

General information

In general, a Design Review B is a land use review for additions and new outdoor areas where the thresholds of a Design Review A are exceeded. It is a Type I procedure. A project falls under a Design Review B if the project is outside of a Design District and no additional residential units are proposed.

A Design Review B may include:

Industrial uses

- Additions over 1,000 square feet and not exceeding 25,000 square feet
- and
- Additions not to exceed 25% of existing floor area

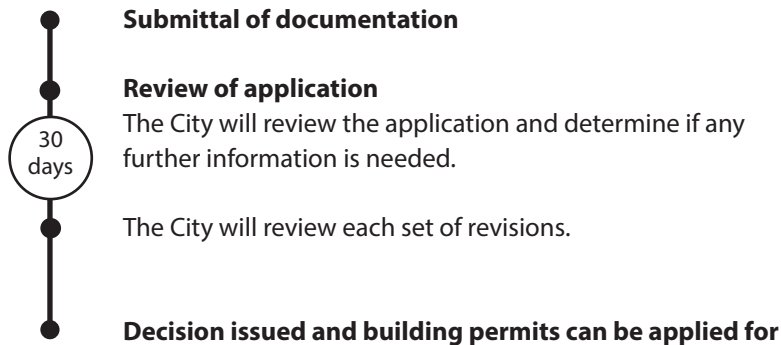
Non-industrial uses

- No new structures
- Additions over 1,000 square feet and not exceeding 10,000 square feet
- Floor area additions not exceeding 25% of existing floor area
- Outdoor areas or additions over 1,000 square feet up to 25% of the existing outdoor area of the site

Code

Information about a Design Review B can be found in **Section 7.0003** of the Gresham Community Development Code.

Timeline (1 month)



Application materials

- Non-refundable fee of **\$1,068**.
- A completed **development permit application**.
- Ten copies of the **narrative statement form**.
- Ten copies of a **site plan** (not to exceed 20"x24") showing location of existing and proposed:
 - Structures
 - Property lines
 - Driveways
 - Driveways
 - Parking
 - Water & sewer lines
 - Location and sizes of trees (if they will stay or be removed)
- Ten copies of a **preliminary floor plan** that shows:
 - Dimensions of each room / outdoor area
 - Use of each room / outdoor area
 - Location of building exits
- Include the following building features of existing and proposed:
 - Height
 - Roof pitch
 - Front door
 - Finish materials
 - Window proportion & orientation

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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 Notary signature: My commission expires:	
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)		
APPLICATION FEES			
Submitted to	Date paid	Total non-refundable fee	