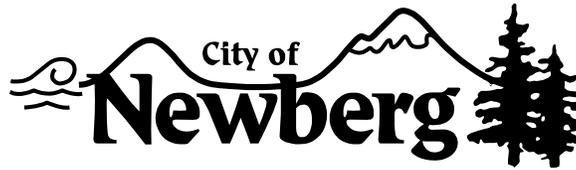


City of Newberg  
414 E. First Street  
P.O. Box 970  
Newberg, OR 97132



City Manager  
(503) 537-1201

City Attorney  
(503) 537-1206

## Code Compliance Division

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P.O. Box 970 - 414 E. First Street - Newberg, Oregon 97132 - (503) 554-7709 - Fax (503) 537-1272

April, 2016

**Re: Newberg sign ordinances and election signs – Election Days on May 17<sup>th</sup>, Sept 20<sup>th</sup>, and Nov 8<sup>th</sup>**

Dear Candidate for Public Office or Property Owner(s):

The City of Newberg anticipates that during the campaign season, candidates may use a variety of methods to promote their candidacy. A common campaign method is the use of “portable signs.” Because of the popularity of these signs, the City would like candidates and their supporters to be aware of the Newberg Municipal Code (NMC) regulations regarding “portable” and “temporary signs for events” (see NMC Section 15.435.090 et seq. at [www.codepublishing.com/OR/Newberg](http://www.codepublishing.com/OR/Newberg)).

Please consider the following:

- 1. Election Events:** An election event begins 90 days prior to and ends 14 days after any public election. During an election event a lot may contain 1 portable sign per street frontage plus 2 additional temporary portable signs. The City does not distinguish signs based on content; therefore, this limit applies to all portable signs (e.g., for sale signs, business signs, directional signs, etc.) Please take into consideration signs already existing on a property before placing a campaign sign.
- 2. Size Limits:**
  - Residential zones with residential uses: 6 square feet.
  - Residential zones with non-residential uses: 6 square feet in the front yard (generally 15 feet from the property line), or 16 square feet elsewhere on the lot.
  - Non-residential zones: 12 square feet in the front yard (generally 10 feet from the property line), or 40 square feet elsewhere on the lot.
  - During an election event the total area for the additional temporary signs may not exceed 12 square feet.
- 3. Location:** Campaign signs should not be posted on public property or in the public right-of-way, such as the sidewalk or planter strip adjacent to a street. See NMC 15.435.110 for very limited exceptions. Signs may not be attached to trees or utility poles.
- 4. Permits:** A permit is not required for portable signs that conform to the standards outlined above. For additional signage, a permit is required.
- 5. Code Enforcement:** Any sign in the public right-of-way not in accordance with the sign code above may be removed by the City without notice.

If you have any questions or concerns you may contact the code compliance officer at (503) 554-7709 or by e-mail at [brad.allen@newbergoregon.gov](mailto:brad.allen@newbergoregon.gov). Thank you in advance for your cooperation in this matter.

Sincerely,

A handwritten signature in black ink that reads "Bradley J. Allen". The signature is written in a cursive style and is positioned above a horizontal line.

Brad Allen  
Code Compliance Officer