



Planning and Zoning
Department of Transportation and Development
Development Services Building
150 Beavercreek Road | Oregon City, OR 97045
503-742-4500 | zoninginfo@clackamas.us
www.clackamas.us/planning

STAFF USE ONLY

Land use application for:

AGRI-TOURISM
Or Other Commercial Event or Activity
(≤ 6 events and activities in a calendar year)

Application Fee: \$1,102

Staff Initials:

File Number:

APPLICANT INFORMATION

Applicant name:	Applicant email:	Applicant phone:	
Applicant mailing address:	City:	State:	ZIP:
Contact person name (if other than applicant):	Contact person email:	Contact person phone:	
Contact person mailing address:	City:	State:	ZIP:

PROPOSAL

Brief description of proposal:

SITE INFORMATION

Site address:	Comprehensive Plan designation:	Zoning district:
Map and tax lot #: Township: _____ Range: _____ Section: _____ Tax Lot: _____ Township: _____ Range: _____ Section: _____ Tax Lot: _____ Township: _____ Range: _____ Section: _____ Tax Lot: _____		Land area:
Adjacent properties under same ownership: Township: _____ Range: _____ Section: _____ Tax Lot: _____ Township: _____ Range: _____ Section: _____ Tax Lot: _____		

Printed names of all property owners:

Signatures of all property owners:

Date(s):

I hereby certify that the statements contained herein, along with the evidence submitted, are in all respects true and correct to the best of my knowledge.

Applicant signature:

Date:

A. Review applicable land use rules:

This application is subject to the provisions of [Section 401, Exclusive Farm Use District \(EFU\)](#) of the [Clackamas County Zoning and Development Ordinance](#) (ZDO) if the subject property is zoned EFU, or to the provisions of [Section 407, AG/Forest District \(AG/F\)](#) and the provisions of Section 401 cited in Section 407 if the subject property is zoned AG/F.

It is also subject to the ZDO's definitions, procedures, and other general provisions outlined in the ZDO.

B. Turn in all of the following:

- ☐ **Complete application form:** Respond to all the questions and requests in this application, and make sure all owners of the subject property sign the first page of this application. Applications without the signatures of *all* property owners are incomplete.
- ☐ **Application fee:** The cost of this application is **\$1,102**. Payment can be made by cash, by check payable to "Clackamas County", or by credit/debit card with an additional card processing fee using the [Credit Card Authorization Form](#) available from the Planning and Zoning website. Payment is due when the application is submitted. Refer to the FAQs at the end of this form and to the adopted [Fee Schedule](#) for refund policies.
- ☐ **Site plan:** Provide a site plan (also called a plot plan). A [Site Plan Sample](#) is available from the Planning and Zoning website. The site plan must be accurate and drawn to-scale on paper measuring no larger than 11 inches x 17 inches. The site plan must illustrate all of the following (when applicable):
 - Lot lines, lot/parcel numbers, and acreage/square footage of lots;
 - Contiguous properties under the same ownership;
 - All existing and proposed structures, fences, roads, driveways, parking areas, and easements, each with identifying labels and dimensions;
 - All proposed temporary structures and portable toilets to be used for the event/activity;
 - Setbacks of all structures, including temporary structures, from lot lines and easements;
 - All vehicle access and egress points for the event/activity;
 - Significant natural features (rivers, streams, wetlands, slopes of 20% or greater, geologic hazards, mature trees or forested areas, drainage areas, etc.); and
 - Location of utilities, wells, and all onsite wastewater treatment facilities (e.g., septic tanks, septic drainfield areas, replacement drainfield areas, drywells).
- ☐ **For more than one event/activity in a year:** If you are proposing more than one event or activity in a calendar year, provide a map of existing other agri-tourism or other commercial events or activities authorized in the area of the subject property.

C. Answer the following questions:

Accurately answer the following questions in the spaces provided. Attach additional pages, if necessary.

1. What existing commercial farm uses are on the subject tract?

2. What is/are the event(s) or activity/activities? Describe your proposed event(s) or activity/activities in detail, and explain how it/they is/are related to *and* supportive of agriculture:

3. How would the proposed event(s) or activity/activities detailed in Question 2 be incidental and subordinate (i.e., strictly secondary and ancillary, in terms of income generated, area occupied, and off-site impacts) to existing farm use on the tract?

4. How would the proposed event(s) or activity/activities be logically, physically, and/or economically connected to and supportive of an existing on-site farm operation?

5. How much in gross income was generated from on-site commercial farm uses in the last year?

\$ _____

6. How much income will the proposed event(s) or activity/activities generate?

\$ _____

7. How would the proposed event(s) or activity/activities promote the practice of agriculture?

8. How will the event(s) or activity/activities *not* force a significant *change* in accepted farm or forest practices on surrounding lands devoted to farm or forest use?

9. How will the event(s) or activity/activities *not* significantly increase the *cost* of accepted farm or forest practices on surrounding lands devoted to farm or forest use?

10. How is/are the proposed event(s) or activity/activities personal to the applicant for this permit?

11. Do you understand and accept that approval of an agri-tourism event(s) or activity/activities is/are not transferred by, or transferable with a conveyance of, sale of the subject tract?

☐ NO

☐ YES

12. How many events activities will occur in a calendar year?

Number: _____

- 13.** If you will have more than one event/activity in one calendar year, explain how the proposed events/activities will *not*, in combination with other agri-tourism or other commercial events or activities authorized in the area, materially alter the stability of the land use pattern in the area:

- 14.** At what time, and on what date, will each individual event/activity start and finish?

- 15.** What is the *maximum* number of people that will attend the event(s) or activity/activities?

Maximum attendees: _____

- 16.** What is the *maximum* number of motor vehicles that will be parked at the site of the event(s) or activity/activities?

Maximum parked motor vehicles: _____

17. Will any aspect of event(s) or activity/activities occur outdoors?

- ☐ NO. The event(s) or activity/activities will *only* be conducted *inside* temporary structures and/or existing permitted structures.
- ☐ YES. The following aspects of the event(s) or activity/activities will occur outdoors in the areas identified on the attached plot plan:



18. Will any aspect of the event(s) or activity/activities occur in a temporary structure or in an existing permitted structure?

- ☐ NO. The event(s) or activity/activities will *only* be conducted *outdoors*.
- ☐ YES. Aspects of the event(s) or activity/activities will occur in temporary structures or existing permitted structures, as described in the box below and identified in the attached plot plan:



19. What health and fire and life safety measures have been and will be taken for the event(s) or activity/activities?

20. Will onsite water be used as drinking water for the event(s) or activity/activities?

☐ NO. No onsite water will be supplied for drinking water.

☐ YES. The following onsite water sources will be used for drinking water:

21. Will the event(s) or activity/activities include the service of any food?

☐ NO. Food will not be served.

☐ YES, as described in the box below:

- 22.** How will you manage traffic? Explain how access, egress, and parking will be managed, the projected number of vehicles, and the measures that will be taken to safely and efficiently allow vehicles to park and leave the event(s) or activity/activities.

- 23.** What public roads in the area will serve the event(s) or activity/activities?

- 24.** What sanitation and solid waste measures will be taken? Explain where and how many restrooms will be available to attendees, whether portable toilets will be used, and how all garbage and recycling generated by the event(s) or activity/activities will be collected and disposed of.

- 25.** New permanent structures in connection with agri-tourism or other commercial events or activities are *not allowed*.

Will a new permanent structure be built, used, or occupied in connection with your proposed event(s) or activity/activities?

☐ NO

☐ YES

- 26.** Any temporary structures established in connection with the agri-tourism or other commercial events or activities must be removed at the end of the event(s) or activity/activities.

When will all temporary structures have been removed?

Date (mm/dd/yyyy): _____/_____/_____

- 27.** Alteration to the land in connection with agri-tourism or other commercial event or activity, including, but not limited to, grading, filling, or paving, is prohibited.

Will there be any alterations to the land for your proposed event(s) or activity/activities?

☐ NO

☐ YES

FAQs

When is an Agri-Tourism or Other Commercial Event or Activity permit required?

The County's Zoning and Development Ordinance (ZDO) allows a limited number of agri-tourism events/activities to be conducted in a calendar year on a tract zoned AG/Forest (AG/F) or Exclusive Farm Use (EFU) on qualifying agricultural lands, if the events/activities are incidental to, and supportive of, existing farm uses on the same tract and if other criteria can be met. Such events/activities require an Agri-Tourism or Other Commercial Event or Activity land use permit.

What is the permit application process?

Agri-Tourism or Other Commercial Event or Activity permits are subject to a "Type II" land use application process, as provided for in [Section 1307](#) of the ZDO. Type II decisions include notice to owners of nearby land, the Community Planning Organization (if active), service providers (sewer, water, fire, etc.), and affected government agencies. If the application is approved, the applicant must comply with any conditions of approval identified in the decision. The Planning Director's decision can be appealed to the County Land Use Hearings Officer.

What is needed for the County to approve a land use permit?

Agri-tourism or other commercial events and activities are discretionary and *may* be permitted after an evaluation by the County of applicable standards of the ZDO. The applicant is responsible for providing evidence that their proposal does or can meet those standards. In order to address the standards, the information requested in this application should be as thorough and complete as possible. A permit will only be approved or denied after a complete application is received and reviewed. The County approves an application only if it finds that the proposal meets the standards or can meet the standards with conditions.

How long will it take the County to make a decision about an application?

The County makes every effort to issue a decision on a Type II land use application within 45 days of when we deem the application to be complete. State law generally requires a final County decision on a land use permit application in an urban area within 120 days of the application being deemed complete, and within 150 days for a land use permit in a rural area, although there are some exceptions.

If an application is submitted and then withdrawn, will a refund be given?

If a submitted Type II application is withdrawn before it is publicly noticed, 75% of the application fee paid, or the fee paid minus \$250, whichever is less, will be refunded. If a submitted application is withdrawn after it is publicly noticed, but before a decision is issued, 50% of the application fee paid, or the fee paid minus \$500, whichever is less, will be refunded. No refund will be given after a decision is issued. The \$5 Technology Fee is non-refundable.

Who can help answer additional questions?

For questions about the County's land use permit requirements and this application form, contact Planning and Zoning at **503-742-4500** or zoninginfo@clackamas.us. You can also find information online at the Planning and Zoning website: www.clackamas.us/planning.

Clackamas County is committed to providing meaningful access and will make reasonable accommodations, modifications, or provide translation, interpretation or other services upon request. Please contact us at 503-742-4545 or drenhard@clackamas.us.

503-742-4545: ¿Traducción e interpretación? | Требуется ли вам устный или письменный перевод?

翻译或口译? | Cần Biên dịch hoặc Phiên dịch? | 번역 또는 통역?