

**General information**

The following development in the floodplain requires a Type I permit:

- Fences
- Tree removal
- Erection of a tent
- Expansion of an existing farming operation
- An alteration that does not substantially affect the use or appearance of land or a structure
- Helicopter landing facility for emergency services
- Temporary construction offices
- Minor basic utilities and public facilities
- Excavation or filling of land not exceeding 50 cubic yards within any 1 year period

*Additions and remodels that exceed 50% of the existing structure's market value are considered a substantial improvement, which requires the entire structure to be brought into compliance with Code.*

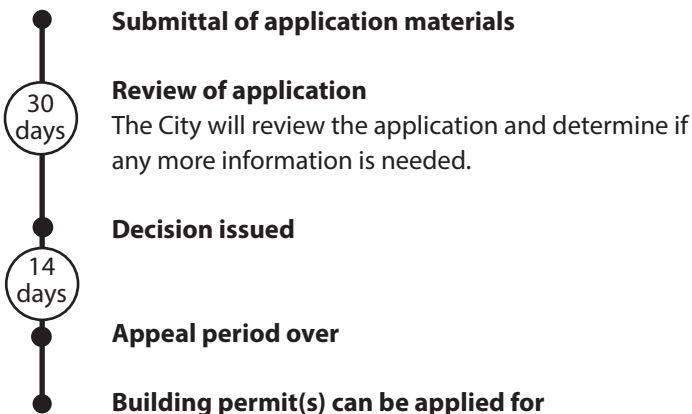
**Code**

Standards for what is and is not allowed in the floodplain are found in **Section 5.0100** of the Gresham Community Development Code (GCDC).

**Application materials**

- Non-refundable fee of **\$998**.
- A completed development permit **application**.
- Ten copies of the **narrative statement form** (attached).
- A **site plan** (11x17) showing location and dimension of existing and proposed:
  - Structures
  - Utilities
  - Easements
  - Location of all overlays
  - Extent of grading
  - Location of all equipment and materials staging
  - Vegetation (including tree size)
  - Vegetation protection measures
  - All proposed planting
- **Restoration / mitigation plan**.
- **Deed or title report** for the property.
- Property owner's **signature**.
- Copy of a preliminary **title report** for each tax lot showing current owners and any other relevant information.

**Timeline** (14-30 days)



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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		<b>NON-EPLAN SUBMITTALS MUST BE IN COLLATED, FOLDED PACKETS.</b> 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*		
<b>YOUR APPLICATION MAY NOT BE ACCEPTED IF ALL ABOVE ATTACHMENTS ARE NOT INCLUDED.</b>			
<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.		<b>Notary stamp</b>	
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	

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USE	
Select all that apply	Indicate the primary use of the site <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Other

PROPOSED TYPE(S) OF DEVELOPMENT	
Select all that apply	<input type="checkbox"/> Utility maintenance <input type="checkbox"/> Grading <input type="checkbox"/> Landscaping <input type="checkbox"/> Wall <input type="checkbox"/> Tree/Vegetation removal <input type="checkbox"/> Demolition <input type="checkbox"/> New structure <input type="checkbox"/> Other: <input type="checkbox"/> Excavation/Fill <input type="checkbox"/> Alteration <input type="checkbox"/> Fence

PROPOSAL SUMMARY
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TYPE OF HCA EXEMPTION REQUESTED (Check all that apply)		<i>Gresham Community Development Code Section 5.0403</i>
<input type="checkbox"/> A Area of work is not in the HCA overlay.	<input type="checkbox"/> E(5) Maintenance of existing landscape	<input type="checkbox"/> F Authorized emergency procedures or activities
<input type="checkbox"/> B Pre-existing residence, activities not requiring development permits	<input type="checkbox"/> E(6) Removal of nuisance plant species recognized by the City	<input type="checkbox"/> G Multnomah County Drainage District activities
<input type="checkbox"/> C Work consistent with approved phasing plan	<input type="checkbox"/> E(7) Existing road and utility maintenance	<input type="checkbox"/> H Utility service
<input type="checkbox"/> D Lot created by Land Division involving an HCA review	<input type="checkbox"/> E(8) Infrastructure maintenance within right-of-way, easements, & access roads	<input type="checkbox"/> I Boundary/topographic surveys
<input type="checkbox"/> E(1) Existing structures where building footprint is not increased	<input type="checkbox"/> E(9) Existing water-dependent uses	<input type="checkbox"/> J Nuisance or hazard abatement mandated by City of Gresham
<input type="checkbox"/> E(2) Existing structures with restricted expansion	<input type="checkbox"/> E(10) Maintenance of manmade water control facilities	<input type="checkbox"/> K Pre-approved native vegetation planting and invasive vegetation removal
<input type="checkbox"/> E(3) Minor encroachment	<input type="checkbox"/> E(11) Approved local, state, or federal restoration or enhancement project	<input type="checkbox"/> Staff: _____ _____ _____
<input type="checkbox"/> E(4) Temporary and minor clearing	<input type="checkbox"/> E(12) Low-impact public outdoor recreation facilities	

PROHIBITIONS
<p><b>The following activities are prohibited in the Habitat Conservation Area.</b> All individuals working within the HCA or floodplain must be advised of these limitations.</p> <p><b>A.</b> The planting of any non-native or harmful vegetation is prohibited within the HCA.</p> <p><b>B.</b> Outside storage of materials is prohibited within the HCA except in conjunction with an HCA exemption.</p> <p><b>C.</b> Any new gardens, lawns, structures, or development (other than those allowed outright).</p> <p><b>D.</b> The dumping of materials of any kind is prohibited within the HCA or Floodplain.</p> <p><b>E.</b> Grading, placement of fill, or the removal of native vegetation within the HCA or Floodplain is prohibited unless it is part of an approved permit.</p> <p><b>F.</b> Construction in the floodway is prohibited.</p> <p><b>G.</b> Altering the floodplain without a "no-rise" analysis is prohibited.</p>

PROPOSAL DETAILS		
<b>Grading</b> <input type="checkbox"/> Grading plan attached	<input type="checkbox"/> Excavation Amount (cubic yards) _____	<input type="checkbox"/> Fill placement Amount (cubic yards) _____
<b>Trees and Vegetation</b> <input type="checkbox"/> Landscaping and tree protection plan attached	<input type="checkbox"/> Removal Number of trees _____ Species _____ Size _____ Amount of vegetation _____	<input type="checkbox"/> Planting Number of trees _____ Number of shrubs _____ Amount of vegetation _____
<b>Fencing</b> <input type="checkbox"/> Specifications or plan attached	<input type="checkbox"/> Wood <input type="checkbox"/> Chainlink <input type="checkbox"/> Decorative metal <input type="checkbox"/> Other	How will flood waters and debris pass through?
<b>New building</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Square footage _____ Use _____
<b>Addition</b> <input type="checkbox"/> Substantial improvement packet attached	<input type="checkbox"/> Yes <input type="checkbox"/> No	Square footage _____ Use _____
<b>Demolition</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Square footage of disturbance _____ Location of material disposal _____
ATTACHMENTS		
<b>Elevation certificate</b>	Pre-development <input type="checkbox"/> Yes <input type="checkbox"/> No	Post-development <input type="checkbox"/> Will provide at project completion
<b>Federal permitting</b>	<input type="checkbox"/> Copies of all documents obtained from the state or federal agencies will be provided to the City at or before completion of the project.	<input type="checkbox"/> Applied for <input type="checkbox"/> LOMA <input type="checkbox"/> LOMR <input type="checkbox"/> Obtained <input type="checkbox"/> CLOMA <input type="checkbox"/> Other: