



Coos County Community Development
Mailing Address: 250 N. Baxter, Coquille, Oregon
Office Location: 60 E. Second St., Coquille OR 97423
Planning, Building and Enforcement
Phone: 541-396-7770

NOTICE OF LAND USE DECISION

You have received this notice because you are an adjacent property owner or an interested party, and this notice is required to be provided pursuant to ORS 215.416. The proposal identified in this decision will be located on the subject property. Notice to Mortgagee, Lienholder, Vendor, or Seller: ORS Chapter 215 (ORS 215.513) requires that if you receive this notice, you must promptly forward it to the purchaser.

Wednesday, August 28, 2024

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.

File No: P-24-003
Proposal: Request for a land use authorization for a two-parcel partition.
Applicant(s): Eric Engles, Isthmus Heights Rental LLC
Surveyor: Troy Rambo, Mulkins & Rambo LLC
Staff Planner: Jill Rolfe, Planning Director

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 **Wednesday, September 11, 2024**. Appeals are based on the applicable land use criteria.

Subject Property Information:

Account Number: 4163001
Map Number: 25S1336DD-01300
Property Owner: ISTHMUS HEIGHTS RENTAL LLC
63321 ISTHMUS HEIGHTS RD
COOS BAY, OR 97420-8286

Situs Address: 63587 ISTHMUS HTS RD COOS BAY, OR 97420
63565 ISTHMUS HTS RD COOS BAY, OR 97420

Acreage: 2.01 Acres

Zoning: RURAL RESIDENTIAL-2 (RR-2)

Special Considerations: NONE

Criteria

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

- **General Compliance:** Section 1.1.300 - Compliance with Comprehensive Plan and Ordinance Provisions, and Article 6.1 - Lawfully Created Lots or Parcels.
- **Development Standards:** Chapter IV, Section 4.3.225 and 4.3.230 Rural Residential
- **Land Division Review:** Chapter VI Lots and Parcels (Survey Standards Chapter VIII)
- **Road Standards:** Chapter VII Transportation, Access and Parking
- **Special Development Considerations:** Properties within Special Development Considerations and/or overlays must comply with the applicable review process outlined in Article 4.11.

Please note that civil matters, including property disputes that fall outside the criteria listed in this notice, will not be considered. The mailing of this notice to you precludes an appeal directly to the Land Use Board of Appeals.

Mailed notices to owners of real property required by ORS 215 shall be deemed given to those owners named in an affidavit of mailing executed by the person designated by the governing body of a county to mail the notices. The failure of the governing body of a county to cause a notice to be mailed to an owner of a lot or parcel of property created or that has changed ownership since the last complete tax assessment roll was prepared shall not invalidate an ordinance. Failure of an issue to be raised in a hearing, in person or in writing, or failure to provide statements of evidence sufficient to afford the Approval Authority an opportunity to respond to the issue precludes raising the issue in an appeal to the Land Use Board of Appeals.

The application, staff report, and any conditions can be found at the following link: <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*
Jill Rolfe, Planning Director

Date: Wednesday, August 28, 2024

This decision is authorized by the Coos County Planning Director based on the staff's analysis of the record.

EXHIBITS

Exhibit A: Conditions of Approval

Exhibit B: Vicinity Map

The Exhibits below are mailed/ emailed to the Applicant, Board of Commissioners and Planning Commission only. Copies are available upon request or at the following

Exhibit C: Staff Report

EXHIBIT "A"
Conditions of Approval

The applicant shall comply with the following conditions of approval with the understanding that all costs associated with complying with the conditions are the responsibility of the applicants and that the applicants are not acting as an agent of the county. If the applicant fails to comply or maintain compliance with the conditions of approval the permit may be revoked as allowed by the Coos County Zoning and Land Development Ordinance. Please read the following conditions of approval and if you have any questions contact planning staff.

The applicant has met the applicable criteria, with the following conditions:

1. All necessary federal, state, and local permits shall be obtained.
2. Prior to submittal of the Final Plat the following conditions as discussed by the TRC shall be completed:
 - a. The dimensions of the road, driveway parking and access shall be on the final plat.
 - b. The easement on Parcel 2 shall be monumented.
 - c. The driveway may have to remove trees on Parcel 2 in order to meet driveway standards.
 - d. Applicant submits a traffic plan and construction drawings for any new public roads or access easements to the Roadmaster. The County Roadmaster reviews construction drawings and applicable specifications for public roads and access easements, unless the Roadmaster waives this requirement;
 - e. Applicant constructs or bonds for required improvements; and
 - f. County Roadmaster inspects construction unless improvements are bonded;
3. All Final Plat shall meet the requirements SECTION 6.2.800 FINAL PLAT REGULATION AND REQUIREMENTS. Planning staff shall check off the requirements at the time of submittal and if not found to comply corrections shall be made prior to moving on to the Surveyor, Roadmaster and Assessor's Office for appropriate signatures. There may be corrections through the final plat process or taxes that are required to be paid. All landowners' signatures shall be on the final plat.

EXHIBIT "B"
Vicinity Map and Tentative Partition Map
(not to scale)

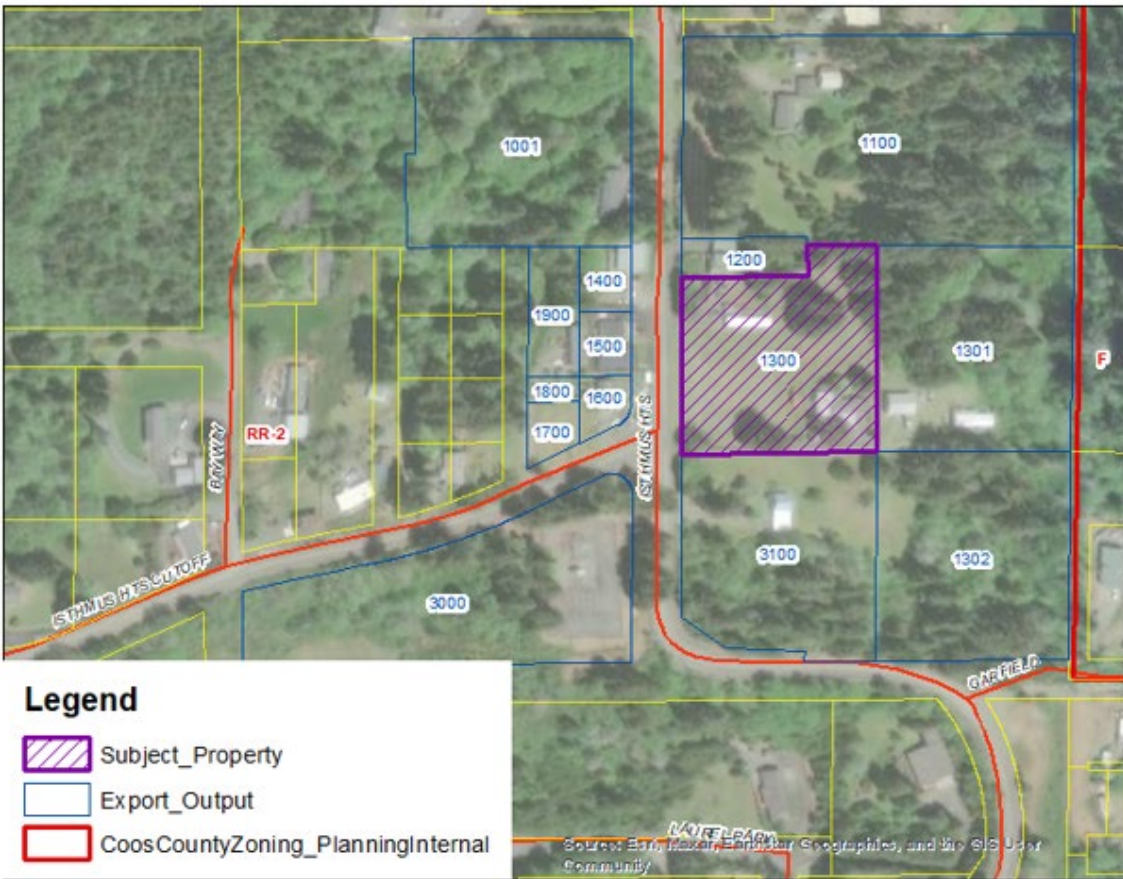


COOS COUNTY PLANNING DEPARTMENT

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



File:	P-24-003
Applicant/ Owner:	ISTHMUS HEIGHTS RENTAL LLC Troy Rambo, Surveyor
Date:	7/8/2024
Location:	Township 25S Range 13W Section 36DD TL 1300
Proposal:	Land Division



TENTATIVE PARTITION - LOCATED IN THE SE1/4 SE1/4 OF SECTION 36, T.25S., R.13., W.M., COOS CO., OREGON (TL# 1300 - 25S 13W 36DD - ACCT.# 4163001 - 1.99 ACRES)

PREPARED FOR:
 ISTHMUS HEIGHTS RENTAL, LLC
 63321 ISTHMUS HEIGHTS RD.
 COOS BAY, OR 97420

PREPARED BY:
 MULKINS & RAMBO, LLC
 P.O. BOX 809
 NORTH BEND, OR 97459

REGISTERED
 PROFESSIONAL
 LAND SURVEYOR
 TROY J. RAMBO
 2865
 RENEWAL 9-31-2024



SCALE 1" = 40'
 MARCH - 2024

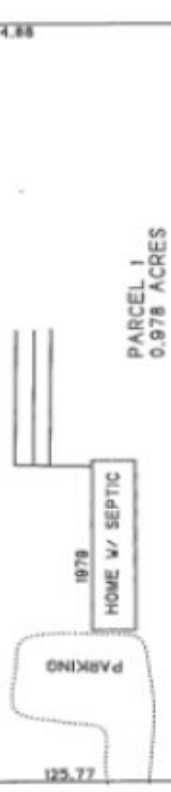
LEGEND

- ⊕ 5/8" REBAR PER CS# 52A233 UNLESS OTHERWISE NOTED
- ⊙ INITIAL POINT

TL# 1208 - 25S 13W 36DD
 PEGGY ROBINSON

TL# 1100 - 25S 13W 36DD
 MITCHELL SIMMONS REV. TRUST

NOTE: ALL BEARINGS & DISTANCES ARE RECORD PER CS# 52A233



ISTHMUS HEIGHTS CO. RD.
 (PAVED SURFACE)

E-11-55.95

M-22-55.08

RR-2

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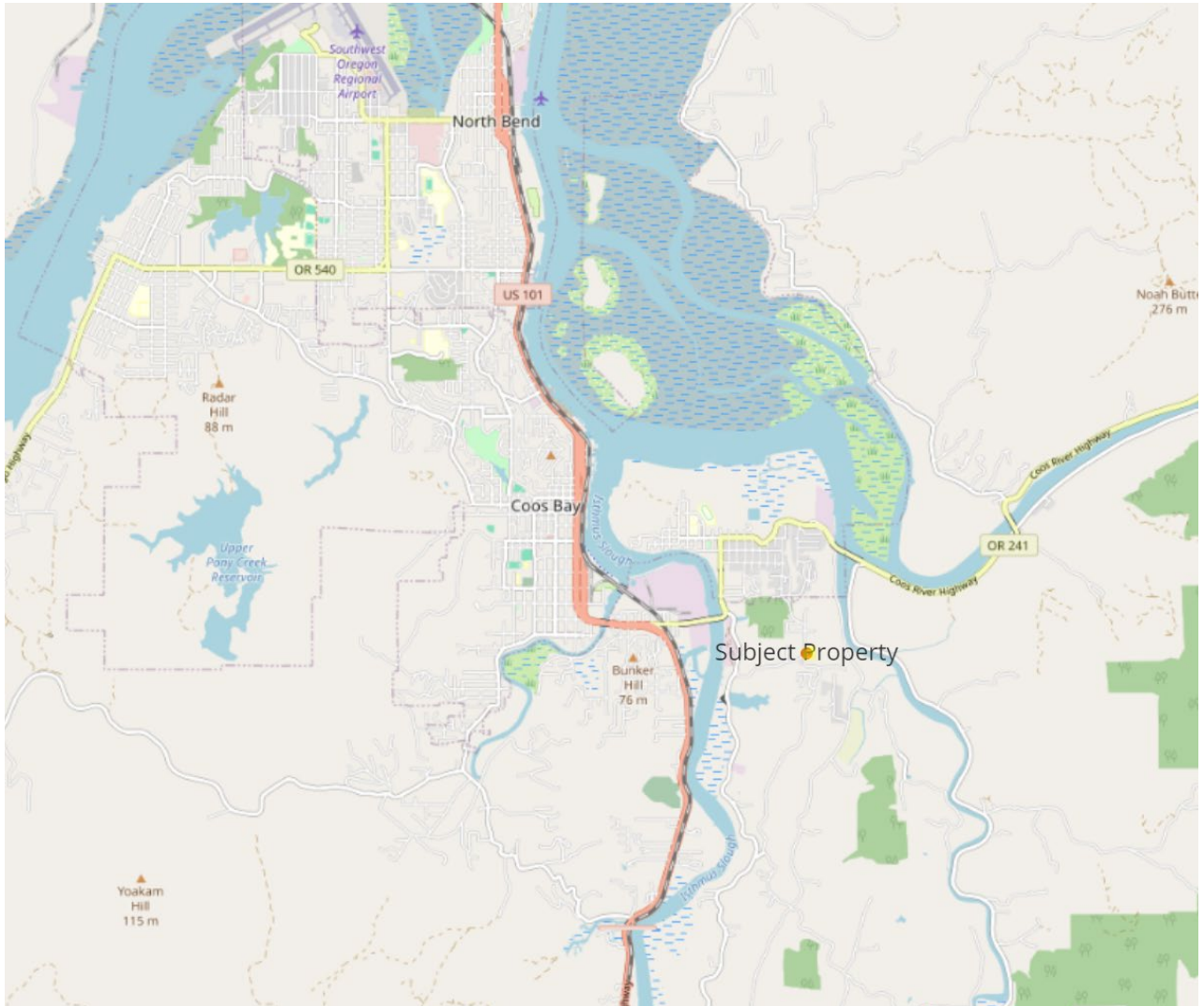
ERIC ENGLES

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

I. PROPOSAL AND BACKGROUND/PROPERTY HISTORY INFORMATION:

- A. PROPOSAL:** The applicants' proposal is a request for Planning Director Approval for a two-parcel (2) partition, as provided by the Coos County Zoning and Land Development Ordinance (CCZLDO).

- B. LOCATION:** The property in question is accessible via Isthmus Hts. Road, southeast of the City of Coos Bay. The highlighted yellow area is the subject property.



C. ZONING: Rural Residential-2 Section 4.2.100

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.

D. SITE DESCRIPTION AND SURROUNDING USES: The subject property encompasses a total area of 1.99 acres according to the survey provided by Troy Rambo and is located east of the City of Coos Bay off of Isthmus Heights Road. The property currently has two (2) Single Family Dwellings. The surrounding properties appear to be used for residential uses.

E. COMMENTS: All comments are on file with the department. There were no comments received beyond the Technical Review Committee process. These comments are covered in that section of the report.

II. STAFF RESPONSE TO COMPLIANCE TO THE APPLICABLE CRITERIA:

- **General Compliance: Section 1.1.300 - Compliance with Comprehensive Plan and Ordinance Provisions, and Article 6.1 - Lawfully Created Lots or Parcels.**

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.

STAFF RESPONSE TO GENERAL COMPLIANCE:

This property was part of a larger tract ownership until 2007. The permit history for the property begins with the issuance of Verification Letter (File No. VL-83-435) for a dwelling on September 15, 1983. Subsequently, on May 27, 1993, VL-93-283 was issued for siting a manufactured dwelling for residential purposes. On June 1, 1995, VL-95-219 was issued to facilitate the repair or replacement of a septic system.

A pre-application meeting was held on October 31, 2005, to discuss potential rezone options for one of the properties within the tract ownership. During this meeting, it was determined that a discrete parcel certification was necessary to confirm whether the parcels were separate. If confirmed, the property owner would be able to proceed with property line adjustments (PLAs) and then submit pre-eligibility applications for the forest-zoned parcels, followed by siting dwellings on the Rural Residential (RR) zoned parcels.

On July 2, 2007, it was confirmed that the property consisted of three discrete parcels. The property line adjustment application, PLA-08-27, was approved on June 19, 2008, involving parcels 25-13-36DD/31C-1300/800 and creating the current configuration of the subject property. Additionally, the assessment records indicate the presence of a 1954 single-family dwelling and a 1979 manufactured dwelling on the property. Therefore, at this time the property has been determined to be compliant, consisting of two lawfully sited dwellings. The land division was submitted to divide the two dwellings and allowing them to be located on their own parcel.

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.*

STAFF RESPONSE TO LAWFULLY CREATED LOTS AND PARCELS: This property has been lawfully established in accordance with CCZLDO §6.1.125.1. b, through a property line adjustment application in 2008 as explained in the background.

- **Development Standards: Chapter IV, Article 4.6.145 Land Divisions in the Forest Zone**

SECTION 4.3.230 ADDITIONAL SITING STANDARDS

- (2) ***Rural Residential (RR)*** – The following siting standards apply to all USES, activities and development in the RR zoning districts:
 - a. Minimum Lot/Parcel Size:
 - i. 5 acres in the RR-5 district
 - ii. 2 acres in the RR-2 district
 - iii. Exception to minimum lot sizes in Rural Residential:
 1. Smaller parcels may be permitted in an approved residential planned unit development, provided the allowable density of the parent parcel is not exceeded.
 2. Any lawfully created parcel or lot created prior to January 1, 1986 that is equal to or greater than one acre. Multiple parcels or lots may be combined to equal one acre but then a restriction shall be placed

on the deed and parcels and/or lots shall be combined into one tax lot.

3. Any lawfully created parcel or lot created prior to January 1, 1986 that does not equal one acre and not served by a public sewer then Department of Environmental Quality, State Building Codes and Oregon Department of Water Resources should be consulted by the developer prior to seeking a land use authorization to construct a dwelling as there may be development limitations.
4. Creation of parcels less than the minimum lot size of the zoning district shall be permitted provided the following circumstances exist:
 - a. The subject property is not zoned for resource use;
 - b. An existing dwelling (lawfully established, but not for temporary purposes) was sited prior to January 1, 1986, and will remain sited on each proposed parcel; and
 - c. A land division is submitted and approved by Coos County pursuant to the current standards with the exception on the minimum parcels size.

STAFF RESPONSE TO CRITERIA FOR PURPOSE: The residential zone permits the creation of parcels smaller than the minimum lot size required by the Rural Residential-2 zoning district, provided that an existing dwelling, lawfully established prior to January 1, 1986, remains on each newly created parcel. The current proposal meets this requirement by ensuring that each parcel will contain a dwelling and will be approximately one acre in size to accommodate the necessary improvements for each respective dwelling.

Therefore, this criterion has been satisfied, and the property owner is allowed to divide the property, contingent upon meeting the land division criteria

- **Land Division Review: Chapter VI Lots and Parcels**

ARTICLE 6.2 LAND DIVISIONS

As authorized by law, including ORS Chapters 92, 197 and 215, subdivisions, land partitions and streets created for the purpose of partitioning land shall be approved in accordance with this Ordinance. This Article applies to all land within the unincorporated territory of the County. A person desiring to subdivide land, to partition land, or to create a street or a private road shall submit preliminary plans and final documents for approval as provided in this ordinance and state statutes.

- *Section 6.2.375 Review of Tentative Plan:*
 1. *Distribution to Affected Bodies. The Planning Department shall furnish a copy of the tentative plan to all affected special districts and cities which have a coordination agreement with Coos County; and*
 2. *Within twenty (20) days of postmark, each city, special district and County Department receiving a copy of the tentative plan should submit a written statement to the Planning Department with respect to any matter, information, or recommendation deemed necessary for the applicant's or public's benefit.*
 3. *The Planning Department shall make copies of all written statements available to the applicant and others interested.*

4. *Planning Director Review. The Planning Director, after reviewing the tentative plan and comments, may approve, conditionally approve, or disapprove any application. The Planning Director shall take action within forty-five (45) days of the date the application was accepted as complete, unless additional time is deemed necessary to complete the review.*

5. *Criteria for Approval of tentative land division plan*
 - a. *A decision on the tentative land division plan application shall be made and notices shall be processed as required in Chapter 5.0 of this ordinance.*
 - b. *The preliminary plan shall be approved if the Approving Authority finds the following:*
 - i. *The information required by this Article has been provided;*
 - ii. *The design and development standards this chapter have been met; and*
 - iii. *Applicable transportation standards in chapter VII have been or will be complied with;*
 - iv. *Minimum parcel/lot sizes and requirements have been complied with for the zoning district.*
 - v. *If the preliminary plan provides for development in more than one phase, the Approving Authority makes findings and conclusions that such phasing is necessary due to the nature of the development, and that the applicant will be able to comply with the proposed time limitations.*
 - c. *In granting tentative approval, the Approving Authority may impose conditions of approval deemed necessary to carry out the Comprehensive Plan and the provisions of this ordinance. Such conditions may include the construction of offsite public improvements, or money equivalent, deemed necessary, either immediately or in the future, as a result of the proposed development and shall be reasonably conceived to fulfill public needs emanating from the proposed development in the following respects:*
 - i. *Protection of the public from the potentially deleterious effects of the proposed development; or*
 - ii. *Fulfillment of the need for public service demands created by the proposed development.*

6. *Conditional Approval. The Planning Director may impose special conditions upon the approval of a tentative plan when it is established that such conditions are necessary to protect health, safety or welfare. Conditions may include but are not limited to the following:*
 - a. *roadway and plat design modifications;*
 - b. *utility design modifications;*
 - c. *conditions deemed necessary to provide safeguards against documented geologic hazards;*
 - d. *other conditions deemed necessary to implement the objectives of the Comprehensive Plan.*

7. *Effective Date. Unless the action of the Planning Director is appealed, the action shall be effective upon the expiration of the appeal period pursuant to Article 5.8. Following approval of a tentative plan, the applicant may proceed with preparation of any required construction drawings. Development as per the tentative plan may yet be subject to approval of the supplemental information as required by Section 6.5.250(5) and approval of construction drawings as required by Section 6.5.350. [OR-92-07-012PL]*
8. *Duration of Preliminary Subdivision Plan Approval*
 - a. *Approval of a preliminary subdivision plan shall be valid for twenty-four (24) months from the date of approval of the preliminary plan, provided that if the approved preliminary plan provides for phased development, the approval shall be valid for the time specified for each phase. Each phase shall be valid for an additional twenty-four (24) months from the date of approval of the preliminary plan. For example if there were three phases each phase has 24 months from the date of the decision of the prior phase (decision of the first phase was on 10/11/13 then phase two has until 10/11/15 and phase three would have until 10/11/17 to be completed).
An applicant may choose to set a lesser time limit but this represents the maximum time allowed for phasing.*
 - b. *If any time limitation is exceeded, approval of the tentative plan, or of the phase of the preliminary tentative plan, and any subsequent phases, shall be void. Any subsequent proposal by the applicant for division of the property shall require new Administrative Action.*
9. *Granting of Extensions.*
 - a. *An applicant may request an extension of the validity of a tentative land division plan approval or, if the preliminary plan provides for phased development, an extension of the validity of a tentative approval with respect to the phase the applicant is then developing. Such request shall be considered a Ministerial Action and shall be submitted to the Director, in writing, prior to expiration of such approval, stating the reason why an extension should be granted.*
 - b. *The Director may grant an extension of up to twelve (12) months in the validity of a tentative plan approval or, if the tentative plan provides for phased development, an extension of up to twelve (12) months in the validity of a tentative plan approval with respect to the phase then being developed, if it is determined that a change of conditions, for which the applicant was not responsible, would prevent the applicant from obtaining final plat approval within the original time limitation.*

STAFF RESPONSE TO CRITERIA: The Planning Staff distributed copies of the tentative plan to all relevant special districts and cities that have a coordination agreement with Coos County as required. This ensures that all affected bodies are informed and have the opportunity to review the plan.

The Planning Department only received written statements from the County Departments within the stipulated 20-day period. These statements included necessary information, recommendations, and any other pertinent matters for the applicants.

Planning Staff provided copies of all received written statements at the Technical Review Committee meeting on July 9, 2024.

The Planning Director reviewed the tentative plan and all submitted comments, conditionally approving within 45 days for the Technical Review Committee Meeting.

The Director, acting as the Approving Authority, did not find that all necessary information was provided which resulted in conditions. Therefore, special conditions were imposed where necessary to protect health, safety, and welfare, including modifications to roadway and plat design, utility design, and other safeguards against geologic hazards. These conditions aligned with the objectives of the Comprehensive Plan. All issued were raised with the applicant's Surveyor at the Technically Review Committee Meeting.

The action of the Planning Director became effective upon the expiration of the appeal period, defined in the notice of decision, unless an appeal has been filed. Following approval, the applicant proceeded with the preparation of required construction drawings and the development process as based on the tentative plan.

The approval of the preliminary subdivision plan was valid for 24 months, with specific timelines adhered to for phased developments. Any phase that exceeded the time limitation was subject to new Administrative Action as required. If a final plat cannot be completed and filed as required an extension may be granted as needed, for up to 12 months, when applicants provided valid reasons for delays beyond their control. An extension would be granted in accordance with the stipulated procedures.

The Planning Staff has adhered to all requirements of Section 6.2.375 in the review and approval process of the tentative plan. All steps were conducted in compliance with the ordinance, ensuring a thorough and lawful process.

- *SECTION 6.2.575 Land Division Technical Review Committee:*
 1. *Establishment. The land division Technical Review Committee (TRC) is established to act in a technical review capacity for the Board of Commissioners, and is authorized to perform such functions as provided for in this Ordinance. The TRC shall meet within 30 days of the application being deemed complete. The TRC shall consist of the following members or their duly authorized representatives:*
 - a. *Director or Planning Staff Member, who shall serve as Chair;*
 - b. *Director – County Public Works (i.e., Roadmaster);*
 - c. *County Surveyor;*
 - d. *County Assessor;*
 - e. *County Counsel;*
 - f. *Health Department Staff (water and sanitation issues);*
 - g. *County Planning Commission Chairman;*
 - h. *Department of Environmental Quality (DEQ);*
 - i. *Oregon Department of Transportation (if access is proposed from a state facility)*
 - j. *Representative of Affected City (if located in an urban growth area); and*
 - k. *Representative of Affected Special District.*

2. *Responsibility of TRC. The TRC shall examine all tentative (preliminary) partition plats, subdivision plats, and planned unit development plats, and assist the Planning Director in rendering a decision relating to the approval, conditional approval, or disapproval of said applications. In case of a variance request, the TRC shall form a committee recommendation to the Planning Director. The applicant shall be given notice of any TRC meeting pertaining to his or her request. In the event a committee member is unable to attend the meeting written comments should be made prior the meeting.*

STAFF RESPONSE TO CRITERIA: Members of the Technical Review Committee (TRC) met on July 9, 2024, to review Sections 6.2.400 through 6.2.550. The purpose of this review was to evaluate the relevant sections in relation to the specific applications under consideration. The members present were Planning Staff, Roadmaster, County Surveyor and County Assessor’s Staff.

The TRC is responsible for examining all tentative (preliminary) partition plats, subdivision plats, and planned unit development plats. The committee assists the Planning Director in making decisions regarding the approval, conditional approval, or disapproval of these applications. In cases involving a variance request, the TRC forms a recommendation for the Planning Director.

The Planning Director has the ability to impose special conditions upon the approval of a tentative plan when it is established that such conditions are necessary to protect health, safety or welfare. Conditions may include but are not limited to the following:

- a. **Roadway and plat design modifications;**
- b. **Utility design modifications;**
- c. **Conditions deemed necessary to provide safeguards against documented geologic hazards;**
- d. **Other conditions deemed necessary to implement the objectives of the Comprehensive Plan.**

During the TRC meeting all conditions are discussed which will result in conditions of approval. Applicants are given notice of any TRC meeting that pertains to their request to ensure they have the opportunity to be informed and involved in the process. If a TRC member is unable to attend a scheduled meeting, they are encouraged to submit written comments prior to the meeting to ensure their input is considered.

Through the TRC review the plat in the following format.

1. **Roadway and Utility design modification required.**
 - a. **Access required. Each unit of land proposed to be created shall have access by way of a county road with the exceptions. The reviewed should be back to the nearest public road (public dedicated road or highway). The exception provided is to allow for a local¹ access road to provide access only if the local access road was open to the public use on January 1, 1986 and as long as the access road is not restricted. The local access road is constructed to the private road standard**

¹ “Local access road” means a public road that is not a county road, state highway or federal road. ORS 368.001

contained in Article VII. However, if the road will, or could in the future, provide service to more than three (3) units of land in an urban unincorporated area or more than ten (10) units of land in a rural residential area, the finished top surface width shall be a minimum of 18 feet and turnouts shall not be required. The local access road is constructed to the private road standard contained in Article VII. However, if the road will, or could in the future, provide service to more than three (3) units of land in an urban unincorporated area or more than ten (10) units of land in a rural residential area, the finished top surface width shall be a minimum of 18 feet and turnouts shall not be required.

- i. If access is to state highway then ODOT will be requested to participate.
- ii. If access is from a city street then City will be requested to participate.
- iii. Panhandles may be allowed
- b. Road standards in Chapter VII shall be met
 - i. Grading shall be performed and drainage facilities installed (i.e. French drains, catch basins, etc.)
 - ii. Street and road standards shall conform to the improvements of Chapter VII
 - iii. Sidewalks, pedestrian and bicycle ways when required
 - iv. Slope easements – Necessary when right-of way slope constructed extends outside of eth normal right-of-way
- c. Utility easements reviewed
- d. Road naming if required

The Technical Review Committee (TRC) has reviewed the access and both properties front Isthmus Heights Road. The traffic plan was missing from the application and shall be submitted to the Roadmaster prior to his signing the plat. The dimensions of the driveway and parking are required for parcel 1. Resolving these issues will allow the development to proceed in compliance with established regulations. There were no grading, sides walks, pedestrian and bicycle ways or slope easements required.

2. Plat and Design modifications needed.

- a. Survey Standards (Chapter VIII)
- b. Map Numbers and Easements shown
- c. Lots and parcels shown to meet minimum lot standards
- d. Street frontage requirements (panhandle may be allowed)
- e. Urban Growth Boundary requirements
- f. Dimensional Standards
- g. Any legal description concerns
- h. Other design and plat modifications not covered above.

The Technical Review Committee (TRC) has completed its review of the plat and design for the proposed development and identified several necessary corrections and actions. The easement that is depicted on the southern boundary of proposed parcel 2 shall be noted on the final plat. The approach to parcel 2 (access) may be required to remove trees to meet the width requirements.

Before the Roadmaster can sign the plat, the road and access standards for land divisions need to be fully addressed. The TRC also noted that the initial point, legal description, and signature block are required to be accurately located on the final plat.

The final plat will need to be drawn to meet the standards of Section 6.2.800.

- 3. Geologic hazards that need to be considered.**
 - a. Natural Hazards platted and considered during development**
 - b. Erosion prevention when necessary (cuts and fills for roads)**

The Technical Review Committee (TRC) has completed its review for geological hazards and found there were none to consider. There are no new cuts or fills proposed. Therefore, this criterion has been addressed.

- 4. Other conditions**
 - a. Taxes**
 - b. Health and safety (water and sewer)**
 - i. Required to provide proof of adequate supply of potable water (6.2.550)**
 - ii. Sewage disposal system information provided and complies with state law.**
 - c. Other items necessary for approval**

The Technical Review Committee (TRC) has completed its review for other conditions and found if the tax statements have not been mailed by the time the final plat is submitted for approval, then pre-payment of taxes will still be required before the Assessor can sign the plat. There is a potential for additional tax on this property. Additionally, a processing fee of \$200.00 will be required before the Assessor signs the final plat.

Under the health and safety requirements, the applicant must demonstrate that potable water and the sewage disposal system comply with state law. Coos Health & Wellness has noted that the properties are served by Coos Bay North Bend Water Board and that meets the requirements for potable water. The DEQ records on file show compliance with sanitation.

Therefore, the TRC did not find any other issue that needed to be addressed. All final plats shall be completed in accordance with Section 6.2.800 Final Plat Regulations.

III. CONCLUSION:

After a thorough review, the land division request has been found to comply with all applicable zoning and land development standards as outlined in the Coos County Comprehensive Plan and Implementing Ordinance. The proposal meets the criteria for density, lot area, and dimensional standards, while maintaining consistency with the Master Plan and Exception Statement. The internal reconfiguration of property lines does not introduce any new roads or access, and as such, the requirements of Chapter VII are not triggered. All special development considerations and overlays have been properly identified, with no additional requirements necessary.

The application was deemed complete following a detailed evaluation by the Technical Review Committee (TRC), and the staff has worked diligently to ensure that the process remains within statutory timelines. The final decision will be rendered by August 28, 2024, in accordance with the 150-day deadline. Following the completion of the appeal period, the applicant will be required to submit a final partition plat in compliance with Section 6.2.800.

Overall, the proposed land division aligns with county development policies and objectives subject to the conditions outlined in this report.

IV. NOTICE OF DECISION

A notice of decision will be provided to property owners within 250 feet of the subject properties and the following agencies, special district, or parties: Coos Bay North Bend Water Board, Millington RFPD, Oregon International Port of Coos Bay, and Coos Bay School District.

The following will receive the decision and all attachments: Property Owners and Applicant; Applicant's Surveyor; Board of Commissioners; Planning Commission; Department of Land Conservation and Development; County Road Department; County Surveyor; County Assessor; and Oregon Department of Transportation.