



SUPPLEMENTAL APPLICATION

**AGRI-TOURISM EVENTS
(November - 2018)**

QUESTIONS: Contact Alex Pichacz, Planner at 503-742-4510 or apichacz@co.clackamas.or.us

APPLICANT INFORMATION:

Name _____ File # _____

Owner _____ Date _____

WHAT IS AN AGRI-TOURISM OR OTHER COMMERCIAL EVENTS OR ACTIVITIES PERMIT?

The County Zoning & Development Ordinance (ZDO) allows a single, six, and an additional eighteen agri-tourism or other commercial events or activities in an Exclusive Farm Use or Ag/Forest zone. These are farm related events that supports an existing on-site farm operation and promote the practice of agriculture in the area.

WHAT IS NEEDED FOR APPROVAL?

Agri-tourism and other commercial events or activities MAY be permitted after evaluation according to criteria in the ZDO. The County must make written findings to support the decision. The applicant is responsible for providing evidence to support the Commercial farm dwelling request according to the criteria in Section 401 of the ZDO.

WHAT ARE CHANCES FOR APPROVAL?

Staff cannot predetermine the decision of this or any application. A decision of approval or denial will only be made after the complete application is processed. This includes review of citizen and agency comments. The decision is based on criteria appropriate to this application as listed in the ZDO. In order to address the necessary criteria, the information requested in this supplemental application should be as thorough and complete as possible.

APPLICATION PROCESS

Agri-tourism and other commercial events or activity permits are subject to the Administrative Action process and public notice. Public comments received from the Community Planning Organizations (CPO), property owners, agencies and other interested parties may affect the decision on the application. Special conditions may be attached to any approvals. Any decision on this application can be appealed to the County Hearings Officer and to the State Land Use Board of Appeals (LUBA) by the applicant or any other interested person.

STAFF WILL ATTACH THE FOLLOWING PERTINENT INFORMATION:

_____ Land Use Application

_____ Sample Plot Plan

_____ ZDO Section 401

HOW LONG WILL IT TAKE TO GET A FINAL DECISION ON THIS APPLICATION?

Approximately 6 to 8 weeks; or 150 days if the initial decision is appealed.

COMPLETE APPLICATIONS REQUIRE THE FOLLOWING:

1. Land Use Application Form – General contact information about the applicant and information about the land involved in the application.
2. Please indicate on the Land Use Application form which agri-tourism or other commercial event or activity you will be requesting.
3. Application Fee: _____ (*Fee is nonrefundable upon decision or staff report; partial refund if withdrawn after notice; full refund if withdrawn prior to notice.*)
4. Plot Plan drawn to scale on 8.5" x 11" or 8.5" x 14" paper, showing the property and your proposal (setbacks from property lines to buildings, show driveway, parking, restrooms, garbage receptacles, total area of property to be used, etc.).
5. Supplemental Application – Please provide the following information on separate sheets of paper, for the appropriate application.
 - A. Single Agri-tourism or other commercial event or activities:
 1. Explain how the agri-tourism and other commercial event or activity is related to and supportive of the on-site farm operation and promotes the practice of agriculture.
 2. Provide who the agri-tourism permit is for.
 3. Explain how these agri-tourism and other commercial events or activities are incidental and subordinate to existing farm use on the farm. Provide the area that will be used, the approximate gross farm income for the last year from farming, the approximate income from each event, and what types of offsite impacts will be a result of the use.
 4. Indicate the number of hours the event will take.
 5. Indicate the anticipated number of people that will attend the agri-tourism and other commercial event or activity.
 6. Indicate the anticipated number of motor vehicles that will be parked on the subject property in association with the agri-tourism and other commercial event or activity.
 7. Explain how the agri-tourism and other commercial event or activity will not force a significant change in accepted farm or forest practices on surrounding lands devoted to farm or forest use and; the use will not significantly increase the cost of accepted farm or forest practices on surrounding lands devoted to farm or forest use.
 8. Indicate whether the agri-tourism and other commercial event or activity will occur outdoors or indoors, within a temporary or existing permitted structure and whether any health, fire, life or safety measures will be taken and if so, what.
 9. Indicate if onsite water will be used for drinking water and if any food service activity will take place during the events.
 10. Provide a traffic management plan and if a large number of people are anticipated, what measures will be taken to safely and quickly allow motor vehicles to park and/or leave the event; to include a licensed traffic management company and/or onsite security.

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11. Provide how many temporary restroom facilities will be maintained on site during the event and where, to include public garbage and recycling areas to be used by the event attendees.

B. Six Agri-tourism or other commercial events or activities:

1. Explain how the agri-tourism and other commercial events or activities are related to and supportive of the on-site farm operation and promotes the practice of agriculture.
2. Provide who the agri-tourism permit is for.
3. Explain how these agri-tourism and other commercial events or activities are incidental and subordinate to existing farm use on the farm unit. Provide the area that will be used, the approximate gross farm income for the last year from farming, the approximate income from each event, and what types of offsite impacts will be a result of the use.
4. Indicate the number of hours each event will take.
5. Indicate the anticipated number of people that will attend the agri-tourism and other commercial event or activity.
6. Indicate the anticipated number of motor vehicles that will be parked on the subject property in association with the agri-tourism and other commercial event or activity.
7. Explain how the agri-tourism and other commercial event or activity will not force a significant change in accepted farm or forest practices on surrounding lands devoted to farm or forest use and; the use will not significantly increase the cost of accepted farm or forest practices on surrounding lands devoted to farm or forest use.
8. Indicate whether the agri-tourism and other commercial event or activity will occur outdoors or indoors, within a temporary or existing permitted structure and whether any health, fire, life or safety measures will be taken and if so, what.
9. Indicate if onsite water will be used for drinking and if any food service activity will take place during the events.
10. Provide a traffic management plan and if a large number of people are anticipated, what measures will be taken to safely and quickly allow motor vehicles to park and/or leave the event; to include a licensed traffic management company and/or onsite security.
11. Provide how many temporary restroom facilities will be maintained on site during the event and where, and include public garbage and recycling areas to be used by the event attendees.

C. Eighteen (18) Additional Agri-tourism or other commercial events or activities:

1. A mandatory pre-application conference is required.
2. The review process will be a Conditional Use.
3. The criteria for the additional eighteen (18) agri-tourism or other commercial events or activities is found in ORS 215.283(4)(d), (5) and (6).
4. For questions relating to a Conditional Use permit, please contact Clay Glasgow at 503-742-4520.