



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).

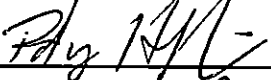

II. PLOT PLAN OR SKETCH PLAN: A detailed drawing delineating the following:

- 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**

  
\_\_\_\_\_  
  
\_\_\_\_\_  
Coos County Land Use Application - Page 2

**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: 93781 Newport LN, Coos Bay, OR 97420

Type of Access: Public Road  Name of Access: Newport LN

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; *NOT 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.

- Traffic Study completed by a registered traffic engineer.
- Access Analysis completed by a registered traffic engineer
- 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~~ <sup>127.00</sup>. 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 Bo  Sewage Disposal Type: Bunker Hill 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? **1-2 EMPLOYEES, NO TABLE SERVICE**
- Will food be offered as part of the an on-site business? **NO - DELIVERY/TAKE OUT**
- Will overnight accommodations be offered as part of an on-site **NO** business?
- What will be the hours of operation of the business? **VARIES PER EVENT - TYPICALLY 7AM START TO 5 PM, TUES. - SAT.**

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:

AFTER RECORDING RETURN TO:  
Hoffine Properties, LLC  
95105 Stock Slough Ln  
Coos Bay, OR 97420

SEND TAX STATEMENTS TO:  
Hoffine Properties, LLC  
95105 Stock Slough Ln  
Coos Bay, OR 97420

4842500 and 25-13-35DA TL10000  
93781 Newport Lane, Coos Bay, OR 97420

Coos County, Oregon	<b>2021-13964</b>
\$91.00 Pgs=2	12/20/2021 01:22 PM
eRecorded by: TICOR TITLE COOS BAY	
Debbie Heller, CCC, Coos County Clerk	

SPACE ABOVE THIS LINE FOR RECORDER'S USE

**BARGAIN AND SALE DEED - STATUTORY FORM**  
(INDIVIDUAL or CORPORATION)

Randal B. Hoffine and Kelly A. Hoffine, Grantor, conveys to Hoffine Properties, LLC, Grantee, the following described real property, situated in the County of Coos, State of Oregon,

**Parcel A:**

A parcel located in Block 1, Bunker Hill Addition to Marshfield, Coos Bay, Coos County, Oregon, more specifically described as follows: Lots 23 through 32, inclusive.

**Parcel B:**

A parcel located in portion of Block 1, including abutting portions of vacated Chamberlain Street, Bunker Hill Addition to Marshfield, within Government Lot 2, Section 35, and a portion of Government Lot 5, Section 36, all of Township 25 South, Range 13 West of the Willamette Meridian, Coos County, Oregon, more specifically described as follows: Beginning at a 5/8 inch iron rod at the Northwest corner of Lot 1 said Block 1; thence North 89° 11' 48" East 36.75 feet, along the North line of said Lot 1 to a 5/8 inch iron rod; thence South 65° 58' 00" East 137.91 feet to a 5/8 inch iron rod; thence South 12° 06' 00" East 262.09 feet to a 5/8 inch iron rod; thence South 26° 32' 11" West 75.64 feet to a 5/8 inch iron rod, at the face of an existing sidewalk curb; thence 15.57 feet along a 31.50 foot radius curve to the right, through a central angle of 28° 20' 03" (the long Chord of which bears South 39° 16' 12" West 15.42 feet) to a 5/8 inch iron rod on the Northerly line of Newport Avenue, said Bunker Hill Addition; thence South 89° 07' 43" West 118.60 feet along said Newport Avenue to a 5/8 inch iron rod at the Southwest corner of Lot 16, said Block 1; thence North 0° 48' 09" West 399.15 feet along the West line of Lots 1 through 16, said Block 1 to the point of beginning.

**Parcel C:**

A parcel located in portion of Lots 17 through 20, Block 1, Bunker Hill Addition to Marshfield, Coos Bay, Coos County, Oregon, more specifically described as follows: Beginning at a 5/8 inch iron rod at the Southeast corner of Lot 17, said Block 1; thence South 89° 07' 43" West 40.17 feet along the North line of Newport Avenue to a 2 inch iron pipe as established in 1950 by C. F. Bessee (C.S. 47A8); thence North 0° 48' 09" West 99.80 feet to a 5/8 inch iron rod on the line common to Lots 20 and 21, said Block 1; thence North 89° 09' 00" East 40.17 feet to a 5/8 inch iron rod at the Northeast corner of said Lot 20; thence South 0° 48' 09" East 99.79 feet along the East line of said Lots 17 through 20 to the point of beginning.

The true consideration for this conveyance Zero And No/100 Dollars (\$0.00). (See ORS 93.030).

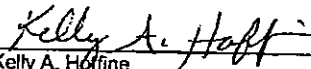
**BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 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.**

**BARGAIN AND SALE DEED - STATUTORY FORM**  
(continued)

IN WITNESS WHEREOF, the undersigned have executed this document on the date(s) set forth below.

Dated: 12-20-2021

  
\_\_\_\_\_  
Randal B. Hoffine

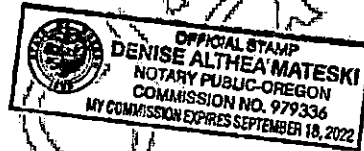
  
\_\_\_\_\_  
Kelly A. Hoffine

State of Oregon  
County of Coos

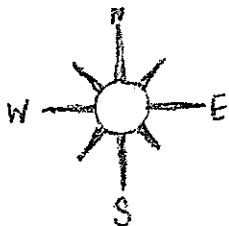
This instrument was acknowledged before me on 12-20-2021 by Randal B. Hoffine and Kelly A. Hoffine.

  
\_\_\_\_\_  
Notary Public - State of Oregon

My Commission Expires: 9/18/2022



Unofficial Copy

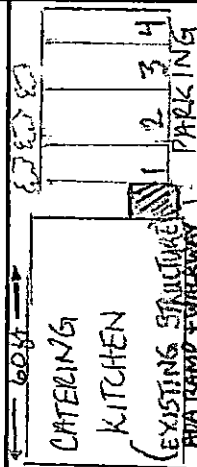


ELLEN ST.

25S13W35DA  
600

25S13W35DA  
500

25S13W35DA  
400



ENTRANCE

LOADING ZONE

40'

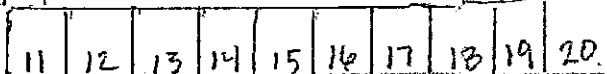
ENTRANCE

G.O.H.  
SCHOOL

25S13W35DA  
100

ADDRESS

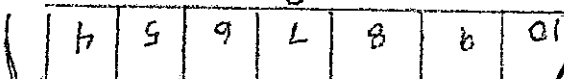
\* 93781 NEWPORT LN \*



PARKING

OWNER: RANDY HOFFINE • 541-260-2651  
95105 STOCK SLOUGH LN  
COOS BAY, OR 97420-6349  
TAX LOT # 4242500

PARKING



ENTRANCE

INVERTED



25S13W35DA  
100

25S13W35DA  
600

25S13W35DA  
500

25S13W35DA  
400

*catering*

\$1,833.00

48. Eating & Drinking Establishment requires ACU

Subject to 28

28: Eating and Drinking Establishments or Restaurant facilities – this category includes bakery, cafe, catering service facility, confectionery, delicatessen, food truck, tavern, lounge and coffee shop.

This use shall comply with the compatibility standard found in Section 4.3.220; Meet parking and access requirements of Chapter VII; and

Obtain any necessary health license.

(1) **Controlled Development (CD)** - The following conditional use review standards apply to all USES, activities and development within the CD zoning district.

(a) **COMPATIBILITY**: The proposed USE, ACTIVITY OR DEVELOPMENT is required to demonstrate compatibility with the surrounding properties or compatibility 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.

(b) Within the a City Urban Growth Boundary:

i. Signage –

planning@co.coos-or.us

Crystal Orr - corr@co.coos.or.us

To: Coos County Planning Department  
From: Penny Noble – TP Noble Enterprises, LLC DBA Penny Laine's Gourmet Secrets

ATTN: Crystal ORR

RE: Conditional use for Penny Laine's Gourmet Secrets Catering Kitchen, located 93781 Newport LN, Coos Bay, OR 97420

Record ID: 194-24-000383-STR

**COMPATIBILITY STATEMENT: *Controlled Development (CD)***

The use of this building as a catering kitchen will be compatible with the surrounding area without discord or disharmony in the following:

- (1) This will be an additional service that will provide food services to outside catering for individuals to pick up products or meals and/or for the catering company to provide delivery outside services. This will be convenient for the new potential customers in the surrounding area.
- (2) This establishment will *not* be a seated restaurant *or* provide onsite catering events.
- (3) Newport Lane is a busy road, and the existing buildings are, and have been, presently conditioned by the business of passerby traffic.
- (4) The parking lot allows for ample parking for customers to pick up products in a short amount of time which will not leave the parking area congested during business hours.
- (5) Delivery of equipment or products will be accessible with ample parking space and will be quick for drop off. The caterer will be bringing in most products of their own accord. This causes less disturbance.
- (6) The owner of the adjacent building owns this structure and has agreed to this building to be a future catering kitchen business.
- (7) There are existing businesses operating within a block or two so that this will not be a burden to their business and will be a positive addition to the surrounding area and a service they may take advantage of for their convenience and pleasure.
- (8) There will not be roadside signage. A sign may be added to the front of the building.

4/8/2024

To: Coos County Planning Department

From: Penny Noble – TP Noble Enterprises, LLC DBA Penny Laine's Gourmet Secrets

RE: Project Summary Details for building Catering Kitchen in existing building.

Record ID: 194-24-000383-STR

Plans for building a catering kitchen in an existing building owned by Hoffine Properties, LLC. This building is next to and on the same property site as Generation of Hope home schooling, located at 93781 Newport Ln., Coos Bay, OR 97420.

The project building does not currently have an address. An address request application will be submitted at the time of this Conditional Use Application.

The project building is vacant now. Plans to build a commercial kitchen for off-site catering and processing food for pick-up and/or delivery are being requested by Penny Laine's Gourmet Secrets. This will **not** be a sit-down dining facility.

Construction company, Malcom Builders, LLC, will be the licensed contractor. There are plans to open an existing wall facing north/south for a pass through to another room which will be a dish washing or scullery room and adding a back door entrance/exit to the north side of the building, which would be in the dish washing room. Contractors will be adding correct flooring throughout the project building and any necessary removal of any materials needing updated. There will be a licensed contracted electrician to provide or exchange accurate electrical wattage/voltage for the electrical panel and outlets to be adequate for commercial equipment. It is understood that there will be review and inspection of this process once finished. There will be a licensed plumber to install two required air gap drains, a mop sink and adequate plumbing for commercial prep sinks and commercial ware washer. The county plumbing inspector will inspect this job. There will be propane added to the building for commercial propane appliance(s) as well. It is understood that the local fire department will need to inspect the project building for safety, and it is understood there will be a review of this in accordance with fire safety ordinance.

A diagram of accessible parking space(s) will be submitted with any/all entrances. In addition, a project map disclosing current ADA access ramp with headers and measurements will be submitted along with pictures for approval.

Upon approval from the Coos County Planning Department, the target date to start construction will be May 6<sup>th</sup>, 2024, and projected to end by June 1<sup>st</sup>, 2024.