

General information

A bed and breakfast inn (B&B) is defined as a structure occupied as a single-family residence in which sleeping rooms and a breakfast meal for overnight guests are provided on a daily or weekly basis for a fee.

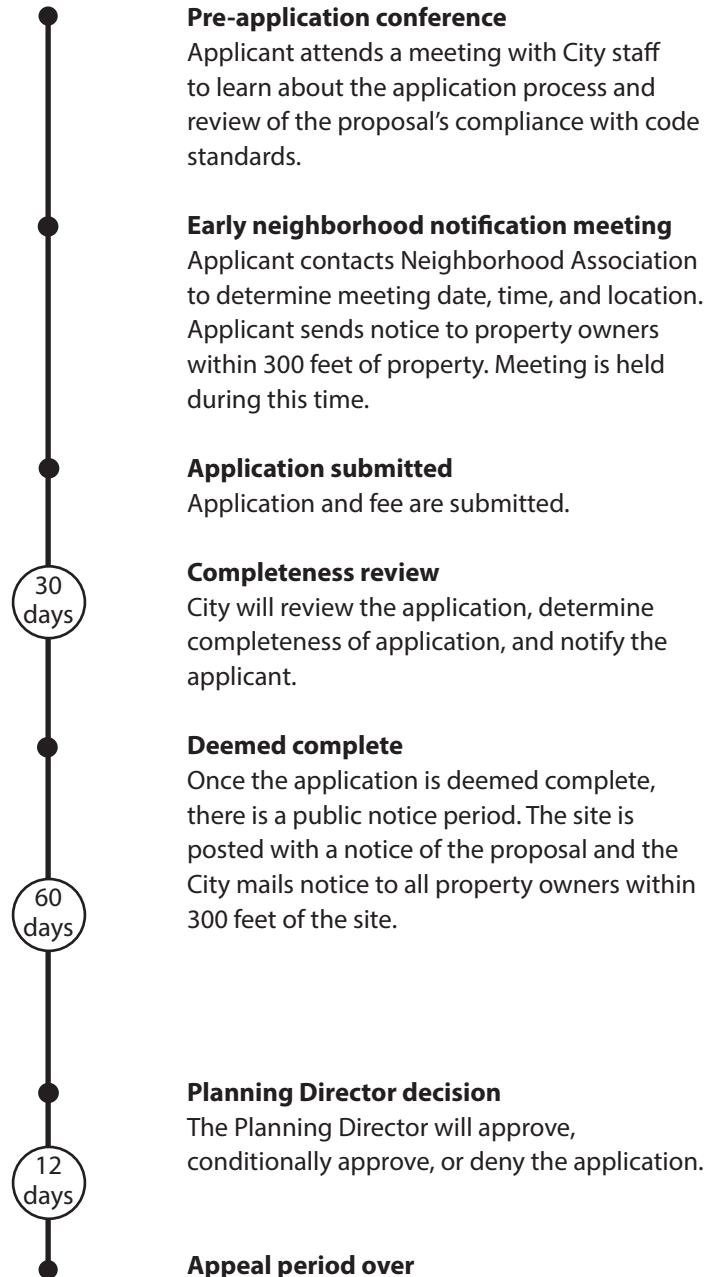
Short-term rentals have potential impacts due to increased people presence in the area, such as an increase in vehicular trips. Short-term rentals in residential districts are regulated through the Gresham Community Development Code (GCDC) as a Special Use. Special Use Reviews for bed and breakfasts are a Type II review.

Code

Information about Special Use Reviews can be found in the Gresham Community Development Code under **Section 8.0110**. Additional **required** standards can also be found on the back of this page.



Timeline (5-7 months)



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SITE INFORMATION		Office use only:	
Site street address/location		Project #	Work order #
		Procedure <input type="checkbox"/> Type I <input type="checkbox"/> Type II <input type="checkbox"/> Type III <input type="checkbox"/> Type IV	
City, state, ZIP	Assessor's R# (9 digits)	Pre-app #	
		Land use designation	Special Purpose Overlay districts
APPLICANT INFORMATION			
Name of applicant	Name of representative	Previous land use actions	
Name of firm	Name of firm		
Mailing address	Mailing address		
City, state, ZIP	City, state, ZIP		
Phone	Phone		
Email	Email		
ATTACHMENTS		NON-EPLAN SUBMITTALS MUST BE IN COLLATED, FOLDED PACKETS. Rolled plans will NOT be accepted. For number of copies, see handout, submittal checklist, or check with the Planner on Duty. Planner will advise applicant on the number of additional plans and/or narratives needed for further processing.	
<input type="checkbox"/> Submittal checklist* <input type="checkbox"/> Narrative description <input type="checkbox"/> Fee	<input type="checkbox"/> Plans, maps, special reports (see checklist) <input type="checkbox"/> Proof of ownership (deed to all properties) <input type="checkbox"/> Proof of neighborhood meeting* YOUR APPLICATION MAY NOT BE ACCEPTED IF ALL ABOVE ATTACHMENTS ARE NOT INCLUDED. * If applicable <input type="checkbox"/> Notarized Letter of Authorization (if there is no owner signature below)		
NOTARIZED SIGNATURES			
By signing, I/we authorize the City of Gresham employees, Hearings Officer, Planning Commissioners, Design Commissioners and all other City of Gresham officers, agents, authorized representatives and/or independent contractors to enter the site described above for inspection of site in conjunction with this land use application.		Notary stamp	
State of Oregon } County of Multnomah } SS			
Signed and sworn to (or affirmed) before me on _____, 20__ by _____ as _____ of _____.			
X _____ Applicant signature	X _____ Representative signature (if signing on behalf of owner)	Notary signature:	
		My commission expires:	
APPLICATION FEES			
Submitted to	Date paid	Total non-refundable fee	

Use & operation			
<input type="checkbox"/> The proposed use is a bed & breakfast inn. The B&B will operate <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 _____ <input type="checkbox"/> am / <input type="checkbox"/> pm to _____ <input type="checkbox"/> am / <input type="checkbox"/> pm.		Describe when certain activities are proposed to occur:	
The following are shown on the included site plan:			
<input type="checkbox"/> Location of buildings and activities		<input type="checkbox"/> Street access points	
<input type="checkbox"/> Parking (size, location, screening, drainage, landscaping, surfacing)			
Rooms		Parking	
A maximum of 4 sleeping rooms will be available for guest occupancy. This B&B inn will have _____ sleeping rooms.		A minimum of one on-site parking space will be provided for each guest sleeping room. Therefore, _____ on-site parking spaces will be provided. <i>Single-family detached dwelling parking standards apply.</i>	
Describe how the B&B facility will have minimal effects on the following:			
Off-site parking		Noise pollution	
Air & water quality		Traffic generation	
Will there be any diking, berms, screening, or landscaping installed?			
<input type="checkbox"/> Yes <input type="checkbox"/> No		If yes, please describe the standards for their installation and maintenance:	
How will you protect/preserve existing trees, vegetation, water resources, habitat areas, drainage areas, historic/cultural resources, sensitive lands, or other significant natural resources?			
Signs			
	#	Face area	Height
Maximum standard	1	6 square feet	3 feet
Proposed			
<input type="checkbox"/> The sign will be non-illuminated.			
Inspections		Business license	
All B&Bs will be inspected and approved by the City Building Official and Fire Prevention Officer prior to the issuance of an occupancy permit. The facility will conform to the requirements of the applicable Building, Specialty, Fire, and other codes. Only rooms designed as sleeping rooms will be used for guest rooms.		B&B facilities will obtain and maintain a City Business License and are subject to the City Transient Lodging Tax. B&B facilities will obtain and maintain all applicable licenses and permits required by the State of Oregon.	
Additional standards			
The duration of each guest's stay at the B&B will be limited to no more than 30 consecutive days . Structure used for the B&B facility will be designed for and occupied as a single-family detached dwelling and maintain these characteristics. The structure must have been occupied for at least 5 years as a single-family detached dwelling before a B&B is allowed. All residences used for a B&B facility will be occupied as the primary residence of the applicant who operates the facility. The facility must be an accessory use to the primary residential use.			
Conditions			
If a B&B facility is not established within one year of the development permit approval date, or if the use of the residence as a B&B facility lapses for one year, the development permit will automatically expire and a new application will be required. If the B&B facility is found to be in violation of the standards and requirements of this section, the Manager may revoke its development permit.			