

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.

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
 - 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	Low-density residential districts	Multi-family districts	Commercial and mixed-use districts	Industrial districts	Sites of approved institutional uses
Christmas tree sales	P	P	P	P	P
Firework sales	P	P	P	P	P

P = Permitted, NP = Not Permitted



For more information, please contact the Planner on Duty at POD@GreshamOregon.gov or (503) 618-2780

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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	Phone	
Email	Email	
THIS PERMIT EXPIRES ON:		

PROPOSAL DESCRIPTION		
Use		
This application is for <input type="checkbox"/> Christmas tree sales <input type="checkbox"/> Fireworks sales		
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)

FINDINGS (Office use only)**Permitted use**

Christmas tree/fireworks sales are permitted in the _____ zone.

Permit duration

- Christmas tree / fireworks sales may operate for a total of 50 days/
 20 days from the permit approval date. This use will be operating for a total
of _____ days.

Clear vision area

- _____ foot driveway
 _____ foot commercial driveway
 _____ foot street intersection

Setbacks

	Front	Rear	Side	Side
Minimum standard				
Proposed				

- Ingress/egress** **Parking**
 Tripping hazard **Signs**
 Food/beverage sales **Exemptions**

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.
- 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

Submittal date:

Notary stamp

Notary signature:

My commission expires:

APPLICATION FEES

Submitted to:

Date paid:

Total non-refundable fee: