

CHELAN COUNTY

DEPARTMENT OF HEARING EXAMINER

**316 WASHINGTON STREET, SUITE 301
WENATCHEE, WASHINGTON 98801**

BEFORE THE CHELAN COUNTY HEARING EXAMINER

IN THE MATTER OF:)	FINDINGS OF FACT,
)	CONCLUSIONS OF LAW AND
AA 23-034)	DECISION ON ADMINISTRATIVE
Goletz/Rothstein)	APPEAL

I. FINDINGS OF FACT

1. A request for an Administrative Appeal was submitted to appeal the denial of a renewal application for a short term rental.
2. The Owners/Appellants are Jay L. Rothstein and Theresa J. Goletz.
3. The project location is 16802 LAKEVIEW DR., LEAVENWORTH, WA 98826. The legal description is WHISPERING PINES LOT 15, 0.9800 ACRES. The Parcel Number is 27-17-18-925-075. The zoning district is RURAL RECREATIONAL RESIDENTIAL (RRR).
4. The subject property was permitted for 2021/2022 as a short term rental.
5. The Applicant's management company submitted a Short-Term Rental Renewal Application on October 18, 2022 to continue use as a short-term rental. The Applicant was denied the permit renewal as they did not meet the renewal application criteria.
6. The applicants, nor their management company, had submitted required proof of signage within the deadline to be eligible for renewal.
7. Per Chelan County Code 11.88.290 (2)(E)(i)(c)- That the short-term rental meets all requirements of subsection (3) of this section within one year of the effective date of the ordinance codified in this section; provided, that legally required health and safety provisions within subsection (3) of this section including garbage, consumer safety, fire safety and outdoor burning, and property management plan communications provisions are met within ninety days of the effective date of the ordinance codified in this section, except that in the Manson urban growth area, all provisions consistent with Section 11.23.040 as it existed on August 25, 2020, shall be met on the effective date of the ordinance codified in this section.
8. Per Chelan County Code 11.88.290(3)(G)- Signs:
 - 8.1 (i) All owners or operators must display and maintain the address of the residence so that it is clearly visible from the street or access road in compliance with

Section 10.20.520 requirements. The rental must also display and maintain an additional sign outside identifying the property as short-term rental and displaying the Chelan County short-term rental registration number and central phone number required by the county. The sign must not exceed eight square feet in area and if illuminated, must be indirectly illuminated, and letters and numbers must at a minimum four inches in height.

8.2 (ii) Placement of the Sign.

8.2.1 (a) For short-term rental structures located fifty feet or less from the primary road, the sign text shall be displayed on the side of the structure facing the road and shall be visible from the road designated in the assigned address.

8.2.2 (b) For short-term rental structures located fifty feet or more from the primary road, or for buildings not visible from the road, the sign text shall be posted inside the owner's property line at the access point to the road designated in the assigned address.

8.3 (iii) If the permanent contact information changes during the permit period, the new information must be changed on the sign. Renewal applications must provide evidence of the sign.

8.4 (iv) The director may allow annual mailings to adjacent properties and an interior posted notice for tenants in lieu of an exterior sign where a property's size and visibility make an exterior sign ineffective, or if for reason of improving security. The owner shall provide verification of mailings and a copy of the notice with the annual permit renewal.

9. Pursuant to CCC 11.28.290(4)(J)(i), to receive approval or renewal of a short term permit the "owner must demonstrate to the satisfaction of the Director that all approval criteria listed below have been satisfied . . . (c) the short term rental is consistent with the short term rental standards of this section."

10. A part of the approval criteria is proof within the renewal application, that there is proper signage at the short term rental.

11. On June 29, 2022, the Applicant was emailed a finalized permit with information on signage requirements.

12. On December 8, 2022, Community Development staff emailed the Applicant stating that they were ready to process the renewal, but had not been provided with the required proof of signage. The Applicant responded the same day and copied their management company in the email. They stated they lived out of town and that staff should confirm with the management company. It is not Community Development staff's responsibility to complete an applicant's requirements for them. The Applicants' management company was copied on this communication. The management company responded on December 9, 2022, stating that they were working on the required proof of sign and would get it to Community Development staff soon.

13. The denial of permit renewal for Short Term Rental dated January 13, 2023 was provided to the Applicant.
14. On January 23, 2023, the administrative appeal (M -23-034) was filed with Chelan County Community Development by the applicant with the associated application fees. Attached to that request was also proof of signage.
15. The Community Development staff followed the short-term rental code (11.88.290) and decisions made to hold all applicants to the same standard. On page two of the short-term rental application (both new and renewal), the applicant initialed the acknowledgements and signed at the bottom under the statement, "I certify (or declare) under penalty of perjury under the laws of the State of Washington that the foregoing is true, correct, and complete.". Of those, the eighth acknowledgement states, "I shall, as designated in CCC 11.88.290 (3)(G), display and maintain the address of the residence so that it is clearly visible from the street or access road in compliance with Section 10.20.520 requirements. The rental must also display and maintain an additional sign outside identifying the property as short-term rental and displaying the Chelan County short-term rental registration number and contact phone number required by the county. The sign must not exceed eight square feet in area and if illuminated, must be indirectly illuminated, and letters and numbers must at a minimum four inches in height. The twelfth acknowledgement states, "I certify that I am the property owner, or authorized agent of the property owner, and I have familiarized myself the rules and regulations of Chelan County with respect to making this application." The fifteenth acknowledgement states- "I acknowledge and agree that my short-term rental permit expires each year on December 31 and that I am required to apply for renewal no later than October 31 of the preceding year."
16. After due legal notice, an open record public hearing was held via Zoom video conference on April 3, 2023.
17. Admitted into the record were the following:
 - 17.1 Ex. A Denial of permit application renewal extension for Short-Term Rental dated January 13, 2023.
 - 17.2 Ex. B AA 23-034 Application Materials
 - 17.3 Ex. C October 18, 2022 email from Applicant's management company with renewal application.
 - 17.4 Ex. D December 8-9, 2022 emails between staff, applicant, and management company.
 - 17.5 Ex. E June 27-29, 2022 emails between applicant and staff
 - 17.6 Ex. F Staff Report.
18. Appearing and testifying at the hearing on behalf of the Appellant was Teresa Goletz. Ms. Goletz testified that she is the Appellant and a co-owner of the subject property. She indicated that she had reviewed the staff report and that she believed the staff report was accurate in all of its representations. She stated that the subject property is their home and that they intend to return to it after they return from their current location. She said that it was only rented because they were worried about vandalism. She testified that the sign had always been in place, but they just submitted proof of the sign late.
19. Any Conclusion of Law that is more correctly a Finding of Fact is incorporated herein as such by this reference.

II. CONCLUSIONS OF LAW

1. The Hearing Examiner has been granted authority to render this Decision.
2. Chelan County Code Section 14.12.010: Administrative appeals:
 - (1) An administrative appeal to the hearing examiner shall be filed with the department within ten working days of the issuance of the decision appealed, together with the applicable appeal fee.
 - (2) The notice of appeal shall contain a concise statement identifying:
 - (A) The decision being appealed; (B) The name and address of the appellant and his/her interest(s) in the application or proposed development; (C) The specific reasons why the appellant believes the decision to be erroneous, including identification of each finding of fact, each conclusion, and each condition or action ordered which the appellant alleges is erroneous. The appellant shall have the burden of proving the decision is erroneous; (D) The specific relief sought by the appellant; (E) The appeal fee.
3. By not submitting a renewal application with all the required information, the Applicant failed to demonstrate to the satisfaction of the Director that all approval criteria had been satisfied.
4. Any Finding of Fact that is more correctly a Conclusion of Law is incorporated herein as such by this reference.

III. DECISION

WHEREFORE, based upon the above Findings of Fact and Conclusions of Law, the Hearing Examiner finds that the denial dated January 13, 2023 is hereby **AFFIRMED** based on the fact the Applicant did not meet the renewal application criteria.

Dated this 6 day of April, 2023.

CHELAN COUNTY HEARING EXAMINER



Andrew L. Kottkamp

This decision is subject to appeal pursuant to the Chelan County Code. Appeals must be timely filed. Anyone considering an appeal of this decision should seek immediate legal advice.