

Verification on Oath or Affirmation for Mailed Land-Use Decision Notices

(WMC 16.208.040.E.2)

State of OREGON

County of CLATSOP

Signed and affirmed before me on May 21, 2024 by Matthew Ellis that
on May 21, 2024, a notice of decision was mailed to the persons who must receive notice as
required by the Warrenton Municipal Code.

Matthew Ellis

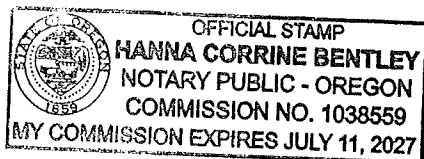
Matthew Ellis, AICP, Planning Director

Hanna Bentley

Hanna Bentley

Notary Public – State of Oregon

Official Stamp



Document Description

This certificate is attached to a Notice of Decision, dated May 21, 2024.



City of Warrenton

Planning Department

225 S Main Avenue ■ P.O. Box 250 ■ Warrenton, OR 97146

Phone: 503.861.0920 Fax: 503.861.2351

NOTICE OF DECISION AND ORDER

Home Occupation HOC-24-1

APPLICANT: Leonard & Janet Mossman
PROPERTY OWNER: Leonard & Janet Mossman
SUBJECT OF REVIEW: Establish a quilting business at 683 NW 9th Street
DATE: May 21, 2024
APPEAL PERIOD ENDS: June 5, 2024

BACKGROUND

The Planning Department received a home occupation permit application on March 4, 2024, and was deemed complete on April 29, 2024. The application is to establish a quilting business as a home occupation at 683 NW 9th Street.

PUBLIC PROCESS, PROCEDURES & PUBLIC NOTICE

Applicable Warrenton Municipal Code (WMC) chapters for this modification include:

- WMC 16.112.040 Exceptions to Growth Management Standards.
- WMC 16.208.040 Type II Procedure (Administrative).
- WMC 16.240.020 Home Occupation Permits.

Public notice letters were sent to property owners within 100 feet on April 29, 2024, and published in The Astorian on May 7, 2024. No public comments were received.

CODE PROVISIONS, APPLICANT RESPONSES, AND FINDINGS

Only the applicable standards are addressed below. Portions that do not apply have been omitted.

Chapter 16.112 GROWTH MANAGEMENT (GM) ZONE STANDARDS
16.112.040 Exceptions to Growth Management Standards.

- B. *Exceptions approved by the Community Development Director, or in the case of a conditional use, an exception approved by the Planning Commission. In either case, the following findings must be made to support the exception to growth management standards:*
1. *That the impact of the proposed development or land partition upon the unacceptable service(s) will be similar to that of a single-family residence;*
 2. *That the approval of the development or land division without the particularly unacceptable service(s) will not impede the orderly, efficient provision of any primary or secondary service to that area;*
 3. *That the public or nearby residents will not be endangered by the granting of the exception; and*
 4. *That it is consistent with the intent and purpose of Statewide Planning Goals 11 and 14, and the purpose of this chapter stated in Section 16.112.010.*

APPLICANT RESPONSE: None.

STAFF FINDING: The application for a home occupation permit will not create impacts that would lead to unacceptable services similar to that of a single-family residence. Home occupations are routinely allowed in single-family residences across the City. The approval of this permit will not impede the orderly and efficient provision of services to the area. The public and nearby residents will not be endangered by the granting of this permit based on the regulations related to the home occupation permit. A Home Occupation Permit in an existing single-family residence is consistent with the City of Warrenton and State of Oregon Planning Goals 11 and 14. **This criterion is met.**

Chapter 16.208 TYPES OF APPLICATIONS AND REVIEW PROCEDURES
16.208.040 Type II Procedure (Administrative).

APPLICANT RESPONSE: None.

STAFF FINDING: The application was submitted with the required materials. **This criterion is met.**

Chapter 16.240 TYPES OF APPLICATIONS AND REVIEW PROCEDURES
16.240.020 Home Occupation Permits.

APPLICANT RESPONSE: Addressed in the application.

STAFF FINDING: The home occupation permit meets the requirements of and will be required to constantly maintain compliance with Section 16.240.020. **This criterion is met.**

DECISION: () Approved () Approved with Conditions (attached) () Denied

Matthew Ellis

Matthew Ellis, AICP, Planning Director

5/21/24

Date

CONDITIONS OF APPROVAL

1. The home occupation shall maintain compliance with the Home Occupation Permits section of the Warrenton Municipal Code.
2. The garage and any other spaces where quilting materials will be stored shall have carbon monoxide and fire alarms installed. This shall be done with a building permit to indicate the change of occupancy.

Copies of all submittals, related documents, and this notice of decision are available for review on the City of Warrenton website or by contacting the City of Warrenton:

<https://www.warrentonoregon.us/ced/page/applications-pending-approval>

EFFECTIVE DATE

Unless appealed, Type II decisions are final and effective one day after the appeal period expires. The appeal period is May 22, 2024 – June 5, 2024. **This decision is final and effective June 6, 2024.** If an appeal is filed, the decision is effective on the day after the appeal is decided. All persons entitled to notice or who are otherwise adversely affected or aggrieved by the decision may appeal the decision in accordance with Warrenton Municipal Code Section 16.208.040(G).

RIGHT TO APPEAL

A Type II administrative decision may be appealed to the Planning Commission by the applicant, any person who was mailed a written notice of the Type II administrative decision, or any other person who submitted written comments.

A notice of appeal shall be filed with the Planning Director within fourteen (14) days of the date the notice of decision was mailed. The notice of appeal shall contain:

- (A) An identification of the decision being appealed, including the date of the decision.
- (B) A statement demonstrating the person filing the notice of appeal has standing to appeal.
- (C) A statement explaining the specific issues raised on appeal.
- (D) If the appellant is not the applicant, a statement demonstrating that the appeal issues were raised during the comment period.
- (E) Filing fee.

The appeal of a Type II administrative decision by a person with standing shall be limited to the specific issues raised during the written comment period. Unless the appellant is the applicant, the hearing on the appeal shall be limited to the specific issues identified in the written comments submitted during the comment period.

For further information or questions, please contact the Warrenton Planning Department at (503) 861-0920 or planning@warrentonoregon.us.