

D. **ATTACHED WRITTEN STATEMENT.** With all land use applications, the “burden of proof” is on the applicant. It is important that you provide information that clearly describes the nature of the request and indicates how the proposal complies with all of the applicable criteria within the Coos County Zoning and Land Development Ordinance (CCZLDO). You must address each of the Ordinance criteria on a point-by-point basis in order for this application to be deemed complete. A planner will explain which sections of the Ordinance pertain to your specific request. The information described below is required at the time you submit your application. The processing of your application does not begin until the application is determined to be complete. An incomplete application will postpone the decision, or may result in denial of the request. Please mark the items below to ensure your submittal is complete.

Application Check List: Please make off all steps as you complete them.

I. **PROPOSAL AND CRITERIA:** A written statement of intent, attached to this application, with necessary supporting evidence which fully and factually describes the following:

1. Project summary and details including timelines.
2. A complete explanation of how the request complies with the applicable provisions and criteria in the Zoning Ordinance. A planner will explain which sections of the Ordinance pertain to your specific request. You must address each of the Ordinance criteria on a point-by-point basis in order for this application to be deemed complete. This shall be addressed on the supplemental criteria page (see staff for criteria).

II. **PLOT PLAN OR SKETCH PLAN:** A detailed drawing delineating the following:

- Owner's name, address, and phone number, map and Tax lot number
- North Arrow and Scale - using standard engineering scale.
- Accurate shape and dimensions of parcel, development site, including the lengths of the all property lines.
- Any adjacent public or private roads, all easements and/or driveway locations. Include road names. Driveway location and parking areas, including the distance from at least one property line to the intersection of the driveway and the road (apron area);
- All natural features, which may include, but are not limited to water features, wetlands, ravines, slope and distances from features to structures.
- Existing and proposed structures, water sources, sewage disposal system and distances from these items to each other and the property boundaries.

III. **DEED:** A copy of the current deed, including the legal description, of the subject property.

IV. **CERTIFICATION:** I certify that this application and its related documents are accurate to the best of my knowledge. I am aware that there is an appeal period following the date of the Planning Director’s decision on this land use action. I understand that the signature on this application authorizes representatives of the Coos County Planning Department to enter upon the subject property to gather information pertinent to this request. If this application is refereed directly to a hearings officer or hearings body I understand that I am obligated to pay the additional fees incurred as part of the conditions of approval. I understand that I/we are not acting on the county’s behalf and any fee that is a result of complying with any conditions of approval is the applicants/property owner responsibility. I understand that conditions of approval are required to be complied with at all time and an violation of such conditions may result in a revocation of this permit. If the property owner would like staff to contact a legal representative or consultant please provide the contact information using a consent form.

PROPERTY OWNER SIGNATURES REQUIRED FOR PROCESSING



ACCESS INFORMATION

The Coos County Road Department will be reviewing your proposal for safe access, driveway, road, and parking standards. There is a fee for this service. If you have questions about these services please contact the Road Department at 541-396-7660.

Property Address: 64333 Welch Road Coos Bay OR 97420

Type of Access: Public Road Name of Access: Welch Road

Is this property in the Urban Growth Boundary? No

Is a new road created as part of this request? No

Required parking spaces are based on the use of the property. If this is for a residential use two spaces are required. Any other use will require a separate parking plan submitted that is required to have the following items:

- Current utilities and proposed utilities;
- Roadmaster may require drawings and specs from the Oregon Standards Specification Manual (OSSC) (current edition).
- The location and design of bicycle and pedestrian facilities shall be indicated on the site plan if this is a parking plan;
- Location of existing and proposed access point(s) on both sides of the road where applicable;
- Pedestrian access and circulation will be required if applicable. Internal pedestrian circulation shall be provided in new commercial, office, and multi-family residential developments through the clustering of buildings, construction of walkways, landscaping, accessways, or similar techniques;
- All plans (industrial and commercial) shall clearly show how the internal pedestrian and bicycle facilities of the site connect with external existing or planned facilities or systems;
- Distances to neighboring constructed access points, median openings (where applicable), traffic signals (where applicable), intersections, and other transportation features on both sides of the property;
- Number and direction of lanes to be constructed on the road plus striping plans;
- All planned transportation features (such as sidewalks, bikeways, auxiliary lanes, signals, etc.); and
- Parking and internal circulation plans including walkways and bikeways, in UGB's and UUC's.

Additional requirements that may apply depending on size of proposed development.

- a. Traffic Study completed by a registered traffic engineer.
- b. Access Analysis completed by a registered traffic engineer
- c. Sight Distance Certification from a registered traffic engineer.

Regulations regarding roads, driveways, access and parking standards can be found in Coos County Zoning and Land Development Ordinance (CCZLDO) Article 7.

By signing the application I am authorizing Coos County Roadmaster or designee to enter the property to determine compliance with Access, Parking, driveway and Road Standards. Inspections should be made by calling the Road Department at 541-396-7660

Coos County Road Department Use Only

Roadmaster or designee: _____

Driveway Parking Access Bonded Date: _____ Receipt # _____

File Number: DR-

SANITATION INFORMATION

If this is a request for a recreational, commercial, industrial, vacation rental, manufactured home park, mass or small gathering Coos Health and Wellness, Environmental Health Staff will be reviewing the proposal to ensure the use meets environmental health standards for sanitation and water requirements to serve the facility. If the proposal indicates that you are using a community water system a review may be required. A fee is charged for this service and shall be submitted with the application \$83.00. If you have questions about regulations regarding environmental health services please call 541-266-6720. This form is required to be signed off for any type of subdivision, recreational, commercial, industrial, vacation rental, manufactured home park, mass or small gathering.

Water Service Type: Coos Bay-North Bend Water Board Sewage Disposal Type: Charleston Sanitation

Please check if this request is for industrial, commercial, recreational or home base business use and complete the following questions:

- How many employees/vendors/patrons, total, will be on site?
- Will food be offered as part of the an on-site business?
- Will overnight accommodations be offered as part of an on-site business?
- What will be the hours of operation of the business?

Please check if the request is for a land division.

Coos County Environmental Health Use Only:

Staff Reviewing Application: _____

Staff Signature: _____

- This application is found to be in compliance and will require no additional inspections
- This application is found to be in compliance but will require future inspections
- This application will require inspection prior to determining initial compliance. The applicant shall contact Coos Health and Wellness, Environmental Heath Division to make an appointment.

Additional Comments:

64333 Welch Road Coos Bay OR 97420
Owner - Dethan Consulting
Proposal and Criteria for Vacation Rental

This letter is written in reference to requesting a conditional permit to own and operate this property as a vacation rental when I'm not occupying the property.

It is located outside of city limits in Coos Bay and zoned UR-2. It is a SFR dwelling that is 1221 square feet and has 2 bedrooms. It offers parking for at least 4 vehicles and will sleep up to 6 occupants.

Located on a private parcel that is 1.08 acres the property is densely covered with trees and allows privacy from within and privacy to the neighbors.

It is provided with city water from the Coos Bay - North Bend Water Board, and gets city sewer from Charleston Sanitation. The trash is picked up weekly by LES sanitation.

I have signed and executed the Conditional Land Use Application for your review.

Sincerely,

Lynn Wong

626-688-7699

Check with DEQ for their requirements by emailing: onsitecoosbay@DEQ.Oregon.Gov
Check with Building Codes for their requirements by emailing: building@co.coos.or.us

SUPPLEMENTAL APPLICATION REQUIREMENTS FOR VACATION/SHORT TERM RENTALS.

Below are the criteria for a Vacation Rental/Short Term Rentals. This type of use may be allowed in Urban and Rural Residential Zones through an Administrative Conditional Use (ACU) process.

In summary, an Administrative Conditional Use is a use or activity with similar compatibility or special conservation problems within a zoning district. A Conditional Use may be initiated by filing an application with the Planning Department using forms prescribed by the Department. An application for an Administrative Conditional use requires review by the Planning Director to insure compliance with approval criteria. This type of review is considered a “Discretionary” review that contains approval criteria. Approval criteria are listed with a specific review and findings must be made to address such criteria. The criteria are a set of rules that a proposal shall comply with in order to receive approval. A proposal that can comply with the criteria with mitigation measures or limitations will be approved with conditions. A proposal that cannot comply with the criteria outright or cannot comply with mitigation measures will be denied. An application for a conditional use or an Administrative Conditional Use shall be approved only if it is found to comply with this Article and the applicable review criteria, development standards and special development consideration and/or overlays set forth in the zoning regulations and any other applicable requirements of this Ordinance. Once the process has started for review refunds will not be processed. The burden of proof rest on the applicant to show that the request meets all criteria.

- Proposals shall contain a general scope of work for the proposal. At the minimum the proposal for a short term/vacation rental shall include:
 - Number of occupants at one time;
 - Number of vehicles;
 - Large gatherings;
 - Property manager including contact details;
 - Security;
 - The layout of the property, does the property have sight obscuring (from neighboring properties) fencing or landscaping;
 - Services such as cleaning and property maintenance (parking should include a one space dedicated to service worker); and
 - Any other details that may be important to this review process.

- Required Criteria to be addressed to receive approval. Under the criteria staff has included some additional guidance to help applicants understand how or what is meant/required to be addressed. The guidance is not meant to provide legal advice but does provide components of other successful application requests. It is helpful if an applicant approaches criteria as a series of questions. For example, how will this use be compatible and then present evidence to back up the answer. This could be drawings,

photos, contracts, maps or any other item that shows you understand and will follow the criteria.

Criteria and Responses:

Chapter IV – Coos County Zoning and Land Development Ordinance.

Section 4.3.210 Categories and Review Standards (87) Vacation rental/short term rental:

(a) Shall be found to be compatible with the surrounding area.

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. The surrounding area consists of the notification area for the project as set out in § 5.0.900.

In summary, the criteria are asking how the use of a vacation rental which is considered a commercial use will be compatible with the existing surrounding uses. For Rural Residential the study area is 250 feet from the boundary of the subject tract (contiguous properties within one ownership) and in Urban Residential the study area is 100 feet from the boundary of the subject tract.

There are many ways to provide evidence but one example would be to identify the properties within the study area on a map and explain what use is occurring on each of them and how the proposal will not interfere with such uses. The surrounding zoning would be another way to explain how the use is compatible. How will you control the vacation rental so that it is similar to a residential use through quiet times, parking, limitation on guest and etc.

Applicants Response:

THERE ARE SEVERAL WAYS TO EXPLAIN THE COMPATIBILITY OF THE PROJECT.
THE PROPERTY IS VERY PRIVATE AND SITS ON A 1.08 ACRE LOT
SURROUNDED BY LARGE TREES. THERE IS A PRIVATE DRIVEWAY AND
THE HOME OR DRIVEWAY IS UNSEEN BY NEIGHBORS. THE NEXT ADJ LOT IS VACANT AND
(b) Shall be licensed by the Coos Health & Wellness (CHW) in accordance with ORS 446.310-350; USED ONLY FOR RV PARKING

Please contact CHW to understand the licensing requirements. If the current dwelling is using surface water it may not qualify under the health standards.

Applicants Response:

WE ARE FULLY AWARE OF ALL COOS COUNTY HEALTH & WELLNESS REGULATIONS. WE WILL FULLY COMPLY AND OUR SITUATION IS MADE EASIER AS THE HOME USES CITY WATER AND CITY SEWER.

(c) Shall meet parking access, driveway and parking standards as identified in Chapter VII;

The Coos County Road Department will evaluate your parking and access. This requires that an applicant submit a traffic plan that addresses the access, driveway and parking.

The driveway and access shall meet the minimum standards. The parking standards shall be drawn to show 1 space per guest accommodation plus, 1 space per employee. The guest accommodations are viewed by the number of bedrooms in the dwelling.

Applicants Response:

YES. THE LONG PRIVATE DRIVEWAY OPENS TO A WELL GRADED FLAT AREA THAT ALLOWS PARKING FOR FOUR VEHICLES. THE MAXIMUM GUESTS COUNT IS 6 SO THERE IS PLENTY OF PARKING.

- (d) Shall not be conveyed or otherwise transferred to a subsequent landowner without a the new property owner submitting a Compliance Determination Application showing compliance with this section; and
- (e) A deed restriction shall be recorded with the Coos County Clerk's Office acknowledging that this is an accessory use to the approved residential use. If located within Urban Growth Boundary further restrictions may be required based on comments from the City.

This criterion just required acknowledgment that an applicant/property that in the event of sale of the property a review is required to continue the approved short term/vacation real use. A deed restriction will be required to be recorded as a condition of approval.

Applicants Response:

YES. WE FULLY ACCEPT ALL TERMS REQUIRED AND UNDERSTAND THE DEED RESTRICTION MUST BE RECORDED. WE ALSO UNDERSTAND THOSE TERMS DO NOT CONTINUE UPON SALE TRANSFER.

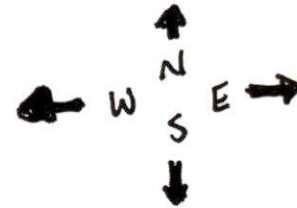
DETHAN CONSULTING

64333 WELCH RD COOS BAY OR 97420

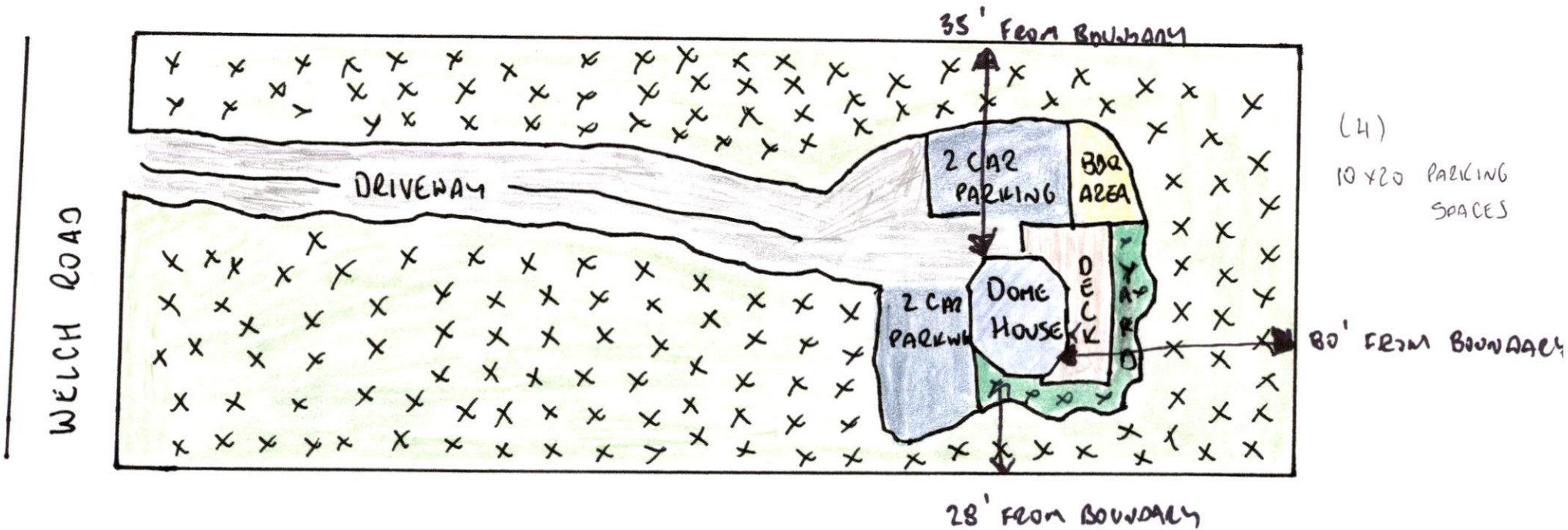
MAP # 25 13W30 CO

PARCEL # 300 ACCOUNT # 372914

ACRES - 1.09



LEGEND - X X X - TREES + GRASS YARD



PLOT PLAN

Prepared By:
Lauren Leifjedal, Esq.
Oregon Bar ID: 22196

Until a Change is Requested
Mail Tax Statements To:
Lynn Wong
64333 Welch Road
Coos Bay, OR 97420

Return To:

Order Number:
536558

Coos County, Oregon	2024-03370
\$91.00 Pgs=2	06/04/2024 09:48 AM
eRecorded by: FIRST AMERICAN TITLE INSURANCE COMPANY	
Julie A. Brecke, Coos County Clerk	

STATUTORY BARGAIN AND SALE DEED

DETHAN CONSULTING LIMITED LIABILITY COMPANY, an Oregon Limited Liability Company, Grantor, conveys and warrants to **LYNN WONG**, an unmarried woman, Grantee(s), the following described real property located in Coos County, Oregon:

Lot 4, Block 7, of the unrecorded Plat of Roosevelt Boulevard Park, more particularly described as follows: to-wit: Beginning at a point in the E.J. Foley Donation Land Claim No. 40, in Section 30, Township 25 South, Range 13 West of the Willamette Meridian, Coos County, Oregon, from which point the iron pipe at the Southwest corner of the said Section 30 bears South 64°16' West a distance of 3041.53 feet; thence North 66°26' West a distance of 470 feet to a point on the Easterly boundary of a sixty foot right of way; thence North 23°34' East along the said right of way boundary for a distance of 100 feet; thence South 66°26' East for a distance of 470 feet; thence South 23°34' West a distance of 100 feet to the point of beginning.

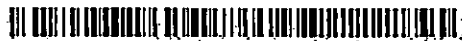
Commonly known as 64333 Welch Road, Coos Bay, OR 97420

Parcel ID: 372914

The true and actual consideration for this conveyance is Zero Dollars and 00/100 (\$0.00).

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

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Dated this 29 day of MAY, 2024.

DETHAN CONSULTING LIMITED LIABILITY COMPANY

By: [Signature]
Lynn Wong
Printed Name

Its: _____

State of Oregon)
County of Coos) ss.

This instrument was acknowledged the before me on this this 29 day of MAY, 2024 by Lynn Wong as Sole member for DETHAN CONSULTING LIMITED LIABILITY COMPANY.



[Signature]
Notary Public - State of Oregon