



SUPPLEMENTAL APPLICATION  
**TEMPORARY STRUCTURE FOR EMERGENCY SHELTER**  
(November 2011)

**APPLICANT INFORMATION**

Name \_\_\_\_\_ File \_\_\_\_\_

Date \_\_\_\_\_

**WHAT IS A TEMPORARY STRUCTURE FOR EMERGENCY SHELTER?**

The County Zoning & Development Ordinance (ZDO) allows a temporary permit for use of a manufactured dwelling, residential trailer or recreational vehicle for residential purposes or a commercial office trailer for business purposes when a legally established residence or business located on the subject property has been destroyed, substantially damaged or rendered unsafe to occupy due to fire or natural disaster. **A Temporary Structure for Emergency Shelter may be initially approved for 60 days. If replacement or repair of the residence or business is lawfully commenced within 60 days of the date the permit is initially approved, the approval shall automatically be extended for two years from the date of initial approval. A Temporary Structure for Emergency Shelter permit may not be renewed.** Please note approval of a County temporary permit generally does not supercede homeowners association's or deed restrictions that may apply to your property.

**WHAT IS NEEDED FOR APPROVAL?**

A Temporary Structure for Emergency Shelter MAY be permitted after evaluation according to criteria in the ZDO. The applicant is responsible for providing evidence to support the temporary structure request according to the criteria in Subsection 1204.04 of the ZDO.

**STAFF WILL ATTACH THE FOLLOWING PERTINENT INFORMATION:**

\_\_\_\_\_ Land Use Application    \_\_\_\_\_ Sample Plot Plan    \_\_\_\_\_ ZDO Section 1204.04

**COMPLETE APPLICATIONS REQUIRE THE FOLLOWING:**

1. Land Use Application Form: Information on applicant and land involved in the application.
2. Application Fee: \_\_\_\_\_ (Fee is nonrefundable upon decision or staff report; partial refund if withdrawn after notice; full refund if withdrawn prior to notice.)
3. Plot Plan drawn to scale on 8.5" x 11" or 8.5" x 14" paper, showing the property and your proposal (buildings, setbacks, driveways, etc.).

150 Beaver Creek Road, Oregon City, OR 97045; Phone: (503) 742-4500; Fax: 503-742-4550

4. Evidence that a legally established residence or business located on the subject property has been destroyed, substantially damaged or rendered unsafe to occupy due to fire or natural disaster.

**OFFICIAL USE ONLY**

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- ☐ The applicant has provided evidence that a legally established residence or business located on the subject property has been destroyed, substantially damaged or rendered unsafe to occupy due to fire or natural disaster. Based on this evidence, this application is approved subject to the following conditions:
1. Initial approval is for 60 days only. If replacement or repair of the residence or business is lawfully commenced within 60 days of the date of this initial approval, this approval shall automatically be extended for two years from the date of this initial approval. For the purpose of this condition, "lawfully commenced" shall mean the filing of a complete application for a land use, building, septic, grading, manufactured home placement and installation, plumbing, electrical or other development permit required by the County or other appropriate permitting agency that is necessary to begin replacement or repair of the destroyed or damaged structure. If replacement or repair is not lawfully commenced within 60 days of the date of this initial approval, this temporary permit shall become void on the sixty-first day. This permit will not be renewed.
  2. The temporary structure shall be connected to a sanitary sewer system or to an on-site sewage disposal system approved by the Soils Section of the County Department of Transportation and Development (DTD).
  3. Plumbing and electrical permits shall be obtained for the temporary structure from DTD. If the temporary structure is a manufactured dwelling or residential trailer, a placement and installation permit shall be obtained from DTD. If the temporary structure is a commercial office trailer, a building permit shall be obtained from DTD.
  4. The temporary structure shall comply with the primary structure setback standards of the underlying zoning district.
  5. If the temporary structure is a manufactured dwelling, residential trailer or commercial office trailer, it shall be removed from the subject property when this permit expires or the permanent structure is occupied, whichever first occurs. If the temporary structure is a recreational vehicle, it shall be removed from the subject property or placed in a stored condition when this permit expires or the permanent structure is occupied, whichever first occurs. For the purpose of this condition, a recreational vehicle shall be deemed to be placed in a stored condition when it ceases to be used for residential purposes and is disconnected from any on-site sewage disposal system and all utilities other than temporary electrical connections for heating necessary to avoid physical deterioration. Storage of a recreational vehicle shall comply with all other applicable requirements of the ZDO.
  6. Approval is subject to the above stated conditions. Failure to comply with all conditions of approval shall be cause for revocation of this permit.

Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_

QUESTIONS? Call Eileen Wetzel at 503-742-4521 or [eileenw@co.clackamas.or.us](mailto:eileenw@co.clackamas.or.us)

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#### 1204.04 TEMPORARY STRUCTURE FOR EMERGENCY SHELTER

- A. The Planning Director may approve a temporary permit for emergency shelter in any zoning district, pursuant to Subsection 104.01(A), for the use of a manufactured dwelling, residential trailer, or recreational vehicle for residential purposes, or a commercial office trailer for business purposes, when the applicant provides evidence substantiating that a lawfully established dwelling or business located on the subject lot, parcel, or tract has been destroyed, substantially damaged, or rendered unsafe to occupy due to fire or natural disaster.
- B. A permit approved pursuant to Subsection 1204.04 shall be initially approved for 60 days. If replacement or repair of the dwelling or business is lawfully commenced within 60 days of the date the permit is initially approved, the approval shall automatically be extended for two years from the date of initial approval. For the purpose of this provision, “lawfully commenced” shall mean the filing of a complete application for a land use, building, septic, grading, manufactured home placement and installation, plumbing, electrical, or other development permit required by the County or other appropriate permitting agency that is necessary to begin replacement or repair of the destroyed or damaged structure. If replacement or repair is not lawfully commenced within 60 days of the date the temporary permit is initially approved, the temporary permit shall become void on the sixty-first day.
- C. A permit approved pursuant to Subsection 1204.04 shall be subject to the following conditions of approval:
  - 1. The temporary dwelling or commercial structure shall be connected to a sanitary sewer system or to an on-site sewage disposal system approved by the Soils Section of the County Department of Water Environment Services.
  - 2. The temporary dwelling or commercial structure shall comply with the primary structure setback standards of the underlying zoning district.
  - 3. A manufactured dwelling, residential trailer, or commercial office trailer approved pursuant to Subsection 1204.04 shall be removed from the subject lot, parcel, or tract when the permit expires or the permanent structure is occupied, whichever first occurs. A recreational vehicle approved pursuant to Subsection 1204.04 shall be removed from the subject lot, parcel, or tract or placed in a stored condition when the permit expires or the permanent

structure is occupied, whichever first occurs. For the purpose of this provision, a recreational vehicle shall be deemed to be placed in a stored condition when it ceases to be used for residential purposes and is disconnected from any on-site sewage disposal system and all utilities other than temporary electrical connections for heating necessary to avoid physical deterioration. Storage of a recreational vehicle shall comply with all other applicable requirements of this Ordinance.

4. Other conditions may be applied as authorized by Subsection 1201.03.

D. A permit approved pursuant to Subsection 1204.04 may not be renewed. For the purpose of this provision, a renewal shall be the same or any substantially similar application filed within two years of the date a previous permit approved pursuant to Subsection 1204.04 expired.

[Amended by Ord. ZDO-224, 5/31/11]