



SUPPLEMENTAL APPLICATION
Farm Stand
(October 2018)

APPLICANT INFORMATION

Applicant _____ File _____

Owner _____ Date _____
(If the same as above, write "Same")

What is a farm stand?

The County Zoning & Development Ordinance (ZDO) allows a structure located on a part of the farm operation owned by the farm operator that is designed and used for the sale of farm crops and livestock grown on the farm operation, or grown on the farm operation and other farm operations in the local agricultural area. This includes the sale of retail incidental items and fee based activities to promote the sale of farm crops or livestock sold at the farm stand as long as the annual sale of the incidental items and fees from promotional activity do not make up more than 25 percent of the total sales of the farm stand. A farm stand does not include structures designed for occupancy as a residence, or for activities other than the sale of farm crops and livestock. It also does not include structures for banquets, public gatherings, or public entertainment.

What is needed for approval?

Farm stands MAY be permitted after evaluation according to criteria in the ZDO and other laws governing this use. The County must make written findings to support the decision. The applicant is responsible for providing evidence to support the farm stand request according to the criteria in Section 401 or 407 of the ZDO and ORS 215.283(1)(o) and OAR 660-033-0130(23).

What are the 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

Farm stand 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 by any other interested person.

How long will it take to get a final decision on this application?

Approximately 6 to 8 weeks, or 120 days if the initial decision is appealed.

Staff will attach the following pertinent information:

- | | |
|----------------------------|---------------------------|
| _____ Land Use Application | _____ CPO Information |
| _____ Sample Plot Plan | _____ Application Process |

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, driveways, etc.).
4. Supplemental Application: Submit the following information to address the farm stand criteria:
 - A. Indicate in writing or through a submitted site plan that the proposed farm stand will be located on a parcel owned by the farm operator.
 - B. Indicate in writing who will be operating the farm stand. Will it be the farm operator and/or farmworkers hired by the farm operator, or will it be operated by a person or persons leasing the structure from the farm operator?
 - C. Indicate in writing what days of the week and what hours the farm stand will be open to the public.
 - D. Provide a general overview of what will typically be sold at the farm stand.
 1. Explain the amount of crops or livestock grown on the farm that will be sold at the farm stand. How much will come from other local area farms? "Local area farms" includes farms within the State of Oregon, but does not include out-of-state products.
 2. Show the crops and/or livestock grown on the farm on the plot plan and provide the acreage used for each.
 3. Will any small or large equipment be sold such as small engine machines, generators, tractors, horse trailers, etc.?
 4. Will any product to be sold outside the farm stand? If so, what? Show the area on the plot plan.
 - E. Indicate in writing if any signs are to be used on the farm stand itself or independent signs placed elsewhere in accordance with Section 1010 of the Zoning and Development Ordinance.
 - F. Indicate through the submitted site plan what the size of the farm stand will be, length, width and height. Provide an elevation view of the farm stand (*a front and side view of the structure*).
 1. Will any temporary plastic or canvas covers be incorporated in conjunction with the farm stand? If so, please show this on the plot plan.
 2. Please show, in feet, how far the farm stand structure is from property lines.
 3. If the farm stand is more than 400 feet from the road, please show pull-outs where an oncoming vehicle has room to pass another vehicle per Fire Code Applications Guide, 2012 Edition.
 4. Please explain whether the entire structure will be used as a farm stand or if only a portion of the structure, and why. What will the remainder of the structure be used for if not for the farm stand?
 - G. Indicate through the submitted site plan where customer parking will be and how these customers will enter and exit the farm stand from the road.
 1. How many parking spaces will be available?
 2. Will there be any handicapped accessible parking places, and if so, how many? Show on plot plan where they will be located.
 3. Will the parking area be hard packed gravel or paved?

- H. Will there be any fee-based activities held at the farm and/or inside the farm stand?
If so, please explain how the proposed fee-based activities are a common farm-dependent accessory activity directly related to the sale of farm crops or livestock sold at the farm stand. This includes, but is not limited to, hay rides, corn mazes, and educational how-to-farm workshops. This does not include activities with no direct relationship to the farm crops or livestock sold at the farm stand including, but not limited to, quilting classes, dance lessons, jewelry making or crafts that are only intended to bring customers to the farm stand.
- I. Farm crops and livestock include both fresh and processed farm crops and livestock. Processed crops and livestock include jams, syrups, apple cider, animal products and other similar farm crops and livestock, but not prepared food items. Please indicate if the farm stand will be selling any processed farm crops or livestock and what these will typically be.
- J. Indicate if soft drinks or coffee is to be sold from the farm stand and what this involves. Describe where the soft drink and/or coffee dispenser is located and product(s) served.
- K. Will there be tables, chairs, or picnic tables outside the farm stand? Show on the plot plan where these are to be located.
- L. Will there be restroom facilities inside or outside the farm stand? Will a porta-potty be on site for the farm stand and/or the public? If no, then where will the farm stand operators be able to use restroom facilities?

Questions: Contact Alex Pichacz, Planner I at 503-742-4510 or APichacz@clackamas.us