



**Welcome to the Coos County
Planning Commission Meeting and Work Session
201 N. Adams St., Coquille Oregon
June, 2026 at 7:00 p.m.**

- I. CALL MEETING TO ORDER 7:00 P.M.** – Introductions of Commissioners and Staff.
- II. MINUTES** – Approval of May 7, 2026 Meeting
- III. CITIZEN PARTICIPATION** – This is the time for brief comments from the public concerning county planning and zoning matters **not on the agenda.**
- IV. PUBLIC HEARING**

➤ **ITEM A –FILE #HBCU-26-001**

Consultant:	NONE
Account Number:	919300
Map Number:	28S131800-01400
Property Owner:	KUNTZ, STEVEN L.; ETAL
Situs Address:	NO SITUS ADDRESS
Acreage:	11.06 ACRES
Zone:	COQUILLE RIVER ESTUARY MGT PLN (CREMP) CREMP EXCLUSIVE FARM USE 10AC. (CR-E10) CREMP SHORELAND SEGMENT 42 (CRS42)
Special Development Consideration and Overlay	FLOODPLAIN 100 YR - 2018 (FP) NATIONAL WETLAND INVENTORY (NWI) NH TSUNAMI (NHTHO)

Proposal: The applicants/Property Owners requests approval to operate a seasonal private Campground. The proposed Campground would operate seasonally from May through October. Temporary and seasonal structures, such as tents, canvas structures, recreational vehicles, and accessory items would be removed at the end of each season. The proposed campground would be located on the lower portion of the property.

Additional Information: The subject property is located to the northeast of the city of Bandon.

Applicable Criteria: Section 3.3.720(6) – Coquille River Estuary Management Plan – Exclusive Farm Use (CREMP-EFU) Shoreland Segments – Hearings Body Conditional Development and Use – Private Parks, Playgrounds, Hunting and Fishing Preserves, and Campgrounds; Section 3.3.730 Criteria and Review Standards for Conditional Use Permits (Both Administrative and Hearings Body); Section 3.3.740 Development and Use Standards

➤ **ITEM B –FILE # AP-26-001 APPEAL OF ACU-25-046**

Appellant(s): NICK KAPANDE & HEATHER KAPANDE
TROY KAPANDE & DANE KAPANDE

Consultant: CRYSTAL ORR, PACIFIC NW PLANNING &
CONSULTANT

Account Number: 245400
Map Number: 25S113100-01000

Property Owner: MICHAEL COLLINS LLC ET AL

Situs Address: 98539 S COOS RIVER LN COOS BAY

Acreage: 84.00 ACRES
Zone: EXCLUSIVE FARM USE (EFU)
FOREST (F)

Special Development Consideration and Overlay: FLOODPLAIN 100 YR - 2018 (FP)
FOREST MIXED USE (MU)
NATIONAL WETLAND INVENTORY (NWI)

Proposal: The property owners requested approval for a Limited Agri-tourism Use, Commercial Activities in Conjunction with Farm Use, and a Farm Stand at their property located at 98539 S Coos River Lane, Coos Bay, Oregon. This proposal aims to enhance the farm's economic viability and encourage community engagement by hosting up to 6 small-scale agritourism events annually, including weddings, farm-to-table dinners, and educational activities. Additionally, the property owners plan to offer seasonal commercial activities, such as You-Cut Christmas trees and a You-Pick pumpkin patch, as well as a Farm Stand for selling their farm-raised products and local goods. The initiative is designed to promote local agriculture while preserving the area's rural character and complying with zoning regulations.

Additional Information: The subject property is located west of the city of Coos Bay.

Applicable Criteria: Section 1.1300 – Compliance with Comprehensive Plan and Ordinance Provisions; Section 4.6.200(31) Exclusive Farm Use Table II – Uses and Activities; - Agri-tourism and Minimum Standards Applicable to the Schedule of Permitted Conditional Uses (5) – Approval Criteria; Section 4.6.210 Development and Use Standards for the Exclusive Farm Zone; Article 4.11 Special Development Considerations and Overlays; Section 5.0.150 Application Requirements; Oregon Revised Statute (ORS) 215.283 – Uses Permitted in Exclusive Farm Use Zones in Nonmarginal Lands Counties; Section 6.1.125 Lawfully Created Lots or Parcels; Article 5.8 Appeal Requirements.

V. OTHER BUSINESS

A. STAFF UPDATES

- Urban Growth Boundary Updates

- Coos Bay Estuary Management Plan Updates
- Software Updates

B. APPLICATION UPDATES

VI. PLANNING COMMISSION COMMENTS:

This is the time and place for the Planning Commission to discuss any general comments, inquiries, or other items of business not otherwise listed on the agenda.

VII. ADJOURNMENT

ADDITIONAL INFORMATION AND HEARING PROCESSES :

For more information on any of these items please contact the Coos County Planning Department by phone at (541) 396-7770, by e-mail at planning@co.coos.or.us, in writing to 250 N. Baxter, Coquille OR 97423 or visit us at 60 E. Second, Coquille OR 97423.

HEARING PROCESS AND PROCEDURES:

There are four ways to participate in this matter by phone; virtually; in person; or in writing.

- i. **Virtual or by phone:** This option is only available during the time and date the hearing is scheduled. To participate there GoToMeeting or by phone please provide an email to planning@co.coos.or.us with your name, address, email and phone number for the record and in case there is any technical difficulty.

GoToMeeting Information

Planning Commission

Please join my meeting at:

<https://meet.goto.com/940158709>

You can also dial in using your phone.

Access Code: 940-158-709

United States: +1 (224) 501-3412

- ii. **In Person:** The meeting can be attended in person at the time and date scheduled. The meeting will be held in the Owen Building Large Conference Room 201 N. Adams Street, Coquille OR 97423. If you require assistance to participate in the meeting, please provide 48 hours' notice to the Planning Staff to accommodate the request. planning@co.coos.or.us or 541-396-7770.
- iii. **In Writing: Testimony shall be submitted by the deadline provided at the hearing or the close of the record in the forms described below.**

- a. **Submission of Written Testimony:** Written testimony and evidenced provided by participants that will not be attending shall be received no later than 5 pm on the day of the hearing. Although it is encouraged to submit the information well in advance to provide the Hearings Body a chance with an in-depth review. Written testimony and evidence to shall be mailed 225 N. Adams, Coquille, OR 97423, dropped off at the planning office at 60 E. Second Street, Coquille or emailed to planning@co.coos.or.us. If the testimony is not received by the 5 pm

deadline it will need to be submitted in person at the hearing or it will not be considered. **Please review the additional information regarding submission of written evidence.**

b. Submission of Written Evidence

- Petitions: Any party may submit a petition into the record as evidence. The petition shall be considered as written testimony of the party who submitted the petition. A petition shall not be considered to be written testimony of any individual signer. To have standing, a person must participate orally at the hearing or submit other individual written comments. Anonymous petitions or petitions that do not otherwise identify the party submitting the petition shall not be accepted as evidence.
- Required Number of Copies: Submission of written materials for consideration shall be provided in the form one original hard copy and one exact copy or one original hard copy and one electronic copy. The County may, at its sole discretion, reject any materials that do not contain the requisite number of copies. It may be requested that the County make the requisite number of copies subject to the submitter paying the applicable copy charges.
- E-mail testimony may be submitted; however, it is the responsibility of the person submitting the testimony to verify it has been received by Planning Staff by the applicable Deadline.
- All written testimony must contain the name of the person(s) submitting it and current mailing address for mailing of notice.
- The applicant bears the burden of proof that all the applicable criteria have been met; however, in the case of an appeal, the appellant bears the burden of proving the basis for the appeal, such as procedural error or that applicable criteria have not in fact been met.
[Amended OR 08-09-009PL 5/13/09]

- iv. **General Meeting Procedure:** The Planning Commission will start the meeting at 7:00 pm unless otherwise noticed. There will be introductions of the Commissioners and Staff, Approval of Minutes if available and Request for any comments from the public on matters not related to the formal hearings scheduled or pending land use matters prior to opening the hearing. Upon opening the public hearing portion of the meeting, the Planning Staff or County Counsel will provide the procedural rules.

The Planning Commission will:

- a. Disclose the substance of any prehearing *ex parte* contacts regarding the matter at the commencement of the public hearing on the matter. The member shall state whether the contact has impaired the impartiality or ability of the member to vote on the matter and shall participate or abstain accordingly;
- b. Any actual or potential conflicts of interest (financial gain); and
- c. Any biases or reason a member will not be participating in the decision making process.

The Planning Commission will ask the audience if there are challenges to any Planning Commission members reviewing the matter. If there are challenges, they shall be brought forward with evidence to substantiate such challenge. There will be a chance for the member of the Commission to rebut the challenge or step down as the decision maker. If the member(s) does not step down the Planning Commission shall make a motion as to remove the member based on the evidence or make the statement that the evidence submitted is not sufficient to create a actual bias or conflict of interest. Once this is complete staff will present the matter and criteria and provide the Planning Commission an opportunity to ask any questions about staff's presentation or material that have been provided.

The Oral testimony will begin:

- a. Applicant's presentation (15 minutes)
- b. Proponents of the application (3 to 5 minutes)
- c. Opponents of the application (3 to 5 minutes)
- d. Rebuttal or closing by the applicant. (3 to 5 minutes)

Tips for providing effective testimony¹

- a. State your name and address for the record.
- b. Begin by saying you support or oppose a particular agenda item, and briefly explain why.
- c. Use facts to verify your statements.
- d. Describe how this issue affects you personally, what you suggest as a solution and then summarize your testimony.
- e. Be sure to tell the reviewing body exactly what you wish them to do. If you are opposing, your testimony should discuss why the proposal is inconsistent with the controlling law, rules or ordinances.
- f. Do not repeat yourself or get off-topic; keep your argument concise

¹https://www.co.coos.or.us/sites/default/files/fileattachments/planning/page/13051/tesify_at_land_hearing_brochure.pdf

**COOS COUNTY PLANNING COMMISSION
REGULARLY SCHEDULED MEETING
MAY 7, 2026
OWEN BUILDING LARGE CONFERENCE ROOM
201 N. ADAMS ST.
COQUILLE, OREGON 97423**

PLANNING COMMISSION

MEMBERS PRESENT

Todd Buchholz, Chairman
Todd Goergen, Commission
Joe Aguirre, Commissioner

MEMBERS ABSENT

Joann Hansen, Commissioner
Diana Schab, Commissioner

MEMBERS PRESENT THROUGH GOTOMEETING

Charlie Waterman, Commissioner
Matthew Vorderstrasse, Vice Chair

STAFF PRESENT

Jill Rolfe, Community Development Director
Amy Dibble, Administrative Development Manager
Michelle Berglund, Program Assistant

Item I Call meeting to Order:

Chair Todd Buchholz called the meeting to order at 7:00 p.m. All Commissioners and staff introduced themselves.

ITEM II APPROVAL OF MINUTES:

Chair Buchholz called for approval of the March 2026 meeting minutes. Commissioner Goergen moved to approve the minutes. Commissioner Aguirre seconded the motion. The motion carried unanimously.

ITEM III CITIZEN PARTICIPATION:

Chair Buchholz opened the floor for public comment regarding planning and zoning matters not on the agenda. No members of the public were present, and no comments were received. A quorum was confirmed, including Commissioners attending both in person and remotely.

ITEM IV – PUBLIC HEARINGS

Chair Buchholz asked whether any Commissioner needed to declare a conflict of interest or abstain from participation. Commissioner Goergen disclosed that he operates a similar business and may be considered a competitor to the applicant, but stated he did not believe the matter created a conflict requiring abstention. No Commissioner abstained and no challenges were made.

Director Rolfe confirmed that all Commissioners had received the staff report. Director Rolfe then read the procedural rights pursuant to Coos County Zoning and Land Development Ordinance Section 5.7.300 and ORS 197.763.

Item A – File HBCU-25-001 (Hauser Hill Campground LLC)

Director Rolfe presented HBCU-25-001, a request for a private campground in the C-1 Commercial Zone located at 68610 Sandy Way Road, North Bend, Oregon. The property is identified as Map Number 24S-13W-15, Tax Lot 802, and is owned by Hauser Hill Campground LLC.

Director Rolfe explained that the proposal includes a temporary recreational campground with future accessory structures, including a shop building. The property is located within areas subject to beaches and dunes regulations, archaeological review, wetlands considerations, tsunami hazards, wind erosion, and liquefaction concerns.

She explained that the property had been operating in non-compliance since approximately 2020, and staff worked with the applicant to develop a path toward compliance. Revised conditions of approval and findings were provided to the Planning Commission prior to the hearing. Discussion included sanitation, trash management, fire suppression, portable restroom facilities, gray water disposal, campground operational rules, and wildlife impacts.

Consultant Sheri McGrath appeared as a fact witness on behalf of the applicant and discussed campground operations, grading, fire safety, portable restroom facilities, waste management, and operational policies. Ms. McGrath explained that the campground would function as a lower-intensity private campground rather than a full RV park because no utility hookups were proposed.

Commissioners discussed campground operational standards including fire safety measures, unattended campfires, pest-resistant waste containers, gray water disposal education, pet leash requirements, and operational standards during holiday and ATV event weekends.

Director Rolfe revised Condition No. 12 during the hearing to require adequate pest-resistant waste collection facilities. The conditions were reviewed and provided to the Planning Commission to sign if approved.

Commissioner Aguirre moved to approve HBCU-25-001 subject to the revised conditions of approval. Commissioner Goergen seconded the motion. The motion carried unanimously.

ITEM V – OTHER BUSINESS

Director Rolfe provided updates regarding the Coos Bay Urban Growth Boundary process and reported that LCDC approved Phase One, allowing the project to move into Phase Two.

Director Rolfe also discussed ongoing work related to the Coos Bay Estuary Management Plan committees and bylaw development.

Additional discussion occurred regarding the Urban Form mapping software project, which is

intended to consolidate zoning, hazards, and building information into a unified mapping and reporting system.

Director Rolfe discussed letters sent to the Governor regarding housing regulations and planning challenges, as well as ongoing efforts related to economic development, employment lands, and industrial land planning.

Staff also discussed upcoming campground applications, an agri-tourism appeal, current permit processing timelines, and continued development activity within the County.

ITEM VI – PLANNING COMMISSION COMMENTS

There were no additional comments from the Planning Commission.

ITEM VII – ADJOURNMENT

There being no further business, Chair Buchholz adjourned the meeting at approximately 8:20 p.m.

Next Meeting: June 4, 2026

Meeting minutes by Michelle Berglund

Planning Commission Chair Signature, June 4, 2026