

General information

Temporary uses are characterized by their short-term or seasonal nature. These types of permits are a Type I procedure.

A **temporary building** involves the use of a prefabricated building for commercial, institutional, or industrial activities for a limited period. They are used to accommodate construction of a new building, construction related to building renovation or expansion, unforeseen events like fires, or similar temporary needs approved by the Manager. A **temporary dwelling** is when a second structure on a lot is used to live in temporarily because of an unforeseen event such as a fire, windstorm, or flood.

The maximum duration for permits for these temporary uses is **1 year**. Renewals are permitted and no time is required between Temporary Use Permits on a site.

Application materials

- Non-refundable fee of **\$425**.
There is no fee for non-profit organizations who provide a copy of their IRS status letter.
- Site plan or aerial image showing existing and proposed:
 - Property lines
 - Structures
 - Street names
 - Utilities
 - Setbacks
 - Parking
 - Clear vision areas
 - Landscaping

Code

Information about this permit can be found in **Section 10.1400** of the Gresham Community Development Code (GCDC).

	Low-density residential districts	Multi-family districts	Commercial and mixed-use districts	Industrial districts	Sites of approved institutional uses
Temporary dwelling	NP	NP	P	P	P
Intermittent lodging	P	SFR	NP	NP	NP

P = Permitted, NP = Not Permitted, SFR = Single Family Residential



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INFORMATION		Office use only:
Site street address/location		Application #
Name of owner		Approval stamp
Name of applicant (if different than owner)		
Phone		
Email		
<div style="background-color: #4F81BD; color: white; padding: 5px;">THIS PERMIT EXPIRES ON:</div>		

PROPOSAL DESCRIPTION
Use
This application is for a <input type="checkbox"/> Temporary building <input type="checkbox"/> Temporary dwelling
Operations
This temporary use will operate from the dates of _____ to _____ for a total of _____ days in operation.
Location
Specify the distance the temporary dwelling/building will be from the following property lines: Front: _____ feet Side: _____ feet Rear: _____ feet Side: _____ feet

FINDINGS (Office use only)																
<p>Permitted use Temporary <input type="checkbox"/> buildings / <input type="checkbox"/> dwellings are permitted in the _____ zone.</p> <p>Permit duration Temporary buildings/dwellings may operate for a total of 1 year from the permit approval date. This use will be operating for a total of _____ days.</p> <p>Clear vision area <input type="checkbox"/> _____ foot driveway <input type="checkbox"/> _____ foot commercial driveway <input type="checkbox"/> _____ foot street intersection</p>	<p>Setbacks</p> <table border="1"> <thead> <tr> <th></th> <th>Front</th> <th>Rear</th> <th>Side</th> <th>Side</th> </tr> </thead> <tbody> <tr> <td>Minimum standard</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Proposed</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>Additional conditions <input type="checkbox"/> _____ <input type="checkbox"/> _____</p>		Front	Rear	Side	Side	Minimum standard					Proposed				
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Minimum standard																
Proposed																

CONDITIONS OF APPROVAL	
<ul style="list-style-type: none"> Approval is valid until the expiration date specified on your permit. Obtain a fire permit. Obtain/maintain a Gresham business license (if applicable). Display approved permit, business license, and fire permit in a place visible to customers. Any temporary building shall comply with applicable Building Codes. Driveway and street clear vision areas shall not be obstructed. Temporary buildings/dwellings must be removed within 30 days of the approval of the certificate of occupancy for the primary use's building(s) or residence. Temporary buildings shall be associated with the primary use on the property. 	<p>Initial the following to acknowledge you will complete these actions:</p> <p><input type="checkbox"/> I will comply with the conditions of approval required for this permit.</p> <p><input type="checkbox"/> I will obtain a Gresham fire permit.</p>

AUTHORIZATION	
<p>I affirm that I have read and understand the conditions of this permit. I also verify that I am the property owner or an authorized representative of the property owner in this matter.</p>	
<p>State of Oregon } SS County of Multnomah }</p> <p>_____</p> <p>Applicant/representative signature</p> <p>or</p> <p>_____</p> <p>Owner signature</p>	<p>Signed and sworn (or affirmed) before me on _____, 20____ .</p> <p style="text-align: center;">Notary stamp</p> <p>Notary signature: _____</p>
Submittal date: _____	My commission expires: _____

APPLICATION FEES		
Submitted to: _____	Date paid: _____	Total non-refundable fee: _____