



NOTICE OF HEARING

October 6, 2025

Alma J Buchanan
19051 S Coquina Ave.
Oregon City, OR 97045

RE:: County of Clackamas v. Alma J Buchanan
File: V0012525

Hearing Date: October 28, 2025

Time: This item will not begin before 10:30 AM however it may begin later depending on the length of preceding items.

Location: Hearing will be held by virtual Zoom meeting. Please see attached information regarding the process for the Zoom meeting.

Enclosed you will find the following:

1. Notice of Rights
2. Copy of Complaint and Request for Hearing

You **must** appear at the time set forth in this Notice of Hearing or the relief requested in the **Complaint** may be **granted against you by default**.

You can access the complete hearing packet at
<https://www.clackamas.us/codeenforcement/hearings>

You may contact Diane Bautista, Code Compliance Specialist for Clackamas County at (503) 742-4459, should you have any questions about the violation(s) in the **Complaint**. Do not call the Compliance Hearings Officer.

Enclosures

CC: Carl Cox -Compliance Hearings Officer

STATEMENT OF RIGHTS

1. Prior to the Hearing. You have the right to make the following requests:

- (A) You can request the opportunity to review public records and talk to County Staff about the violations or request a subpoena for that purpose if the County does not allow you to do so.
- (B) You can request that the Hearings Officer postpone the hearing for good cause by writing the Hearings Officer at least 7 calendar days prior to the scheduled hearing date.
- (C) You can request that the Hearings Officer decide the matter based exclusively on written materials from the parties or conduct the hearing by phone.

2. Procedure. The hearing will be governed by general rules of procedure designed to allow you to hear and confront the evidence against you, and for you to present evidence favorable to you. You are not required to present any evidence; the burden is on the County to establish by a preponderance of evidence that a violation exists or existed. Either party may, at their own expense, obtain an attorney, to represent that at the hearing. If you wish to be represented by an attorney, they need only notify the County and the Hearings Officer in writing of their intent to appear on your behalf. The County will present evidence first, and then you may question that evidence. You may then present your own evidence, if you wish, and the County may question your evidence. Testimony by witnesses is evidence. The Hearings Officer may inquire into any facts that are relevant to the hearing and may question parties or witnesses about the case. Evidence of a type commonly relied upon by reasonably prudent persons in the conduct of their serious affairs shall be admissible.

3. Record of Proceedings. An audio record will be made of the proceedings when a hearing is conducted. The audio record is available through the Clackamas County Code Enforcement Section and is available to you upon request.

4. Hearings Officer. The Hearings Officer is an independent contractor paid by the County to conduct hearings and render decisions. He/she is not a County employee. His/her function is to preside over the hearing, make a record of proceedings, consider admissible evidence and interpret and apply the law. After the hearing is closed, the Hearings Officer will enter written findings of fact, conclusions of law and any Order deemed proper. If a violation is proven, then the Order may include civil penalties, fines, administrative fees, or may require the respondent to take certain actions, or refrain from certain actions. An Order issued by the Hearings Officer may be a final order or a continuing order. The Hearings Officer Order is the final decision of the County, and may be appealed pursuant to Oregon Law. The Hearings Officer for Clackamas County is:

**Carl Cox
Attorney at Law
14725 NE 20th Street, #D-5
Bellevue, WA 98007**

5. Right to Recess. If, during the course of the hearing, the Respondent or the County requests a recess or postponement, or additional time to present crucial evidence, the Hearings Officer may allow a continuance of the hearing for good cause. The Respondent may also request that the proceedings be continued after the end of the hearing if the Respondent determines that additional evidence should be brought to the attention of the Hearings Officer.

6. Right to Appeal. The Final Order of the Hearings Officer shall set forth the right of the respondent to appeal any adverse Order. Appeal may be taken pursuant to Section 2.07.130 of the Clackamas County Hearing Officer Code, and Oregon Revised Statute 34.010-34.100. If appeal is taken, the appellant is responsible for all costs of appeal including preparation of transcript.



DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT

DEVELOPMENT SERVICES BUILDING

150 BEAVERCREEK ROAD | OREGON CITY, OR 97045

You must have access to the internet or to a telephone line to use the Zoom platform. A Zoom invite has been mailed to Alma J Buchanan and emailed to allydegataga@yahoo.com. A copy of the link is provided below. Once you have joined the meeting, please allow the moderator to promote you to a panelist.

If you would like to present evidence at the Hearing please email your evidence to Diane Bautista at DianeBau@clackamas.us or mail to Diane Bautista at 150 Beaver Creek Rd, Oregon City, Oregon 97045, **no later than 4 working days prior to the hearing**. Staff will number your evidence for the hearing and provide the numbered documents to the Hearings Officer and send them back to you for reference.

If you are unable to participate in a hearing through the Zoom platform please contact Diane Bautista at 503-742-4459 **within 3 calendar days of receipt of the Notice of Hearing.**

If you do not know how to use Zoom, please Google "how to use Zoom" and there are many interactive guides on the internet. **When joining the webinar please accept the request to join as a panelist.**

If you experience difficulties connecting to the Zoom hearing before your scheduled start time, please call 971-930-6134 for assistance.

Zoom Invite:

Join from PC, Mac, iPad, or Android:

<https://clackamascounty.zoom.us/j/87909780018?pwd=wmpfakPH8McSZKjeoW3Gyqo8lxrdbC.1>

Passcode:381370

Join via audio:

+1 408 638 0968 US (San Jose)
+1 669 444 9171 US
+1 669 900 6833 US (San Jose)
+1 719 359 4580 US
+1 253 205 0468 US
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)
+1 507 473 4847 US
+1 564 217 2000 US
+1 646 876 9923 US (New York)

+1 646 931 3860 US
+1 689 278 1000 US
+1 301 715 8592 US (Washington DC)
+1 305 224 1968 US
+1 309 205 3325 US
+1 312 626 6799 US (Chicago)
+1 360 209 5623 US
+1 386 347 5053 US

Meeting ID: 879 0978 0018
Passcode: 381370

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ДОБРО ПОЖАЛОВАТЬ! Russian

Департамент транспорта и развития инфраструктуры стремится к соблюдению политики недопущения дискриминации. Для получения дополнительной информации посетите веб-сайт: www.clackamas.us/transportation/nondiscrimination

欢迎! Chinese (Mandarin)

交通和发展部致力于实现非歧视。如需了解更多信息，请访问
www.clackamas.us/transportation/nondiscrimination

CHÀO MỪNG! Vietnamese

Bộ Vận Tải và Phát Triển cam kết thực thi chính sách không phân biệt đối xử. Để biết thêm thông tin, vui lòng truy cập trang mạng:
www.clackamas.us/transportation/nondiscrimination

환영합니다. Korean

운송개발부는 차별 금지를 위해 모든 노력을 기울이고 있습니다. 자세한 내용은 홈페이지 www.clackamas.us/transportation/nondiscrimination

BEFORE THE COMPLIANCE HEARINGS OFFICER
for the
CLACKAMAS COUNTY BOARD OF COMMISSIONERS

COUNTY OF CLACKAMAS,

Petitioner,

v.

ALMA BUCHANAN,

Respondent(s).

File No: V0012525

COMPLAINT AND REQUEST FOR HEARING

I, Diane Bautista, Code Enforcement Specialist for Clackamas County, allege the following:

1.

Respondent Alma Buchanan mailing address is: 19051 S. Coquina Avenue, Oregon City, OR 97045.

2.

The Respondent(s) own/owns or occupies the address or location of the violation(s) of law alleged in this Complaint 19051 S. Coquina Ave., Oregon City, OR 97045, also known as T2S, R3E, Section 20B, Tax Lot 03600, and is located in Clackamas County, Oregon. The property is zoned Rural Residential Farm Forest (RRFF-5) and is the location of violation(s) asserted by the County.

3.

On or about the 30th day of September, 2025 the Respondent violated the following laws, in the following ways:

- a. Respondent violated the Clackamas County Zoning and Development Ordinance, Title 12, by failing to complete the Conditions of Approval for Land Use file Z0157-25. This violation is a Priority 2 violation pursuant to the Clackamas County Violation Priorities.

4.

The Department initiating this procedure is the Code Enforcement Section of the Department of Transportation and Development.

5.

Notice of the violation was given to Respondent in the following manner: Violation Notice dated June 30, 2025 and Citation and Complaint #25001125. A copy of the notice document is attached to this Complaint as Exhibit F and G, and incorporated by this reference.

6.

Based on these allegations, petitioner requests that a hearing be set in this matter.

Petitioner seeks an Order from the Hearings Officer granting the following relief:

1. Pursuant to Clackamas County Code Section 2.07.090, ordering Respondent to immediately abate the violations and bring the property at issue into compliance with all laws, and permanently enjoining Respondent from violating these laws in the future;

2. Pursuant to Clackamas County Code Section 2.07.090, imposing a civil penalty against Respondent for each violation, within the range established by the Board of County Commissioners. Said range for the Title 9.02 Priority 2 violation being \$750.00 to \$2,500.00 per occurrence as provided by Appendix B to the Clackamas County Code;

3. Pursuant to Clackamas County Code Section 2.07.090, ordering Respondent to pay an administrative compliance fee as provided by Appendix A to the Clackamas County Code; and

4. Pursuant to Clackamas County Code Section 2.07.090, ordering Respondent to reimburse the County for any expense the County may incur in collection of any penalties, fines or fees that may be imposed:

5. Ordering any other relief deemed reasonably necessary to correct the violations.

DATED THIS 3rd day of October, 2025.

Diane Bautista

Diane Bautista
Code Enforcement Specialist
FOR CLACKAMAS COUNTY

COUNTY OF CLACKAMAS,

Petitioner,

v.

ALMA BUCHANAN,

Respondent.

File No.: V0012525

STATEMENT OF PROOF

History of Events and Exhibits:

March 31, 2025	Clackamas County received a complaint regarding occupied recreational vehicles.
April 2, 2025 Exhibit A	Correspondence was sent to the Respondent regarding the occupied recreational vehicles.
April 7, 2025	I received a voice message that the occupied recreational vehicle in the driveway had only been there 3 days and would be removed within the allotted 30 day time allowed.
April 7, 2025 Exhibit B	I conducted a site inspection and confirmed two occupied recreational vehicles on site.
April 8, 2025 Exhibit C	Correspondence was sent to the Respondent for occupied recreational vehicles without land use approval with a deadline of May 8, 2025.
April 18, 2025	I received an email that the recreational vehicle in the driveway had been removed.
May 14, 2025 Exhibit D	I received an email from Aldo Rodriguez in Planning that land use decision Z0157-25 for a recreational vehicle as a second dwelling had been approved on May 7, 2025. Aldo also included in his email that he would be emailing the decision to the applicant and that it is important the utilities are permitted.
June 12, 2025 Exhibit E	I sent an email to the Respondent stating Land Use application Z0157-25 was approved for a recreation vehicle as a second dwelling on May 7, 2025. I informed the Respondent that the file could not be closed until the Conditions of Approval were met.

June 30, 2025 Exhibit F	Correspondence was sent to the Respondent for non-compliance of the Conditions of Approval with a deadline of July 30, 2025.
September 30, 2025 Exhibit G	I reviewed the permitting system and plumbing and electrical applications had been submitted for a remodel to the single family residence however no applications had been submitted for the utilities for the recreational vehicle. Citation 2500125 was issued for \$411.00 for non-compliance of the Conditions of Approval for Z0157-25. This citation was not returned to the County. This citation remains unpaid.
October 2, 2025 Exhibit H	Respondent requested a hearing in this matter.
October 3, 2025	The County referred this matter to the Code Enforcement Hearings Officer.

If the Compliance Hearings Officer affirms the County's position by a preponderance of the evidence, the County may request a Continuing Order in this matter recommending the following:

- The Respondent be ordered to bring the property into compliance with the Clackamas County Zoning and Development Ordinance within 30 days of the Continuing Order.
 - Respondent shall sign and record in the deed records for Clackamas County a document binding the landowner, and the landowner's successors in interest as listed in the Conditions of Approval for Land Use File Z0157-25.
 - Permits and approved final inspections shall be obtained for the following service connections.
 - a) Be connected to a sanitary sewer system or to an onsite wastewater treatment system approved by the County. The sewage system shall be installed and connected according to the Oregon Plumbing Specialty Code and Oregon Administrative Rules chapter 340, division 71;
 - b) Be provided with a supply of potable water with at least 20 psi (138 kPa) at the supply connection. All plumbing installations in connection with the Notice of Decision Page 6 of 12 File No. Z0157-25 recreational vehicle shall be made according to the Oregon Plumbing Specialty Code; and
 - c) Be provided with electric power, the amount of which shall be equivalent to the amperage required for the recreational vehicle. All electrical installations in connection with the recreational vehicle shall be made according to the Oregon Electrical Specialty Code.

Code Enforcement to confirm compliance of the above items and the County will submit a Post Hearing Status Report. The Report will be sent to the Compliance Hearings Officer and to the Respondent.

- The report may include the following recommendations:
 - The imposition of civil penalties for the Zoning Violation of up to \$3,500.00 for date cited September 30, 2025.
 - Payment for Citation 2500125 for \$411.00 issued on September 30, 2025.
 - The administrative compliance fee of \$75.00 to be imposed from May through June 2025 for a total amount of \$150.00 and the administrative compliance fee of \$100.00 be imposed from July 2025 until the violations are abated. As of this report the total amount due is \$300.00. For a total amount of \$450.00.
 - Hearings Officer to authorize the County further enforcement action including to proceed to Circuit Court.



April 2, 2025

Alma J Buchanan
19051 S Coquina Ave.
Oregon City, OR 97045

**Subject: Alleged Violations of the Zoning and Development Ordinance,
Title 12, Section 316 of the Clackamas County Code**

Site Address: 19051 S Coquina Ave. Oregon City, OR 97045
Legal Description: T2S, R3E, Section 20B, Tax Lot 3600

It has come to the attention of Clackamas County Code Enforcement that multiple unauthorized occupied recreational vehicles may exist on the above referenced property.

This may constitute a violation of the Zoning and Development Ordinance, Title 12, Section 316 of the Clackamas County Code.

Please contact Diane Bautista, Code Enforcement Specialist, within ten (10) days of the date of this letter in order to discuss this matter.

E-mail address is dianebau@clackamas.us
Telephone number is 503-742-4459.

**Clackamas County encourages voluntary compliance with code violations to support a safe and healthy community for all. Please note that a \$75.00 monthly Administrative Compliance Fee will be assessed if a violation has been determined and has not been abated. When a property owner works cooperatively with the County to resolve a confirmed code violation, the County may waive all or part of that fee.*

Department of Transportation and Development

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欢迎! Chinese (Mandarin)

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CHÀO MỪNG! Vietnamese

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환영합니다. Korean

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DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT

DEVELOPMENT SERVICES BUILDING

150 BEAVERCREEK ROAD | OREGON CITY, OR 97045

April 8, 2025

Alma Buchanan
19051 S. Coquina Avenue
Oregon City, OR 97045

**SUBJECT: Violation of Clackamas County Zoning and Development Ordinance,
Title 12, Section 316.03**

VIOLATION: V0012525

ZONING: Rural Residential Farm Forest (RRFF-5)
SITE ADDRESS: 19051 S. Coquina Ave., Oregon City, OR 97045
LEGAL DESCRIPTION: T2S, R3E, Section 20B, Tax Lot 03600

This letter serves as notice of a violation of the Clackamas County Code. The violations include:

- (2) Occupied recreational vehicles

VIOLATIONS & HOW TO RESOLVE

Occupied Recreational Vehicles

Occupied recreational vehicles constitute a violation of Clackamas County Zoning and Development Ordinance, Title 12, Section 316.03. In order to abate the violations, you must complete one of the following **no later than May 8, 2025**:

- Discontinue the use, **and**;
- Remove the recreational vehicles from your property to an authorized location, **or**;
- Obtain land use approval. We encourage you to reach out to Planning and Zoning by phone at 503-742-4500 or by email at zoninginfo@clackamas.us to determine your options.
 - If you pause the use and begin the land use process, we will pause the enforcement of this file. If the use continues on the property before you obtain land use approval, we will continue with the enforcement of this file.

- If you obtain land use approval, you must implement all conditions of approval before staff will close this file. A final inspection may be required to confirm that all conditions of approval have been implemented, **or**;
- If the recreational vehicles are operable, currently licensed and registered to the person(s) residing on the subject property, they may remain in stored condition. If you wish to store your recreational vehicles on site please provide evidence it meets these conditions and schedule a site inspection to confirm.

CONTACT INFORMATION

Planning – If you have questions concerning land use requirements please contact the Land Use and Planning Department at 503-742-4500 or on-line at ZoningInfo@clackamas.us.

You may also stop by the Planning, Permitting and Code Enforcement Offices at the Development Services Building, 150 Beaver Creek Road, Oregon City. The lobby is open between the hours of 8:00 a.m. to 4:00 p.m. Monday through Thursday.

If you have any questions my direct telephone number is 503-742-4459 and my email is diane bau@clackamas.us.

ITEMS INCLUDED IN THIS PACKET

1. Violation Letter
2. Required Notice of Fines and Penalties



Diane Bautista
Code Enforcement Specialist
Clackamas County Code Enforcement

Important Notices

1. **Administrative Compliance Fees.** It is important that you contact the Code Enforcement Section to resolve the violations described in the enclosed letter. **An administration compliance fee of \$75 will now be assessed monthly until the violations are abated.**
2. **Failure to resolve those violations may result in one or more of the following:** (1) a citation and fine, and (2) referral of this matter to the County Code Enforcement Compliance Hearings Officer.
3. **Request for a Hearing:** If you dispute the existence of the violations described in the enclosed letter you may request a hearing before the Hearings Officer by sending a written request for a hearing, including your name and address to: Code Enforcement Section, 150 Beaver Creek Rd., Oregon City, OR 97045, or at codeenforcement@clackamas.us.
4. **Potential Fines and Penalties:** The Clackamas County Code provides for Citation fine amounts of up to \$500 and additional civil penalties imposed by the Hearings Officer of up to \$3,500 for each day the County verifies the noncompliance. Fine amounts and civil penalties may be assessed for each cited violation and may be assessed separately against each named party. In addition, the Hearings Officer may order the violation to be abated by the County at the expense of the property owner(s) and responsible parties.
5. **Voluntary Compliance:** Clackamas County encourages voluntary compliance with code violations to support a safe and healthy community for all. Please note that when a property owner works cooperatively with the County to resolve a confirmed code enforcement violation, the County may in its discretion waive all or part of the \$75 per month administrative fee.
6. **Non-Compliance may result in a lien upon your property:** Fines and costs are payable upon the effective date of the final order declaring the fine and costs. Fines and costs under this Chapter are a debt owing to the County, pursuant to ORS 30.460, and may be collected in the same manner as any other debt allowed by law. If fines or costs are not paid within 60 days after payment is ordered, the County may file and record the order for payment in the County Clerk Lien Record.
7. **Final Order may be enforced in Circuit Court:** Also, be advised that non-compliance with a Hearings Officer's Order may result in the matter being referred to County Counsel for legal action in Circuit Court which may result in additional penalties or other sanctions.
8. **Recurrences will result in additional Citations:** Finally, recurrences of abated violations may result in the issuance of a citation without prior notice.

Bautista, Diane

From: Rodriguez, Aldo
Sent: Wednesday, May 14, 2025 11:53 AM
To: Bautista, Diane
Subject: RE: Z0157-25 - 19051 S. Coquina Avenue
Attachments: Z0157-25 Decision FINAL.pdf

See attached!

It is important the utilities are permitted (which are conditioned) and I'm sure you aware, but it just a reminder. 😊

I will be emailing the decision today to the applicant and will cc you on the email.

Regards,

Aldo Rodriguez
Planner 1

Clackamas County Transportation & Development
Planning & Zoning / Long Range Planning / Septic & Onsite Wastewater
150 Beavercreek Road
Oregon City, Oregon 97045
503-742-4541

My office hours are Mon-Fri 8:00 am – 4:30 pm

www.clackamas.us

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The Planning and Zoning public service telephone line at 503-742-4500 and email account at zoninginfo@clackamas.us are staffed Monday through Thursday from 8:00 a.m. to 4:00 p.m. and Friday from 8:00 a.m. to 3:00 p.m., and the public service lobby is open Monday, Tuesday and Thursday from 8:00 a.m. to 4:00 p.m..

Were you happy with the service you received today?



Any opinion or advice provided herein is informational only, and is based on any information specifically provided or reasonably available, as well as any applicable regulations in effect on the date the research was conducted. Any opinion or advice provided herein may be revised, particularly where new or contrary information becomes available, or in response to changes to state law or administrative rule, future legislative amendments of the Zoning and Development Ordinance, decisions of courts or administrative tribunals, or quasi-judicial land use decisions.

This is not a land use decision as defined by Oregon Revised Statutes 197.015(10).

From: Bautista, Diane <DianeBau@clackamas.us>
Sent: Wednesday, May 14, 2025 11:49 AM
To: Rodriguez, Aldo <ARodriguez@clackamas.us>
Subject: Z0157-25 - 19051 S. Coquina Avenue

Good morning,

It looks like the above land use file received approval. I did not see a copy of the decision. Could you email it to me?

Thank you!

Diane Bautista
Code Enforcement Specialist
Clackamas County Code Enforcement Division
150 Beaver Creek Rd.
Oregon City, OR 97045
503-742-4459
Work Hours 6:30 a.m. until 4:00 p.m. Monday - Friday
Lobby hours 8:00 a.m. until 4:00 p.m. Monday -Thursday

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NOTICE OF DECISION ON A TYPE I LAND USE PERMIT

Decision: Approved with Conditions

Permit Type: Recreational Vehicle as a Second Dwelling

File No. Z0157-25

Proposal: The applicant is proposing to establish a recreational vehicle as a second dwelling.

Decision Date: May 7, 2025

Issued By: Aldo Rodriguez, Planner I, ARodriguez@clackamas.us

Assessor's Map & Tax Lot(s): T2S, R3, Section 20B Tax Lot(s) 03600

Site Address: 19051 S. Coquina Ave., Oregon City, 97045

Applicant: Alma Degataga (Buchanan)

Owner of Property: Alma Degataga (Buchanan)

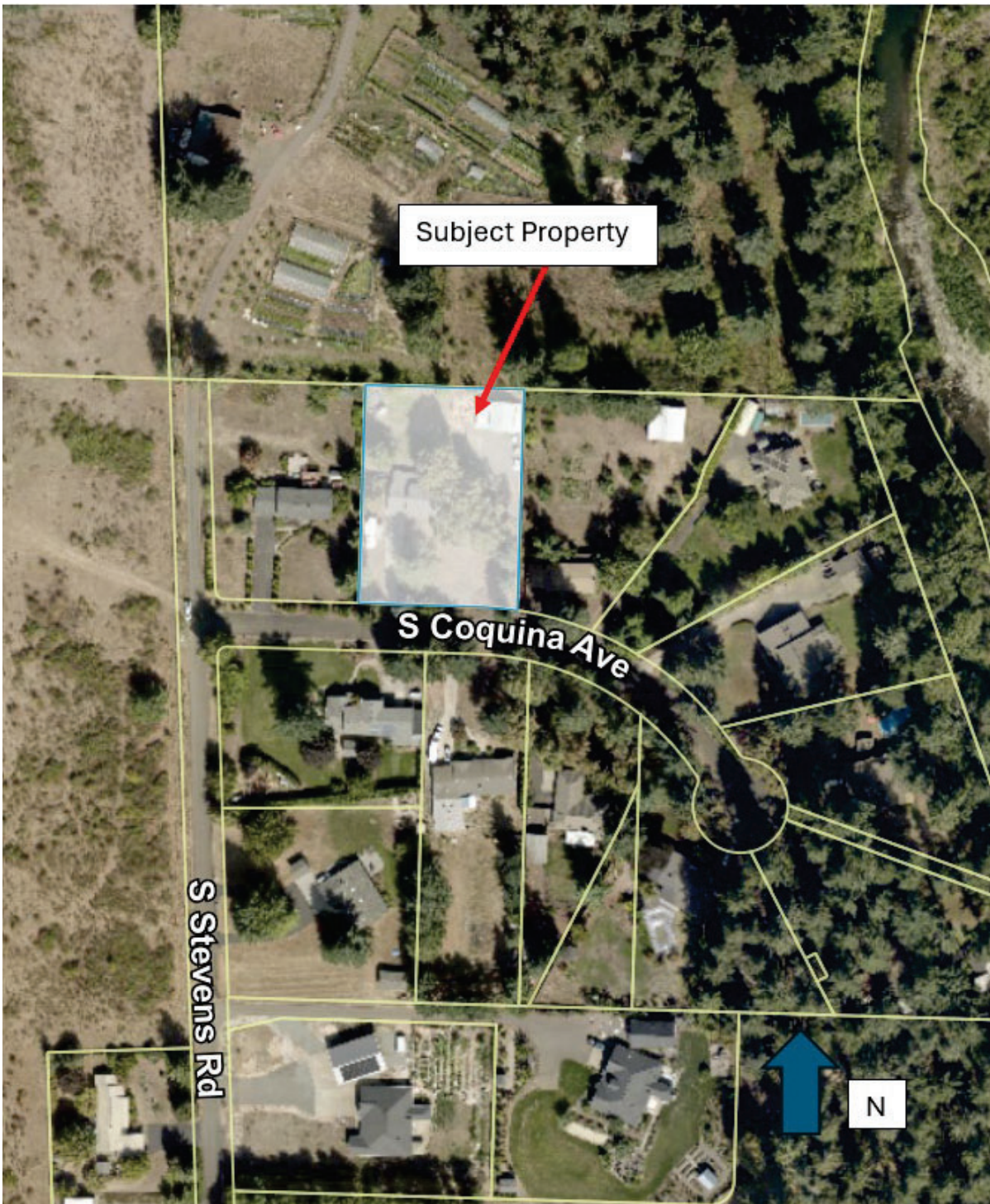
Zoning: RRFF-5

APPLICABLE APPROVAL CRITERIA: This application is subject to Clackamas County Zoning and Development Ordinance (ZDO) Section(s) 202, 316, 847, and 1307.

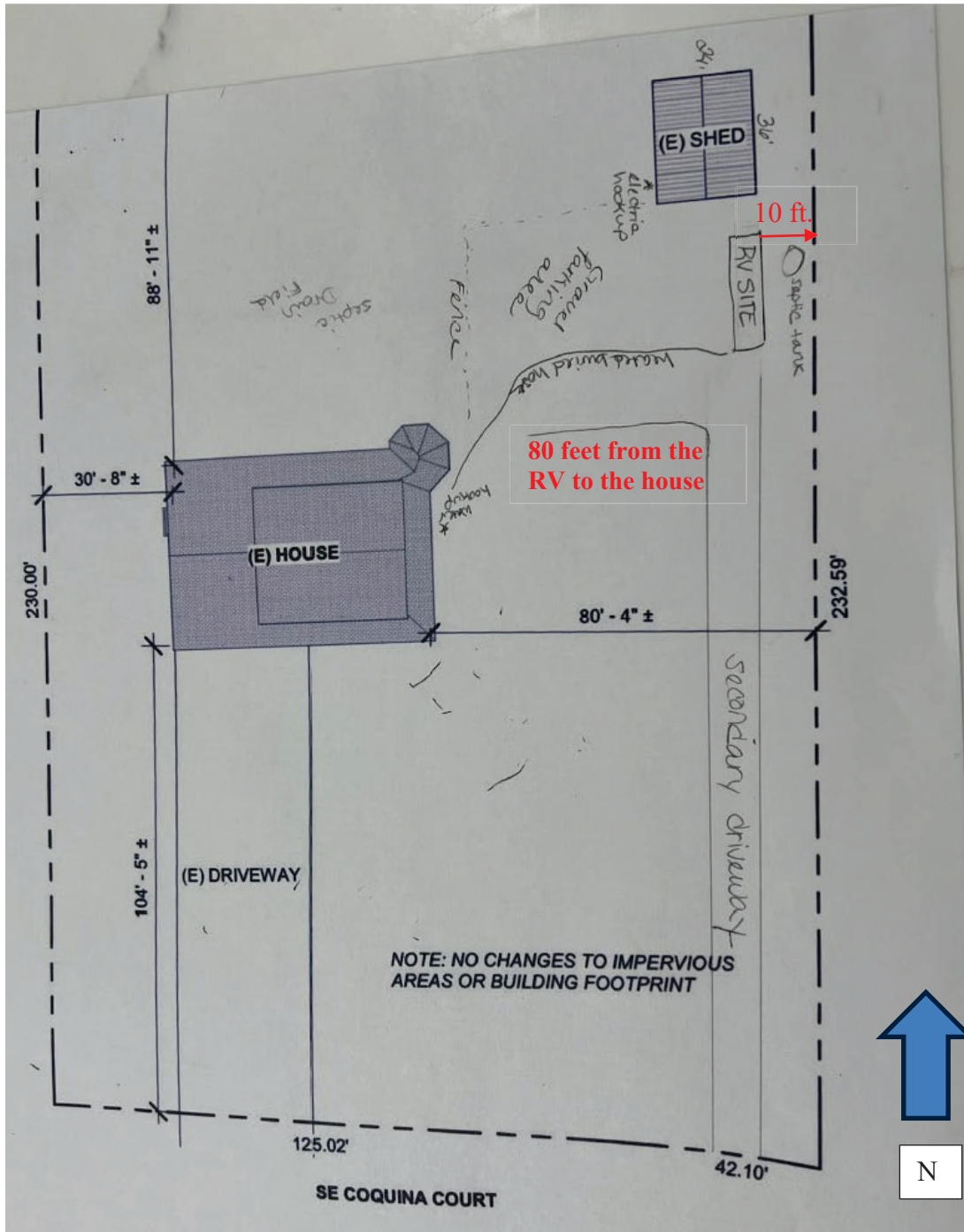
Clackamas County is committed to providing meaningful access and will make reasonable accommodations, modifications, or provide translation, interpretation or other services upon request. Please contact us at 503-742-4545 or email DRenhard@clackamas.us.

503-742-4545: ¿Traducción e interpretación? |Требуется ли вам устный или письменный перевод?翻译或口译? |
Cin Biên dịch hoặc Phiên dịch? | 번역 또는 통역?

Location Map



Site Plan



PERMIT EXPIRATION

Pursuant to ZDO Subsection 847.01(F), approval of a recreational vehicle as a second dwelling is valid for four years from the date of the final decision. Unless an appeal is filed, the date of the final decision is the “decision date” listed above.

During this four-year period, the approval shall be implemented, or the approval will become void. “Implemented” means all necessary County development permits shall be obtained and maintained for the siting of the recreational vehicle on the property.

This is the only notice you will receive of this deadline.

CONDITIONS OF APPROVAL

The conditions listed are necessary to ensure that approval criteria for this land use permit are satisfied. Where a condition relates to a specific approval criterion, the code citation for that criterion follows in parentheses. At all times, the use shall be sited and conducted in compliance with these conditions of approval. Noncompliance may result in code enforcement action or revocation of this permit.

1. Approval of this land use permit, authorizing the placement of one (1) recreational vehicle on the subject property for use as a second dwelling, is based on the submitted written narrative and plan(s) filed with the County on 4/21/2025 and 5/1/25. No work shall occur under this permit other than that which is specified within these documents, unless otherwise required or specified in the conditions below. It shall be the responsibility of the property owner(s) to comply with this document(s) and the limitation of any approval resulting from the decision described herein.
2. Prior to obtaining permits for connection to essential services, the landowner shall sign and record in the deed records for Clackamas County a document binding the landowner, and the landowner's successors in interest:
 - a. Prohibiting the establishment of any dwellings or guest houses other than the primary dwelling and the subject recreational vehicle; (ZDO 847.01.B)
 - b. Recognizing and agreeing that the primary dwelling shall remain the primary residence of at least one of the property owners for the duration of the use of the recreational vehicle as a second dwelling; (ZDO 847.01.C.1)
 - c. Recognizing and agreeing that no portion of the primary dwelling shall be rented as a residential tenancy for the duration of the use of the recreational vehicle as a second dwelling; (ZDO 847.01.C.2)

- d. Recognizing and agreeing that the recreational vehicle shall remain subject to a written residential rental agreement; and (ZDO 847.01.D.5)
- e. Prohibiting the use of either the primary dwelling or the recreational vehicle as a short-term rental. (ZDO 847.01.E)

A sample of the required document may be obtained from Planning and Zoning.

A copy of the recorded document shall be submitted to Planning and Zoning.

- 3. The subject property shall contain no dwellings in addition to the existing primary dwelling and the recreational vehicle approved as a second dwelling. No additional dwellings or guest houses shall be established on the subject property, including but not limited to accessory dwelling units or temporary dwellings. (ZDO 847.01.B)
- 4. The primary dwelling shall remain the primary residence of at least one of the property owners and no portion of the primary dwelling may be rented as a residential tenancy. (ZDO 847.01.C)
- 5. The recreational vehicle shall not be rendered structurally immobile. (ZDO 847.01.D.1)
- 6. The recreational vehicle shall remain subject to a written residential rental agreement. (ZDO 847.01.D.5)
- 7. The recreational vehicle shall remain under the ownership of either the property owner or the tenant occupying the recreational vehicle. (ZDO 847.01.D.6)
- 8. Neither the recreational vehicle nor the primary dwelling shall be used as a short-term rental. (ZDO 847.01.E)
- 9. The property owner shall provide essential services to the recreational vehicle space as described in Oregon Revised Statutes (ORS) 90.100 (15)(b), including: (ZDO 847.01.D.7)
 - a. Sewage disposal, water supply, electrical supply and, if required by applicable law, any drainage system; and
 - b. Any other service or habitability obligation imposed by the rental agreement or ORS 90.730, the lack or violation of which creates a serious threat to the tenant's health, safety, or property or makes the rented space unfit for occupancy.
- 10. **Permits shall be obtained for the following service connections.** The recreational vehicle shall: (ZDO 847.01.D.8)
 - a. Be connected to a sanitary sewer system or to an onsite wastewater treatment system approved by the County. The sewage system shall be installed and connected according to the Oregon Plumbing Specialty Code and Oregon Administrative Rules chapter 340, division 71;
 - b. Be provided with a supply of potable water with at least 20 psi (138 kPa) at the supply connection. All plumbing installations in connection with the

recreational vehicle shall be made according to the Oregon Plumbing Specialty Code; and

- c. Be provided with electric power, the amount of which shall be equivalent to the amperage required for the recreational vehicle. All electrical installations in connection with the recreational vehicle shall be made according to the Oregon Electrical Specialty Code.
11. The recreational vehicle authorized for use as a second dwelling by this land use approval may be replaced by a recreational vehicle compliant with Section 847. Prior to replacement of the recreational vehicle, the following materials documenting compliance with Subsections 847.01(D) (1), (6), and (9) shall be submitted to Planning and Zoning:
- a. The replacement recreational vehicle's title with the Department of Transportation; and (ZDO 847.01(D)(1) & (6))
 - b. Photographs of the recreational vehicle's sink and toilet. (ZDO 847.01(D)(9))

FINDINGS

The findings below identify the standards and criteria that are relevant to this decision, state the facts relied upon in rendering the decision, and explain the justification for the decision.

1. PROJECT OVERVIEW:

The applicant is applying for recreational vehicles as a second dwelling. The property contains an existing 1972 single-family dwelling along with an accessory shed. The property is Lot 11 (.88 acres) of the Coquina Heights partition plat. A second driveway off Coquina Ave. will be used for access to the RV. The proposed RV will be located on the northeastern side of the subject property.

2. ZDO Section RRFF-5:

316.03 *USES PERMITTED*

Finding: The subject property is located in the **RRFF-5** zone and is not located in an urban reserve. Table **316-1** establishes that a recreational vehicle used as a second dwelling can be permitted in the underlying zone, but not within an urban reserve, if approved pursuant to ZDO Section 847 which requires Type I

land use review and approval. This proposal is being reviewed as a Type I land use application pursuant to Section 847.

This criterion is met.

3. ZDO Section 202, Definitions

Section 202 defines a lot of record as:

1. A lot or parcel created by a subdivision or partition plat, as defined in ORS chapter 92, filed with the Clackamas County Surveyor and recorded with the Clackamas County Clerk;
2. A unit of land created by a recorded deed or recorded land sales contract and in compliance with all applicable planning, zoning, and subdivision or partition ordinances and regulations, if any, in effect on the date the deed or land sales contract was signed by the parties to the deed or contract; or
3. A unit of land created solely to establish a separate tax account or for mortgage purposes; that did not conform to all planning, zoning, or subdivision or partition ordinances or regulations in effect on the date it was created; and that was sold prior to September 5, 2023, under the foreclosure provisions of ORS chapter 88.

Finding: Finding: Assessor's Map and Tax Lot Number 23E20B 03600 (.88 acres) is one lot of record (see findings below)

1. *A lot or parcel created by a subdivision or partition plat, as defined in ORS chapter 92, filed with the Clackamas County Surveyor and recorded with the Clackamas County Clerk;*

24E20B 03600: The subject property is lot 11 of the Coquina Heights subdivision, approved on December 22, 1969 by Plat 1394. Therefore, it meets the definition above and is lot of record.

This criterion is met.

4. ZDO Section 847: Recreational Vehicles as Second Dwellings

847.01 STANDARDS

A recreational vehicle as a second dwelling requires review as a Type I application pursuant to Section 1307, Procedures, and shall comply with the following standards:

- A. *Only one recreational vehicle per lot of record shall be allowed for use as a second dwelling.*

Finding: The applicant is proposing the placement of one recreational vehicle on the subject property for use as a second dwelling. The subject property contains one tax lot(s) comprising one lot of record. This land use approval authorizes the placement of one recreational vehicle as described in the submitted application and this decision for use as a second dwelling on the subject property. The applicant may replace the recreational vehicle with a different recreational vehicle meeting the requirements of this Section with no changes to the approved site plan or permitted service connections. A condition of approval will require the applicant to submit updated materials demonstrating that the replacement recreational vehicle complies with Subsections 847.01(D) (1), (6), and (9)

This criterion is met.

B. *The lot of record on which the recreational vehicle will be sited shall:*

1. *Contain one, and only one, detached single-family dwelling, manufactured dwelling, or prefabricated structure;*
2. *Not contain any other dwelling, including, but not limited to, dwellings approved pursuant to Section 839, Accessory Dwelling Units, or Section 1204, Temporary Permits; and*
3. *Not contain a guest house.*

Finding: The submitted materials, aerial imagery, and Clackamas County records show that the subject lot of record contains one and only one detached primary dwelling, and does not contain any additional, accessory, or temporary dwellings, nor does it contain a guest house. The submitted application shows that the recreational vehicle will be located on the same lot of record as the primary dwelling. Conditions of approval are warranted to ensure that no additional dwelling or guest house is established on the subject property while the proposed RV Dwelling exists on the subject property.

As conditioned, this criterion is met.

C. *The existing primary dwelling on the lot of record shall:*

1. *Be the primary residence of at least one of the property owners. For purposes of this provision, primary residence means a dwelling in which an owner resides for at least six months in each calendar year; and*
2. *Contain no portion that is rented as a residential tenancy.*

Finding: The submitted application included evidence that at least one of the property owners resides primarily at the subject property (the applicant

submitted their license, which showed the subject address), and the submitted application states that no portion of a dwelling on the property is rented for residential tenancy. Conditions of approval require that the primary dwelling remain the primary residence of at least one of the property owners for the duration of the use of the RV as a second dwelling, and that no portion of the primary dwelling shall be rented as a residential tenancy.

As conditioned, this criterion is met.

D. *Recreational vehicles to be occupied as second dwellings shall comply with the following standards:*

1. *Notwithstanding the definition of recreational vehicle in Section 202, Definitions, the recreational vehicle does not need to be licensed. The recreational vehicle shall be titled with the Department of Transportation and shall not have been rendered structurally immobile.*

Finding: The applicant's submittal included a copy of the vehicle's title with the Department of Transportation.

This criterion is met.

2. *The recreational vehicle shall comply with the minimum setback standards for primary dwellings in the applicable zoning district.*

Finding: The subject property is located within the RRFF-5 zoning district which requires the following minimum setbacks for primary dwellings: 30 feet front, 30 feet rear, and 10 feet side. The applicant's submitted site plan demonstrates compliance with this requirement.

This criterion is met.

3. *For purposes of compliance with the standards of any applicable overlay zoning district(s) regulated by Section 700, Special Districts, the recreational vehicle shall be considered a structure. However, the siting of a recreational vehicle as a second dwelling is prohibited in the Floodplain Management District regulated by Section 703, Floodplain Management District.*

Finding: The subject property is not within any overlay zoning district regulated by ZDO Section 700.

This criterion is not applicable.

4. *The recreational vehicle shall be located a minimum of 10 feet and a maximum of 100 feet from the primary dwelling. This distance shall be measured from the closest portion of each.*

Finding: The applicant's submitted site plan along with an email stating that the recreational vehicle will be located **80** feet from the primary dwelling as measured from the closest portion of each.

This criterion is met.

5. *The recreational vehicle shall be subject to a written residential rental agreement.*

Finding: A condition of approval requires compliance with this Subsection.

As conditioned, this criterion is met.

6. *The recreational vehicle shall be owned by either the tenant or the property owner.*

Finding: The submitted application and supporting documents demonstrate that the RV is owned by the **Tenant**. A condition of approval requires that the RV remain under the ownership of either the tenant or the property owner for the duration of its use as a second dwelling on the subject property.

As conditioned, this criterion is met.

7. *The property owner shall provide essential services to the recreational vehicle space, as described in Oregon Revised Statutes (ORS) 90.100 (15)(b), including:*

- a. *Sewage disposal, water supply, electrical supply and, if required by applicable law, any drainage system; and*
- b. *Any other service or habitability obligation imposed by the rental agreement or ORS 90.730, the lack or violation of which creates a serious threat to the tenant's health, safety, or property or makes the rented space unfit for occupancy.*

Finding: The submitted application describes how these essential services will be provided to the RV space and conditions of approval require continued compliance with this Subsection.

As conditioned, this criterion is met.

8. *The recreational vehicle shall:*
 - a. *Be connected to a sanitary sewer system or to an onsite wastewater treatment system approved by the County. The sewage*

system shall be installed and connected according to the Oregon Plumbing Specialty Code and Oregon Administrative Rules chapter 340, division 71;

Finding: The applicant's proposal includes waste collection with a mobile service. Therefore, a condition of approval is required and warranted for the applicant to meet this criterion. A permit will need to be obtained for this connection.

As conditioned, this criterion is met.

- b. *Be provided with a supply of potable water with at least 20 psi (138 kPa) at the supply connection. All plumbing installations in connection with the recreational vehicle shall be made according to the Oregon Plumbing Specialty Code; and*

Finding: The applicant's proposal includes a connection through a buried heat hose. Therefore, a condition of approval is required and warranted for the applicant to meet this criterion. A permit will need to be obtained for this connection.

As conditioned, this criterion is met.

- c. *Be provided with electric power, the amount of which shall be equivalent to the amperage required for the recreational vehicle. All electrical installations in connection with the recreational vehicle shall be made according to the Oregon Electrical Specialty Code.*

Finding: The applicant's proposal includes a connection to a 50-amp hookup. Therefore, a condition of approval is required and warranted for the applicant to meet this criterion. A permit will need to be obtained for this connection.

As conditioned, this criterion is met.

- 9. *The recreational vehicle shall contain a working sink and toilet connected to the sewage system approved pursuant to Subsection 847.01(D)(8)(a).*

Finding: The submitted materials demonstrate that the RV contains a sink and toilet. As discussed above, the conditions of approval require a permitted connection to an approved sewage system.

As conditioned, this criterion is met.

- E. *Neither the recreational vehicle nor the primary dwelling shall be used as a short-term rental.*

Finding: The submitted application indicates that no portion of the existing dwelling on the property is used as a short-term rental and that no portion of the existing dwelling or the proposed recreational vehicle will be used as a short-term rental. A condition of approval reiterates that neither the primary dwelling nor the RV dwelling may be used as a short-term rental.

As conditioned, this criterion is met.

Bautista, Diane

From: Bautista, Diane
Sent: Thursday, June 12, 2025 9:32 AM
To: 'ALLYDEGATAGA@YAHOO.COM'
Cc: Rodriguez, Aldo
Subject: V0012525 - 19051 S. Coquina Avenue
Attachments: 25-05-07 NOTICE OF DECISION ON.pdf

Good morning,

Land use application Z0157-25 was approved for a recreation vehicle as a second dwelling on May 7, 2025. Your violation file cannot be closed until the Conditions of Approval are obtained. Please see below and attached decision and complete the required Conditions. If the Conditions are not completed the County will continue with enforcement.

2. Prior to obtaining permits for connection to essential services, the landowner shall sign and record in the deed records for Clackamas County a document binding the landowner, and the landowner's successors in interest. **A copy of the recorded document shall be submitted to Planning and Zoning.**

10. Permits shall be obtained for the following service connections.

- Be connected to a sanitary sewer system or to an onsite wastewater treatment system approved by the County. The sewage system shall be installed and connected according to the Oregon Plumbing Specialty Code and Oregon Administrative Rules chapter 340, division 71;
- Be provided with a supply of potable water with at least 20 psi (138 kPa) at the supply connection. All plumbing installations in connection with the recreational vehicle shall be made according to the Oregon Plumbing Specialty Code; and
- Be provided with electric power, the amount of which shall be equivalent to the amperage required for the recreational vehicle. All electrical installations in connection with the recreational vehicle shall be made according to the Oregon Electrical Specialty Code

Please let me know if you have any questions.

Diane Bautista
Code Enforcement Specialist
Clackamas County Code Enforcement Division
150 Beaver Creek Rd.
Oregon City, OR 97045
503-742-4459
Work Hours 6:30 a.m. until 4:00 p.m. Monday - Friday
Lobby hours 8:00 a.m. until 4:00 p.m. Monday -Thursday

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DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT

DEVELOPMENT SERVICES BUILDING

150 BEAVERCREEK ROAD | OREGON CITY, OR 97045

June 30, 2025

Alma Buchanan
19051 S. Coquina Avenue
Oregon City, OR 97045

**SUBJECT: Violation of Clackamas County Zoning and Development Ordinance,
Title 12, Section 316.03(A) and 847**

VIOLATION: V0012525

ZONING: Rural Residential Farm Forest (RRFF-5)
SITE ADDRESS: 19051 S. Coquina Ave., Oregon City, OR 97045
LEGAL DESCRIPTION: T2S, R3E, Section 20B, Tax Lot 03600

This letter serves as a notice of violations of the Clackamas County Code. The violations include:

- Noncompliance of Conditions of Approval for a recreational vehicle as a second dwelling, Land Use file Z0157-25

VIOLATIONS & HOW TO RESOLVE

Non-Compliance of Conditions of Approval for Land Use File Z0157-25

On May 7, 2025 Land Use file Z0157-25 was approved for a recreational vehicle as a second dwelling. The conditions of this approval required that permits be obtained for connection to a sanitary sewer system, potable water and electrical power. Prior to obtaining permits, provide a written statement to be recorded in the County deed records and a copy of the recorded document submitted to Planning and Zoning. In order to abate the violation, you must complete the following **no later than July 30, 2025:**

- Submit a written statement recorded in the County deed records recognizing the following requirements and **Provide a copy of the recorded document to Planning and Zoning and Code Enforcement:**
 - a. Prohibiting the establishment of any dwellings or guest houses other than the primary dwelling and the subject recreational vehicle;

- b. Recognizing and agreeing that the primary dwelling shall remain the primary residence of at least one of the property owners for the duration of the use of the recreational vehicle as a second dwelling;
 - c. Recognizing and agreeing that no portion of the primary dwelling shall be rented as a residential tenancy for the duration of the use of the recreational vehicle as a second dwelling;
 - d. Recognizing and agreeing that the recreational vehicle shall remain subject to a written residential rental agreement; and
 - e. Prohibiting the use of either the primary dwelling or the recreational vehicle as a short-term rental.
- **Obtain permits for the following service connections:**
 - a. Connect to a sanitary sewer system or to an onsite wastewater treatment system approved by the County. The sewage system shall be installed and connected according to the Oregon Plumbing Specialty Code and Oregon Administrative Rules chapter 340, division 71;
 - b. Provide a supply of potable water with at least 20 psi (138 kPa) at the supply connection. All plumbing installations in connection with the recreational vehicle shall be made according to the Oregon Plumbing Specialty Code; and
 - c. Provide electric power, the amount of which shall be equivalent to the amperage required for the recreational vehicle. All electrical installations in connection with the recreational vehicle shall be made according to the Oregon Electrical Specialty Code.

Once all of the permits are approved and issued, you will have **30 days from the date the permits are issued** to obtain all the required inspections including approved final inspections.

CONTACT INFORMATION

Planning – If you have questions concerning land use requirements please contact the Land Use and Planning Department at 503-742-4500 or on-line at ZoningInfo@clackamas.us.

You may also stop by the Planning, Permitting and Code Enforcement Offices at the Development Services Building, 150 Beaver Creek Road, Oregon City. The lobby is open between the hours of 8:00 a.m. to 4:00 p.m. Monday through Thursday.

If you have any questions my direct telephone number is 503-742-4459 and my email is diane.bau@clackamas.us.

ITEMS INCLUDED IN THIS PACKET

1. Violation Letter
2. Required Notice of Fines and Penalties

A handwritten signature in blue ink that reads "Diane Bautista". The signature is fluid and cursive, with a long horizontal stroke extending from the end of the name.

Diane Bautista
Code Enforcement Specialist
Clackamas County Code Enforcement

Important Notices

1. **Administrative Compliance Fees.** It is important that you contact the Code Enforcement Section to resolve the violations described in the enclosed letter. **An administration compliance fee of \$75 (\$100 beginning July 1, 2025) will now be assessed monthly until the violations are abated.**
2. **Failure to resolve those violations may result in one or more of the following:** (1) a citation and fine, and (2) referral of this matter to the County Code Enforcement Compliance Hearings Officer, and (3) a lien being placed against the subject property for the amount due from citations and fees which will accrue interest.
3. **Request for a Hearing:** If you dispute the existence of the violations described in the enclosed letter you may request a hearing before the Hearings Officer by sending a written request for a hearing, including your name and address to: Code Enforcement Section, 150 Beaver Creek Rd., Oregon City, OR 97045, or at codeenforcement@clackamas.us.
4. **Potential Fines and Penalties:** The Clackamas County Code provides for Citation fine amounts of up to \$500 and additional civil penalties imposed by the Hearings Officer of up to \$3,500 for each day the County verifies the noncompliance. Fine amounts and civil penalties may be assessed for each cited violation and may be assessed separately against each named party. In addition, the Hearings Officer may order the violation to be abated by the County at the expense of the property owner(s) and responsible parties.
5. **Non-Compliance may result in a lien upon your property:** Fines and costs are payable upon the effective date of the final order declaring the fine and costs. Fines and costs under this Chapter are a debt owing to the County, pursuant to ORS 30.460, and may be collected in the same manner as any other debt allowed by law. If fines or costs are not paid within 60 days after payment is ordered, the County may file and record the order for payment in the County Clerk Lien Record.
6. **Final Order may be enforced in Circuit Court:** Also, be advised that non-compliance with a Hearings Officer's Order may result in the matter being referred to County Counsel for legal action in Circuit Court which may result in additional penalties or other sanctions.
7. **Recurrences will result in additional Citations:** Finally, recurrences of abated violations may result in the issuance of a citation without prior notice.



Citation No. 2500125

Case No. V0012525

ADMINISTRATIVE CITATION

Date Issued: September 30, 2025

Name and Address of Person(s) Cited:

Name: Alma Buchanan
Mailing Address: 19051 S. Coquina Avenue
City, State, Zip: Oregon City, OR 97045

Date Violation(s) Confirmed: On the 30th day of September, 2025 the person(s) cited committed or allowed to be committed, the violations(s) of law described below, at the following address:

Address of Violation(s): 19051 S. Coquina Ave., Oregon City, OR 97045

Legal Description: T2S, R3E Section20B, Tax Lot(s) 03600

Law(s) Violated:

☒ Title 12 and 13 of CCC Zoning and Development Ordinance, Section 316.03 and 847

Description of the violation(s):

- 1) Noncompliance of Conditions of Approval for a recreational vehicle as a second dwelling, Land Use file Z0157-25

Maximum Civil Penalty \$2,500.00

Fine \$411.00

You may avoid paying the civil penalty by abating the violation(s) and paying a total fine of \$411.00. If you have questions regarding how to abate the violation(s) contact Clackamas County Code Enforcement at the number listed below. Please be advised a \$100.00 monthly administrative fee is being assessed.

I hereby certify under penalties provided by ORS 153.990 that I have reasonable grounds to and do believe that the above person(s) committed or allowed to be committed the violation(s) described on this form.

Citation issued by: Diane Bautista
Telephone No.: 503-742-4459

Date: September 30, 2025
Department Initiating Enforcement Action: Code Enforcement

PLEASE READ CAREFULLY!

You have been cited for the violation(s) of law stated on the front of this form. If you fail to exercise one of the following options within fifteen calendar days of the citation date, the County may request a hearing before the Code Enforcement Hearings Officer following which you may be ordered to pay the maximum civil penalty and abate the violation.

Options:

1. Abate the violation and pay the fine including the administrative compliance fees that have accrued.
Sign the statement of Understanding below and deliver or mail this form, together with a check or money order payable to Clackamas County in the amount of the fine to:
Clackamas County Code Enforcement Section
150 Beavercreek Rd.
Oregon City, OR 97045
2. Request a hearing in writing. You may request a hearing to contest the violation(s) alleged. A written request for a hearing must be mailed to Clackamas County at the address listed above or sent to codeenforcement@clackamas.us.

A request for hearing must contain all of the following information:

- a. Your name and address;
- b. A copy of the citation or the Citation number and Case number; and,
- c. The description of the relief you are requesting.

At the hearing, an administrative fee may be assessed by the Hearings Officer in addition to civil penalty(ies) if the Hearings Officer concludes you are responsible for the violation. If a civil penalty is imposed the amount will likely exceed the fine amount on this citation.

STATEMENT OF UNDERSTANDING

I, the undersigned, do hereby acknowledge that I understand the following:

1. By paying the fine I admit the existence of the violation(s) alleged on this citation and my responsibility for it.
2. Paying the fine does not relieve me of my responsibility to correct the violation and to comply with all applicable laws.
3. Until the violation is abated a monthly administrative compliance fee is being assessed.
4. Additional citations may be issued to me if I fail to correct the violation or violate other applicable laws.

Signature: _____ Date: _____

Address: _____

City, State, Zip

Contact Number: _____ Email: _____



Project Description Form

Address: 19051 S. COQUINA AVE		
City: OREGON CITY	State: OR	Zip: 97045
Tax Lot #:	Permit Type: Building	80507523
<input checked="" type="checkbox"/> Residential	<input type="checkbox"/> Commercial	
Detailed Job Description Narrative: (Building Permit Example: Remodeling bathroom to add a new walk in shower. Rebuilding new stairs at front entry and enlarging picture window in living room.) (Trade Example: Adding (1) 20amp circuit in garage for welding machine.) moving downstairs bath + adding a shower, moving laundry upstairs, expanding upstairs master bath, replacing all existing galvanized pipes, updating all electrical outlets, switches + fixtures, full kitchen remodel including adding an additional dishwasher		
Best person to contact regarding questions about this application		
Name: ALMA (ALLY) BUCHANAN	Phone: 503 504 16483	
Email: allydegataga@yahoo.com		
Best person to contact regarding County Inspector's Access to this project		
Name: Ally Buchanan	Phone: 503 504 16483	
Email: allydegataga@yahoo.com		
1. Have you applied or are you going to apply for related permits with this project at this time, and Which types: (i.e., Electrical, Plumbing, Mechanical) <input checked="" type="checkbox"/> YES <input checked="" type="checkbox"/> NO If yes what type:		
2. Is this related to a home business? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
3. Will you be creating new bedroom(s)? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If yes how many:		
4. Will you be adding habitable rooms in an existing basement? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If yes how many square feet:		
5. Are you installing new structural members? (i.e., beams, joists, trusses, footings, foundation) <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If yes what type: New footings + beam for support wall removed		
6. Are you creating a separate dwelling unit? (i.e., ADU) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
7. Are you adding a kitchen? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
8. Is there a septic system on property? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
9. Are you expanding the footprint of the structure? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If yes how many square feet:		
10. Are you adding a new building on property? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If yes what type:		
You WILL need to apply for an Entrance (driveway) Permit if any of the below are marked yes: Entrance permit applications can be found here https://www.clackamas.us/engineering/forms.html		
11. Are you proposing to upgrade an existing, permitted driveway? (pave, re-pave, modify drainage, widen, etc.) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
12. Are you proposing to add a new driveway? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
13. Are you extending an existing, permitted driveway to a proposed building that is 150 feet or further away from a public road? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
Engineering staff will contact you if an Entrance Permit is required:		
14. Is the first 20' of each of the property driveways paved? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
15. Are you extending an existing, permitted driveway to a proposed building that is less than 150 feet from a public road? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		



Electrical Permit Application Clackamas County

150 Beaver Creek Road, Oregon City, OR 97045
Phone: (503) 742-4240 FAX: (503) 742-4741
Internet address: www.clackamas.us

Land Use Approval:	Permit No.:
Date:	

TYPE OF WORK	
<input type="checkbox"/> New construction	<input checked="" type="checkbox"/> Addition/alteration/replacement
<input type="checkbox"/> Other:	
CATEGORY OF CONSTRUCTION	
<input checked="" type="checkbox"/> 1- and 2-family dwelling	<input type="checkbox"/> Commercial/industrial
<input type="checkbox"/> Multi-family	<input type="checkbox"/> Master builder
<input type="checkbox"/> Accessory building	
<input type="checkbox"/> Other:	
JOB SITE INFORMATION AND LOCATION	
Job no.:	Job address: 19051 S. Cogina Ave
City/State/ZIP: Oregon City, OR 97045	
Suite/bldg./apt. no.:	Project name:
Cross street/directions to job site: Springwater to Stewarts to Cogina	
Subdivision:	Lot no.:
Tax map/parcel no.:	
DESCRIPTION OF WORK	
Replacing existing switches & outlets to bright white, adding new fixtures & outlets	
<input checked="" type="checkbox"/> PROPERTY OWNER	<input type="checkbox"/> TENANT
Name: ALMA BUCHANAN	
Address: 19051 S. Cogina Ave	
City/State/ZIP: Oregon City, OR 97045	
Phone: (503) 504 12483	Fax: ()
Owner installation: This installation is being made on property that I own, which is not intended for sale, lease, rent, or exchange.	
Owner signature: Alma Buchanan Date: 1/4/24	
<input checked="" type="checkbox"/> APPLICANT	<input type="checkbox"/> CONTACT PERSON
Business name:	
Contact name:	
Address:	
City/State/ZIP:	
Phone: ()	Fax: ()
E-mail:	
CONTRACTOR	
Business name:	
Address:	
City/State/ZIP:	
Phone: ()	Fax: ()
E-mail:	CCB lic. no.:
Electrical lic. no.:	
Supervising electrician signature, required:	
Print name:	Date:
Authorized signature: Alma Buchanan	
Print name: ALMA BUCHANAN	Date: 4/16/24

PLAN REVIEW				
<input type="checkbox"/> Fire pump	<input type="checkbox"/> Building over three stories			
<input type="checkbox"/> Emergency system	<input type="checkbox"/> Service or feeder 600 amps or over			
<input type="checkbox"/> Addition of new motor load of 100HP or more	<input type="checkbox"/> Commercial-use agricultural buildings			
<input type="checkbox"/> Health care facilities	<input type="checkbox"/> Installation of 150 KVA or larger separately derived system			
<input type="checkbox"/> Hazardous locations	<input type="checkbox"/> "A," "E," "I-2," "I-3" occupancies			
<input type="checkbox"/> Recreational vehicle parks	<input type="checkbox"/> Service or feeder 400 amps or more where the available fault current exceeds 10,000 amps at 150 volts or less to ground, or exceeds 14,000 amps for all other installations			
<input type="checkbox"/> Marinas and boatyards				
<input type="checkbox"/> Floating buildings				
<input type="checkbox"/> Six or more residential units				
<input type="checkbox"/> Supply over 600 volts nominal				
FEE SCHEDULE				
Description	Qty.	Fee	Total	*
Residential single- or multi-family dwelling unit. Includes attached garage.				
1,000 sq. ft. or less	1	270.00		4
Ea. add'l 500 sq. ft. or portion	1	55.00		
Limited energy, residential (with above sq. ft.)		109.00		2
Limited energy, multi-family residential (with above sq. ft.)		109.00		2
Services or feeders installation, alteration, and/or relocation				
200 amps or less	1	161.00		2
201 amps to 400 amps		213.00		2
401 amps to 600 amps		321.00		2
601 amps to 1,000 amps		482.00		2
Over 1,000 amps or volts		882.00		2
Temporary services or feeders installation, alteration, and/or relocation				
200 amps or less		94.00		2
201 amps to 400 amps		200.00		2
401 amps to 599 amps		270.00		2
Branch circuits - new, alteration, or extension, per panel				
A. Fee for branch circuits with above service or feeder fee, each branch circuit		12.00		2
B. Fee for branch circuits without service or feeder fee, first branch circuit		90.00		2
Each add'l branch circuit		12.00		
Miscellaneous (service or feeder not included)				
Each manufactured or modular dwelling, service, and/or feeder		109.00		2
Reconnect only		109.00		1
Pump or irrigation circle		109.00		2
Sign or outline lighting		109.00		2
Signal circuit(s) or limited-energy panel, alteration, or extension. Describe:		109.00		2
Each additional inspection over allowable in any of the above				
Per inspection	1	85.00		
Investigation fee				
Other:				
ELECTRICAL PERMIT FEES				
Subtotal				
Minimum permit fee		85.00		
Plan review (25% of permit fee)				
State surcharge (12% of permit fee)				
TOTAL PERMIT FEE				

This permit application expires if a permit is not obtained within 180 days after it has been accepted as complete

*Number of inspections allowed per permit.

CCP-PW117 (Rev. 5/12)



Permit #: E0891224 Applied: 04/23/2024
Type: Electrical / Electrical Approved: 04/23/2024
Status: Issued Final:
Valuation: \$0.00 Expiration: 10/20/2024
Address: 19051 S COQUINA AVE OREGON CITY, OR 97045

Applicant: ALMA BUCHANAN 503-504-6483

Owner: BUCHANAN ALMA J

Contractor: PROPERTY OWNER DOING WORK 503-504-6483

Certificate of Occupancy Required:

Parcel: 23E20B 03600 Class:
Entered By: RBISHOP Occupancy:
Insp Area: Units: Bldgs:
Printed: 04/23/2024 Violation:
Description: REPLACING EXISTING SWITCHES & OUTLETS TO BRIGHT WHITE,
ADDING NEW FIXTURES & OUTLETS
Conditions:

SFR/Dup 1st Unit(sqft): 0	Additional Unit(sqft):	0
Permanent Service/Feeder - <200 Amps	1	\$161.00
Electrical State Surcharge	1	\$19.32
Total Fees:		\$180.32
Total Payments:		\$180.32
Balance Due:		\$0.00

Our goal is to provide you with excellent service. If you would like to discuss your experience with us, contact one of our Customer Service Specialists at 503-742-4400, dtdcustomerinfo@clackamas.us or simply fill out our online survey at <https://www.surveymonkey.com/s/cccustomersurvey>



Plumbing Permit Application Clackamas County

150 Beavercreek Road, Oregon City, OR 97045
Phone: (503) 742-4240 Fax: (503) 742-4741
Internet address: www.clackamas.us

OFFICE USE ONLY	
Permit #:	
Project #:	

TYPE OF WORK	
<input type="checkbox"/> New construction	<input type="checkbox"/> Demolition
<input checked="" type="checkbox"/> Addition/alteration/replacement	<input type="checkbox"/> Other:
CATEGORY OF CONSTRUCTION	
<input checked="" type="checkbox"/> 1- and 2-family dwelling	<input type="checkbox"/> Commercial/industrial
<input type="checkbox"/> Accessory building	<input type="checkbox"/> Multi-family
<input type="checkbox"/> Master builder	<input type="checkbox"/> Other:
JOB SITE INFORMATION AND LOCATION	
Job site address: 19051 S COQUINA CT	
City/State/ZIP: OREGON CITY OR 97045	
Suite/bldg./apt. no.:	Project name:
Cross street/directions to job site:	
Subdivision:	Lot no.:
Tax map/parcel no.:	
DESCRIPTION OF WORK	
CHANGE HALF BATH TO FULL BATH	
<input type="checkbox"/> PROPERTY OWNER	<input type="checkbox"/> TENANT
Name:	
Address:	
City/State/ZIP:	
Phone: ()	Fax: ()
<input checked="" type="checkbox"/> APPLICANT	<input type="checkbox"/> CONTACT PERSON
Business name: PLUMB D LLC	
Contact name: DEVON	
Address: 11365 SE REVENUE RD	
City/State/ZIP: BORING OR 97009	
Phone: 503) 575-8706	Fax: ()
E-mail: PLUMBDLLC@GMAIL.COM	
CONTRACTOR	
Business name: PLUMB D LLC	
Address: 11365 SE REVENUE RD	
City/State/ZIP: BORING OR 97009	
Phone: 503) 575-8706	Fax: ()
CCB lic.: 233728	Lic. no.: PB 2442

FEE* SCHEDULE			
<i>For special information use checklist.</i>			
Description	Qty.	Ea.	Total
New 1-2-family dwellings (includes 100 ft. for each utility connection)			
SFR (1) bath		761.00	
SFR (2) bath		864.00	
SFR (3) bath		956.00	
Each additional bath/kitchen		87.00	
Fire sprinkler (____ sq. ft.)		*	
Site utilities			
Catch basin or area drain		31.00	
Drywell, leach line, or trench drain		31.00	
Footing drain (no. linear ft.: ____)		*	
Manufactured home utilities		126.00	
Manholes		31.00	
Rain drain connector		*	
Sanitary sewer (no. linear ft.: ____)		*	
Storm sewer (no. linear ft.: ____)		*	
Water service (no. linear ft.: ____)		*	
Fixture or item			
Absorption valve		31.00	
Backflow preventer		31.00	
Backwater valve		31.00	
Clothes washer		31.00	
Dishwasher		31.00	
Drinking fountain		31.00	
Ejectors/sump		31.00	
Expansion tank		31.00	
Fixture/sewer cap		31.00	
Floor drain/floor sink/hub		31.00	
Garbage disposal		31.00	
Hose bib		31.00	
Ice maker		31.00	
Interceptor/grease trap		31.00	
Medical gas (value: \$ ____)		*	
Primer		*	
Roof drain (commercial)		*	
Sink/basin/lavatory	1	31.00	31
Tub/shower/shower pan	1	31.00	31
Urinal		31.00	
Water closet	1	31.00	31
Water heater		31.00	
Other:		*	
Other:		*	
Subtotal			
Minimum permit fee (see back of this form)			
(When required) Plan review (25% of permit fee)			
State surcharge (12% of permit fee)			
TOTAL PERMIT FEE			93

This permit application expires if a permit is not obtained within 180 days after it has been accepted as complete.

* Fee methodology set by Tri-County Building Industry Service Board

EXHIBIT G - PAGE 6 OF 7 440-4616T-18/09/COM/WEB)
CCB-PW1 (REV 1/21)

Authorized signature:

Print name: DEVON DAMICO Date: 2-15-23



BUILDING CODES DIVISION

DEVELOPMENT SERVICES BUILDING
150 BEAVERCREEK ROAD | OREGON CITY, OR 97045

Permit #: P0104124
Type: Plumbing / Plumbing
Status: Issued
Valuation: \$0.00
Address: 19051 S COQUINA AVE OREGON CITY, OR 97045

Applied: 02/20/2024
Approved: 02/20/2024
Final:
Expiration:

Applicant: DANIEL BRAMSKE (503) 724-2564
Owner: BUCHANAN ALMA J
Contractor: PLUMB D LLC 503-575-8706

Certificate of Occupancy Required:

Parcel: 23E20B 03600
Entered By:
Insp Area:
Printed: 04/23/2024
Description: Remodel of existing two story dwelling to relocate bathroom on main floor, open up walls on main floor, and remodel of bedroom and laundry room on upper floor
Conditions:

Class:
Occupancy:
Units: Bldgs:
Violation:

NOTICE: The County in its review and approval of this application is not authorizing any activity that may result in a violation of the federal Endangered Species Act (EAS). You are specifically put on notice that it is your responsibility to determine whether activities undertaken pursuant to an approval result in conflict with the provisions of the ESA. It is further your responsibility to ensure that all activities taken pursuant to an approval are designed, constructed and maintained in a manner that does not violate the ESA or any other applicable federal, state or local law.

SFR/Dup 1st Unit(sqft):	Additional Unit(sqft):	
State Surcharge	1	\$11.16
Sink/Basin/Lavatory	1	\$31.00
Shower/Bath/Pan	1	\$31.00
Water Closet	1	\$31.00
Total Fees:		\$104.16
Total Payments:		\$104.16
Balance Due:		\$0.00

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Bautista, Diane

From: Bautista, Diane
Sent: Friday, October 3, 2025 8:39 AM
To: 'ALLYDEGATAGA@YAHOO.COM'; Tran, Dai
Cc: Building Public Service
Subject: Hearing request - V0012525 - 19051 S. Coquina Court
Attachments: 25-05-07 NOTICE OF DECISION ON.pdf

Good morning,

I wanted to let you to know that I have received your request for hearing and will get that started. I do not see any applications have been received in regards to the utility hookups for your recreational vehicle.

You will need to record your deed (see attached Conditions of Approval) **prior** to obtaining permits.

- You will need a plumbing permit to connect to septic (amount is based on the amount of linear feet you need) and a water connection to hard plumb to the RV. The 2 items can be on a single plumbing permit.
- You will also need an electrical permit to install a separate service to the RV (you can select MH Service on this application until they update the form with a different name).

If you have questions you may contact the building department at 503-742-4240 or via email at bldservice@clackamas.us.

Thank you.

CONDITIONS OF APPROVAL

2. Prior to obtaining permits for connection to essential services, the landowner shall sign and record in the deed records for Clackamas County a document binding the landowner, and the landowner's successors in interest:

10. Permits shall be obtained for the following service connections. The recreational vehicle shall: (ZDO 847.01.D.8)

a. Be connected to a sanitary sewer system or to an onsite wastewater treatment system approved by the County. The sewage system shall be installed and connected according to the Oregon Plumbing Specialty Code and Oregon Administrative Rules chapter 340, division 71;

b. Be provided with a supply of potable water with at least 20 psi (138 kPa) at the supply connection. All plumbing installations in connection with the Notice of Decision Page 6 of 12 File No. Z0157-25 recreational vehicle shall be made according to the Oregon Plumbing Specialty Code; and

c. Be provided with electric power, the amount of which shall be equivalent to the amperage required for the recreational vehicle. All electrical

installations in connection with the recreational vehicle shall be made according to the Oregon Electrical Specialty Code.

From: allydegataga@yahoo.com <allydegataga@yahoo.com>
Sent: Thursday, October 2, 2025 3:34 PM
To: DTD-CodeEnforcement <CodeEnforcement@clackamas.us>
Subject: Hearing request

Warning: External email. Be cautious opening attachments and links.



This message needs your attention

- This is a personal email address.
- This is their first email to you.

I am requesting a hearing for the fine assessed for citation no: 2500125. I have been actively attempting to comply with the enforcement violation since it was issued and can prove that I have applied for the permits with the county before the fine was enforced. I have been working to attempt to permit the utilities that already existed when I purchased the home. I have most recently been emailing with Dai Tran of the planning department attempting to get these permits and you can verify with them. I have been working with the county to fix this since I was made aware of it and should not be fined when I'm actively attempting to work within a system that is not set up for this. I also work full time night shift so doing business during the day is very difficult for me. Please see attachments.