Request for Planning Director Approval for a Home Occupation pursuant to Coos County Zoning and Land Development (CCZLDO) Section 4.6.110.40, Subject to Section 4.6.120 Review Standards (4)(s), (5). This use required an Administrative Conditional Use.
- Administrative Conditional Uses: Article 5.2. provides the process for all type II conditional use review.

IMPORTANT INFORMATION ABOUT THIS NOTICE

Please be advised that civil matters, including private property disputes that fall outside the scope of applicable land use criteria, will not be considered as part of this decision process. This notice does not entitle you to appeal directly to the Land Use Board of Appeals (LUBA). Notices mailed pursuant to ORS 215 are considered legally served upon those property owners listed in the affidavit of mailing prepared by the designated county official. Failure to notify an owner due to recent ownership changes **or** newly created lots not yet reflected in the most recent tax assessment roll does not invalidate this decision or ordinance. Additionally, issues not raised at the appropriate time, either orally at a hearing or in writing, and supported by sufficient evidence, may not be raised later on appeal to LUBA.

Pursuant to Chapter 5 of the Coos County Zoning and Land Development Ordinance a party may represent themselves or be represented by a licensed attorney. A consultant or other non-attorney professional may assist with preparing materials, submitting applications, or providing technical expertise. However, such individuals are not considered legal representatives and do not have standing to act on behalf of a party in a legal capacity unless they have been granted power of attorney by the property owner.

Specifically, a consultant may appear as a fact witness, meaning they can present information, data, or professional opinions, or assist with application preparation in support of a party's position. However, they do not have standing to appeal or legally represent a client unless they are a licensed attorney in the state of Oregon.

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Standing to appeal is limited to the applicant, an adversely affected party, or their legal counsel. If a consultant wishes to participate in a proceeding, they must do so in coordination with the party they are assisting, and any formal appeal must be filed by the party themselves or by their attorney.

All relevant materials—including the application, staff report, and decision documents—are available online at: <https://www.co.coos.or.us/community-dev>. The application and all documents and evidence in the record, including the staff report and applicable criteria, are available for inspection at no cost in the Planning Department, located at 60 E. Second, Coquille, Oregon. Copies may be purchased for 50 cents per page. The decision is based on the application submittal and information on record.

For more information, please contact Staff at (541) 396-7770.

Reviewed by: *Jill Rolfe*

Date: Saturday, May 31, 2025

Jill Rolfe, Director

This decision is authorized by the Planning Director based on the staff's analysis of the Findings of Fact, Conclusions, Conditions of approval, application and all evidence associated as listed in the exhibits.

EXHIBITS:

Exhibit A: Conditions of Approval

Exhibit B: Vicinity Map;

Exhibit C: Staff Report -Findings of Fact and Conclusions which is available upon request.

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EXHIBIT “A”
CONDITIONS OF APPROVAL

To receive a Zoning Compliance Letter (ZCL), the applicant must submit the following conditions on a response form. All applicable federal, state, and local permits must be obtained before any development activity begins. If any agency provided comments during the review, the property owner is responsible for ensuring compliance with those comments.

The applicant must comply with the following conditions. All costs associated with meeting these requirements are the applicant’s responsibility. The applicant is not acting as an agent of the County, and failure to comply with or maintain these conditions may result in permit revocation pursuant to the Coos County Zoning and Land Development Ordinance (CCZLDO). Please review these conditions carefully. If you have any questions, contact planning staff.

Conditions of Approval – Cottage Industry

1. **Annual Renewal Requirement:** The applicant shall maintain valid zoning compliance letters (ZCLs) annually. A renewal ZCL must be submitted by January 1 of each year, beginning January 1, 2026, and continuing annually until the business is discontinued.
2. **Notice of Discontinuation:** The applicant shall notify the Planning Department in writing if the business ceases operations. Notification must occur prior to the renewal deadline to avoid enforcement action.
3. **Use Limitations:** No retail sales, customer traffic, or on-site employees other than the resident operator are permitted. All transactions must occur online, and no on-site pickups or deliveries to customers are allowed.
4. **Accessory Structure Limitation:** The cottage industry shall be limited to the approved 468-square-foot accessory structure and must be used in accordance with the approved site plan. No other buildings on the property may be used for the business without prior land use approval.
5. **Parking Requirements:** All parking associated with the use must be located on-site and outside of required setbacks. No vehicles with a gross vehicle weight of 15,000 pounds or more may be parked on-site unless stored in a structure or screened in accordance with ordinance standards.
6. **Legal Access Verification:** Legal access must be confirmed by the County Road Department prior to final occupancy or operation of the business.
7. **Health and Sanitation Requirements:** Approval from Coos Health and Wellness for the use of the accessory structure as a commercial kitchen is required prior to roasting operations. Septic suitability must also be confirmed before the business may operate.
8. **Onsite and Building:** Property owner shall verify a change of use for the building and septic verification has been complied with.
9. **Residential Parking Maintenance:** The property must maintain two separate residential parking spaces, which shall not be used for business purposes.
10. **Outdoor Storage Prohibition:** No outdoor storage related to the business is permitted.
11. **Code Compliance:** The applicant shall maintain compliance with all applicable building, fire, and sanitation codes and obtain any required permits prior to occupancy or operation.

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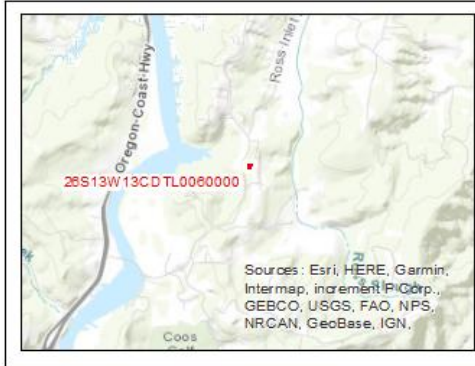
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EXHIBIT "B"
Vicinity Map
(not to scale)



COOS COUNTY COMMUNITY DEVELOPMENT

Mailing Address: 250 N. Baxter, Coquille, Oregon 97423
 Physical Address: 60 E. Second, Coquille Oregon
 Phone: (541) 396-7770
 TDD (800) 735-2900



File: ACU-24-068
 Applicant/
 Owner: HITE, DEREK B. & GIOVANNA B.
 Date: June 2, 2025
 Location: Township 26S Range 13W
 Section 13CD TL 600
 Proposal: Administrative Conditional Use



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**EXHIBIT “C”
STAFF REPORT
FINDINGS OF FACT AND CONCLUSIONS**

I. PROPOSAL AND BACKGROUND/PROPERTY HISTORY INFORMATION AND PRIOR COMPLIANCE:

A. PROPOSAL: The applicant is requesting to operate a Cottage Industry for coffee roasting business.

B. BACKGROUND / PROPERTY HISTORY / SITE CONDITIONS/LOCATION:

The subject property is bordered by Ross Inlet Road, a public road, along its western boundary. The surrounding properties to the north, east, and south are zoned and developed in a manner similar to the subject property. The area is primarily residential in character.



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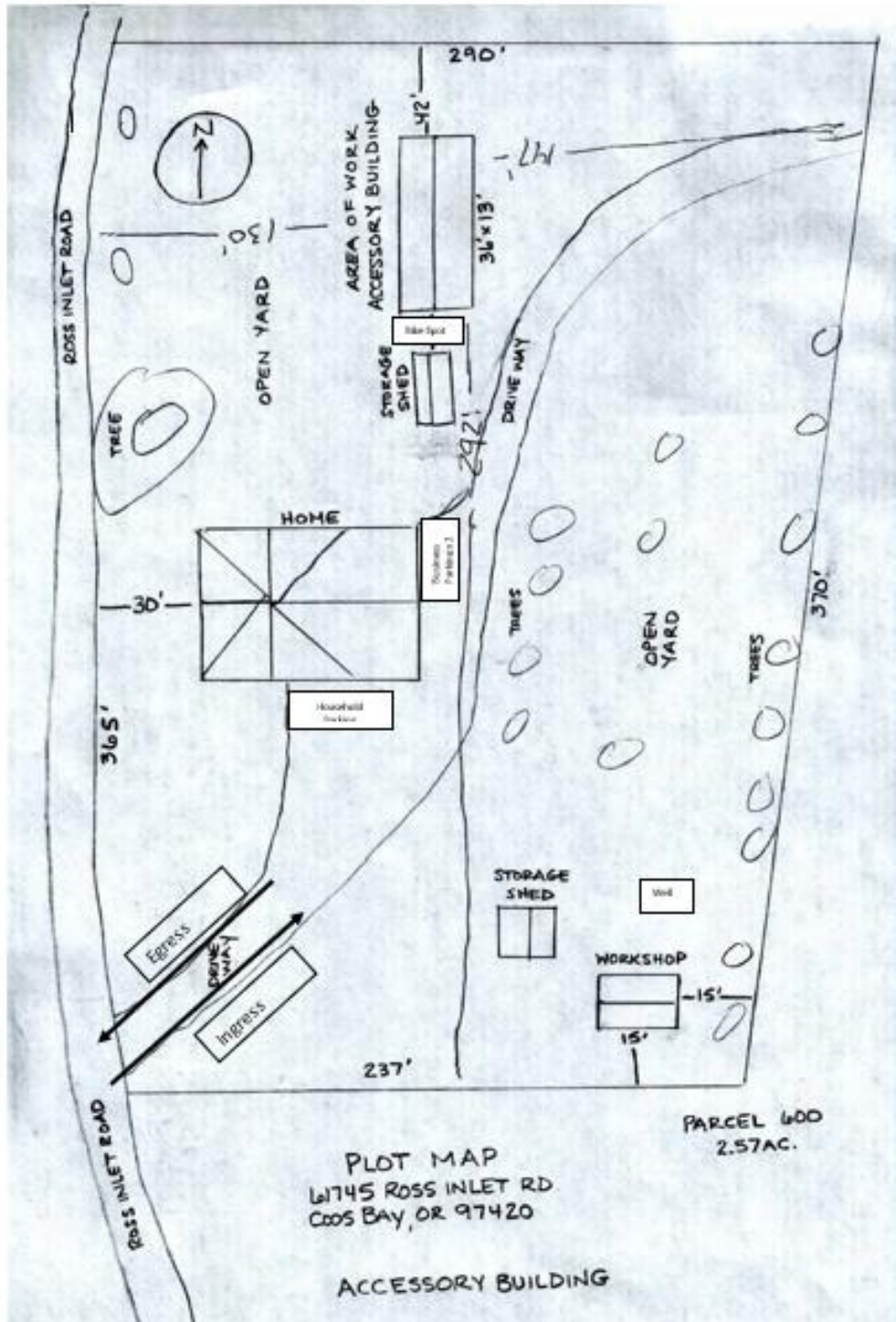
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Permitting Background: On September 26, 2002, a Zoning Compliance Letter was issued granting clearance to replace or repair the existing septic system. The letter noted that only one dwelling was allowed on the property. On March 31, 2008, ZCL-08-124 was issued to authorize the siting of a farm building. Later that year, on July 30, 2008, ZCL-08-302 was issued to permit alterations to the existing dwelling and to allow replacement or repair of the existing septic system if needed.

On December 16, 2024, land use file CD-24-181 was submitted to site an accessory structure associated with the existing dwelling. Shortly after, on December 19, 2024, the applicant submitted ACU-24-068, an application for a cottage industry use—specifically, a coffee roasting operation—to occur within the proposed accessory structure approved under CD-24-181.

On January 14, 2025, ZCL-25-008 was issued granting clearance to site the accessory structure; the approval specified that no other construction was permitted. On the same day, permit number 194-25-000089-STR was issued for the accessory structure.

On January 28, 2025, permit number 194-25-000089-PLM-01 was issued for site utilities related to the accessory structure, including water and sewer service, one sink, one water heater, and one hose bib for the 468-square-foot building. This building will be used for the business.

The conditional use was deemed incomplete for missing information but the this also allowed the building to be constructed. The last of the information was provided in April to allow this review to continue.

C. ZONING: - The property is located in the Rural Residential-2.

ARTICLE 4.2 – ZONING PURPOSE AND INTENT
RURAL RESIDENTIAL (RR)

There are two RR zonings: Rural Residential-5 (RR-5) and Rural Residential-2 (RR-2). The intent of the Rural Residential Districts includes justified sites plus "committed" areas. The County's plan prescribes and allocates a finite number of rural dwelling/units/acreage. The zoning ordinance will specify permitted uses and minimum lot sizes.

The purpose of the “RR-2” and “RR-5” districts are to provide for small to medium acreage dwelling sites outside of Urban Growth Boundaries, where a moderate intensity of land development is appropriate, but where urban services and facilities may not be available or necessary.

The “RR-2” district provides for continued existence of rural family life and to provide a transition of densities between urban development and exclusive agricultural and forestry uses.

The “RR-5” district provides for the orderly development of rural land so as to encourage the continued existence of rural family life and to provide a transition of densities between urban development and exclusive agricultural or forestry uses.

II. GENERAL PROPERTY COMPLIANCE:

A. COMPLIANCE PURSUANT TO SECTION 1.1.300:

It shall be unlawful for any person, firm, or corporation to cause, develop, permit, erect, construct, alter or use any building, structure or parcel of land contrary to the provisions of the district in which it is located. No permit for construction or alteration of any structure shall be issued unless the plans, specifications, and intended use of any structure or land conform in all respects with the provisions of this Ordinance, unless approval has been granted by the Hearings Body.

FINDING: Staff has reviewed the property history and finds that, at the time of this report, the property complies with the Coos County Zoning and Land Development Ordinance. However, this does not preclude the possibility that additional information, which was unavailable during this review, might indicate non-compliance.

B. SECTION 6.1.125 LAWFULLY CREATED LOTS OR PARCELS:

“Lawfully established unit of land” means:

1. The unit of land was created:

- a. Through an approved or pre-ordinance plat;*
- b. Through a prior land use decision including a final decision from a higher court. A higher court includes the Land Use Board of Appeals;*
- c. In compliance with all applicable planning, zoning and subdivision or partition ordinances and regulations at the time it was created.*
- d. By a public dedicated road that was held in fee simple creating an interviewing ownership prior to January 1, 1986;*
- e. By deed or land sales contract, if there were no applicable planning, zoning or subdivision or partition ordinances or regulations that prohibited the creation.*
- f. By the claim of intervening state or federal ownership of navigable streams, meandered lakes or tidewaters. “Navigable-for-title” or “title-navigable” means that ownership of the waterway, including its bed, was passed from the federal government to the state at statehood. If a waterway is navigable-for-title, then it also is generally open to public use for navigation, commerce, recreation, and fisheries.*

FINDING: The property was found to be lawfully created through the prior land use decision. At the time the parcel was acknowledged as a lawfully created unit of land pursuant to CCZLDO § 6.1.125.d. This determination is based on the recorded deed (Document No. 251/107), which describes the property by legal description in a conveyance of real property prior to January 1, 1986.

III. STAFF FINDINGS AND CONCLUSIONS:

A. SUMMARY OF PROPOSAL AND APPLICABLE REVIEW CRITERIA:

Request for a Land Use Approval through an Administrative Conditional Use to allow a Large Tract Forestland Dwelling, subject to Review Standard #9(B) and an Accessory Structure. Development is also subject to Section 4.6.130 Siting Standards for Dwellings and Structures in Forest Zones and 4.6.140 Development and Siting Criteria. Administrative Conditional Uses are reviewed under Article 5.2. This property is within the Natural Hazard Wind Erosion Special Development Overlay and shall comply with Article 4.11.

B. KEY DEFINITIONS:

- *ACTIVITY: Any action taken either in conjunction with a use or to make a use possible. Activities do not in and of themselves result in a specific use. Several activities such as dredging, piling and fill may be undertaken for a single use such as a port facility. Most activities may take place in conjunction with a variety of uses.*
- *DEVELOP: To bring about growth or availability; to construct or alter a structure, to conduct a mining operation, to make a physical change in the use or appearance of land, to divide land into parcels, or to create or terminate rights to access.*
- *DEVELOPMENT: The act, process or result of developing.*
- *USE: The end to which a land or water area is ultimately employed. A use often involves the placement of structures or facilities for industry, commerce, habitation, or recreation.*
- *ZONING DISTRICT: A zoning designation in this Ordinance text and delineated on the zoning maps, in which requirements for the use of land or buildings and development standards are prescribed.*
- *DWELLING: Any building that contains one or more dwelling units used, intended, or designed to be built, used, rented, leased, let or hired out to be occupied, or that are occupied for living purposes.*
- *COTTAGE INDUSTRY & HOME OCCUPATIONS: Cottage Industries and Home Occupations are “in-home” businesses that are operated as an Accessory Use to the Primary residential use by the resident of the lawfully established Dwelling.*

A Cottage Industry is a Home Occupation that may occupy a portion of an existing residential Accessory Structure (garage/shop) but the primary portion of the business shall be conducted in the dwelling. A Home Occupation operates within a dwelling, which has characteristics that are indistinguishable from the residential use of a dwelling.

This use is further defined and regulated by Oregon Administrative Rule for Farm and Forest Zones.

C. COOS COUNTY ZONING AND LAND DEVELOPMENT ORDINANCE (CCZLDO) – COTTAGE INDUSTRY

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SECTION 4.3.200 ZONING TABLES FOR URBAN AND RURAL RESIDENTIAL, MIXED COMMERCIAL-RESIDENTIAL, COMMERCIAL, INDUSTRIAL, MINOR ESTUARY AND SOUTH SLOUGH

The table indicates the type of review process that is required. Remember that CU is an conditional use review and the letter prior explain what level of conditional use is required (A = administrative and H=Hearing)

As used in the zoning tables the following abbreviations are defined as:

- “P” permitted and requires no review from the Planning Department. No review is required but other agencies may have requirements.
- “CD” compliance determination review (permitted with standards) with clear and objective standards (Staff review usually referred to as Type I process or ministerial action). These uses are subject to development standards in sections 4.3.22, 4.3.230 and notices requesting comments may be provided to other agencies as result. The process takes a minimum of 30 days to complete. Industrial zones may require additional review. All structures and uses shall meet the applicable Development and Siting Criteria or Special Development Considerations and Overlays for the zoning district in which the structure will be sited.
- “ACU” Administrative Conditional Use (Planning Director’s Decision usually referred to as a Type II Process)
- “HBCU” Hearing Body Conditional Use (Planning Commission, Board of Commissioner or Hearings Officer Decision usually referred to as a Type III Process)
- “PLA” Property Line Adjustments subject to standards found in Chapter 6.
- “P”, “SUB”, “PUD” = Partition, Subdivision, Planned Unit Development that require Land Division Applications subject to standards found in Chapter 6.
- The “Subject To” column identifies any specific provisions of Section 4.3.210 to which the use is subject.
- “N” means the use is not allowed.

The zoning table sets out Uses, Developments and Activities that may be listed in a zone and the type of review that is required within that zone. If there is a conflict between uses the more restrictive shall apply. Section 4.3.210 provides an explanation of the use category and the specific criteria that shall apply and if the use is identified as requiring a conditional use. Section 4.3.225 General Siting Standards apply to all regulated Uses, Developments, or Activities, but these are clear and objective standards that do not, in themselves, require a land use notice. Section 4.3.230 Specific Standards list specific siting standards by zones and 4.2.200 Additional Conditional Use Review and Standards for table 4.3.200 contains any additional criteria that applied to a Use, Development or Activity that has been identified by the following table as requiring.

#	Use		Subject To
		RR-2	
68.	Cottage Industry/home occupation (in an existing structure)		
	d Type 4 – Cottage Industry	ACU	(24)(a)(e)(f)

SECTION 4.3.210 – CATEGORIES AND REVIEW STANDARDS

The following categories provide a definition and specific standards that will regulate the Development, Use or Activity identified in the table above. ***

- (24) **COTTAGE INDUSTRY AND HOME OCCUPATIONS:** Cottage Industries and Home Occupations are “in-home” businesses that are operated as an Accessory Use to the Primary residential use by the resident of the lawfully established Dwelling. A Cottage Industry is a Home Occupation that may occupy a portion of an existing residential Accessory Structure (garage/shop) but the primary portion of the business shall be conducted in the dwelling. A Home Occupation operates within a dwelling, which has characteristics that are indistinguishable from the residential use of a dwelling, and are subject to the criteria as defined by the Zoning Use Table found in Section 4.3.200, and shall be considered an Accessory Use to the residential use of a Dwelling. The type of Home Occupation/Cottage Industrial Use is determined by the zoning, intensity of the use, number of employees and potential impacts to the neighboring property owners.

The review process and standards that apply are set forth in the Zoning Table listed in the Use Table of Section 4.3.200 along with additional review standards. If a variance is requested to any of these standards it will be required to be reviewed by the Planning Commission and subject to a Hearings Body fee.

- (a) General Standards that apply to all Cottage Industry/Home Occupation Uses. The applicant shall submit or address the following:
- (i) A resident of the Dwelling shall conduct the use. This use approval shall vest exclusively with the resident of the Dwelling at the time of approval. If the Dwelling resident and property Owner are different, consent from the property owner shall be provided.
 - (ii) The applicant shall demonstrate that the Principal Use of the Dwelling will remain residential.
 - (iii) The use shall be conducted wholly within lawfully built, enclosed Structures, and shall not give an outward appearance of business.
 - (iv) The use shall not result in any structural alteration or additions to structures that will change the primary use or primary use’s building code classification.
 - (v) The property shall contain two residential parking spaces maintained separately from the Cottage Industry/Home Occupation use.
 - (vi) Submit a plot plan and parking/traffic plan, to address the following:
 - 1. Property boundaries;
 - 2. Access to the property;
 - 3. Location of all structures on the subject property; and,

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4. A parking/traffic plan that shows ingress and egress, traffic circulation and parking spaces. All parking/traffic plans shall be reviewed by the Roadmaster to determine traffic safety. A engineered traffic plan is not required.
 - (vii) Not produce radio or TV interference, glare, dust, vibration, smoke, or odor beyond allowable levels as determined by local, State or Federal standards or that can be detected beyond the property lines.
 - (viii) Have no retail sales on the premises. Products may be shipped but no person shall be on site to purchase an item.
 - (ix) Provide proof of legal road access that shows it can be utilized for ingress and egress for the proposed use.
 - (x) Not allow any outdoor storage in Urban Residential zones with the exception of parking of vehicles including loading and unloading areas outside of the Dwelling. In Rural Residential Zones Outdoor storage requires additional screening to prevent items from sight. Acceptable screening is solid fencing or full hedges. This requirement shall be presented at the time of the application.
 - (xi) Count all Subcontractors, and/or independent contractors, performing services onsite as part of the approved Home Occupation or Cottage Industry as full-time or part-time employees.
 - (xii) Provide proof that sewer and water services are approved for use.
 - (xiii) Require review of the home occupation approval every 12 months by the planning division to ensure compliance with the requirements of this section and the conditions required for approval of the use. This shall be done consistent with subsection (f) and the approval is not transferrable. Upon sale or deed transfer the approval becomes void.
- ***

(e) **Type IV - Cottage Industry** shall have minimal impact to the existing rural neighborhood which will be addressed through the compatibility standard. This use has more employees and is greater in size than a Type III Home Occupations. This type requires an Administrative Conditional Use and shall meet the general standards subsection of this section and the following standards:

- (i) On-site employees: This use shall not employ more than five (5) full or part-time persons. The primary employee of the business shall be a resident of the dwelling on site.
- (ii) Off-site employees: Permitted.
- (iii) Maximum Size: Limited to a maximum total of 2500 square feet of all enclosed accessory structure(s). Accessory structure(s) shall be a previously approved structure.

- (iv) **Parking and Vehicles:** All employee, customer and delivery vehicle parking spaces shall be on-site and outside of the required zone setbacks. All vehicles used by the operator to conduct the Cottage Industry that have a gross vehicle weight of 15,000 or more pounds shall be parked in a garage, an accessory structure, or within a screened area. There shall be no more than 20 vehicle trips per day.
 - (v) **Signs:** An on-premise sign for purpose of advertising the Home Occupation shall not exceed six (6) square feet of copy area. [OR 04 12 013PL 2/09/05]
 - (vi) **Hours of Operations:** Clients or customers are only permitted at the home business from 8:00 a.m. to 7:00 p.m. Monday through Friday and 10:00 a.m. to 4:00 p.m. Saturday and Sunday.
 - (vii) This use shall demonstrate compatibility with the surrounding properties or compatibility requirements may be made through the imposition of conditions. Compatibility means that the proposed use is capable of existing together with the surrounding uses without discord or disharmony. The test is where the proposed use is compatible with the existing surrounding uses and not potential or future uses in the surround area.
- (f) **Approvals:** Home Occupation/Cottage Industry approval shall be valid until December 31 of the year following the year that the application was initially approved. Prior to the expiration of the December 31 approval date, the property owner or applicant who received the approval shall apply for renewal of the approval. If the use has not changed and remains in compliance a one-year zoning compliance letter will be issued.

FINDING: The applicant proposes a Type IV Cottage Industry to operate a small-scale coffee roasting business within a newly constructed accessory structure on residential property. The primary residence will remain in use as the applicant's dwelling, and the cottage industry will be operated solely by a resident of the home, consistent with CCZLDO and ORS requirements. The business will be conducted entirely within a newly approved, enclosed 468-square-foot accessory structure designed to resemble a cottage-style barn. No alterations will be made to existing structures, and no changes will occur that would alter the primary use or its building code classification.

A complete site plan was submitted identifying property boundaries, access, the location of structures, and traffic circulation. Two residential parking spaces will be maintained separately from the cottage industry use. A parking and circulation plan was included and is subject to verification of legal access by the County Road Department. The applicant confirms there will be no retail sales, customer access, or storefront operations, and all transactions will occur online. The use will not generate any emissions, odors, noise, or visual impacts detectable beyond property lines, and no subcontractors or off-site employees are proposed. Additionally, no outdoor storage is planned.

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The site is mostly open, with trees providing a buffer surrounding the existing structures. This limited tree coverage helps reduce visibility and potential impacts to adjacent properties. The road borders the western side of the property, providing direct access. The surrounding area is rural residential in nature and developed with similar uses. Given the modest scale of the proposed business, its indoor operation, and minimal trip generation, staff finds that the proposed use is compatible with surrounding development and will not result in discord or disharmony.

The applicant will obtain the necessary approvals from Coos Health and Wellness for the commercial kitchen portion of the business and will demonstrate that the existing septic system is adequate to handle any additional waste generated. The applicant has acknowledged that the approval is non-transferable and subject to annual review through a Zoning Compliance Letter (ZCL), which ensures continued compliance with ordinance requirements. Staff finds that, based on the submitted materials and the nature of the proposed use, the application satisfies the standards for a Type IV Cottage Industry and recommends approval with the conditions.

IV. DECISION

In conclusion Staff finds that the applicant has address most of the relevant criteria and the ones that have not been address or cannot be completed until after the approval is obtained have been made conditions of approval. Therefore, the proposed Large Tract Forestland Dwelling meets the requirements of the Coos County Zoning and Land Development Ordinance, with conditions listed in Exhibit “A” of this report.

- V. **EXPIRATION:** A conditional use permit for a dwelling in the forest zone (i.e., a residential development on forest land outside an urban growth boundary) is initially valid for **four years from the date of the final decision.** Before that four-year period ends, the applicant may request extensions:
1. First Extension (Two Years):
 - The applicant may apply for a two-year extension before the original four-year approval period expires.
 - As long as the request is submitted on time and the required fee is paid, the Planning Department will issue the first extension.
 - This first extension is not considered a land use decision under ORS 197.015.
 2. Additional Extensions (Up to Five One-Year Extensions):
 - The applicant may then apply for up to five more one-year extensions, provided that each request is submitted before the current approval or extension expires.
 - The forest dwelling statute under which the permit was approved must remain unchanged, and the county’s land use regulations must also remain substantially the same unless the county allows compliance with the amended regulations.
 - These additional extensions are likewise not considered land use decisions under ORS 197.015.

This conditional use for residential development within a resource zone is valid for four years from the date of final approval. The geological assessment is valid for five years from its date of preparation, June 18, 2029. If the conditional use has not been perfected within that time period, confirmation that the report remains valid may be accepted.

60 E. Second St., Coquille OR | Mailing Address: 250 N. Baxter, Coquille, Oregon 97423

 541-396-7770

 planning@co.coos.or.us



<https://www.co.coos.or.us/community-dev>

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V. NOTICE REQUIREMENTS:

A notice of decision will be provided to property owners within 750 feet of the subject properties and the following agencies, special districts, or parties.

- **A Notice of Decision and Staff Report will be provided to the following:**

Mailed Copies: Applicants/Owners

Emailed Copies: Coos County Board of Commissioners, Coos County Planning Commission, Oregon Department of Land Conservation and Development, Coos County Assessor's Office, Consultants and other interested parties.

- **A Notice of Decision only**

Adjacent property owners, special districts and other interested parties will receive a Notice of Decision and maps, but all other attachments can be found by contacting the Planning Department or visiting the website. If not found on the website the public may contact the department to view the official record.

Special Districts: North Bay Rural Fire Department, Coos Bay North Bend Water Board, Port of Coos Bay

All 2024 Notice of Decisions are loaded on the website. All 2025 decision are loaded on to Accela Permitting Software.

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