

Conditional Use Permit Application for Vacation Rental Dwelling (VRD)

CITY OF BANDON PLANNING P.O. BOX 67 555 HWY 101 BANDON, OR 97411 P:(541) 347-7922 F:(541)347-1415

Conditional uses (Bandon Municipal Code; Chapter 16.12) are those which may be appropriate, desirable, convenient or necessary in the zoning district in which they are allowed, but which by reason of their height or bulk or the creation of traffic hazards or parking problems or other adverse conditions may be injurious to the public safety, welfare, comfort and convenience unless appropriate conditions are imposed. Applications for conditional uses may be granted, granted with modifications or denied by the Planning Commission in accordance with the standards and procedures set forth in chapter 16.12 of the Bandon Municipal Code. Vacation Rental Dwellings (VRDs) are a conditional use in the CD-1 and CD-2, CD-3 and C-3 zones, and are subject to the requirements of chapter 16.12 of the Bandon Municipal Code.

Conditional Use Permit applications must be submitted to the City of Bandon at least 30 days before the next regularly scheduled Planning Commission meeting. An application will only be scheduled for a public hearing once it has been deemed complete.

I. NARRATIVE: Your written response to each of the following standards and provisions must be included with your application submission. Failure to include your written response will result in your application being deemed incomplete and may delay scheduling of the required public hearing.

Approval standards for conditional uses (BMC 16.12.040)

The approval of all conditional uses shall be consistent with:

- A. The Comprehensive Plan:
- B. The purpose and dimensional standards of the zone except as those dimensional standards have been modified in authorizing the conditional use permit.
- C. That the site size and dimensions provide adequate area for the needs of the proposed use;
- D. That the site size and dimensions provide adequate area for aesthetic design treatment to mitigate possible adverse effect from the use of surrounding properties and uses;
- E. The characteristics of the site are suitable for the proposed use considering size, shape, location, topography and natural features;
- F. All required public facilities and services have adequate capacity to serve the proposal, and are available or can be made available by the applicant;
- G. The proposed use will not alter the character of the surrounding area in a manner which substantially limits, impairs, or precludes the use of surrounding properties for the permitted uses listed in the underlying zoning district;
- H. All other requirements of this title that apply.

All vacation rental dwelling shall comply with the following provisions. (BMC 16.12.090)

- 1. The single-family detached dwelling proposed for the VRD shall be at least three years old, calculated from the date of issuance of a certificate of occupancy;
- Less than 30% of the single-family detached dwellings within 250 feet of the subject property, and located in a zone where VRD's are allowed, are VRD's;

- 3. In the CD-1 zone, single-family detached dwellings proposed for VRD status may be located only in the VRD-overlay zone as indicated on the attached map. VRD's are allowed as a conditional use in all areas of the CD-2 and CD-3 zones:
- 4. The VRD Conditional Use Permit is valid for the named applicant of record and is not transferable to a new applicant. Upon change in named applicant due to sale, transfer, or other reason, the CUP shall become null and void. A new applicant shall apply for a new conditional use permit;
- 5. Tsunami Preparedness all VRD's shall post the Bandon Tsunami Evacuation Route map in a conspicuous location within the dwelling;
- 6. No more objectionable traffic, on-street parking, noise, smoke, light, dust, litter or odor is emitted from the VRD than a normal neighborhood dwelling:
- 7. VRD's without private beach access shall provide written permission from all persons with an interest in a private beach access to be used by the VRD or positive action to notify renters of the location and required use of public beach access points shall be taken;
- 8. VRD's using a joint access driveway shall provide evidence that all other owners of property utilizing the private access agree to the proposed vacation rental dwelling using the private access;
- VRD's will be maintained at or above the level of surrounding dwellings in the neighborhood, including landscaping, signage and exterior maintenance;
- 10. VRD's shall have one off-street parking space for each bedroom in the VRD, but in no case have less than two off-street parking spaces. A bedroom is defined as an enclosed sleeping area with a built-in closet. Approved off-street parking areas shall be available to accommodate full occupancy of the VRD without the use of on-street parking;
- 11. Evidence shall be provided ensuring that there is regular garbage removal from the premises;
- 12. There shall be an owner or designated local management person immediately available to handle complaints and problems on a 24-hour basis. The name and contact information of the designated local management person shall be kept on file in the Police Department and Planning Department. The owner \ or management person shall be available by phone and physically able to respond to the VRD within a reasonable time period;
- 13. Compliance with all reporting and accounting requirements of the transient occupancy tax ordinance shall be done in accordance with the City of Bandon requirements;
- 14. If the VRD activity ceases for a period of one year, or fails to be rented for more than 10 nights within a calendar year, as determined by the transient occupancy tax receipts and rental documentation, the VRD permit becomes null and void with no further proceedings;
- 15. Occupancy of any VRD shall not exceed 3 people per bedroom up to a maximum of 10 people. The Planning Commission shall determine the maximum occupancy of the VRD based upon bedrooms, parking, overall home floor plan and site plan, and other factors determined by the Commission based upon neighborhood characteristics outlined in item 6 above and others deemed significant. The occupancy determined by the Planning Commission may be less than the maximum allowed
- 16. VRD's require a conditional use permit (CUP). All criteria for a CUP must be addressed and included as part of the application materials. The applicant shall also address the surrounding neighborhood and provide information how the proposed VRD is appropriate given the specific characteristics of the neighborhood.
- 17. The applicant shall provide an annual report to the Bandon Planning Department showing compliance with all conditions and ordinance requirements. Failure to provide such report shall result in revocation of the Conditional Use Permit.
- 18. Smoke detectors shall be provided in all potential and actual sleeping areas, whether or not such detectors are required by the building code.

II PROJECT III									
II. PROJECT INFORMATION									
Street Address: 1137 Three Wood Drive Bandon, OR 97411									
	e: CO-1 Floodplain: Pres Mo								
Was the property previously approved as a Vacation Rental Dwelling? Yes □ No □ Unknown □									
Please describe the residence, its existing and proposed use: 1152 sqfx Single family dwelling in a Cul-de-sac on a 25 acre lot. Premary vidas a primary residence. I would like to use it as a home and a VRD.									
How many bedrooms will be provided?									
What is your requested occupancy? (max. of 10)									
	5								
How many off-street parking spaces are available? 6-8 spots Please provide a parking plan which shows the location, material, and dime	nsions of your proposed parking.								
Are there carbon monoxide and smoke detectors in the residence? YES ☑ (please show in floor plan) NO□									
Does the property owner live within the city limits of Bandon? YES NO NO If no, please provide contact information for the designated local management person living within Bandon city limits who will respond immediately to any emergency or complaint related to the vacation home rental.									
Manager's Name:	Phone Number:								
Peggy A. Reimer	541-260-4683								
Email Address: horse krazychick@ hotmail									
Physical Address: 47423 Huy. 101									
City: BAN JON State: OR	Zip Code: 97 411								
Mailing Address (if different from Physical Address):									
III. APPLICANT'S INFORMATION: (must be an individual) The VRD Conditional Use Permit is valid for the named applicant of record and is not transferable to a new applicant. Upon change in named applicant due to sale, transfer, or other reason, the CUP shall become null									
and void. A new applicant shall apply for a new conditional use permit.	[-·								
Applicant's Name:	Phone: 541-733-5401								
Bylie Hancock	E-Mail: rylie hancock egmail con								
Applicant's Mailing Address: 1137 Three Wood Dr. Banden, OR 97411									
IV. PROPERTY OWNER'S INFORMATION									
Property owner and applicant information is the same.									
Property Owner's Name:	Phone:								
	E-mail:								
Mailing Address:									

V. CONSENT

- - - - - - -

- I have read the application and the attached documentation and I understand that my application may be delayed or deemed incomplete if I have provided insufficient information and documentation to allow for approval.
- I certify that the information provided in this application, including all submittals and attachments, is true and correct to the best of my knowledge.
- I authorize the City of Bandon or its acting agent, to enter onto the subject property, as described herein.
- The City of Bandon is obligated to report all ground disturbances within the City of Bandon to the Coquille Indian Tribe.
 Property owners and applicants must adhere to all conditions and requirements set out by the Coquille Indian Tribe, State Historic Preservation Office (SHPO) or both if required.
- It is the property owner and applicant's responsibility to determine if additional permits from other agencies will be
 required, including but not limited to: Oregon State Building Codes, Oregon State Department of Environmental Quality,
 FEMA, Oregon State Fish and Wildlife and U.S. Fish and Wildlife. If additional permits are required, it is the responsibility of
 the property owner/applicant to obtain such permits and comply with their conditions of approval.
- It is the property owner/applicant's responsibility to provide the City of Bandon all necessary legal documentation related
 to the property, including but not limited to: proof of ownership, receipts, deed restrictions, vacation records, easement
 records, etc.
- I authorize the individual(s) listed herein, to act as applicant, upon their consent, in regard to the attached application for the subject project described herein.
- I authorize the individual(s) listed herein, to act as representative, upon their consent, in regard to the attached application for the subject project described herein.
- I acknowledge, understand, and agree, that all relevant documentation will be provided to the City of Bandon, and that all
 required permits and consent will be obtained prior to the start of operation, with all conditions of approval adhered to.

X Applicant's Signature:	Date: 5/16/22	_		
X Representative's Signature: Peggy Q - Rei	men Date: 5/12/22	2		
Representative's Name: Peggy A. Reimet	Phone Number: 541 - 2100 - 4683			
Mailing Address: 101	Email Address: horse Krazychicke hot	ma		
Property owner's signature is required if applicant is not the property owner				
X Property Owner's Signature:	Date:			

In addition to this completed form, the applicant must provide the following:

	,	A written	narrative t	hat addresses	all approval	standards and	provisions.
--	---	-----------	-------------	---------------	--------------	---------------	-------------

- A site plan that includes existing and proposed landscaping, drawn to scale.

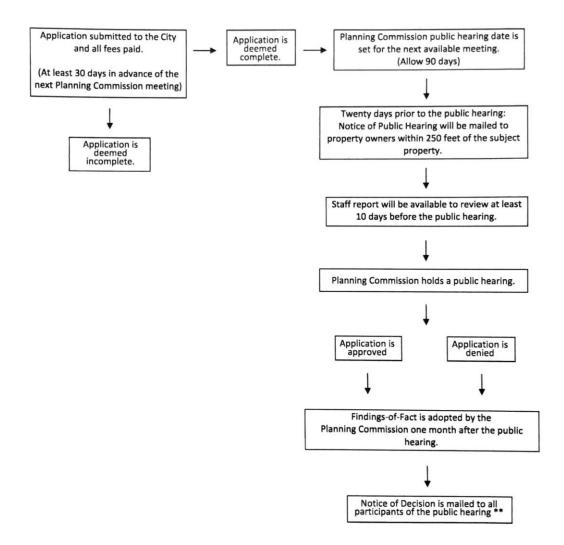
- Floor plans showing the size, function, and arrangement of interior rooms, drawn to scale.
 - / Digital photographs of the subject residence's interior and exterior.
- ☑ / Other information deemed necessary by the Planning Director to review the applicant's proposal.
- Payment of applicable fees, which can be found in the City's fee schedule.

AN ELECTRONIC COPY OF THIS FORM IS ACCEPTABLE FOR THE PURPOSE OF FILING AN APPLICATION.

HOWEVER, THE ORIGINAL WILL BE REQUIRED PRIOR TO FINAL APPROVAL.

CONDITIONAL USE PERMIT APPLICATION PROCESS

A Conditional Use Permit is a land use decision that requires a full public hearing before the Planning Commission. Any other related applications will be processed concurrently.



** There is a ten-day appeal period that begins when the Notice of Decision is mailed.

Only persons who presented testimony in writing or at the public hearing may appeal the decision of the Planning Commission.

If you have any questions, please see chapter 17.120 of the Bandon Municipal Code, or contact the Bandon Planning Department.

- -- ----

VRD Narrative for 1137 Three Wood Dr, Bandon OR, 97411

Dear Planning Commission,

Please allow me to introduce myself, my name is Rylie Hancock, and I am the new owner of 1137 Three Wood Drive. I grew up in Roseburg, Oregon and the closet beach town to Roseburg is Bandon. I have been visiting Bandon with my family since I was ten years old. We have enjoyed trips to the West Coast Game Park petting the baby tigers, days exploring the downtown part of Bandon indulging in fudge, cheese, and ice cream, and many hours playing on the beach (no matter how cold the water was). For years I have told anyone visiting Oregon that Bandon in my favorite place in the whole state. It is a dream come true to own a home in Bandon and have the perfect backdrop to make more beach memories with my eleven-year-old son. I am fortunate enough to work remotely for a technology centered HR company and have the entire state as a territory. Due to covering the whole state, it is my intention to offer my Bandon home as a vacation rental when my job requires me to work in the Northern part of the state. I am excited to be a part of this community and will make sure that the home is well cared for, and the tenants are held to high standards to preserve everything I love so much about Bandon and about this neighborhood.

Thank you for your time and consideration of my application.

Sincerely,

Rylie Hancock

Detailed approval standards and provisions below:

Approval standards for conditional uses (BMC 16.12.040)

- A. Upon our review, I believe this home and this site is consistent with the comprehensive plan.
- B. This home is located within the CD-1 zone and conforms with the dimensional standards without needing any modifications to the home or grounds.
- C. The lot size is .25 acres, with a large driveway that can accommodate 6 cars if needed, plus a two-car garage. This home is 1152 square feet with 3 bedrooms, 2.5 baths, kitchen, dinning area, living room, and laundry room. Maximum occupancy as a VRD would be 9 guests. Pets will not be permitted.
- D. The home has adequate space between neighboring properties. No parties or pets will be allowed. It is very important to us that we are good neighbors, and I will ensure that our renters are held to the same standard.
- E. This house is in a private location at the end of a cul-de-sac that has lots of space for parking which will make for a great place to vacation for families.
- F. The public facilities and services have adequate capacity to serve the needs of this added VRD to the community and will be available to VRD guests.
- G. I will not be altering the characteristics of the home or landscaping. The home has a VRD should have no effect or impairment, of the permitted use of the surrounding properties.

H. I believe that all other requirements of this title will apply.

All vacation rental dwelling shall company with the following provisions. (BMC 16.12.090)

- 1. This home was built in 2002
- 2. Currently there is an 11.11% saturation rate around the subject property (see included saturation survey).
- 3. The home is in the CD-1 zone.
- 4. I, Rylie Hancock, am the applicant and owner of this home and understand that the conditional use permit is non-transferable.
- 5. The Tsunami Evacuation Route map will be posted in the home in a conspicuous location.
- 6. The home offers plenty of off-street parking and will not create any additional traffic, noise, smoke, litter, light, or odor from the VRD than a normal neighborhood dwelling.
- 7. We do not have private beach access.
- 8. This home does not have a joint driveway. The concrete driveway is solely on the parcel I own.
- 9. I will be using a local landscaping company to maintain our yard every week. Also, I will be at the house often and will make sure signage, the exterior, and interior of the house are well maintained.
- 10. This property can easily accommodate 6 cars with off-street parking (4 in the driveway and 2 in the garage).
- 11. Garbage removal by Peggy's House Cleaning Services, LLC team will be done after each guests' departure and as needed. Additionally, this home is serviced by Les's Sanitary/ garbage services.
- 12. Peggy Reimer will be our 24 hour/ 7 day a week manager. She will be available on a 24-hour basis and will handle all issues needed.
- 13. We will comply with all reporting and accounting requirements of the transient occupancy tax ordinance. All will be done in accordance with the City of Bandon requirements.
- 14. We understand that if the VRD fails to be rented more than 10 nights within a calendar evidenced by our transient occupancy receipts that the VRD will become null and void.
- 15. We are seeking to accommodate a maximum 9 guests.
- 16. Included and addressed in the application. Should further materials be required, I will provide any additional item needed as requested.
- 17. I, Rylie Hancock, will provide the annual report to the City of Bandon as required.
- 18. Smoke detectors are installed in each bedroom/ living room and will be maintained and replaced when needed.

After Recording Return To: NTC - KEY WEST ATTN: HOME POINT FINAL DOCUMENTS 2704 ALT 19 N PALM HARBOR, FL 34683

\$186.00 Pgs=21

Coos County, Oregon

2022-04263 05/06/2022 03:22 PM

eRecorded by: TICOR TITLE COOS BAY

Diris D. Murphy, Coos County Clerk

Until a change is requested all tax statements shall be sent to the following address: RYLIE LAUREN HANCOCK 15032 SOUTHEAST PEBBLE BEACH DRIVE HAPPY VALLEY, OR 97086 US

Consideration: \$495,550.00

Grantor(s):

RYLIE LAUREN HANCOCK 1137 THREE WOOD DRIVE BANDON, OR 97411 Grantee: HOME POINT FINANCIAL CORPORATION 2211 OLD EARHART RD #250

ANN ARBOR, MI 48105

[Space Above This Line For Recording Data]

DEED OF TRUST

Mortgage Electronic Registration Systems, Inc. is the Nominee of Lender PO Box 2026 Flint, MI 48501-2026 DEFINITIONS

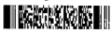
Losn #: 7001785255 MIN: 100661190011957575 MERS Phone: 1-888-679-6377 PDV: 1007782400

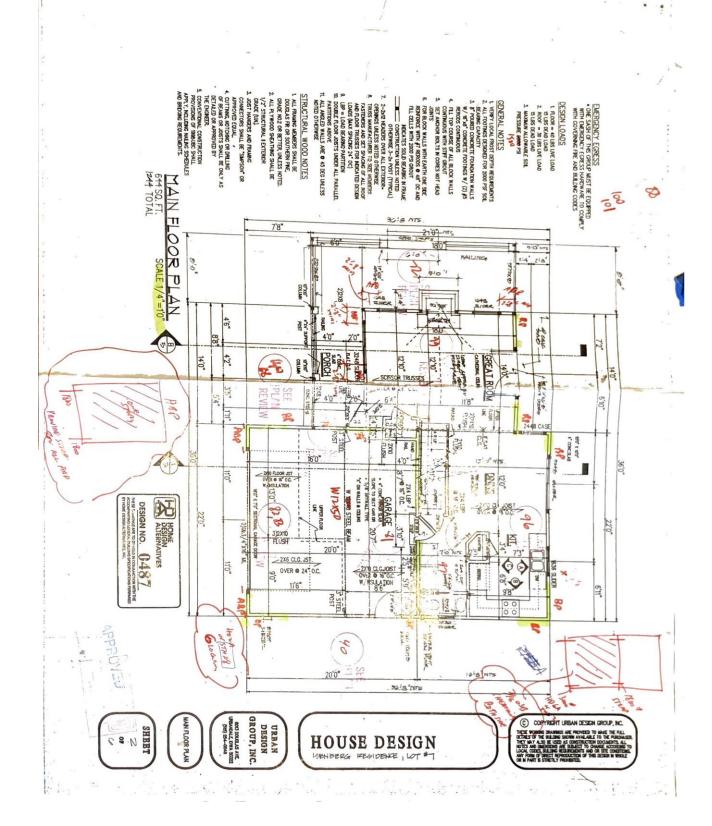
Words used in multiple sections of this document are defined below and other words are defined in Sections 3, 11, 13, 18, 20 and 21. Certain rules regarding the usage of words used in this document are also provided in Section 16.

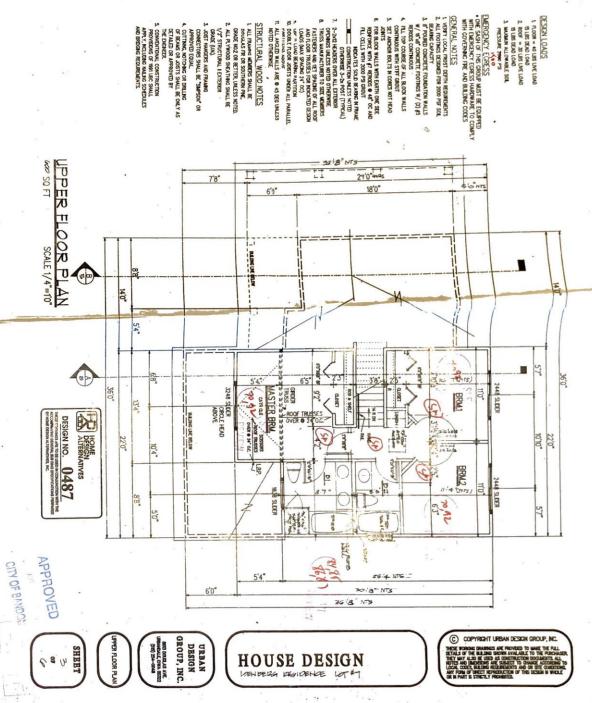
- (A) "Security Instrument" means this document, which is dated MAY 4, 2022, together with all Riders to this document.
- (B) "Borrower" is RYLIE LAUREN HANCOCK. Borrower is the trustor under this Security Instrument.
- (C) "Lender" is HOME POINT FINANCIAL CORPORATION. Lender is a NEW JERSEY CORPORATION organized and existing under the laws of NEW JERSEY. Lender's address is 2211 OLD EARHART RD #250, ANN ARBOR, MI 48105. Lender is the beneficiary under this Security Instrument.
- (D) "Trustee" is QUALITY LOAN SERVICE CORPORATION OF WASHINGTON.
- (E) "MERS" is the Mortgage Electronic Registration Systems, Inc. Lender has appointed MERS as the nominee for Lender for this Loan, and attached a MERS Rider to this Security Instrument, to be executed by Borrower, which further describes the relationship between Lender and MERS, and which is incorporated into and amends and supplements this Security Instrument.
- (F) "Note" means the promissory note signed by Borrower and dated MAY 4, 2022. The Note states that

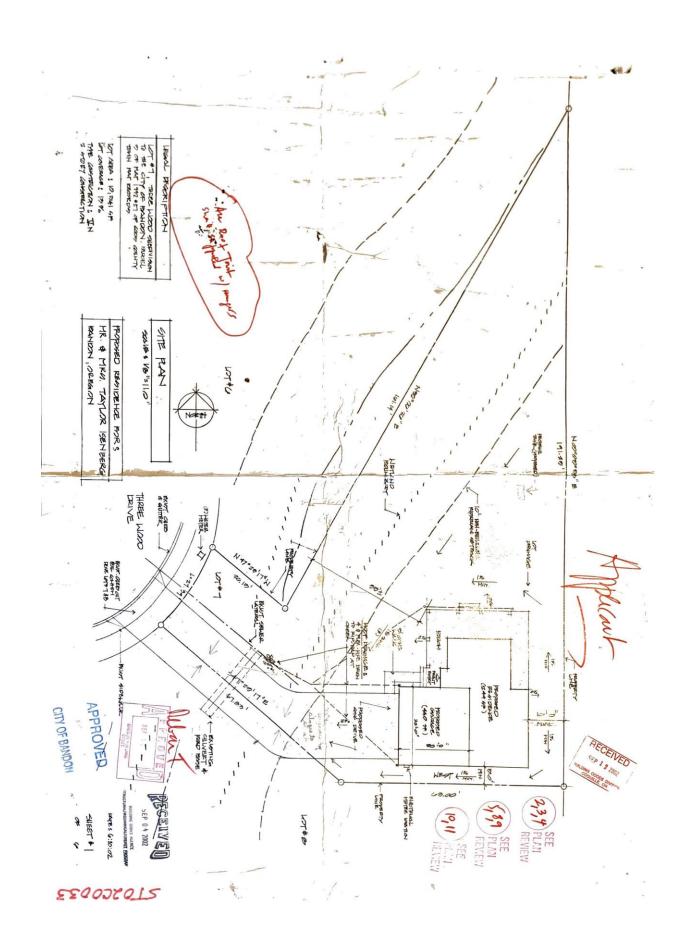
OREGON - Single Family - Fannie Mae/Freddie Mac UNIFORM INSTRUMENT

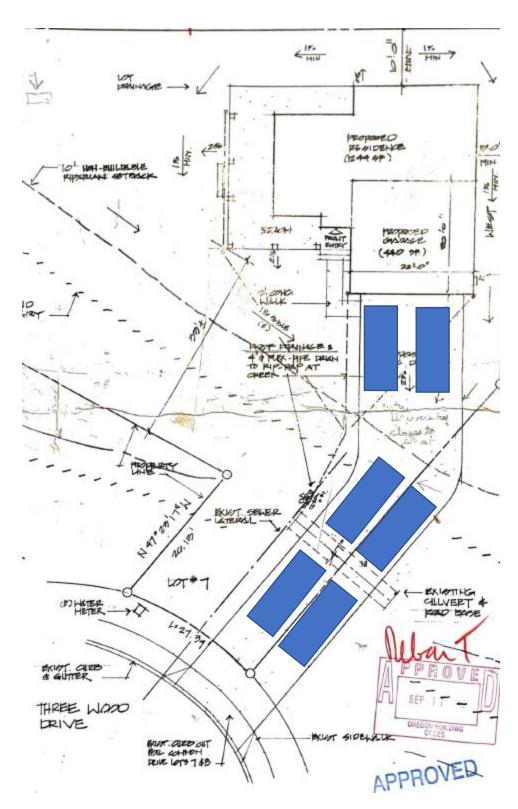
Form 3038 1/01







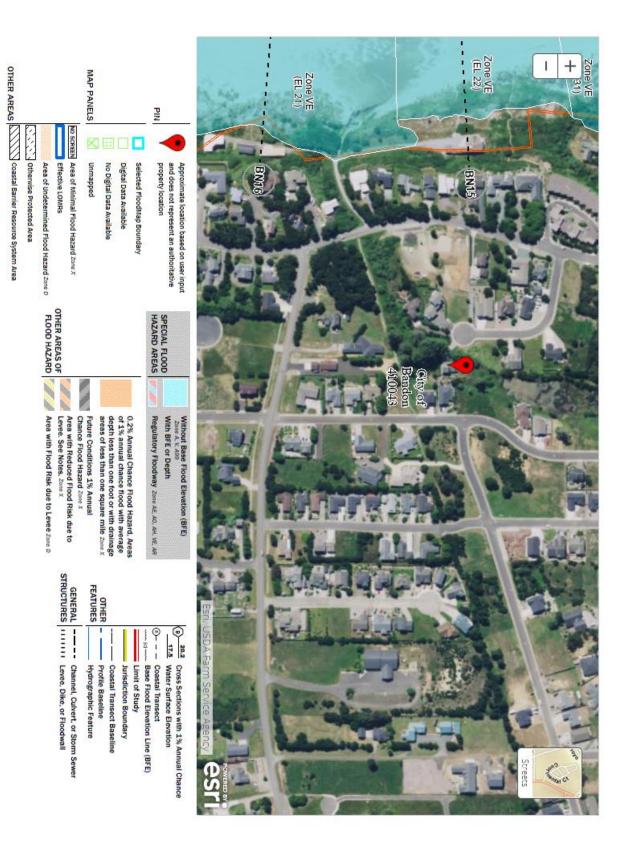




Two car parking garage, plus potentially 6 driveway parking spots

Saturation Study: 1137 Three Wood Drive















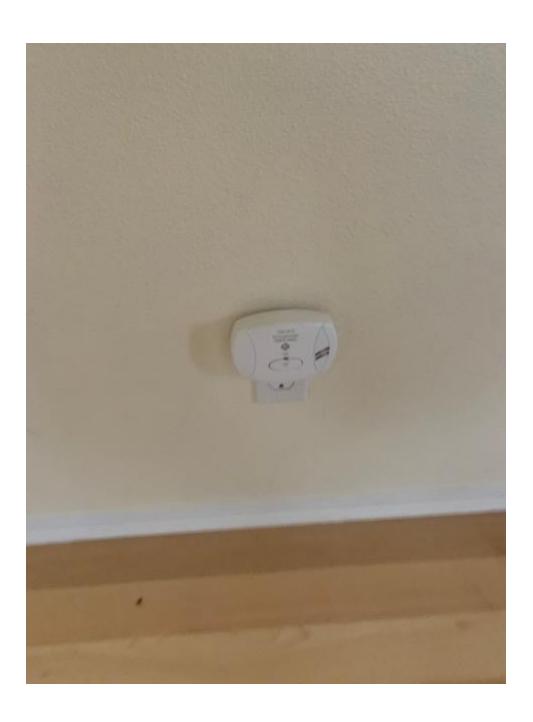




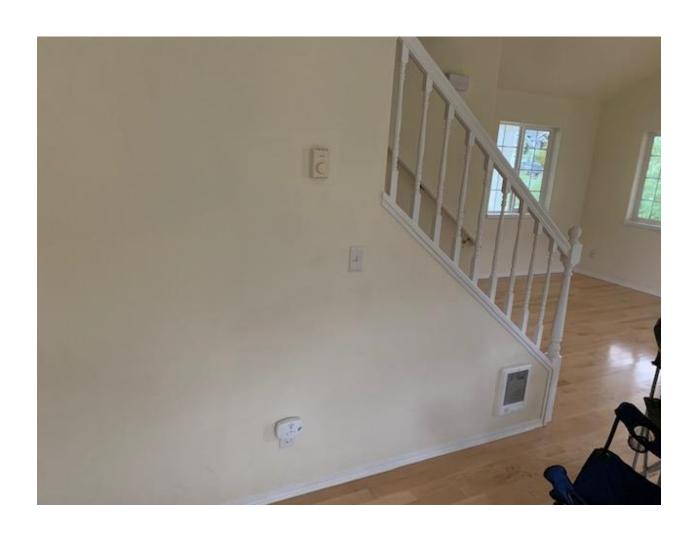




Downstair half bathroom



Downstairs Carbon Monoxide alarm



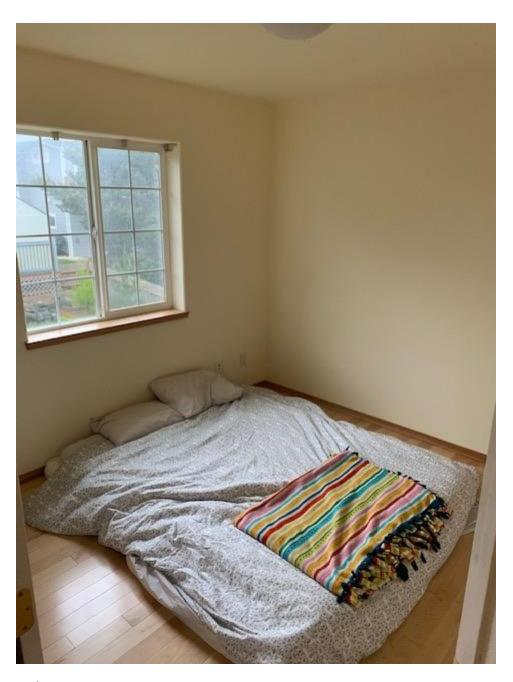




Upstairs Full Bathroom



Bedroom #1



Bedroom #2



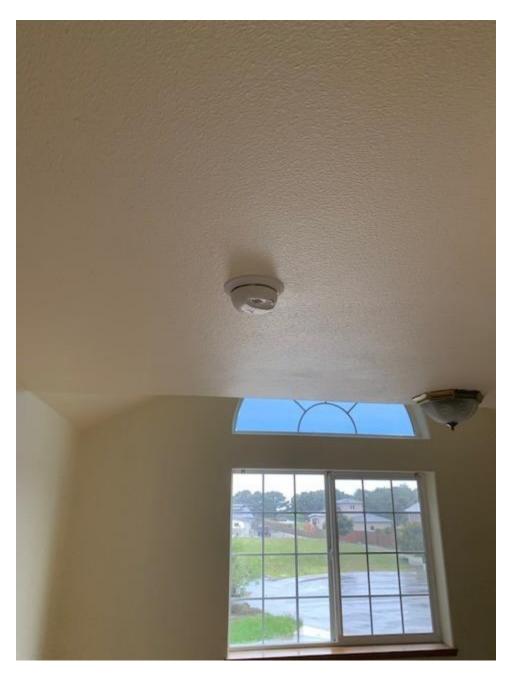
Master Bedroom (Bedroom #3)



Master Bedroom full bathroom



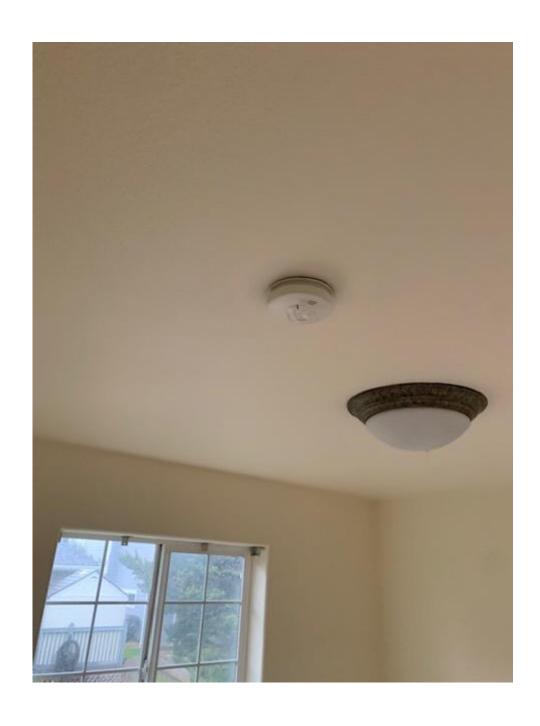
Upstairs carbon monoxide alarm



Smoke alarm in master bedroom



Smoke alarm in bedroom #1



Smoke alarm in bedroom #2