

**CITY COUNCIL WORK SESSION  
FEBRUARY 4, 2013  
6:00 P.M.  
NEWBERG PUBLIC SAFETY BUILDING  
401 EAST THIRD STREET**

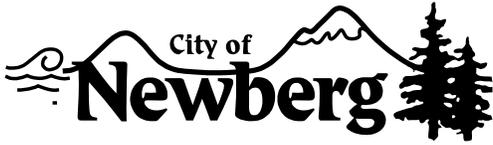
WORK SESSIONS ARE INTENDED FOR DISCUSSION. NO ACTION WILL BE TAKEN ON THE AGENDA ITEMS AND NO DECISIONS WILL BE MADE. NO ORAL OR WRITTEN TESTIMONY WILL BE HEARD OR RECEIVED FROM THE PUBLIC.

- I. CALL MEETING TO ORDER**
- II. ROLL CALL**
- III. REVIEW OF COUNCIL AGENDA AND MEETING**  
Discussion regarding garage sale sign enforcement.
- IV. COUNCIL HOUSEKEEPING ITEMS**
- V. ADJOURNMENT**

**ACCOMMODATION OF PHYSICAL IMPAIRMENTS:**

*In order to accommodate persons with physical impairments, please notify the City Recorder's Office of any special physical accommodations you may need as far in advance of the meeting as possible and no later than 48 business hours prior to the meeting. To request these arrangements, please contact the city recorder at (503) 537-1283. For TTY service please dial 711.*

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# MEMORANDUM

**Date:** January 16, 2013  
**To:** Mayor Andrews, Newberg City Councilors  
**From:** Barton Brierley, AICP  
Planning and Building Director  
**RE:** Garage Sale Sign Enforcement

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At your February 4, 2013 work session, we would like to present to you information about the city's garage sale sign enforcement program. We welcome feedback or suggestions.

## ***City Code Standards***

The Newberg Development Code regulates garage sale signs as follows:

1. Signs cannot be placed in the public right-of-way. Signs placed illegally may be removed. Violations are subject to a \$100 fine. There are certain exceptions in downtown (C-3).
2. In the downtown (C-3) area, each property owner may place one sign per street frontage in the right-of-way during businesses hours. This technically could be a garage sale sign. The sign cannot block the sidewalk or be on a utility pole.
3. A maximum of three garage sale signs are allowed on a property. The maximum size is six square feet.

Note that the code does not distinguish between garage sale signs, election signs, real estate signs, commercial signs, or any other type of sign.

See Attachment "1".

## ***Proposed enforcement program***

We anticipate that enforcement will consist of three elements: education, sign removal, and pursuing violations. Note that we do not anticipate preventing every violation.

## **Education program**

The education program is intended to inform those conducting garage sales or otherwise posting signs about the requirements of City ordinances to attempt to gain voluntary compliance. The education program will consist of the following:

1. **Posted Notices on Utility Poles.** We consider the most direct communication avenue would be to post a notice on utility poles stating that signs cannot be placed there. We are contacting the utility companies to gain permission to post these notices. They cannot be placed on ODOT poles because of their sign removal rules. See Attachment “2”.
2. **Graphic Customer Notices.** Since many of those conducting garage sales advertise in the local newspaper, we will provide a flyer for the *Graphic* to provide along with their garage sale kits. See Attachment “3”.
3. **Press release.** We will issue a press release to the *Graphic* at the beginning of garage sale season in hopes of getting an article published. We also will publish this article on the Newberg website.
4. **Water bill notice.** We will place a small notice in the water bills informing people about the rules.

### **Sign removal program**

We also intend to implement a sign removal program. We will do a sweep before the weekend to remove signs placed early. We also will do a sweep at the beginning of the following week to remove signs left after the weekend. This will continue most weeks through garage sale season.

Code Enforcement did this frequently last year, and each sweep netted a large number of signs.

### **Violation pursuit program**

Finally, we intend to pursue enforcement against violators. Where we can identify the person posting the sign, we will visit the person, talk to them about code standards, and if needed issue a citation.

Code enforcement pursued a number of violations last year, and did issue a few citations.