

**General information**

In general, a Design Review C is a land use review for the modification of an existing developed commercial, industrial, attached residential, or institutional use lot.

A Design Review C is a Type II process, which requires a pre-application conference when building design review is required. If required, a pre-application meeting will be scheduled with City staff to learn about the application process and receive a preliminary review of the proposal's general compliance with code standards.

**Code**

Information about a Design Review C can be found in Section 7.0003(C) of the Gresham Community Development Code.

A Design Review C may include:

**In all Districts:**

*No pre-application required*

- Some changes to a primary use
- Change to public facility requirements
- Changes to buffers (including alternate buffers)
- New driveway access
- Change in landscape requirements
- New parking lots
- Select expansion of existing parking lots
- Some new outdoor areas

**In Design Districts:**

*Pre-application required for changes to building exteriors*

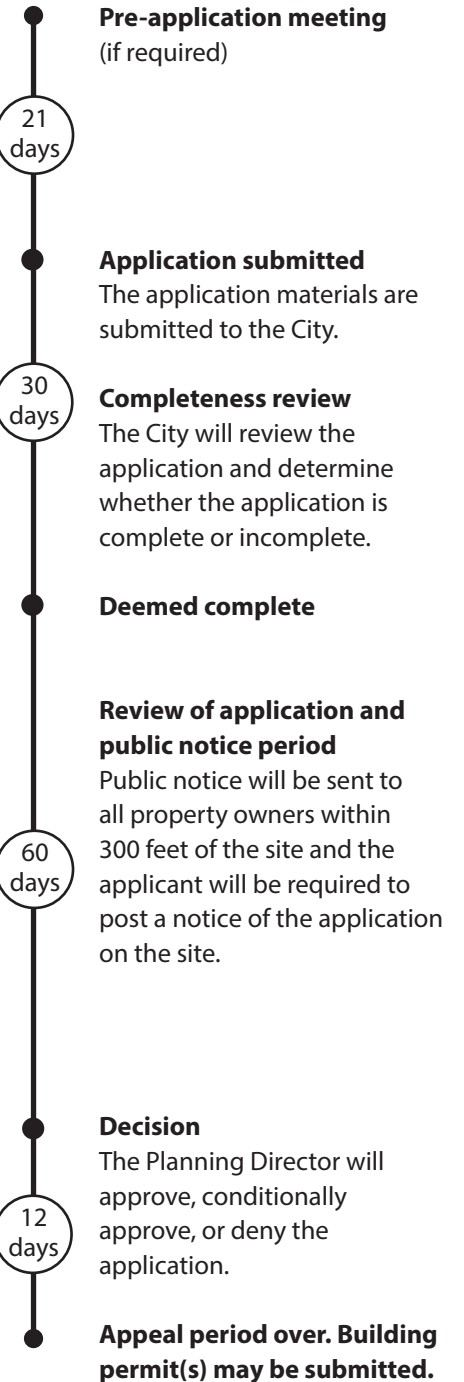
- Exceeds Design Review A thresholds
- Meets all clear and objective standards or no more than 3 discretionary guidelines
- Meets these thresholds:
  - Addition of less than 50 feet of building frontage along a street
  - Exterior facade changes exceeding one story or 160 feet in length
  - New structures or additions with a total of no more than 2,000 square feet of floor area or building footprint

**In Downtown Plan District:**

*Pre-application required*

- Duplexes

**Timeline (3-6 months)**



TYPE OF REVIEW	SITE INFORMATION	
	Site street address	
	City, state, ZIP	
	Assessor's R# (9 digits)	
APPLICANT INFORMATION		
Name of applicant	Name of representative	
Name of firm	Name of firm	
Mailing address	Mailing address	
City, state, ZIP	City, state, ZIP	
Phone	Phone	
Email	Email	
ATTACHMENTS		
<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* <input type="checkbox"/> Notarized Letter of Authorization (if there is no owner signature below)		
<p><b>YOUR APPLICATION MAY NOT BE ACCEPTED IF ALL ABOVE ATTACHMENTS ARE NOT INCLUDED.</b> * If applicable</p>		
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.		<p><b>Notary stamp</b></p> <p>Notary signature:</p> <p>My commission expires:</p>
State of Oregon } County of Multnomah } <b>SS</b>		
Signed and sworn to (or affirmed) before me on _____, 20____ by <small style="margin-left: 150px;">Date</small>		
_____ as owner of _____ <small style="margin-left: 20px;">Owner name (printed)</small>	_____ <small style="margin-left: 20px;">Property address</small>	
X _____ Owner signature	X _____ Representative signature (if signing on behalf of owner)	