

General information

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

Christmas tree sales involve a retail operation for the sale of Christmas trees. Sales can also include other items like related holiday items. Christmas tree sales only need a permit if they remain on the site more than 6 hours in any one day or more than 3 days in any week. The maximum duration for a Christmas tree sales permit is **50 days**. Renewals are **not permitted** for the same use on the same site during a calendar year.

Fireworks sales involve a retail operation for the sale of fireworks that requires a state permit. The maximum duration for fireworks sales is **20 days**. Renewals are **not permitted**. Both operations typically occur outside of a building in a tent or open air.

Agricultural sales (short term) involve sale of agricultural products for a maximum duration of 90 days. Renewals are not permitted.

Commercial standards (short term) may involve sale of other products and are limited to a maximum duration of 90 days in commercial zones only. Renewals are not permitted.

Application materials

- **Current fee.**
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
 - Setbacks
 - Clear vision areas
 - Street names
 - Utilities
 - Parking
 - Landscaping

Code

Regulations for these temporary uses can be found in **Section 10.1400** of the Gresham Community Development Code (GCDC).

Land Use Districts Where Permitted	Christmas tree sales	Fireworks sales	Agricultural sales	Commercial stands
Low-density residential districts	Permitted	Permitted	Permitted	Not permitted
Multi-family districts	Permitted	Permitted	Permitted	Not permitted
Commercial and mixed-use districts	Permitted	Permitted	Permitted	Permitted
Industrial districts	Permitted	Permitted	Permitted	Not permitted
Sites of approved institutional uses	Permitted	Permitted	Permitted	Limited

SITE INFORMATION		
Site street address/location	Name of owner	Name of applicant (if different than owner)
	Phone	Phone
	Email	Email

PROPOSAL DESCRIPTION		
Use		
This application is for <input type="checkbox"/> Christmas tree sales <input type="checkbox"/> Fireworks sales <input type="checkbox"/> Agricultural sales <input type="checkbox"/> Commercial stand		
Operations		
Sales will occur <input type="checkbox"/> M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> F <input type="checkbox"/> S <input type="checkbox"/> Su from opening at _____ to closing at _____.		
It will operate from the dates of _____ to _____ for a total of _____ days in operation.		
Location		
Specify the distance the sales display area will be from the following property lines: Front: _____ feet Side: _____ feet Rear: _____ feet Side: _____ feet		
Access	Parking	
Does the display area block any driveways, driving aisles, or fire lanes? <input type="checkbox"/> Yes <input type="checkbox"/> No	Where will customers park?	
Tripping hazards		
Will an extension cord be used? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, describe the measures you are taking to prevent tripping hazards:		
Signs		
Type (wall, banner, A-frame)	Material(s)	Size (square feet)

CONDITIONS OF APPROVAL

- 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.
- Driveway and street clear vision areas shall not be obstructed.
- No more than 49% of receipts may be from the sale of food or beverage (*except for agricultural sales*).
- Temporary uses may occupy parking required for another use.
- All signs must be removed from the site within 5 days from the expiration of the permit.
- The following signs are allowed:
 - One wall/banner sign (maximum 32 square feet) per street frontage.
 - One reader board/A-board sign (maximum 12 square feet per face) per street frontage.
- Everything must be off site by 11:59 pm the day the permit expires.

Initial the following to acknowledge you will complete these actions:

- I will comply with the **conditions of approval** required for this permit.
- I will obtain a Gresham **fire permit**.
- I have attached a **site plan/aerial image** with the following information:
 - Property lines • Street names
 - Structures • Utilities
 - Setbacks • Parking
 - Clear vision areas • Landscaping areas

AUTHORIZATION

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.

State of Oregon }
County of Multnomah } SS

Signed and sworn (or affirmed) before me on _____, 20____.

Applicant/representative signature

or

Owner signature

Notary stamp

Notary signature:

Submittal date:

My commission expires:

APPLICATION FEES

Submitted to:

Date paid:

Total non-refundable fee: