



November 19, 2024

Shyrley N. James  
12917 Sir Scott Drive  
Chester, VA 23831

Coos County Planning Department Annex  
250 N. Baxter  
Coos Bay, Or 97423

Re: Coos County Conditional Land Use Application

To Whom It May Concern:

On behalf of Terisa James, Richard L. Upton (co-owners) and myself, we would like to submit this application for a vacation rental home we have just finished building at 93805 Bay Park Lane, Coos Bay, Or 97420. The street name is soon to change to "Upton Drive" but for now, we will reference Bay Park Lane.

Our family is originally from the North Bend/ Coos Bay area, and we find ourselves visiting several times a year. During the times we are not there, we would like to rent it out to short-term guests via AirBnB or Vrbo, etc. to recap some of our travel expenses, and ultimately move back to the area we are from.

The house is 1,026 sq. ft. and has three bedrooms and two full bathrooms. It will accommodate 1-5 people, in which we will set occupancy guidelines in the listings. There is a small back yard that butts up against a wooded and secluded partial as well as a side deck that overlooks the slough. The house has video cameras of the driveway and the back and side yards to help protect our investment. The driveway will hold 2 vehicles or a recreational vehicle but not larger than a small camper.

We have contracted with a local management company to oversee the rental home, guests, maintenance, and landscaping while we are not there. The management company will be the direct point of contact for guests staying in the home in exchange for a small fee beginning on December 1, 2024, if time permits.

We believe this proposal meets the criteria set forth in the Zoning Ordinance but understand that a list of criteria may be sent to us upon submitting this application for a point-by-point explanation.

Thank you for your time and consideration as well as your assistance in the planning department. We look forward to hearing from you.

Sincerely,  
  
Shyrley James

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**

Richard L. Upton Sr.      Jeri Jones

[Signature]      \_\_\_\_\_

**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: 93805 Bay Park Lane, Coos Bay, Oregon 97420

Type of Access: Public Road Name of Access: Bay Park Lane

Is this property in the Urban Growth Boundary? No

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

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

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

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

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

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

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

**Coos County Road Department Use Only**

Roadmaster or designee: \_\_\_\_\_

Driveway     Parking     Access     Bonded    Date: \_\_\_\_\_    Receipt # \_\_\_\_\_

File Number: DR-

## SANITATION INFORMATION

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

Water Service Type: Coos Bay-North Bend Water Board      Sewage Disposal Type: 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? *0*
- Will food be offered as part of the an on-site business? *no*
- Will overnight accommodations be offered as part of an on-site business? *yes*
- What will be the hours of operation of the business? *12 am - 11:59 pm*

Please check  if the request is for a land division.

### Coos County Environmental Health Use Only:

Staff Reviewing Application: \_\_\_\_\_

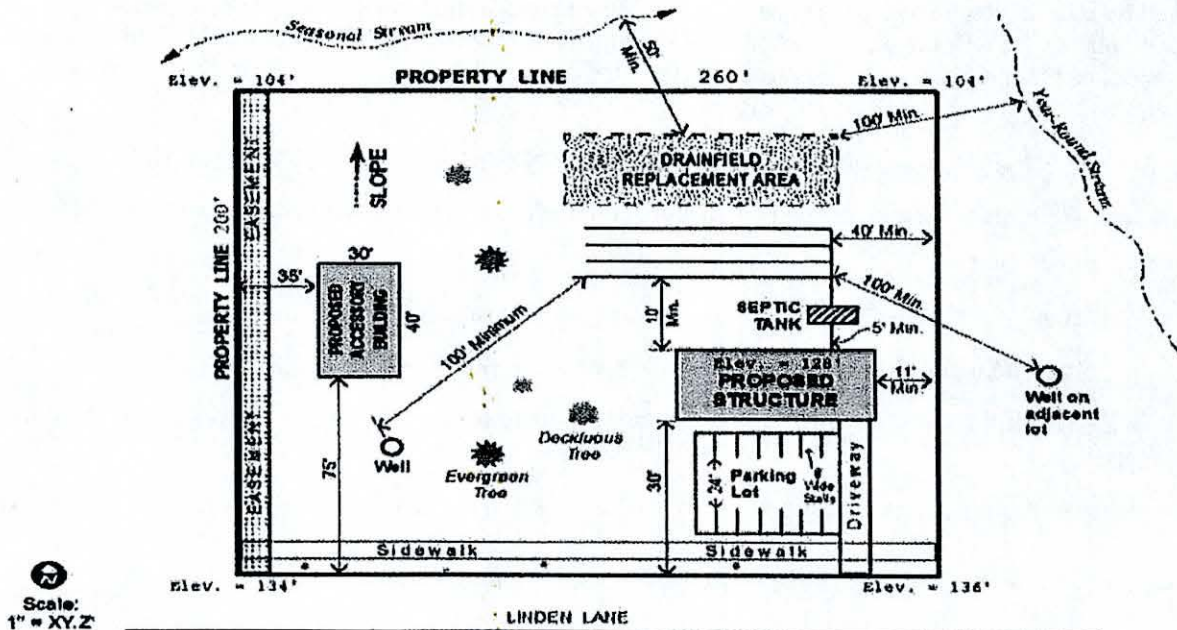
Staff Signature: \_\_\_\_\_

- 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 Health Division to make an appointment.

Additional Comments:

Plot Plan  
The grid for the plot plan is found on the next page

**SAMPLE PLOT PLAN**



**ITEMS THAT MUST BE ON THE PLOT PLAN:**

At a minimum, the site plan should provide information on the following items:

- Existing and proposed lot lines, lot or parcel numbers, and acreage/square footage of lots.
- Dimensions of all illustrated features (i.e. all structures, septic systems, driveways, roads, etc.)
- Significant natural features (slopes greater than 20%, geologic hazards, wetlands, drainage ways, rivers, streams, and the general location of existing trees, etc.).
- Existing easements (access, storm drainage, utility, etc.).
- Existing and proposed (structures, outbuildings, septic, etc.) on site and on adjoining properties.
- Existing and proposed road locations including widths, curbs, and sidewalks.
- Existing and proposed driveway approach locations on site, existing driveway approaches on adjoining properties on the same side of the street, and existing driveway approaches across the street from the site.
- Contiguous properties under the same ownership.
- General predevelopment topographical information (minimum 10' contour intervals).
- Location of utilities.
- If redevelopment is viable in the future, a redevelopment plan should be included.
- Preliminary site utility plan.
- Please add any additional Road or parking items from the parking form.

**ACCESS INFORMATION**

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Property Address: 93805 Bay Park Lane, Coos Bay, OR 97420

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Name of Access: \_\_\_\_\_

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- 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;
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- 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.

*Through applying for this application I authorize the Coos County Roadmaster or designee to enter upon the property subject of the application to conduct a site visit necessary for processing the requested application. The applicant shall contact the Coos County Road Department to arrange for the site visit once the access, driveway, road and/or parking requirements have been met. If you would like to schedule a visit or inquire further about requirements including bonding please contact 541-396-7660. This signed form must be returned to the Planning Department prior to the issuance of a zoning compliance letter.*

Coos County Road Department Use Only

Roadmaster or designee: 

Driveway  Parking  Access  Bonded Date: 5/21/24 Receipt # \_\_\_\_\_

File Number: DR- 23-079

Approved per Paul S.

**ADDRESS APPLICATION INFORMATION**

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

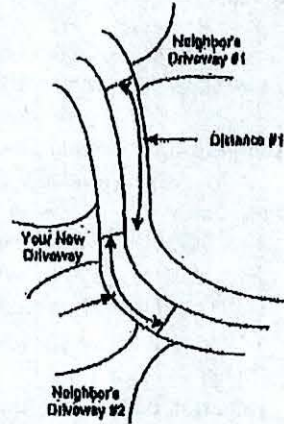
DISTANCE FROM DRIVEWAY #1 TO YOUR NEW DRIVEWAY: \_\_\_\_\_

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.



# TICOR TITLE™

201 Central Ave  
Coos Bay, OR 97420  
Phone: 269-5127  
Fax: 267-0990

105 E. 2nd Street  
Coquille, OR 97423  
Phone: 396-2777  
Fax: 396-2776

## Consumer Information Report

Prepared For:

Wed Jul 5, 2023

Property Address: 93805 BAY PARK LN, COOS BAY OR 97420  
Tax Account: 4564900  
Map: 26S-13W-02AA 01800  
  
Owner of Record: JAMES, TERISA ANN ET AL  
Owner's Address: 4742 WENDELL ST  
SAN DIEGO, CA 92105

Prepared By: Madison Brugnoll

This title information has been furnished, without charge, in conformance with the guidelines approved by the State of Oregon Insurance Commissioner. The Insurance Division cautions intermediaries that this service is designed to benefit the ultimate insureds; indiscriminate use only benefiting intermediaries will not be permitted. Said services may be discontinued. No liability is assumed for any error in this record.



# TICOR TITLE™

## Coos County - Property Profile

Account: 4564900 Map: 26S-13W-02AA 01800  
 Property Class: 101 - RESIDENTIAL - IMPROVED  
 Owner of record: JAMES, TERISA ANN ET AL  
 Owner's Address: 4742 WENDELL ST  
 SAN DIEGO, CA 92105

Situs Address: 93805 BAY PARK LN, COOS BAY 97420  
 Acres: 0.14 Roll: Real Property  
 Market Improv: 0 Building Class:  
 Market Land: 60,520  
 RMV: 60,520

2022 Taxes: 364.19  
 Last Sale Date: 2020-09-18 Deed Reference: 2020 9254  
 Last Sale Price: 40,000 Deed Type: WD  
 Zoning: UR-2 Code Area: 00911  
 Tax History:

Tax Year	Code Area	Taxes	Amount Paid	Balance Due
2022	0911	364.19	364.19	0.00
2021	0911	336.63	336.63	0.00
2020	0911	327.57	327.57	0.00
2019	0911	314.04	314.04	0.00
2018	0911	304.70	304.70	0.00
2017	0911	263.83	263.83	0.00

### Sales History:

Sale Date	Seller Name	Buyer Name	Sale Price	Doc No
2020-09-18	OAKES, JAMES	JAMES, TERISA ANN ET AL	40,000	2020 9254
2016-12-12	HALTER, GREGORY S	OAKES, JAMES	5,000	2016 10889
2016-09-16			7,000	2016 8273
2016-03-07			0	2016 2022
1986-02-01		HALTER, GREGORY S.&	7,000	1991 131206

This title information has been furnished, without charge, in conformance with the guidelines approved by the State of Oregon Insurance Commissioner. The Insurance Division cautions intermediaries that this service is designed to benefit the ultimate insureds; indiscriminate use only benefitting intermediaries will not be permitted. Said services may be discontinued. No liability is assumed for any error in this record.

THIS MAP WAS PREPARED FOR  
ASSESSMENT PURPOSE ONLY

NE1/4 NE1/4 SEC. 02 T26S R13W W.M  
COOS COUNTY

26S 13W 02AA

1" = 100'

CANCELLED NO.

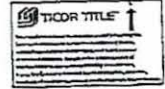
SEE MAP 26S 13W 3500

8400  
9100  
8200  
8000  
8300  
900  
1000  
3700  
1801  
2200  
6105



SEE MAP 26S 13W 02AB

SEE MAP 26S 13W 01B



SEE MAP 26S 13W 02AD

12-16-2015

26S 13W 02AA

6



**STATEMENT OF TAX ACCOUNT**  
**COOS COUNTY TAX COLLECTOR**  
**COOS COUNTY COURTHOUSE**  
**COQUILLE, OREGON 97423**  
**(541) 396-7725**

5-Jul-2023

Tax Account #	4564900	Lender Name	
Account Status	A	Loan Number	
Roll Type	Real	Property ID	0911
Sluis Address	93805 BAY PARK LN COOS BAY OR 97420	Interest To	Jul 5, 2023

**Tax Summary**

Tax Year	Tax Type	Total Due	Current Due	Interest Due	Discount Available	Original Due	Due Date
2022	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$364.19	Nov 15, 2022
2021	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$336.63	Nov 15, 2021
2020	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$327.57	Nov 15, 2020
2019	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$314.04	Nov 15, 2019
2018	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$304.70	Nov 15, 2018
2017	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$263.83	Nov 15, 2017
2016	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$255.94	Nov 15, 2016
2015	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$249.14	Nov 15, 2015
2014	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$245.77	Nov 15, 2014
2013	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$239.21	Nov 15, 2013
2012	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$232.18	Nov 15, 2012
2011	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$225.02	Nov 15, 2011
2010	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$218.43	Nov 15, 2010
2009	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$212.68	Nov 15, 2009
2008	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$210.00	Nov 15, 2008
2007	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$203.21	Nov 15, 2007
2006	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$211.69	Nov 15, 2006
2005	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$212.38	Nov 15, 2005
2004	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$202.76	Nov 15, 2004
2003	ADVALOREM	\$0.00	\$0.00	\$0.00	\$0.00	\$197.75	Nov 15, 2003
	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5,027.12</b>	

**Coos County**  
**2023 Real Property Assessment Report**  
 Account 4564900  
 NOT OFFICIAL VALUE

Map 26S1302-AA-01800  
 Code - Tax ID 0911 - 4564900

Tax Status Assessable  
 Account Status Active  
 Subtype NORMAL

Legal Descr See Record

Mailing JAMES, TERISA ANN ET AL  
 4742 WENDELL ST  
 SAN DIEGO CA 92106-5250

Deed Reference # 2020-9254  
 Sales Date/Price 09-18-2020 / \$40,000  
 Appraiser

Property Class 109 MA SA NH  
 RMV Class 101 04 15 RRC

Site	Site Address	City
10	93806 BAY PARK LN	COOS BAY

Code Area		RMV	MAV	AV	RMV Exception	CPR %
0911	Land	60,520		Land	0	
	Impr	0		Impr	0	
<b>Code Area Total</b>		<b>60,520</b>	<b>24,440</b>	<b>24,440</b>	<b>0</b>	
<b>Grand Total</b>		<b>60,520</b>	<b>24,440</b>	<b>24,440</b>	<b>0</b>	

Land Breakdown										
Code Area	ID #	RFPD	Ex	Plan Zone	Value Source	Trend %	Size	Land Class	LUC	Trended RMV
0911	10	<input checked="" type="checkbox"/>		UR-2	Market	100	0.14 AC	MHS	001	60,520
<b>Code Area Total</b>							<b>0.14</b>			<b>60,520</b>

Improvement Breakdown									
Code Area	ID #	Year Built	Stat Class	Description	Trend %	Total Sqft	Ex%	MS Acct	Trended RMV

Comments 2021 Removed MS

AFTER RECORDING RETURN TO:  
Order No.: 360620032477-VR  
Terisa Ann James and Shyrley M. Newman  
83805 Bay Park Lane  
Coos Bay, OR 97420

SEND TAX STATEMENTS TO:  
Terisa Ann James and Shyrley M. Newman  
83805 Bay Park Lane  
Coos Bay, OR 97420

APN: 4564800  
68330  
Map: 2681302AA01800

Coos County, Oregon      2020-09254  
\$91.00    Pgs=2    09/21/2020 11:09 AM  
eRecorded by: TICOR TITLE COOS BAY  
Debbie Heller, CCD, Coos County Clerk

SPACE ABOVE THIS LINE FOR RECORDER'S USE

### STATUTORY WARRANTY DEED

James Oakes, Grantor, conveys and warrants to Terisa Ann James and Shyrley M. Newman, Grantees, the following described real property, free and clear of encumbrances except as specifically set forth below, situated in the County of Coos, State of Oregon:

Lots 19 and 20, Block 8, Bay Park Addition, Coos County, Oregon.

THE TRUE AND ACTUAL CONSIDERATION FOR THIS CONVEYANCE IS FORTY THOUSAND AND NO/100 DOLLARS (\$40,000.00). (See ORS 83.030).

Subject to:

Property taxes in an undetermined amount, which are a lien but not yet payable, including any assessments collected with taxes to be levied for the fiscal year 2020-2021.

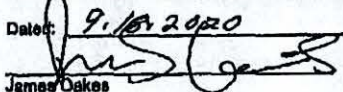
Regulations, levies, liens, assessments, rights of way and easements of Bunker Hill Sanitary.

The Bunkerhill Sanitary District can be contacted at 641-388-2886.

A manufactured home situated on the subject land is classified as personal property, as disclosed by the ownership records of the Building Codes Division. Unless a manufactured home is reclassified from personal to real property, a manufactured housing endorsement (ALTA End. 7-06, 7.1-06 or 7.2-06) is not available until reclassification is completed and an appropriate approval is recorded. NOTE: Depending on circumstances, a manufactured home may be classified as personal property but assessed as real property under ORS 308.075.

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 8 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 856, OREGON LAWS 2008, 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 82.010 OR 216.010, 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 8 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 856, OREGON LAWS 2008, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

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

Date: 9/18/2020  
  
James Oakes

State of Oregon  
County of Coos

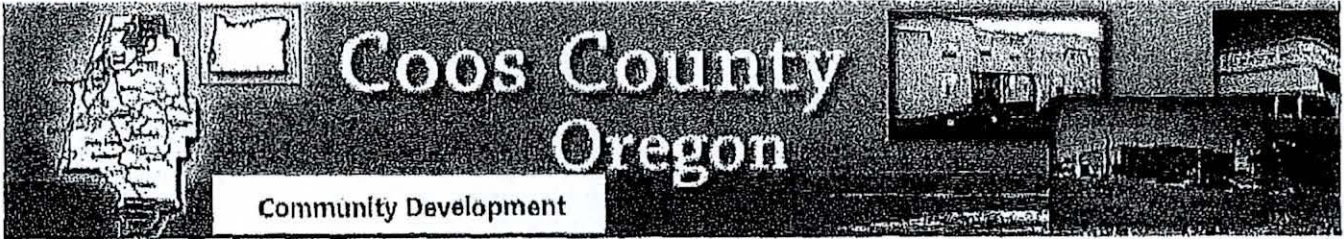
This instrument was acknowledged before me on \_\_\_\_\_ by James Oakes.

Notary Public - State of Oregon

My Commission Expires: 7/22/2022

See Attached Certificate





Community Development

You must obtain a file number from Planning Staff prior to submitting a payment.

Step 1: Select Payments    Step 2: Review and Submit    Step 3: Confirmation and Receipt

### Step 3: Confirmation and Receipt

**Result: Payment Authorized**  
**Confirmation Number: 141977131**

Your payment has been authorized successfully and payment will be processed.

Coos County thanks you for your payment. For questions about your account, please call 541-398-7770 Thank you for using our bill payment services.

Please save or print a copy of this receipt for record keeping purposes.

#### My Bills

Description	Amount
Building payment of \$489.00 on Permit Number CD-23-107	\$489.00
<b>Subtotal:</b>	<b>\$489.00</b>
<b>Convenience Fee:</b>	<b>\$12.18</b>
<b>Total Payment:</b>	<b>\$501.18</b>

#### Customer Information

First Name: Shyrley  
 Last Name: Newman  
 Address Line 1: 12917 Sir Scott Drive  
 Address Line 2:  
 City: Chester  
 State: Virginia  
 Zip Code: 23831  
 Phone Number: 8047217700  
 Email Address: shy.newman@yahoo.com

#### Payment Information

Payment Date: 09/01/2023  
 Card Type: Visa  
 Card Number: \*\*\*\*\*2015

Print

Finished