

**Agenda**  
Shady Cove Regular City Council Meeting  
Thursday, June 15, 2023  
6 PM

<https://us02web.zoom.us/j/81853221743?pwd=MTVUanFLWEZvczQ0UEpWb0hjN2xEUT09>

Meeting ID: 818 5322 1743

Passcode: 524631

One tap mobile

+12532158782,,81853221743#,,,,\*524631# US (Tacoma)

+13462487799,,81853221743#,,,,\*524631# US (Houston)

**I. Call to Order**

- A. Roll Call
- B. Pledge of Allegiance
- C. Announcements by Presiding Officer

1. This meeting is being digitally recorded.
2. The next regularly scheduled meeting of the City Council will be held on July 6, 2023 at 6 PM, both in Council Chambers and via Zoom.
3. The next regularly scheduled meeting and Public Hearing of the Planning Commission is June 22 at 6 PM, both in Council Chambers and via Zoom.
4. The next regular meeting of the Parks, Recreation, and Tourism Commission is scheduled for July 5.
5. The next meeting of the Emergency Management Commission is not scheduled at this time.
6. These meeting dates and times are subject to change
7. Anyone wishing to address the City Council concerning items of interest may do so. The person addressing the Council must complete a Public Comment Card and submit it to the City Administrator prior to the meeting. All remarks will be addressed to the whole City Council and limited to 3 minutes per person. Public Comments may also be submitted by email to the City Administrator, at TCorrigan@shadycove.org, no later than 4:00 PM the day of the meeting. The Council reserves the right to delay any action, if required, until such time as they are fully informed on a matter.

**II. Public Comment on Agenda Items**

**III. Consent Agenda (pgs.3-9)**

- A. Minutes of 06/01/23
- B. Bills Paid 05/25/23 - 06/08/23 - \$14,346.72

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Planning Department at (541) 878-2225. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

**IV. Items Removed from Consent Agenda**

**V. Staff Reports**

- A. Jackson County Deputy
- B. Fire Chief Travis Crume, FD4
- C. Commission/Committee Reports
- D. City Administrator

**VI. Old Business**

None

**VII. New Business**

- A. Liquor License Application – Mac’s Diner (pgs.10-14)
- B. Appointments to Volunteer Group (pgs.15-18)
- C. Budget Hearing
- D. Short Term Rental Ord # 275 (pgs.19-26)
- E. Recommendations on Fencing to Planning Commission (pgs.27-29)
- F. Delinquent Public Safety Fee Procedure

**VIII. Written Communication**

**IX. Public Comment on Non-Agenda Items**

**X. Council Comments on Non-Agenda Items**

- A. Mayor Ball
- B. Councilor Nuckles
- C. Councilor Winfrey
- D. Councilor Hubbard
- E. Councilor Mitchell

**Adjournment**

City of Shady Cove  
**City Council Regular Meeting**  
Thursday, June 1, 2023, 6:00 PM  
Meeting was held at City Hall and on Zoom

**I. CALL TO ORDER**

Councilor Nuckles called the Regular City Council Meeting to order at 6:00 PM. Mayor Ball was excused.

The Pledge of Allegiance was recited.

**I.C. ANNOUNCEMENTS**

Roll Call

Council Present: Councilor Nuckles, Councilor Winfrey, Councilor Hubbard, and Councilor Mitchell.

Staff Present: Thomas J. Corrigan, City Administrator

Councilor Nuckles made the announcements on the agenda.

**II. PUBLIC COMMENT ON AGENDA ITEMS**

None

**III. CONSENT AGENDA**

- A. Minutes of 05/18/23
- B. Bills Paid Report 05/04/23-05/24/23- \$454,997.50

**Motion to Accept Consent Agenda**

Motion: Councilor Mitchell                      Second: Councilor Winfrey

Motion Carried: 4-0

**IV. ITEMS REMOVED FROM CONSENT AGENDA**

None

**V. STAFF REPORTS**

- A. Jackson County Deputy: Deputy Amaya– During the Month of May there were 224 calls for service. 17 ordinance violations. 67 traffic stops. There are two cases of note, one being there was a threat at Shady Cove Junior High School where a student threatened to shoot up the school the following day. They did a full investigation and the student was lodged at the Juvenile Detention Center

on charges of disorderly conduct in the first degree. The second incident was a fatal traffic accident just outside of the City limits and it is still under investigation.

- B. Fire Chief Winfrey, FD4- The month of May they had 7 fire calls and they are all related to burns. They had one burn escape and ended up burning up to 27 acres that started as a burn pile that took off from the wind picking up.

C. Commission/Committee Reports:

Planning-Commissioner Stirling- On the last meeting only had two things on the agenda. One was discussion about the Vacation Rentals by Owner (VRBO) and the other one was on the Riparian checklist. An email was sent to the Mayor with their findings and some recommendations on some changes to the ordinance.

Parks, Recreation, and Tourism- Commissioner Hutchings- The last meeting they discussed the flag raising. They are waiting to hear from ODOT on the recommendation that was made to them regarding a 15X15 spot. Waiting on approval from Pacific Power for the remaining baskets that are waiting to be installed. They are looking into the cost of purchasing tee shirts with the City logo on them for City Council, Planning and Parks, Recreation, and Tourism to wear at events they attend. They had an artist give some ideas about murals and she wants to walk through the City to look at buildings to see where a mural would look good.

Councilor Nuckles- Wants to thank Parks, Recreation, and Tourism for hosting a fabulous flag raising ceremony and pancake breakfast. Also wants to thank all of the volunteers that showed up to help with the breakfast.

- D. City Administrator – Tom Corrigan- Fire season has started. Working with Rowan on the Growth Management Grant. The next round of Small City Allotment Grants applications are due by July 31. He did receive the final engineering for 71Five parking. Still having riparian issues with some properties. A complaint was received relative to an electric fence, will need planning to look into this. Microsoft did an update and put multi-factor authentications on all emails and IT was contacted and will amend. Two days later he received the cyber liability insurance application that states you must have multi-factor authentication on all emails, might go to a token for our emails. All of the radio equipment has been ordered and David is very thankful for the new equipment. Everyone should have the information from Rogue Reimagined and please attend this meeting if able. There is a flagging class coming up that ODOT is offering and if you would like to take the class, let him know. Wifi that was installed at the shop is doing great and we need to look into getting it at the park very soon because of the constant issues we are having. We now have new smoke detectors in the City Hall connected to our dispatch center.

County Commissioner- Colleen Roberts- Fire season did start and they met with Fire Defense Board, Forest Service, ODF and the State Fire Marshall to discuss the amount of preparedness they have ready. At their request they are doing a full suppression and initial attack on all fires.

## VI. OLD BUSINESS

- A. Welcome Sign Update- Commissioner Nuckles- Parks, Recreation, and Tourism gave Council suggestions for the welcome sign and they had a grand sign, a scaled down one and a smaller one that could be placed in different parts of the City based on how much land is available and it was determined that they want the biggest sign at the South end of town where the most land is and where most of the traffic comes in from the valley. We need information from ODOT on what size can be placed and where it can be placed. We are waiting to hear back from ODOT.

## VII. NEW BUSINESS

- A. Zoning Clearance and Riparian Forms.

**Motion to Accept the Forms with the Suggestions that Councilor Mitchell put Forth**

Motion: Councilor Winfrey

Second: Councilor Hubbard

Motion Carried: 4-0

- B. Appointments to Volunteer Group- Councilor Nuckles- Per the approved Commission and Committee rules, there was a group called the Volunteer Group and it could be a pool of volunteers that could be used by any of the Commissions and the people would be appointed by Council and could be removed by Council if there was a problem. Normally the applicants would be interviewed but Councilor Nuckles does not think this is necessary. There are four applications at this time for the Volunteer group.

1. Mary Stirling
2. Donna Hutchings
3. Linda Pace
4. Sheri Sherman

**Motion to Accept the 4 Appointments to the Shady Cove Volunteer Group**

Motion: Councilor Hubbard

Second: Councilor Winfrey

Motion Carried 4-0

## VIII. WRITTEN COMMUNICATION

Steven Strutton- Asking about having a place to charge his electric car.

Joanne Conklin- Asking about getting the RVTB bus to come back to Shady Cove.

City Administrator- Tom Corrigan- He reached out to RVTD and is waiting for a response back.

**IX. PUBLIC COMMENT ON NON-AGENDA ITEMS**

Sandra Barber- As we enter the fire season she has concerns about fire safety. She would like to have another workshop to discuss fire safety.  
Councilor Nuckles- She will pass the request on to the Mayor.

**X. COUNCIL COMMENTS ON NON-AGENDA ITEMS**

- A. Councilor Mitchell- He did some research on Hiland Water. Wants to know if have a date to discuss the budget.
- B. Councilor Hubbard- He listened to the last Planning Commission Meeting because he was wanting to hear what was going on with the Short Term Vacation Rentals and he is looking forward to going over this with Council when the Mayor gets back. Thanked everyone for coming.
- C. Councilor Winfrey- Thanked everyone for coming. Good job to Parks, Recreation, and Tourism on the great event last weekend, it was a great start to more activities.
- D. Councilor Nuckles- As people have been going around town talking to other people and businesses, they are still grumbling on if Council is really going to address the hard issues of the City, as in the Water and the Internet. The water, they are working on. The internet they have no control over it but it is going forward. Hunter is working on it every day and there is good internet coming soon. She attended the RVCOG meeting and it was a Public Hearing to approve the budget. It was a very well-presented budget and it was approved. One of the presentations they gave was (ADRC) Aging and Disability Resource Connection and she gave a pamphlet to Tom and he can post it with all the information about it.

**ADJOURNMENT**

There being no further business before the Council, Councilor Nuckles adjourned the meeting at 7:20 PM.

Approved:

Attest:

\_\_\_\_\_  
Councilor Nuckles

\_\_\_\_\_  
Thomas J. Corrigan  
City Administrator

**Council Vote:**

Councilor Nuckles     \_\_\_\_\_  
Councilor Winfrey     \_\_\_\_\_

Shady Cove City Council Regular Meeting

Minutes of 6/01/2023

Page 5 of 5

Councilor Hubbard

\_\_\_\_\_

Councilor Mitchell

\_\_\_\_\_

Report Criteria:  
 Detail report type printed

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
21	Bow Wow Waste Products	549077	3 - 1000 Single Pull Bags	1	05/23/2023	163.47	.00	163.47	50836	05/31/2023
Total 21:						163.47	.00	163.47		
24	Canon Financial Services, I	30498037	Contract charge 05/01/202	1	05/13/2023	203.82	.00	203.82	50837	05/31/2023
Total 24:						203.82	.00	203.82		
43	Christian, David	05152023	Radio 05/15/2023-05/19/20	1	05/19/2023	90.00	.00	90.00	50838	05/31/2023
		05222023	Radio 05/22/2023-05/26/20	1	02/25/2023	90.00	.00	90.00	50838	05/31/2023
Total 43:						180.00	.00	180.00		
119	Perfection Cleaning	292102	City Hall office cleaning 05/	1	05/29/2023	320.00	.00	320.00	50842	05/31/2023
Total 119:						320.00	.00	320.00		
122	Pitney Bowes Purchase Po	05312023	meter refill SN-6112103	1	05/15/2023	262.47	.00	262.47	50843	05/31/2023
Total 122:						262.47	.00	262.47		
135	RVCOG	23-3864	Sr. Acct-V Robinson Jan 20	1	05/24/2023	9,341.00	.00	9,341.00	50844	05/31/2023
		23-3864	Mileage Charges Feb-Marc	2	05/24/2023	54.24	.00	54.24	50844	05/31/2023
Total 135:						9,395.24	.00	9,395.24		
169	USACE	900541	Water Storage - O&M Per	1	05/16/2023	80.73	.00	80.73	50845	05/31/2023
Total 169:						80.73	.00	80.73		
176	Winters Electric, LLC	19799	City Hall GFCI	1	05/16/2023	252.94	.00	252.94	50846	05/31/2023
Total 176:						252.94	.00	252.94		
221	Hunter Communications	358686	Phone/Internet	1	05/08/2023	591.78	.00	591.78	50840	05/31/2023
Total 221:						591.78	.00	591.78		
430020	Confident Staffing, Inc.	49492	Lybarger, P - Seasonal wor	1	05/14/2023	491.45	.00	491.45	50839	05/31/2023
		49506	Lybarger, P - Seasonal wor	1	05/21/2023	491.45	.00	491.45	50839	05/31/2023
Total 430020:						982.90	.00	982.90		
430032	JP Morgan Chase	05312023	River Tan, Flowers	1	05/10/2023	19.00	.00	19.00	50841	05/31/2023
		05312023	apple.com	2	05/10/2023	7.96	.00	7.96	50841	05/31/2023
		05312023	spark plug, motor tune up,	3	05/10/2023	20.78	.00	20.78	50841	05/31/2023
		05312023	pennzoil 2003 Ford explore	4	05/10/2023	54.99	.00	54.99	50841	05/31/2023
		05312023	pape , mower blades, main	5	05/10/2023	97.29	.00	97.29	50841	05/31/2023
		05312023	interstate batteries	6	05/10/2023	197.23	.00	197.23	50841	05/31/2023
		05312023	dollar general, marker	7	05/10/2023	2.50	.00	2.50	50841	05/31/2023
		05312023	Lowes	8	05/10/2023	290.65	.00	290.65	50841	05/31/2023
		05312023	Sherwin Williams, paint	9	05/10/2023	333.35	.00	333.35	50841	05/31/2023
		05312023	Staples, office supplies	10	05/10/2023	291.41	.00	291.41	50841	05/31/2023
		05312023	amazon prime membership	11	05/10/2023	14.99	.00	14.99	50841	05/31/2023



Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
		05312023	amazon, dewalt drill and im	12	05/10/2023	159.00	.00	159.00	50841	05/31/2023
		05312023	maxwell , credit card machi	13	05/10/2023	45.34	.00	45.34	50841	05/31/2023
		05312023	adobe	14	05/10/2023	19.99	.00	19.99	50841	05/31/2023
		05312023	amazon	15	05/10/2023	19.99	.00	19.99	50841	05/31/2023
		05312023	google	16	05/10/2023	4.23	.00	4.23	50841	05/31/2023
		05312023	amazon	17	05/10/2023	14.99	.00	14.99	50841	05/31/2023
		05312023	blink cameras monthly sub	18	05/10/2023	10.00	.00	10.00	50841	05/31/2023
		05312023	Amazon	19	05/10/2023	42.49	.00	42.49	50841	05/31/2023
		05312023	Amazon	20	05/10/2023	46.74	.00	46.74	50841	05/31/2023
		05312023	paypal	21	05/10/2023	50.00	.00	50.00	50841	05/31/2023
		05312023	walmart flowers	22	05/10/2023	152.46	.00	152.46	50841	05/31/2023
		05312023	Amazon	23	05/10/2023	17.99	.00	17.99	50841	05/31/2023
Total 430032:						1,913.37	.00	1,913.37		
Grand Totals:						14,346.72	.00	14,346.72		

Report Criteria:

Detail report type printed



OREGON LIQUOR & CANNABIS COMMISSION  
**LIQUOR LICENSE APPLICATION**

**Instructions**

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1. **Complete and sign** this application.
2. Prior to submitting this application to the OLCC, send the completed application to **the local government for the premises address** to obtain a recommendation.
  - If the premises street address is within a city's limits, the local government is the city.
  - If the premises street address is not within a city's limits, the local government is the county.
3. You can submit the application if:
  1. You have WRITTEN documentation showing the date the local government received the application or;
  2. The local government has provided you their recommendation.
4. **Email the application that contains the local government recommendation or proof of submission to:**  
[OLCC.LiquorLicenseApplication@Oregon.Gov](mailto:OLCC.LiquorLicenseApplication@Oregon.Gov).
5. **Do not** include any license fees with your application packet (fees will be collected at a later time).  
*When it's time to pay the license fee you must pay the full yearly fee for the current license year (the license fee will not be prorated). If you pay in the last quarter of your license year you must also pay the yearly fee for the next license year.*

**License Request Options** - Please see the general definitions of the license request options below:

- **New Outlet:** The licensing of a business that does not currently hold an active liquor license.
- **Change of Ownership:** The request to completely change the licensee of record at a licensed business.
- **Greater Privilege:** The request to replace a Limited On-Premises sales license with a Full On-Premises sales license.
- **Additional Privilege:** The licensee currently holds an active liquor license at the premises and that same licensee would like to request to add an **additional** different liquor license type at that same premises location.

**Additional Information**

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**Applicant Identification:** Please review [OAR 845-006-0301](#) for the definitions of "applicant" and "licensee" and [OAR 845-005-0311](#) to confirm that all individuals or entities with an ownership interest (other than a waivable ownership interest, per OAR 845-005-0311[6]) in the business have been identified as license applicants on this document. If you have a question about whether an individual or entity needs to be listed as an applicant for the license, discuss this with the OLCC staff person assigned to your application.

**Premises Address:** This is the physical location of the business and where the liquor license will be posted.

**Applicant Signature(s):** Each individual listed in the [applicant information box](#) on page 2 (entity or individuals applying for the license) must sign the application.

If an applicant listed in the applicant information box on page 2 is an entity (such as a corporation or limited liability company), at least one individual who is authorized to sign for the entity must sign the application.

**Applicant/Licensee Representative(s):** In order to make changes to a license or application or to receive information about a license or application by someone other than the applicant/licensee you must:

- Complete the below [Authorized Representative](#) area on page 2 as the applicant/licensee and/or
- Provide a Power of Attorney document showing the permissions allowable on the behalf of the applicant/licensee with this submission

*Please note that applicants/licensees are responsible for all information provided on this form, even if an authorized representative or individual with authority signs on behalf of the applicant.*

For help with this application or any related documents or processes, email [olcc.alcohollicensing@oregon.gov](mailto:olcc.alcohollicensing@oregon.gov).

# LIQUOR LICENSE APPLICATION

Page 1 of 4

Check the appropriate license request option:

New Outlet |  Change of Ownership |  Greater Privilege |  Additional Privilege

Select the license type you are applying for.

More information about all license types is available [online](#).

## Full On-Premises

- Commercial
- Caterer
- Public Passenger Carrier
- Other Public Location
- For Profit Private Club
- Nonprofit Private Club

## Winery

- Primary location
- Additional locations:  2nd  3rd  4th  5th

## Brewery

- Primary location
- Additional locations:  2nd  3rd

## Brewery-Public House

- Primary location
- Additional locations:  2nd  3rd

## Grower Sales Privilege

- Primary location
- Additional locations:  2nd  3rd

## Distillery

- Primary location
- Additional tasting locations:  2nd  3rd  4th  5th  6th

## Limited On-Premises

## Off Premises

## Warehouse

## Wholesale Malt Beverage and Wine

## LOCAL GOVERNMENT USE ONLY

LOCAL GOVERNMENT:

After providing your recommendation, return this application to the applicant WITH the recommendation marked below

City/County name:

Shady Cove

(Please specify city or county)

City

Date application received: 6/6/2023

Optional: Date Stamp Received Below

- Recommend this license be granted
- Recommend this license be denied

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

Mac's Diner

Trade Name

# LIQUOR LICENSE APPLICATION

Page 2 of 4

APPLICANT INFORMATION	
Identify the applicants applying for the license. This is the entity (example: corporation or LLC) or individual(s) applying for the license. Please add an additional page if more space is needed.	
Name of entity or individual applicant #1: <b>Mac's Diner &amp; Lodge LLC</b>	Name of entity or individual applicant #2:
Name of entity or individual applicant #3:	Name of entity or individual applicant #4:

BUSINESS INFORMATION		
Trade Name of the Business (name customers will see): <b>Mac's Diner</b>		
Premises street address (The physical location of the business and where the liquor license will be posted): <b>21900 Highway 62</b>		
City: <b>Shady Cove</b>	Zip Code: <b>97539</b>	County: <b>Jackson</b>
Business phone number:	Business email: <b>heathereime@yahoo.com</b>	
Business mailing address (where we will send any items by mail as described in <a href="#">OAR 845-004-0065[1]</a> ): <b>5872 Santa Barbara #D</b>		
City: <b>Garden Grove</b>	State: <b>CA</b>	Zip Code: <b>92845</b>
Does the business address currently have an OLCC liquor license? <input type="checkbox"/> Yes <input type="checkbox"/> No	Does the business address currently have an OLCC marijuana license? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

AUTHORIZED REPRESENTATIVE – A liquor applicant or licensee may give a representative authorization to make changes to the license or application on behalf of the licensee or to receive information about a license or application.		
<b>I give permission for the below named representative to:</b>		
<input type="checkbox"/> Make changes regarding this license/application on my behalf.		
<input type="checkbox"/> Sign application forms regarding this license/application on my behalf.		
<input type="checkbox"/> Receive information about the status of this application, including information about pending compliance action or communications between OLCC and the licensee/applicant.		
<b>Representative Name:</b>		
Phone number:	Email:	
Mailing address:		
City:	State:	Zip Code:

# LIQUOR LICENSE APPLICATION

Page 3 of 4

**APPLICATION CONTACT INFORMATION** – Provide the point of contact for this application. If this individual is not an applicant or licensee, the Authorized Representative section must be filled in and the appropriate permission(s) must be selected.

**Application Contact Name:**

Heather Erickson

Phone number:

Email:

heathereisme@yahoo.com

## TERMS

- “Real property” means the real estate (land) and generally whatever is erected or affixed to the land (for example, the building) at the business address.
- “Common area” is a privately owned area where two or more parties (property tenants) have permission to use the area in common. Examples include the walking areas between stores at a shopping center, lobbies, hallways, patios, parking lots, etc. An area’s designation as a “common area” is typically identified in the lease or rental agreement.

## ATTESTATION – OWNERSHIP AND CONTROL OF THE BUSINESS AND PREMISES

- Each applicant listed in the “Application Information” section of this form has read and understands OAR 845-005-0311 and attests that:
  1. At least one applicant listed in the “Application Information” section of this form has the legal right to occupy and control the real property proposed to be licensed as shown by a property deed, lease, rental agreement, or similar document.
  2. No person not listed as an applicant in the “Application Information” section of this form has an ownership interest in the business proposed to be licensed, unless the person qualifies to have that ownership interest waived under OAR 845-005-0311.
  3. The licensed premises at the premises street address proposed to be licensed either:
    - a. Does not include any common areas; or
    - b. Does include one or more common areas; however, only the applicant(s) have the exclusive right to engage in alcohol sales and service in the area to be included as part of the licensed premises.
      - In this circumstance, the applicant(s) acknowledges responsibility for ensuring compliance with liquor laws within and in the immediate vicinity of the licensed premises, including in portions of the premises that are situated in “common areas” and that this requirement applies at all times, even when the business is closed.
  4. The licensed premises at the premises street address either:
    - a. Has no area on property controlled by a public entity (like a city, county, or state); or
    - b. Has one or more areas on property controlled by a public entity (like a city, county, or state) and the public entity has given at least one of the applicant(s) permission to exercise the privileges of the license in the area.

# LIQUOR LICENSE APPLICATION

# Mac's Diner

Page 4 of 4

• Each applicant listed in the "Application Information" section of this form has read and understands OAR 845-006-0362 and attests that:

1. Upon licensure, each licensee is responsible for the conduct of others on the licensed premises, including in outdoor areas.
2. The licensed premises will be controlled to promote public safety and prevent problems and violations, with particular emphasis on preventing minors from obtaining or consuming alcoholic beverages, preventing over-service of alcoholic beverages, preventing open containers of alcoholic beverages from leaving the licensed premises unless allowed by OLCC rules, and preventing noisy, disorderly, and unlawful activity on the licensed premises.

I attest that all answers on all forms and documents, and all information provided to the OLCC as a part of this application, are true and complete.

Heather Erickson

6-6-23

Print name	Signature	Date	Atty. Bar Info (if applicable)
Print name	Signature	Date	Atty. Bar Info (if applicable)
Print name	Signature	Date	Atty. Bar Info (if applicable)
Print name	Signature	Date	Atty. Bar Info (if applicable)



**CITY OF SHADY COVE**  
 22451 Highway 62 • P.O. Box 1210 • Shady Cove, OR 97539  
 Phone: 541-878-2225 • Fax: 541-878-2226

**APPLICATION FOR SHADY COVE VOLUNTEER GROUP**

PLEASE PRINT

DATE: 6-8-2023

APPLICANT INFORMATION			
Name: <b>Steve Nuckles</b>			
Physical Address: <b>33 James Place</b>			
City: <b>Shady Cove</b>	State: <b>OR</b>	Zip: <b>97539</b>	
Mailing Address: <b>Same</b>			
City:	State:	Zip:	
Home Phone:		Cell Phone:	
Email Address: <b>nucksteve@gmail.com</b>			
Current Occupation: <b>Retired</b> <i>(If retired or unemployed, state your general or past profession.)</i>			
How long have you lived in Shady Cove? (Optional) <b>Since 2018</b>			
How long have you lived in Jackson County? (Optional) <b>Since 2018</b>			
Days/Times of Best Availability: <b>Any time</b>			
Are you a current or past employee of the City of Shady Cove, an occasional or potential contract employee, or do you have any other real or potential conflict of interest in working or serving in this capacity? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
If yes, please describe:			
AREAS OF INTEREST/EXPERTISE			
Please list areas of interest/expertise. This information will be used to match you to volunteering opportunities that are best aligned with your interests and skills.			
<b>Can do most anything. Prefer physical or outdoor tasks such as setting up and tearing down venues, assembly, crowd control.</b>			

Interest/expertise continued (if necessary):

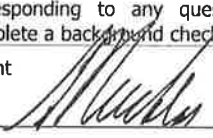
AREAS OF NO INTEREST

Please use this space to let us know of jobs that you are NOT interested in helping with:

Not interested in clerical, public presentations, and solicitation of donations

By signing this application, electronically or otherwise, I affirm that all information included is true and accurate to the best of my knowledge. I authorize the City of Shady Cove to publicly discuss the information provided herein and to assist in responding to any questions asked which are relevant to this position. I further understand that I may be asked to complete a background check.

Signature of Applicant



Date

6-8-2023

**How to Submit:**

Email: [TCorrigan@shadycove.org](mailto:TCorrigan@shadycove.org)  
In Person: 22451 Hwy 62  
By Mail: PO Box 1210 Shady Cove, OR 97539

**Questions?**

Call City Hall at 541-878-2225 or send an email to the email as listed above.

**CITY OFFICE USE ONLY**

DATE RECEIVED

INITIALS

*The City of Shady Cove is an Equal Opportunity Provider.*





**CITY OF SHADY COVE**  
 22451 Highway 62 • P.O. Box 1210 • Shady Cove, OR 97539  
 Phone: 541-878-2225 • Fax: 541-878-2226

**APPLICATION FOR SHADY COVE VOLUNTEER GROUP**

PLEASE PRINT

DATE: 6-7-23

APPLICANT INFORMATION		
Name: <u>Gina Ball</u>		
Physical Address: <u>120 Penny Ln.</u>		
City: <u>Shady Cove</u>	State: <u>OR</u>	Zip: <u>97539</u>
Mailing Address: <u>same</u>		
City:	State:	Zip:
Home Phone:	Cell Phone:	
Email Address: <u>ginaball43@gmail.com</u>		
Current Occupation: <i>(If retired or unemployed, state your general or past profession.)</i> <u>Registered Nurse</u>		
How long have you lived in Shady Cove? (Optional) <u>7 yrs</u>		
How long have you lived in Jackson County? (Optional) <u>7 yrs</u>		
Days/Times of Best Availability: <u>wed-Sun. 9<sup>am</sup>-8<sup>p</sup></u>		
Are you a current or past employee of the City of Shady Cove, an occasional or potential contract employee, or do you have any other real or potential conflict of interest in working or serving in this capacity? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
If yes, please describe:		
AREAS OF INTEREST/EXPERTISE		
Please list areas of interest/expertise. This information will be used to match you to volunteering opportunities that are best aligned with your interests and skills.		
<ul style="list-style-type: none"> <li>- Park clean up.</li> <li>- city events.</li> </ul>		

Interest/expertise continued (if necessary):

AREAS OF NO INTEREST

Please use this space to let us know of jobs that you are NOT interested in helping with:

By signing this application, electronically or otherwise, I affirm that all information included is true and accurate to the best of my knowledge. I authorize the City of Shady Cove to publicly discuss the information provided herein and to assist in responding to any questions asked which are relevant to this position. I further understand that I may be asked to complete a background check.

Signature of Applicant

*Aina Ball*

Date

*6-7-23*

**How to Submit:**

Email: [TCorrigan@shadycove.org](mailto:TCorrigan@shadycove.org)  
In Person: 22451 Hwy 62  
By Mail: PO Box 1210 Shady Cove, OR 97539

**Questions?**

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City of Shady Cove

Ordinance No. 275

**AN ORDINANCE OF THE CITY OF SHADY COVE, OREGON AMENDING THE SHADY COVE CODE OF ORDINANCES TO INCLUDE VACATION RENTAL DWELLINGS AS A CONDITIONAL USE IN RESIDENTIAL ZONING DISTRICTS**

**Whereas**, Chapter 154, of the Shady Cove Code of Ordinances governs Type IV Legislative Procedures within the corporate limits of the City and requires, if approval is recommended by the Planning Commission, that the City Council of the City of Shady Cove make the final decision regarding the application; and,

**Whereas**, The criteria used to evaluate the requested amendments to the Code of Ordinances are contained in Section 154.438 with additional considerations in Section 154.380(F).

**Whereas**, The Shady Cove Planning Commission, after providing proper public notice, met in Public Hearing on May 14, 2015, to consider amendments to Chapter 154 of the Shady Cove Code of Ordinances to add vacation rental dwellings to the list of permitted uses in its residential zones and to establish regulations governing their use. The Commission received testimony from interested parties and staff. The staff recommendations, as submitted to the Planning Commission, are contained in a staff report that is part of the record; and,

**Whereas**, Following the close of the public hearing, the Planning Commission deliberated on the record of the proceedings, after which a motion was made and duly seconded, to recommend that the City Council approve File VR 15-01 to allow vacation rentals, not as a permitted use, but as a conditional use, in residential zoning districts; and,

**Whereas**, On June 18, 2015, the City Council, after providing proper public notice, met in Public Hearing to consider the Planning Commission recommendation.

**THE COUNCIL OF THE CITY OF SHADY COVE ORDAINS AS FOLLOWS:**

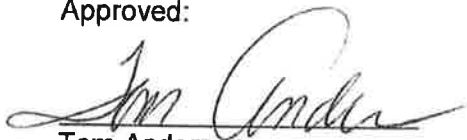
The Shady Cove Code of Ordinances is amended as follows:

- |                        |   |
|------------------------|---|
| Section 1: Title       | This Ordinance shall be known as the Vacation Rental Dwelling Ordinance of the City of Shady Cove, Oregon.  |
| Section 2: Description | Vacation Rental Dwelling regulations, attached as Exhibit A, approved by the City Council.  |
| Section 3: Amendment   | The conditional uses sections contained in Sections 154.037 (R-1), 154.052 (R-2), and 154.067(R-3) of the Shady Cove Code of Ordinances Plan Map are amended to add Vacation Rental Dwellings. Chapter 154 is further amended to add Vacation Rental Standards. |

Section 4: The City Council adopts as its own, and incorporates by reference, the Planning Commission recommendation attached as Exhibit B, to the extent that it is consistent with the City Council decision.

**PASSED AND APPROVED** by the Common Council of the City of Shady Cove this 6th day of August 2015.

Approved:

  
Tom Anderson  
Mayor

Attest:

  
Aaron Prunty  
City Administrator

**Council Vote:**

Mayor Anderson	<u>Y</u>
Councilor Burgess	<u>Y</u>
Councilor Mitchell	<u>Y</u>
Councilor Sanderson	<u>Y</u>
Councilor Ulrich	<u>Y</u>

## EXHIBIT "A"

### PROPOSALS FOR A VACATION RENTAL ORDINANCE

Approval of this ordinance adds vacation rentals as a conditional use in all areas zoned residential.

Vacation rentals that were included in the City's trial between June 1, 2014 and December 31, 2014 will be grandfathered, and exempt from the conditional use requirement, provided that the owner of that property has a valid vacation rental Business License for fiscal year 2015-2016. Should the property owner of the grandfathered residence fail to meet the foregoing or expand the size of that residence, the conditional use process will be in effect.

#### STANDARDS

1. Maximum occupancy: 10 people
2. Maximum number of vehicles: 4
3. Vehicles must be parked on the rental property, not on the public right of way
4. Not more than 50% of the front yard setback area may be used for parking. The balance must be "landscaped" to prevent parking
5. No outdoor activities, constituting a nuisance or loud noise are permitted after 9:00pm
6. Vacation rentals must comply with all City policies, standards and ordinances
7. Animals, other than service animals, are not permitted
8. Vacation rental property owners must subscribe to a scheduled waste collection service and provide garbage and recycling receptacles on the property
9. With the exception of enclosed barbecues, any outside fire is prohibited

#### SAFETY REQUIREMENTS

1. Smoke alarms must be present and functioning. Smoke alarms 10 years and older must be replaced with new smoke alarms that have a 10-year battery and hush button. Smoke alarms must be installed on each floor of the residence, including basement and attached garage, if existing
2. At least one 2A-10BC rated fire extinguisher must be visible and readily accessible for each floor of the residence including basement, if existing. Portable fire extinguishers shall be fully charged and serviced annually
3. Exit doors cannot be blocked to prevent egress. Corridors and exit ways must be free of obstructions. Each sleeping room will have at least one operable window for use as a secondary means of escape
4. At least one plug-in rechargeable flashlight will be readily accessible on each occupied floor of the residence
5. If on the second floor, there is no other means of escape, two story vacation rentals must provide a roll out ladder for use as a secondary means of escape
6. A carbon monoxide alarm must be present and functioning in a structure having a carbon monoxide source as defined in ORS 105.836

#### GENERAL

1. A 500 foot minimum spacing between vacation rental properties, on the same side of the river, is required
2. A copy of the vacation rental standards shall be posted in a conspicuous place inside the vacation rental
3. Owners of vacation rental property must have a local contact, and provide the City Administrator with the name and telephone number for that contact
4. Written consent is required from affected property owners if the vacation rental property is accessed by a shared driveway. A copy of the written consent is to be provided to the City Administrator
5. Transient Occupancy Tax will apply to all rentals of 30 days or less

## EXHIBIT "A"

### ENFORCEMENT

1. Annually, prior to the issuance of a Business License for vacation rentals, the City's CSO will make a premise visit. The visit will ensure that all safety requirements (smoke alarms, fire extinguishers, flash lights and exit provisions) are in place as well as a posted sign reflecting vacation rental standards
2. Complaint handling:
  - a. Any confirmed complaint made to the City, regarding vacation rentals, will be evaluated by the City Administrator for validity. If deemed valid the complaint will be directed to the City's CSO for action
  - b. Complaints filed directly with the Sheriff's Office, will be handled by that group. Information concerning resultant action will be provided to the City Administrator
3. Valid complaint action:
  - a. A first valid complaint will result in a warning.
  - b. A second valid complaint is subject to a fine of up to \$500.00 per day, for each day during the period of the rental which generated the complaint
  - c. A third valid complaint will result in cancellation of the Business License, and may include additional fine(s)
4. With the exception of the grandfathered property noted in this ordinance, property owners offering their property for vacation rental without going through the conditional use process and/or possessing a valid Business License is a violation of this ordinance. In addition to a cease and desist order, the property owner will be subject to a fine of up to \$500.00 for each day the property is/was rented for vacation purposes.

EXHIBIT "B"

BEFORE THE PLANNING COMMISSION  
OF THE CITY OF SHADY COVE  
COUNTY OF JACKSON, STATE OF OREGON

IN THE MATTER OF CONSIDERATION OF )  
AMENDMENTS TO CHAPTER 154 OF THE )  
SHADY COVE CODE OF ORDINANCES TO ) RECOMMENDATION  
ADD VACATION RENTAL BY OWNER (VRBO) ) TO CITY COUNCIL  
AS A PERMITTED USE IN THE RESIDENTIAL )  
ZONING DISTRICTS )

APPLICANT: City of Shady Cove Planning File No. VR 15-01

RECITALS:

- 1) Chapter 154, of the Municipal Code of the City of Shady Cove governs Type IV Legislative Procedures within the corporate limits of the City and requires, if approval is recommended by the Planning Commission, that the City Council of the City of Shady Cove make the final decision regarding the application; and,
- 2) The Shady Cove Planning Commission, after providing proper public notice, met in Public Hearing on May 14, 2015, to consider amendments to Chapter 154 of the Shady Cove Code of Ordinances to add vacation rental dwellings to the list of permitted uses in its residential zones and to establish regulations governing their use. The Commission received testimony from interested parties and staff. The staff recommendations, as submitted to the Planning Commission, are contained in a staff report that is part of the record; and,
- 3) On May 14, 2015, following the close of the public hearing, the Planning Commission deliberated on the record of the proceedings, after which a motion was made and duly seconded, to recommend that the City Council approve File VR 15-01 to allow vacation rentals, not as a permitted use, but as a conditional use in residential zoning districts. The motion passed by a roll call vote of 3 to 0.

NOW THEREFORE, the Planning Commission of the City of Shady Cove finds, concludes, and recommends as follows:

SECTION 1: FINDINGS

- 1) The Planning Commission hereby incorporates by reference all oral deliberations and findings of fact established in the record of the public hearing, and cites by reference: oral and written testimony of interested citizens and staff, and findings of fact which are a part of the record, the City Planner's staff report; and,
- 2) The Planning Commission hereby finds that it has received all information and evidence necessary to consider the above request; and,

- 3) The City provided public notice through the Upper Rogue Independent, and mailed notices to owners of all properties within the city limits via United States Postal Service. The Planning Commission finds and concludes that proper notice has been given; and,
- 4) The Planning Commission received testimony from those who supported vacation rentals, citing the positive effect on the city's economy. It also heard from opponents who were concerned about the potential adverse effects on surrounding residential uses. Others spoke neither for nor against the proposal, but had concerns about the difficulty of ensuring compliance with the proposed operating standards. They also recommended informing applicants of the need to carry liability insurance. During deliberations, the Commission discussed the merits of limiting occupancy to two adults per bedroom, continuing the maximum occupancy in proposed Standard 1. This would permit fewer guests in smaller homes.
- 5) The criteria used to evaluate the requested amendments to the Code of Ordinances are contained in Section 154.438 with additional considerations in Section 154.380(F). The Planning Commission finds that the request meets the criteria and considerations.

#### SECTION 2: CONCLUSION

The Planning Commission concludes that the proposed amendments to Section 154 of the Shady Cove Code of Ordinances comply with procedural requirements of the Shady Cove Code of Ordinances. The commission also concludes that, based on the hearings record, it is appropriate to include vacation rentals as a conditional use rather than a permitted use, requiring a public hearing before approval of a vacation rental.

#### SECTION 3: DECISION

Based on the record of the public hearing on this matter, the Planning Commission recommends approval of amendments to Section 154 of the Shady Cove Code of Ordinances to include vacation rentals as a conditional use in residential zoning districts. The Commission recommends modifying Standard 1 to allow a maximum of two adults per bedroom, with a maximum occupancy of ten persons. The Commission further recommends adding the following approval standards:

19. Owner shall provide liability insurance.
20. The City shall maintain a registry of vacation rentals.
21. Existing members of the VRBO registry are exempt from the conditional use permit requirements unless they are to be expanded.

This RECOMMENDATION for APPROVAL is given to the Shady Cove City Council this 29th day of May 2015, in Shady Cove, Oregon.

  
Dick McGregor, Planning Commissioner

Shady Cove Planning Commission  
Recommendation to City Council  
VR 15-01 Vacation Rental by Owner  
Page 2



## VACATION RENTAL DWELLINGS SHORT TERM RENTALS (STR)

### §154.475 CONDITIONAL USE.

Approval of this ordinance adds vacation rentals as a conditional use in all areas zoned residential for 30 days or less.

~~Vacation rentals that were included in the City's trial between June 1, 2014 and December 31, 2014 will be grandfathered, and exempt from the conditional use requirement, provided that the owner of that property has a valid vacation rental Business License for fiscal year 2015-2016. Should the property owner of the grandfathered residence fail to meet the foregoing or expand the size of that residence, the conditional use process will be in effect.~~

### §154.476 STANDARDS.

- (A) Maximum occupancy: ten people with a limit of two person per bedroom. Sleeping shall be confined within the residence.
- (B) Maximum number of vehicles: four.
- (C) Vehicles must be parked on the rental property, not on the public right of way.
- (D) Not more than 50% of the front yard setback area may be used for parking. The balance must be landscaped to prevent parking.
- (E) No outdoor activities, constituting a nuisance or loud noise are permitted after 9:00pm.
- (F) Vacation rentals must comply with all City policies, standards and ordinances.
- (G) Animals, other than service animals, are not permitted.
- (H) Vacation rental property owners must subscribe to a scheduled waste collection service and provide garbage receptacles on the property.
- (I) With the exception of enclosed barbecues, any outside fire is prohibited.

### §154.477 SAFETY REQUIREMENTS.

- (A) Smoke alarms must be present and functioning. Smoke alarms ten years and older must be replaced with new smoke alarms that have a ten-year battery and hush button. Smoke alarms must be installed on each floor of the residence, including basement ~~and attached garage, if existing.~~
- (B) At least one 2A-10BC rated fire extinguisher must be visible and readily accessible for each floor of the residence including basement, if existing. Portable fire extinguishers shall be fully charged and serviced annually.
- (C) Exit doors cannot be blocked to prevent egress. Corridors and exit ways must be free of obstructions. Each sleeping room will have at least one operable window for use as a secondary means of escape.
- (D) At least one plug-in rechargeable flashlight will be readily accessible on each occupied floor of the residence.
- (E) If on the second floor, there is no other means of escape, two story vacation rentals must provide a roll out ladder for use as a secondary means of escape.
- (F) A carbon monoxide alarm must be present and functioning in a structure having a carbon monoxide source as defined in ORS 105.836.

### §154.478 GENERAL.

- (A) A 500 foot minimum spacing between vacation rental properties, on the same side of the river, is required.
- (B) A copy of the vacation rental standards shall be posted in a conspicuous place inside the vacation rental.
- (C) Owners of vacation rental property must have a local contact, and provide the City Administrator with the name and telephone number for that contact.
- (D) Written consent is required from affected property owners if the vacation rental property is accessed by a shared driveway or private roadways. A copy of the written consent is to be

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provided to the City Administrator.

(E) Written consent is required from affected property owners if the vacation rental property uses a shared water source. A copy of the written consent is to be provided to the City Administrator.

~~(E)~~ Transient Occupancy Tax will apply to all rentals of 30 days or less.

#### §154.479 ENFORCEMENT

(A) Annually, prior to the issuance of a Business License for vacation rentals, the City's CSO will make a ~~premise~~-visit to the premise. The visit will ensure that all safety requirements (smoke alarms, fire extinguishers, flash lights and exit provisions) are in place as well as a posted sign reflecting vacation rental standards.

(B) Complaint handling:

(1) Any confirmed complaint made to the City, regarding vacation rentals, will be evaluated by the City Administrator for validity. If deemed valid the complaint will be directed to the City's CSO for action.

(2) Complaints filed directly with the Sheriff's Office, will be handled by that group. Information concerning resultant action will be provided to the City Administrator.

(C) Valid complaint action:

(1) A first valid complaint will result in a warning to the property owner.

(2) A second valid complaint is subject to a fine of up to \$500.00 per day, for each day during the period of the rental which generated the complaint.

(3) A third valid complaint will result in cancellation of the Business License, and may include additional fine(s).

~~(D) —With the exception of the grandfathered property noted in this ordinance, p~~Property owners offering their property for vacation rental without going through the conditional use process and/or possessing a valid Business License is a violation of this ordinance. In addition to a cease and desist order, the property owner will be subject to a fine of up to \$500.00 for each day the property is/was rented for vacation purposes.

City of Shady Cove

Ordinance No. 275

**AN ORDINANCE OF THE CITY OF SHADY COVE, OREGON AMENDING THE SHADY COVE CODE OF ORDINANCES TO INCLUDE VACATION RENTAL DWELLINGS AS A CONDITIONAL USE IN RESIDENTIAL ZONING DISTRICTS**

**Whereas**, Chapter 154, of the Shady Cove Code of Ordinances governs Type IV Legislative Procedures within the corporate limits of the City and requires, if approval is recommended by the Planning Commission, that the City Council of the City of Shady Cove make the final decision regarding the application; and,

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**Whereas**, Following the close of the public hearing, the Planning Commission deliberated on the record of the proceedings, after which a motion was made and duly seconded, to recommend that the City Council approve File VR 15-01 to allow vacation rentals, not as a permitted use, but as a conditional use, in residential zoning districts; and,

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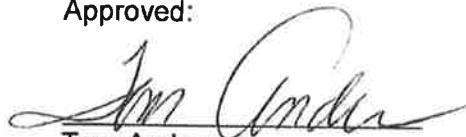
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**Section 4:** The City Council adopts as its own, and incorporates by reference, the Planning Commission recommendation attached as Exhibit B, to the extent that it is consistent with the City Council decision.

**PASSED AND APPROVED** by the Common Council of the City of Shady Cove this 6th day of August 2015.

Approved:

  
Tom Anderson  
Mayor

Attest:

  
Aaron Prunty  
City Administrator

**Council Vote:**

Mayor Anderson	<u>Y</u>
Councilor Burgess	<u>Y</u>
Councilor Mitchell	<u>Y</u>
Councilor Sanderson	<u>Y</u>
Councilor Ulrich	<u>Y</u>

## EXHIBIT "A"

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EXHIBIT "B"

BEFORE THE PLANNING COMMISSION  
OF THE CITY OF SHADY COVE  
COUNTY OF JACKSON, STATE OF OREGON

IN THE MATTER OF CONSIDERATION OF )  
AMENDMENTS TO CHAPTER 154 OF THE )  
SHADY COVE CODE OF ORDINANCES TO ) RECOMMENDATION  
ADD VACATION RENTAL BY OWNER (VRBO) ) TO CITY COUNCIL  
AS A PERMITTED USE IN THE RESIDENTIAL )  
ZONING DISTRICTS )

**APPLICANT: City of Shady Cove Planning File No. VR 15-01**

RECITALS:

- 1) Chapter 154, of the Municipal Code of the City of Shady Cove governs Type IV Legislative Procedures within the corporate limits of the City and requires, if approval is recommended by the Planning Commission, that the City Council of the City of Shady Cove make the final decision regarding the application; and,
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- 5) The criteria used to evaluate the requested amendments to the Code of Ordinances are contained in Section 154.438 with additional considerations in Section 154.380(F). The Planning Commission finds that the request meets the criteria and considerations.

#### SECTION 2: CONCLUSION

The Planning Commission concludes that the proposed amendments to Section 154 of the Shady Cove Code of Ordinances comply with procedural requirements of the Shady Cove Code of Ordinances. The commission also concludes that, based on the hearings record, it is appropriate to include vacation rentals as a conditional use rather than a permitted use, requiring a public hearing before approval of a vacation rental.

#### SECTION 3: DECISION

Based on the record of the public hearing on this matter, the Planning Commission recommends approval of amendments to Section 154 of the Shady Cove Code of Ordinances to include vacation rentals as a conditional use in residential zoning districts. The Commission recommends modifying Standard 1 to allow a maximum of two adults per bedroom, with a maximum occupancy of ten persons. The Commission further recommends adding the following approval standards:

19. Owner shall provide liability insurance.
20. The City shall maintain a registry of vacation rentals.
21. Existing members of the VRBO registry are exempt from the conditional use permit requirements unless they are to be expanded.

This RECOMMENDATION for APPROVAL is given to the Shady Cove City Council this 29th day of May 2015, in Shady Cove, Oregon.

  
Dick McGregor, Planning Commissioner



**City of Shady Cove**  
**FENCE PERMIT APPLICATION**

Fee: \$50.00

Date Paid: \_\_\_\_\_  
Amount Paid: \_\_\_\_\_  
Receipt #: \_\_\_\_\_  
Site Inspection By: \_\_\_\_\_  
On Date: \_\_\_\_\_

DATE: \_\_\_\_\_ PERMIT # BP \_\_\_\_\_ OWNER/BUILDER:  Yes  No

LEGAL DESCRIPTION: T. \_\_\_\_\_, R. \_\_\_\_\_, SECTION \_\_\_\_\_, TAX LOT \_\_\_\_\_

ADDRESS OF PROPOSED FENCE: \_\_\_\_\_

IS PROPOSED FENCE LOCATED IN A **FLOODPLAIN** \_\_\_\_\_ OR **FLOODWAY** \_\_\_\_\_

APPLICANTS NAME: \_\_\_\_\_

APPLICANTS ADDRESS: \_\_\_\_\_

APPLICANTS PHONE NUMBER: \_\_\_\_\_ - \_\_\_\_\_ CELL: \_\_\_\_\_ - \_\_\_\_\_

CONTRACTORS NAME: \_\_\_\_\_

CONTRACTORS ADDRESS: \_\_\_\_\_

CONTRACTOR PHONE NUMBER: \_\_\_\_\_ - \_\_\_\_\_ CELL: \_\_\_\_\_ - \_\_\_\_\_

CCB# \_\_\_\_\_ CITY BUSINESS LICENSE NUMBER: \_\_\_\_\_

WILL FENCE BE LOCATED ON A CORNER LOT?  Yes  No

WILL FENCE BE ON A REVERSE FRONTAGE LOT?  Yes  No

WILL THERE BE A CHANGE TO EXISTING GRADE?  Yes  No

HEIGHT OF PROPOSED FENCE (measured from grade) \_\_\_\_\_

TYPE OF MATERIAL USED TO CONSTRUCT FENCE (wood, chain link, concrete, etc.) \_\_\_\_\_

ESTIMATED LINEAL FOOTAGE: \_\_\_\_\_

ESTIMATED PROJECT VALUATION: \$ \_\_\_\_\_

PLEASE PROVIDE A SITE PLAN THAT INCLUDES THE FOLLOWING INFORMATION:

1. Lineal footage of each section.
2. Height of each section of fence.
3. Distance of setback from street, property line, existing buildings, waterways, ditches, etc.

DISCLAIMER: Property owner is solely responsible to assure fence is properly located on subject tax lot.

CALL BEFORE YOU DIG - Utility Locates: 1-800-332-2344

\_\_\_\_\_  
Owners Signature \_\_\_\_\_  
Date

Approved:  Not approved:  By: \_\_\_\_\_ Date: \_\_\_\_\_

Comments: \_\_\_\_\_

**§ 154.038 PROPERTY DEVELOPMENT REQUIREMENTS.**

(A) *Generally.* All development in the R-1 District of the city shall comply with the development requirements in § [154.200](#).

(B) *Density.*

(1) With the exception of planned unit developments, the density of new residential developments will be determined by the combination of permitted uses and the minimum lot size provisions contained in the development requirements table.

(2) Due to the unique and varying characteristics of existing development patterns, landforms and topography, soils, flood plains and other factors, the R-1 District is further divided into the categories shown below, which are applied to appropriate areas on the zoning map.

(3) The following square footage requirements pertain to "net site area".

R-1-6	6,000 square feet lots
R-1-10	10,000 square feet lots
R-1-20	20,000 square feet lots
R-1-40	40,000 square feet lots
R-1-00	Existing lot size (cannot be partitioned)

(C) *Off-street parking.* See §§ [154.330](#) through [154.337](#) for number of parking space provided for each residential dwelling unit. These spaces shall not be within a required front yard abutting a public street other than an alley, and in accordance with any other requirement the city's parking standards or other applicable codes.

(D) *Fences, walls, hedges.* Any fence, wall, hedge or other screen planting shall not exceed a height of three feet above grade within any front yard setback area, nor six feet above grade within any side or rear yard areas. Open mesh deer fencing may exceed the height restrictions noted above.

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## Shady Cove, OR Code of Ordinances

**§ 154.200 STANDARDS.**

The following table sets forth the minimum requirements for development within residential districts of the city.

<i>Standards</i>	<i>Low Density</i>	<i>Medium Density</i>	<i>High Density</i>
Minimum lot size		6,000 square feet	6,000 square feet
R-1-6	6,000 square feet		
R-1-10	10,000 square feet		
R-1-20	20,000 square feet		
R-1-40	40,000 square feet		
Setback requirements			
Front yard	15 feet (garage 20 feet)	15 feet (garage 20 feet)	15 feet (garage 20 feet)
Side yard	5 feet	5 feet	5 feet
Street side yard	15 feet	15 feet	10 feet
Rear yard	15 feet	15 feet	10 feet
Minimum street frontage	60 feet	60 feet	60 feet
Cul-de-sac	30 feet	30 feet	30 feet
Flag lot (pole width)	20 feet	20 feet	20 feet
Minimum lot depth	80 feet	80 feet	80 feet
Maximum lot depth to width ratio (does not apply to river frontage lots)	3:1	3:1	3:1
Maximum building height	35 feet	35 feet	35 feet
Maximum lot coverage	40%	40%	60%

(Ord. 225, passed 10-20-1994, § 11; Ord. 239, passed 12-7-06; Ord. 253, passed 1-21-2010)