

**CITY OF COOS BAY**

Public Works & Community Development Department

500 Central Avenue, Coos Bay, Oregon 97420

Phone 541-269-8918 Fax 541-269-8916

Permit No. **187-** ____ - ____

Date Received: _____

LAND USE APPLICATION**¹Type of Review** (Please check all that apply):

- | | | |
|--|--|---|
| <input type="checkbox"/> Adjustment Review (Type I, II, III) | <input type="checkbox"/> Estuarine Use/Activities (Type I, II) | <input type="checkbox"/> Subdivision (Type II, III) |
| <input type="checkbox"/> Annexation (Type IV) | <input type="checkbox"/> Comp. Plan Amendment-Map/Text (Type IV) | <input type="checkbox"/> Temporary Use (Type I) |
| <input type="checkbox"/> Appeal and Review (Type III) | <input type="checkbox"/> Dev. Code Amendment-Map/Text (Type IV) | <input type="checkbox"/> Tourist Habitation-Home Stay (Type II) |
| <input type="checkbox"/> Architectural Design Review (Type I, II, III) | <input type="checkbox"/> Home Occupation Retail Sales (Type III) | <input type="checkbox"/> Tourist Habitation-Vacation Rental (Type II) |
| <input type="checkbox"/> Accessory Dwelling Unit-Historic (Type II) | <input type="checkbox"/> Partition (Type II) | <input type="checkbox"/> Variance (Type I, II, III) |
| <input type="checkbox"/> Conditional Use (Type II, III) | <input type="checkbox"/> Property Line Adjustment (Type I, II) | <input type="checkbox"/> Zone Change (Type IV) |
| <input type="checkbox"/> Cultural Resources (Type II) | <input type="checkbox"/> Planned Unit Development (Type II, III) | <input type="checkbox"/> _____ |

Site Location/Address

Assessor's Map No./Tax Lot(s)

Zoning

Total Land Area

Applicant/Owner Name

Address

Phone

Email

Applicant's Representative Name

Address

Phone

Email

Date construction is expected to begin; estimated completion date of the total project and of individual segments; and anticipated future development.

Project Description: Describe the project in detail, including what is being proposed, its size, hours of operation, any proposed phasing, timetable for improvements etc. I needed, use separate paper for details.

¹ **Pre-Application and Appeal applications require a different application form, inquire of staff**

I am the owner, applicant or representative of the property/site and authorize this land use application.

I completed this land use application; its contents are true and correct. I understand: 1) City application acceptance does not infer a complete submittal; 2) the information herewith submitted is true and correct; 3) the application processing and fee payment does not obligate City authorization; I will pay the City land use application fees and additional professional services expenses incurred by the City, at City discretion should such services be required. I understand that the application fees submitted are non-refundable.

SIGNATURE of Owner

Print Name

DATE

SIGNATURE of Applicant/Representative

Print Name

DATE

FOR OFFICE USE ONLY

Fee:

Date:

Fee Received by:

Your submittal must also include:

- ☐ Nonrefundable application fee. Applications subject to a pre-application conference may be eligible to apply the nonrefundable pre-application conference fee to a Type III or IV application.
- ☐ Evidence of ownership or written statement from the owner that you are authorized to represent him/her.
- ☐ Most recent conveyance document (deed) showing current ownership.
- ☐ A copy of the pre-application conference summary, if the application was subject to pre-application review, which shall include all information required by the director to address issues, comments, and concerns in the summary.
- ☐ Detailed written narrative of proposed project/development/use, including description of uses, types of structures proposed, hours of operation, abutting properties, proposed access, frequency of deliveries, and construction schedule including project phasing.
- ☐ Address the Decision/Approval Criteria, Goals/Standards and/or policies, Standards/Regulations as outlined in the CBMC related to your request. Including how the application complies (or can comply), with each applicable sections of the CBMC and other city and state policies and regulations applicable to the application. A supplementary development/use application may be available.
- ☐ A detailed project site plan identifying existing conditions, and the proposed development and/or land use. The site plan shall include all relevant information from Table 17.130.040(2) – Site Plan Requirements.
- ☐ Supplementary information required by virtue of the application type, including but not limited to (if required) storm drainage report, traffic impact study/analysis or other studies/reports related to the project.
- ☐ **Type II applications** require: **three (3) complete single-sided hard-copy sets** of application and submitted documents and a digital file with all application materials; text sections of the application must be in Word format. Additional hard-copy sets may be required.
- ☐ **Type III and IV applications** require: **ten (10) complete single-sided hard-copy sets** of application and submitted documents; text sections of the application must be in Word format. Additional hard-copy sets may be required.

Any additional information including but not limited to Table 17.130.040(3)* – Additional Contents required by the director to demonstrate the proposed development and/or land use complies, or can be conditioned to comply, with each applicable CBCP, this title, and other city and state policies, regulations, and approval criteria applicable to the application.

Additional application contents associated with a specific application required for the proposed development and/or land use. See Table CBMC 17.130.040(4)* for specific permit/review applications and applicable code sections with additional application contents and process requirements. *Table can be found at:

<https://www.codepublishing.com/OR/CoosBay/#!/CoosBay17/CoosBay17130.html#17.130.040>.