

General information

A permit is typically required in order to enlarge or modify a non-conforming use or development. Contact the Planner on Duty to discuss your specific situation.

Any land use or development that was in place prior to a zone change or development code amendment that prohibits the use or development in its current location is considered a non-conforming use. Additionally, some uses or developments may be permitted in their current location, but aspects of the use or development do not meet our current code standards. Common examples of this are vehicle or bicycle parking areas that are above or below the required spaces needed for the use; or site landscaping that does not meet the minimum site landscaping requirements.

Code

Standards for non-conforming uses and developments can be found under **Section 8.0200** of the Gresham Community Development Code.

Procedures

Depending on the type of nonconforming situation, a Type I, Type II, or Type III land use review may be needed to enlarge, move, replace, or establish a nonconforming use or development. A building permit, in lieu of a land use permit approval, can sometimes suffice for minor upgrades that bring a site closer to compliance with current development code standards or for most expansions to single-family and duplex dwellings.

Application materials

- Non-refundable fee of **\$891**.
- One copy of a **development permit application**.
- For ownership verification, submit one copy of the most recent **deed or title report** for all involved properties.
- Five copies of a **narrative statement** that describes how the proposal will comply with each of the applicable approval criteria listed in Section 8.0200.
- Five copies of any **additional materials** or documents required by the applicable section of GCDC 8.0200 or any other document that would aid the decision making process.

Acceptable documentation

Showing allowed nonconforming situations:

- Building, land use, or development permits
- Plan District codes or maps
- Other documentation accepted by the Manager

Showing a nonconforming situation has been continued over time:

- Utility bills
- Income tax records
- Business licenses
- Listings in telephone or business directories
- Advertisements in dated publications
- Building, land use, or development permits
- Other documentation accepted by the Manager