



**CITY OF GOLD BEACH-Planning Department**

29592 Ellensburg Avenue  
Gold Beach, OR 97444  
541-247-7029

Date Received: \_\_\_\_\_

For Office Use Only: FILE # \_\_\_\_\_ FEE: \_\_\_\_\_

## Application for Land Use Review

### USE EXISTING SINGLE-FAMILY DWELLING IN A RESIDENTIAL ZONE AS A VACATION RENTAL

**Applicant** (print name): \_\_\_\_\_

Mailing address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

*\*\*I hereby certify that the information provided on this application is correct to the best of my knowledge and understand that any false information may result in the rejection of the application and forfeiture of all fees submitted.*

Applicant Signature: \_\_\_\_\_

**Agent** (print name): \_\_\_\_\_

Mailing address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Agent Signature\*\*: \_\_\_\_\_

**Land Owner (IF DIFFERENT THAN APPLICANT)**

(Print name): \_\_\_\_\_

Mailing address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

*By submission of this application I authorize the City of Gold Beach Planning Director and/or designee to enter upon the property subject of the application to conduct a site visit, if necessary, for processing the requested application. The City shall contact the Land Owner prior to the site visit to arrange an appropriate time for the site visit.*

Land Owner Signature\*\*: \_\_\_\_\_

## Property Information

### Assessor Map and Tax Lot

---

Township - Range - Section - Taxlot

---

*Site address*

## FINDINGS

In reviewing land use applications, the burden of proof is placed upon the applicant that the proposed use fully complies with the applicable goals, policies and elements of the Gold Beach Comprehensive Plan (which is implemented through the Zoning Ordinance) and that the proposed use in accordance with applicable ORS & OARs.

**Your findings must include the following (staff will check items needed):**

- The completed Vacation Rental Findings form (attached)**
- Site plan meeting City standards (a sample will be provided to assist you)**
- Most current deed of the subject property**
- Required application fee: \$425**

**If you have any questions about the land use application process please contact:**

Jodi Fritts, City Administrator/Planner

[jfritts@goldbeachoregon.gov](mailto:jfritts@goldbeachoregon.gov) 541-247-7029

---

**FINDINGS FORM FOR VACATION RENTAL DWELLING REQUEST**

**Applicant:** Please fill out the following form and submit with your other supporting documents for a Vacation Rental conditional use permit request. The items listed below are the decision criteria from the Gold Beach Zoning Ordinance. Please answer the items with as much detail as possible. Your answers will largely determine whether your request is approved or denied.

The Vacation Rental must operate in such a manner that it is consistent with the residential nature of the surrounding neighborhood. The standards to be addressed below relate to how you intend to operate the vacation rental consistent with a residential rather than commercial use of the property. If you have any questions please contact the Planning Department.

*GBZO Section 6.051 Vacation Rental Dwelling. The following standards are required for issuance of a conditional use permit for a vacation rental dwelling:*

- a) *No offensive noise, smoke, dust, litter or odor noticeable at or beyond the property line resulting from the use of the dwelling as a vacation rental dwelling.*

**PLEASE EXAMPLE HOW YOU INTEND TO COMPLY WITH THE OFFENSIVE NOISE, SMOKE, DUST, LITTER OR ODOR STANDARDS LISTED. PLEASE BE SPECIFIC. PLEASE USE THE BACK IF YOU NEED ADDITIONAL SPACE.**


- b) *The use shall not adversely affect the residential character of the neighborhood.*

**THE VACATION RENTAL MUST BE OPERATED IN SUCH A MANNER THAT IT DOES NOT APPEAR TO BE SOMETHING OTHER THAN A RESIDENTIAL USE OF THE PROPERTY. PLEASE EXPLAIN HOW YOU WILL MAINTAIN THE RESIDENTIAL CHARACTER OF THE DWELLING. PLEASE BE SPECIFIC. PLEASE USE THE BACK IF YOU NEED ADDITIONAL SPACE.**



c) *There shall not be an excessive generation of traffic created by the vacation rental dwelling.*

**PLEASE EXPLAIN HOW YOU WILL ENSURE THAT AN EXCESSIVE AMOUNT OF TRAFFIC WILL NOT BE GENERATED. EXCESS TRAFFIC GENERATION MEANS: “TRAFFIC THAT AFFECTS OR CHANGES THE RESIDENTIAL CHARACTER OF THE NEIGHBORHOOD TO A NOTICEABLE DEGREE”. PLEASE BE SPECIFIC. PLEASE USE THE BACK IF YOU NEED ADDITIONAL SPACE.**


d) *One off-street parking space will be provided for each bedroom in the unit, but in no event shall less than two spaces be provided.*

**HOW MANY BEDROOMS ARE IN THE DWELLING? YOU MUST PROVIDE ONE (1) SPACE PER BEDROOM, OR AT LEAST TWO (2) SPACES, WHICHEVER IS GREATER. PLEASE SHOW THE PARKING SPACES ON YOUR SITE PLAN. PLEASE BE SPECIFIC. PLEASE USE THE BACK IF YOU NEED ADDITIONAL SPACE.**


e) *The dwelling must maintain the residential nature of the front and side yards. The lot must be landscaped and maintained as a permanent residence similar to the surrounding area.*

**PLEASE EXPLAIN HOW YOU WILL MAINTAIN THE RESIDENTIAL NATURE OF THE FRONT AND SIDE YARDS. (YOU DON'T NEED TO PROFESSIONALLY LANDSCAPE THE PROPERTY IT JUST MUST BE MAINTAINED IN A**

**NATURE SIMILAR TO SURROUNDING PROPERTIES)**

**PLEASE BE SPECIFIC. PLEASE USE THE BACK IF YOU NEED ADDITIONAL SPACE.**


- f) *The permittee must agree to comply with the requirements of the Transient Room Tax Ordinance (See Ordinance 369) and the Business License Fee Ordinance (See Ordinance No. 442).*

**IF YOUR PERMIT IS APPROVED YOU WILL BE REQUIRED TO COMPLY WITH THE TRANSIENT ROOM TAX ORDINANCE AND THE BUSINESS LICENSE ORDINANCE. PLEASE BE SPECIFIC. PLEASE USE THE BACK IF YOU NEED ADDITIONAL SPACE.**


- g) *The permittee must provide receptacles for the deposit of garbage and subscribe to a solid waste collection service for the vacation rental dwelling.*

**PLEASE PROVIDE PROOF OF GARBAGE DISPOSAL SERVICES FROM CTR (A RECENT BILL WILL SUFFICE) FOR THE SUBJECT PROPERTY. PLEASE BE SPECIFIC. PLEASE USE THE BACK IF YOU NEED ADDITIONAL SPACE.**



- h) When the owner of the dwelling is a non-permanent resident of City of Gold Beach, or is absent during the rental period, the Planning Commission shall require proof of a local property agent that has the authority to act on behalf of the owner for issues related to the rental process.*

**ARE YOU A PERMANENT RESIDENT OF CURRY COUNTY? IF NOT, PLEASE PROVIDE PROOF THAT YOU HAVE A LOCAL PROPERTY AGENT WHO HAS THE AUTHORITY TO ACT ON YOUR BEHALF IN MATTERS RELATED TO THE VACATION RENTAL DWELLING. PLEASE BE SPECIFIC. PLEASE USE THE BACK IF YOU NEED ADDITIONAL SPACE.**
