



**LAND USE APPLICATION**

**Type of Review** (Please check all that apply):

- |                                                                 |                                                                         |                                                         |
|-----------------------------------------------------------------|-------------------------------------------------------------------------|---------------------------------------------------------|
| <input type="checkbox"/> Annexation – Type IV                   | <input type="checkbox"/> Home Occupation/Non-Retail Sales – Type I      | <input type="checkbox"/> Site Plan Review – Type Varies |
| <input type="checkbox"/> Appeal and Review – Type III           | <input type="checkbox"/> Home Occupation/Retail Sales – Type III        | <input type="checkbox"/> Subdivision – Type III         |
| <input type="checkbox"/> Architectural Design Review            | <input type="checkbox"/> Legislative/Text Amendment – Type IV           | <input type="checkbox"/> Temporary Use                  |
| <input type="checkbox"/> Conditional Use – Type III             | <input type="checkbox"/> Lot Line Adjustment – Type I or Type III       | <input type="checkbox"/> Variance – Type Varies         |
| <input type="checkbox"/> Cultural Resources – Type III          | <input type="checkbox"/> Partition – Type II                            | <input type="checkbox"/> Zone Change – Type IV          |
| <input type="checkbox"/> Estuarine Use/Activities – Type Varies | <input type="checkbox"/> Planned Unit Development – Type II or Type III | <input type="checkbox"/> Other _____                    |

*Pre-Application and Appeal applications require a different application form.*

1. \_\_\_\_\_  
 Site Location/Address Assessor's Map No./Tax Lot(s)

\_\_\_\_\_ Zoning Total Land Area

2. \_\_\_\_\_  
 Applicant/Owner Name Address

\_\_\_\_\_ Phone Email

3. \_\_\_\_\_  
 Applicant's Representative Name Address

\_\_\_\_\_ Phone Email

4. Detailed Description of Proposal:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Please provide:

- Evidence of property ownership or written statement from the owner that you are authorized to represent him/her.
- Copy of the deed for the subject property.
- Description that addresses the Decision Criteria or Goals/Standards outlined in the Coos Bay Municipal Code chapter(s) related to your request.
- Additional information, including but not limited to: date construction is expected to begin; estimated completion date of the total project and of individual segments; and anticipated future development.
- Type II and Type IV 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 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.

I hereby certify that I have read and examined this application and know the same to be true and correct. I am the property owner of the site subject to this application. I hereby authorize the filing of this application. Acceptance of this application does not infer a complete submittal. I certify that the information and exhibits herewith submitted are true and

correct. I understand that the processing of this application, and the filing fee paid, in no way obligates the City or its representatives to grant or otherwise authorize my request. I agree to pay the fees required for the land use permits associated with this application and any additional expenses for professional services incurred by the City in processing this application should such services be required due to staffing limitations. I also guarantee City access onto and through the project site for purposes of processing this application.

\_\_\_\_\_  
SIGNATURE of APPLICANT/OWNER

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
SIGNATURE of APPLICANT'S REPRESENTATIVE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRINT NAME

**FEE CALCULATION**

**A. Pre-application conference** \$525.00 & 15% of consultant fee for admin

**B. Appeal to Planning Commission or City Council** \$472.50 & 15% of consultant fee for admin

**C. Type I Review (Ministerial)**

Sign Permit	\$69.30
Home Occupation	\$18.90
Lot Line Adjustment	\$220.50
Street Name or Address Change	\$69.30
Variance	\$294.00
Other Type I Review	\$73.50 /hour

**D. Type II Review (Administrative)**

Site Plan	\$934.50
Variance	\$346.50
Partition	\$640.50
Accessory Dwelling Unit	\$346.50
Noticing/Mailing	\$50.00
Other Type II Review	\$367.50

**E. Type III Review (Quasi-Judicial)**

PUD	\$2,187.15 per lot
Subdivision	\$2,187.15 per lot
Site Plan	\$987.00
Conditional Use	\$577.50
State Goal 5 Compliance	\$577.50
Architectural Design Review	\$73.50 /hour
Architectural Design Review w/Site Plan and/or CUP application	\$252.00
Noticing/Mailing	\$100.00
Other Type III Review	\$73.50 /hour

**F. Type IV Review (Legislative)**

Zone Change	\$1,165.50
Annexation	\$73.50 /hour
Comprehensive Plan and Title 17 text and/or map amendments	\$1,354.50
Noticing/Mailing	\$300.00
Other Type IV Review	\$73.50 /hour

*Fees include a 5% Technology Fee assessed on all permit and plan review fees per City of Coos Bay Resolution 19-19.*