



# Coos County Land Use Permit Application

SUBMIT TO COOS COUNTY PLANNING DEPT. AT 60 E. SECOND STREET OR MAIL  
TO: COOS COUNTY PLANNING 250 N. BAXTER, COQUILLE OR 97423. EMAIL  
PLANNING@CO.COOS.OR.US PHONE: 541-396-7770

FILE NUMBER: ACU-22-001

Date Received: 1/5/22 Receipt #: 228722 Received by: MB

This application shall be filled out electronically. If you need assistance please contact staff.  
If the fee is not included the application will not be processed.  
(If payment is received on line a file number is required prior to submittal)

## LAND INFORMATION

A. Land Owner(s) Neil Hiltz

Mailing address: P.O. Box 1386, Bandon, OR 97411

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Township: 29S Range: 15W Section: 1 ¼ Section: C 1/16 Section: C Tax lots: 5500

Select Select Select Select Select

Tax Account Number(s): 2954800 Zone: Select Zone Controlled Development (CD)  
Tax Account Number(s) \_\_\_\_\_ Please Select

B. Applicant(s) Coos Curry Consulting Group

Mailing address: P.O. Box 1548, Bandon, OR 97411

Phone: 541-982-9531 cooscurry@gmail.com

C. Consultant or Agent: Sheri McGrath

Mailing Address Same as above

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

### Type of Application Requested

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Comp Plan Amendment | <input checked="" type="checkbox"/> Administrative Conditional Use Review - ACU | <input type="checkbox"/> Land Division - P, SUB or PUD    |
| <input type="checkbox"/> Text Amendment      | <input type="checkbox"/> Hearings Body Conditional Use Review - HBCU            | <input type="checkbox"/> Family/Medical Hardship Dwelling |
| <input type="checkbox"/> Map - Rezone        | <input type="checkbox"/> Variance - V   | <input type="checkbox"/> Home Occupation/Cottage Industry |

### Special Districts and Services

Water Service Type: City Water

Sewage Disposal Type: On-Site Septic

School District: Bandon

Fire District: Bandon RFPD

Please include the supplement application with request. If you need assistance with the application or supplemental application please contact staff. Staff is not able to provide legal advice. If you need help with findings please contact a land use attorney or consultant.

Any property information may be obtained from a tax statement or can be found on the County Assessor's webpage at the following links: [Map Information](#) Or [Account Information](#)



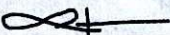
D. **ATTACHED WRITTEN STATEMENT.** With all land use applications, the “burden of proof” is on the applicant. It is important that you provide information that clearly describes the nature of the request and indicates how the proposal complies with all of the applicable criteria within the Coos County 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.  A written statement of intent, attached to this application, with necessary supporting evidence which fully and factually describes the following:
  - 1.  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.
  - 2.  A description of the property in question, including, but not limited to the following: size, vegetation, crops grown, access, existing buildings, topography, etc.
  - 3.  A complete description of the request, including any new structures proposed.
  - 4.  If applicable, documentation from sewer and water district showing availability for connection.
- II.  A plot plan (map) of the property. Please indicate the following on your plot plan:
  - 1.  Location of all existing and proposed buildings and structures
  - 2.  Existing County Road, public right-of-way or other means of legal access
  - 3.  Location of any existing septic systems and designated repair areas
  - 4.  Limits of 100-year floodplain elevation (if applicable)
  - 5.  Vegetation on the property
  - 6.  Location of any outstanding physical features
  - 7.  Location and description (paved, gravel, etc.) of vehicular access to the dwelling location
- III.  A copy of the current deed, including the legal description, of the subject property. Copies may be obtained at the Coos County Clerk's Office.

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 the application is signed by an agent, the owner's written authorization must be attached.

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. Signatures required below for application 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: 54134 Gould Road, Bandon, OR 97411

Type of Access: County Road Name of Access: Gould Road

Is this property in the Urban Growth Boundary? Yes

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-21-



ADDRESS OF DRIVEWAY #1 CLOSEST TO YOUR  
NEW DRIVEWAY: \_\_\_\_\_

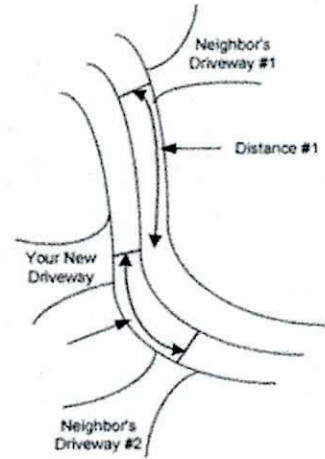
DISTANCE FROM DRIVEWAY #1 TO YOUR NEW  
DRIVEWAY: \_\_\_\_\_

Is this driveway on the same side of the road as your  
Driveway: Select

ADDRESS OF DRIVEWAY #2 CLOSEST TO YOUR  
NEW DRIVEWAY: \_\_\_\_\_

DISTANCE FROM DRIVEWAY #2 TO YOUR NEW  
DRIVEWAY: \_\_\_\_\_

Is this driveway on the same side of the road as your  
Driveway: Select



The distance information is important from your new driveway to the closest driveways on either side of you (doesn't matter which side of the road) and what the addresses are to those two driveways. This information is important to include in the formula used to calculate the correct address.

Staff from the County Road Department will place the stake and once the driveway stake has been placed, it must not be moved. If your stake is removed or damaged you may purchase replacements.

Additional Notes or directions:

This application is not required.

**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: Select

Sewage Disposal Type: On-site septic

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:

The request is to operate the existing single family dwelling as a Vacation Rental Dwelling.



Coos Curry Consulting Group  
P.O. Box 1548 \* Bandon, Oregon 97411  
cooscurry@gmail.com  
541-982-9531

CONSENT FOR REPRESENTATION

I, Neil Hiltz of 54134 Gould Rd, Bandon, OR 97411 give permission to Coos Curry Consulting Group to represent me on all design, permit and consulting matters concerning the property located on Coos County Tax Assessor's Map 29-15-01CC and known as Tax Lot 5500. The property has a site address of 54134 Gould Rd. The tax account for this property is 2954800.

Sheri McGrath is the direct contact for all permit application questions, plan review comments, concerns or questions, and any other information related to the above property.

Contact information for Sheri McGrath is:

Cell: 541-982-9531  
E-mail: cooscurry@gmail.com  
Mailing address: P.O. Box 1548, Bandon, OR 97411

This consent automatically expires twelve months from the date below, without requirement of notice.

DATED: Dec 21, 2021

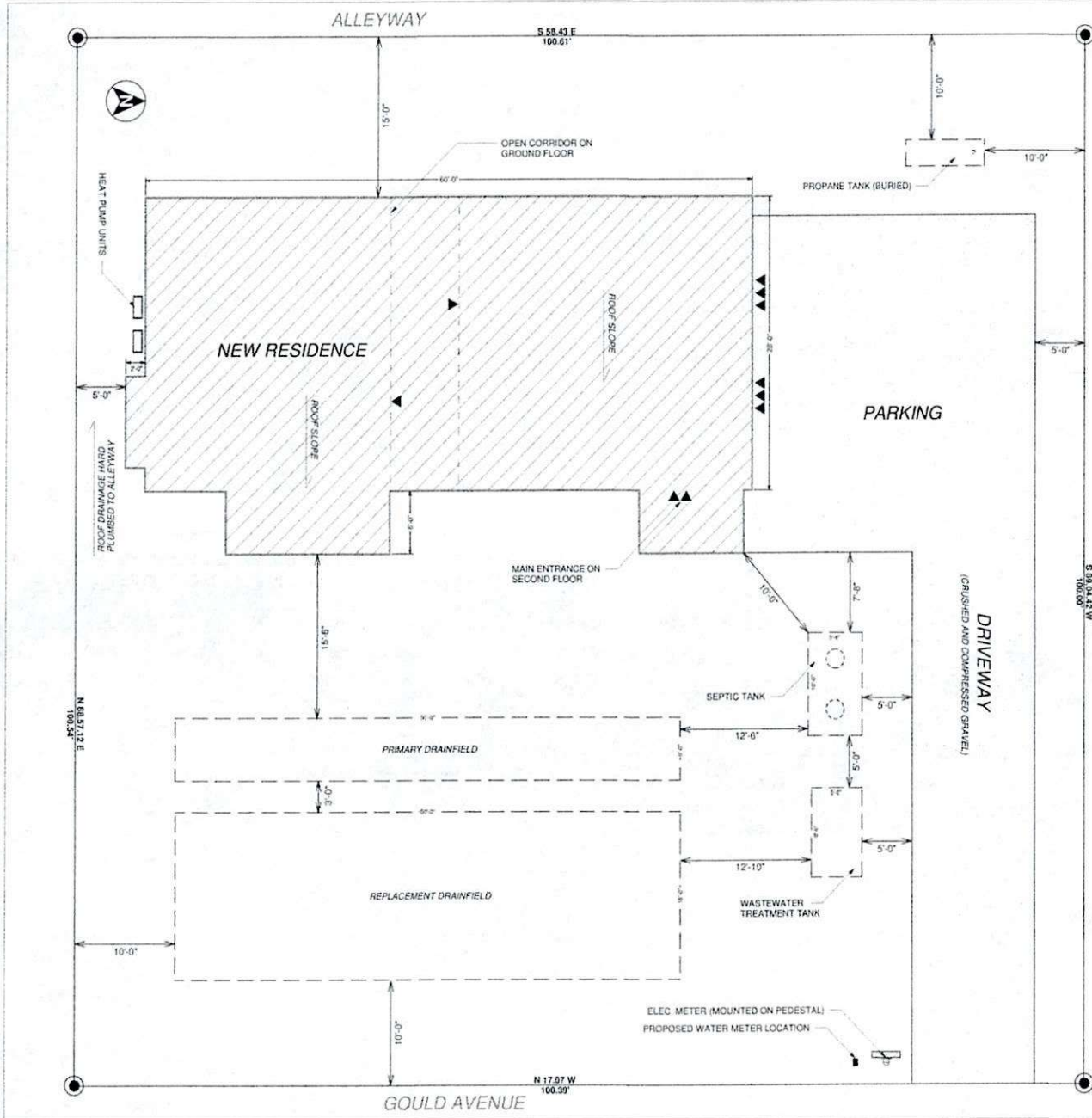
COOS CURRY CONSULTING GROUP

  
By: SHERI MCGRATH

CLIENT

  
By: NEIL HILTZ





# PLOT PLAN

SCALE: 1" = 10'

54134 GOULD AVENUE  
 BANDON, OREGON 97411

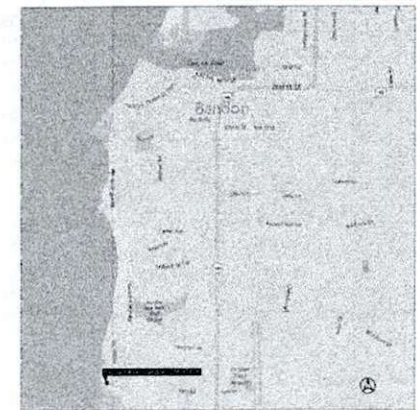
ASSESSORS MAP:  
 T29S R15W 01CC  
 TAX LOT 5500, .23 ACRE

**SQUARE FOOTAGE**

LOT:	10,000 S.F.
RESIDENCE:	
GROUND FLOOR:	1,856 S.F.
SECOND FLOOR:	1,984 S.F.
THIRD FLOOR:	1,768 S.F.
TOTAL:	5,508 S.F.
PERCENTAGE OF IMPERMEABLE SURFACES:	19%

- PLAN NOTES**
- ▲▲ FRONT ENTRANCE
  - ▲ EXTERIOR DOOR
  - ▲▲▲ GARAGE DOOR

### VICINITY MAP



DATE: 3/22/2017  
 REVISION: 16303

**HILTZ-STEMBEL RESIDENCE**  
 BANDON, OREGON

DESIGN BY:  
**DOBA DESIGN**  
 www.edoba-design.com  
 PHONE: 503.922.0918



January 4, 2022  
VACATION RENTAL DWELLING  
54134 Gould Rd  
Bandon, Oregon 97411  
29-15-01CC TL 5500  
Tax Account 2954800

PROPERTY OWNER

Neil Hiltz  
P.O. Box 1386  
Bandon, OR 97411

APPLICANT

Coos Curry Consulting Group  
P.O. Box 1548  
Bandon, OR 97411  
cooscurry@gmail.com

EXISTING PROPERTY CONDITIONS

The subject property is located outside of the city limits of Bandon, found in Coos County, Oregon. The property is known as Tax Lot 5500 on the Coos County Tax Assessor's Map 29-15-01CC. The property is located in the Controlled Development-10 zoning district and within the Urban Growth Area of Bandon. The property is .23 acres in size, and the situs address is 54134 Gould Rd, Bandon, Oregon 97411.

Existing development includes a septic system and custom home. Water service is provided by the City of Bandon. There is no recorded water agreement with the city, known as an anti-remonstrance agreement; therefore, there are no limitations on the use of the existing dwelling as a Vacation Rental. A mix of vegetation exists including bushes and scrubs and grasses. The property is not used for farming or forest practices. The driveway is installed, and is kept in good working order. It is ready for inspection.

The property looks over the Pacific Ocean with an unmatched and unhindered view. This is the ideal location for gatherings, vacations and everyday living. The current owner is relocating for work, and is looking for an alternative to selling the real estate. It is understood that Vacation Rental Status can not be sold and does not "run with the land."

PROPOSED PROPERTY CONDITIONS

The property owner would like to use the existing single family dwelling as a Vacation Rental Dwelling. The dwelling is 4,632 square feet in size and has four bedrooms. The unit can sleep 8 comfortably, and could accommodate up to 20 people for a specific reason such as a family reunion. The maximum number of vehicles that can park on site is 6, and we anticipate no more than 2 on average.

The property manager at this time will be the owner, Mr. Neil Hiltz. Though working remotely, he will be available on site within 24 hours notice. He will have a local manager for emergencies, cleaning and other items



deemed relevant to the operations of the Vacation Rental Dwelling. He is currently interviewing property managers, and has not made a decision at this time. House cleaning and maintenance services will be provided when the house is vacant, and a dedicated parking space is not needed.

#### COOS COUNTY ZONING AND LAND DEVELOPMENT ORDINANCE (CCZLDO) FINDINGS OF FACT

2.1.200 Single Family Dwelling is defined as, "a single household unit of which construction is characterized by no common wall or ceiling with another unit, including a mobile home unless otherwise prohibited."

Conditional Use is "applied to a use which may be permitted by the issuance of a conditional use permit."

Evidence is defined as, "Facts, documents, data or other information offered to demonstrate compliance or noncompliance with the standards believed by the proponent to be relevant to the decision.

Vacation Rental is defined as, "A furnished apartment or house rented out on a temporary basis to tourists or guests as an alternative to a hotel/motel or group cottage. The definition includes dwelling(s) or dwelling unit(s) for the purpose of being rented or occupied on a daily or weekly basis, or is available for use, rent, or occupancy on a daily or weekly basis, or is advertised, or listed by an agent, as available for use, rent, or occupancy on a daily or weekly basis and are predominately rented out less than 30 days."

Zoning District is defined as, "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."

4.2.200 The purpose of the CD-10 district is to recognize the scenic and unique quality of selected areas within Urban Growth Boundaries, to enhance and protect the unique "village atmosphere," to permit a mix of residential, commercial, and recreational uses, recognizing tourism as a major component of the County's economy. *The existing dwelling has the potential to boost our local economy by renting to tourists, specifically golfers. The views from the home are outstanding, and the demand for rentals in Bandon is high. The proposed use meets this criteria.*

4.3.200 The Table of Uses reads that Vacation Rental/Short Term Rental is permitted in the CD district subject to review criteria 87 and that the use takes place within an existing single family dwelling. *The request is for a Vacation Rental Dwelling within an existing dwelling.*

4.3.210(87) Vacation Rentals are subject to the following criteria:

- A. Use shall be compatible with the surrounding area. *There are two vacation rental dwellings within eyesight of the structure. The neighborhood has a mix of full time, part time and short time residents.*
- B. Shall be licensed by Coos Health and Wellness. *The proposed use will be licensed by CHW in accordance with ORS 446.310-350*



- C. Shall meet the parking, access and driveway criteria in Chapter 7 of the zoning ordinance. *The existing driveway was permitted and inspected by the Coos County Road Department and is in conformance with Chapter 7. Parking exceeds the minimum spaces required for this use.*
- D. The use shall not be transferred to a subsequent landowner. *Any new owners of the subject property will be required to submit a Compliance Determination Application showing compliance with this section of the zoning ordinance.*
- E. A Deed Restriction shall be recorded with the Coos County Clerk's Office acknowledging that the Vacation Rental Status is an accessory use to the main residential use. *The owner and applicant acknowledge this requirement, and will file the necessary paperwork once the planning department presents it to us.*

5.2.100 Conditional Uses are discretionary reviews that involve judgement or discretion in determining compliance with the ordinance. *The applicant has provided an application for an Administrative Conditional Use Permit for the Vacation Rental Dwelling. It is understood that discretion can be made in approving this use.*

7.5.175 Parking, driveway and access shall comply with Section 7. *The driveway and access have been approved by the Road Department, and an additional inspection is required for the Vacation Rental Use. Currently, there are 2 parking spaces within the garage, and 4 spaces within the driveway. That exceeds the minimum requirement for a Motel/Rooming use of 1 per accommodation and 1 per employee.*