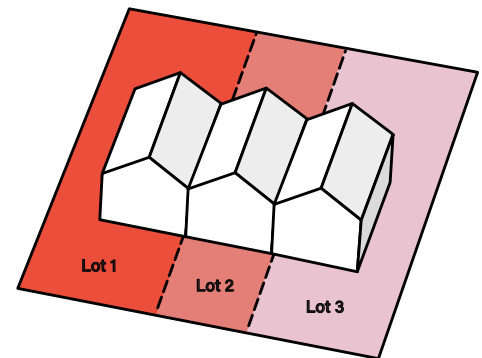
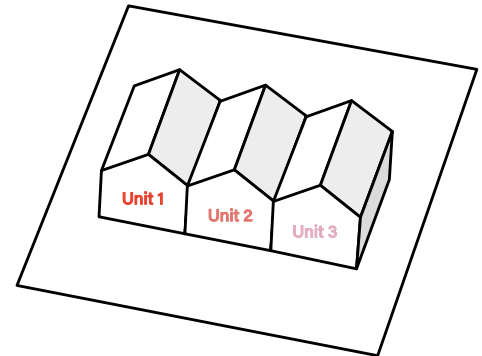


### General information

Middle Housing Land Divisions (MHLDs) allow lots developed under Middle Housing standards to be divided without needing to meet the stricter standards of a traditional Land Division. Properties eligible for a MHLD include those that have housing built under Middle Housing provisions after June 16, 2022. MHLD may also be proposed concurrent with applicable building permits.

Middle Housing includes Duplexes, Triplexes, Quadplexes, Townhouses, and Cottage Clusters. The parent lot development will need to meet all other zoning standards, including setbacks.

Middle Housing lots created under this process are not considered lots of record. They can be sold separately, but are not eligible for other kinds of redevelopment.



### Code

Regulations about MHLDs can be found in Gresham Community Development Code (GCDC) under **Section 6.0500**.

### Application materials

#### Preliminary plan

- Current **fees**.
- A completed **development permit application**.
- A **site plan** showing location of existing and proposed:
  - Location and size of structures
  - Driveways
  - Property lines
  - Utilities
  - Easements
  - Parking areas
  - Locations and sizes of trees
  - Landscaping/open space areas
- **Proof of ownership** (i.e., deed or title report).
- **Narrative** addressing the criteria of Section 6.0503(A) and applicable Code standards.

#### Final plat

- Current **fees**.
- A completed **development permit application**.
- **Final plat\*** that addresses all Conditions of Approval.
- Draft **Notice of Middle Housing Land Division** to be recorded with each Middle Housing lot.

*\*Must be approvable by County Surveyor. It is advisable to have the County verify the final plat prior to submittal to the City of Gresham.*

**Preliminary Middle Housing Land Division application submitted**

**Public notice**

The site is posted with a notice of the proposal and the City mails notice to all property owners within 300 feet of the site. Written public comment is accepted by the City for 14 days from date of notice.

**Final plat application submitted and reviewed**

The final plat must be submitted within 1 year of the effective date of the preliminary decision.

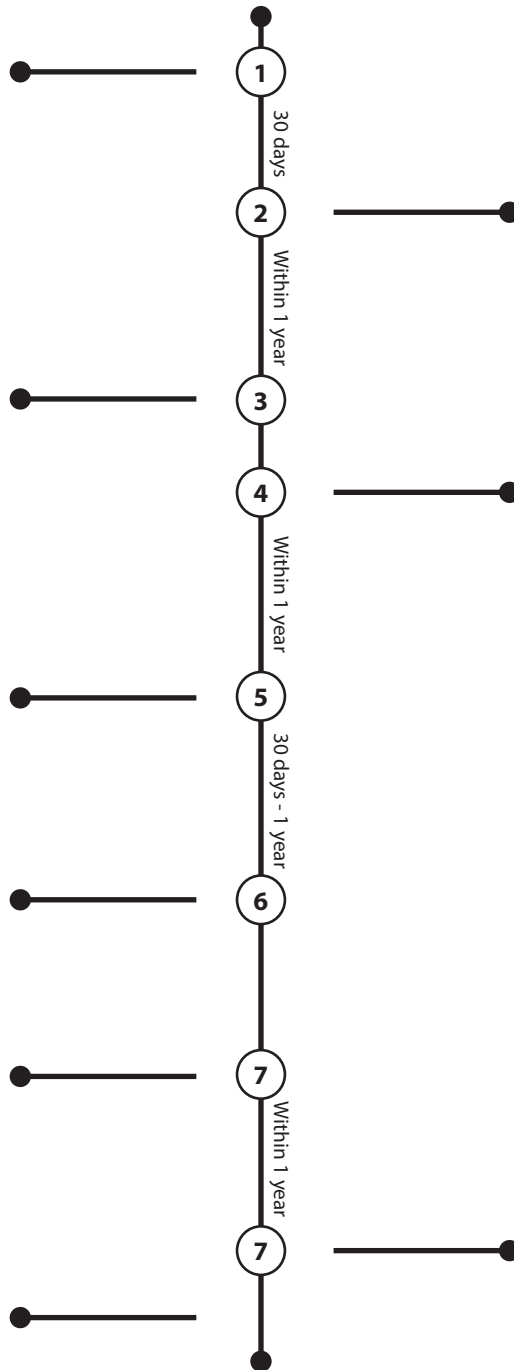
**Mylars submitted**

The applicant will submit copies of the mylar to the Planner assigned to the project.

**Mylars signed**

Mylars will be signed by the Planning Director and then must be recorded at Multnomah County within 1 year.

City receives County-approved mylars. Lots exist and can be sold.



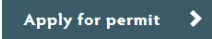
**Completeness review**  
The City will review the application and, within 30 days of its receipt, will determine whether the application is complete/incomplete and notify the applicant.

**Application reviewed for preliminary approval**  
Decision will be issued with any conditions of approval or required changes to the final plat.

**Recorded with Multnomah County**  
The mylars will be recorded at Multnomah County by the applicant within 1 year of the date of signing.





Register/  
Login

- 1 Visit [GreshamOregon.gov/Applications-and-Forms](http://GreshamOregon.gov/Applications-and-Forms) and click on the  button.



Apply


- 2 To register: Click the  button. Follow the instructions/prompts to create an account. *If you are already registered, skip to the next step.*

- 3 Login and begin the application process by selecting the  tab near the top of the page.

- 4 Search Middle Housing in the Application Assistant box and select the type of application you need.



Location

- 5 Add a location by clicking .

- 6 Search by address or 9-digit R number. If searching by address, don't use the suffix (type 123 Main, not 123 Main St). Check the box and click + **Add**.



Type

- 7 Provide a description of what you are doing. Provide the total size (in square feet) of your project. If you are developing detached units, please provide the total square footage for all units.



Contacts

- 8 You are automatically listed as the applicant. Add any other contacts if needed.



More info

- 9 Fill out the boxes with your information. Include information for the existing site and what is being proposed.



Attachments

- 10 Submit the required materials:
  - Application form
  - Site plan (PDF) with all necessary information



Signature

- 11 Type your name to sign the permit application.



Review and  
submit

- 12 Hit .

