



Supplemental Application
ACCESSORY FARM DWELLING – NONRELATIVE OR FARMWORKER HOUSING PERMIT
(January 2009)

APPLICANT INFORMATION:

Name _____ File # _____

Date _____

WHAT IS AN ACCESSORY FARM DWELLING – NONRELATIVE OR FARMWORKER HOUSING PERMIT?

The County Zoning & Development Ordinance (ZDO) allows an additional single-family residential dwelling to land used for an existing commercial farm operation. Multiple attached farm worker housing or additional living units to existing attached housing for farm workers must be approved by the Oregon Occupational Safety and Health Division prior to being sited in an agricultural zone for the purpose of assisting the farm operator in a commercial farm operation if specific criteria can be met. An accessory dwelling for farm help and attached multiple unit farm workers housing are for persons not related to the farm operator and may only be allowed in an Agricultural Zoning District.

WHAT IS NEEDED FOR APPROVAL?

Accessory Farm Dwellings or Multi-Unit Farmworker Housing MAY be permitted after evaluation according to criteria in the ZDO or Oregon Administrative Rules (OAR). The County must prepare written findings to support the decision. The applicant is responsible for providing evidence to support the accessory dwelling request according to ZDO Section 401 or the farmworker multi-unit housing according to OAR 660-033-0130(24)(B)(iv).

WHAT ARE CHANCES FOR APPROVAL?

Staff cannot predetermine the decision on 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 as possible.

APPLICATION PROCESS

Accessory dwelling and Farmworker Housing 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 | _____ CPO Information |
| _____ Sample Plot Plan | _____ Application Process |
| _____ ZDO Section 401 | |

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

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

It takes approximately 6 to 8 weeks for administrative action applications, or 150 days if the initial decision is appealed.

COMPLETE APPLICATIONS REQUIRE THE FOLLOWING:

1. Land Use Application: 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" piece of paper, showing the property, your proposal for siting of the dwelling, other existing structures, and type, location and acreage of the established farm uses on the property.
4. Supplemental Application: Submit the following information to address the accessory dwelling criteria:
 - a. Indicate who occupies the primary farm dwelling and who will be occupying the proposed accessory dwelling or multi-unit farmworker housing. Provide all Oregon Occupational Safety and Health Division approvals for any multi-unit farmworker housing as required under ORS 658.750.
 - b. Provide detailed information on the need for the accessory dwelling or farmworker housing. Specifically, note how the occupant(s) of the proposed accessory dwelling will be involved in the farm operation, what duties that person or persons will perform, how much time will be spent on the farm throughout the year, and why the assistance of the occupants of the proposed dwelling(s) is required by the farm operator.
 - c. Indicate in writing and/or through the submitted site plan how the accessory dwelling will satisfy one of the three locational criteria under Section 401.09(1)(3)(a through e) of the ZDO. These criteria require the dwelling to be located on the same lot or parcel as the principal dwelling, on the same tract (contiguous property), or not on the same parcel or tract, but only if the proposed accessory dwelling is a manufactured home.
 - d. Identify by map number (township, range, section and tax lot number) all other land within an Exclusive Farm Use (EFU) zoning district owned by the farm operator. Indicate whether any of the dwellings or other housing is located on these properties, and whether the occupant(s) of the dwelling work on the farm operation.
 - e. Provide evidence that the farm unit operation on which the principal farm dwelling is located is currently employed for farm use, and produced at least \$32,500 (for Low Value Farmland) or \$80,000 (for High Value Farmland) in gross annual income from the sale of farm products in the last 2 years or any 3 of the last 5 years. If any of the income is generated from livestock, the cost of purchased livestock shall be deducted in determining the total gross income.
5. If at any time the dwelling is not used for farm help as approved in the land use application, the dwelling shall be removed, demolished or, if not a manufactured dwelling, converted to a nonresidential accessory structure (change of occupancy permit) within 90 days.

Questions: Contact Gary Hewitt at 503-742-4519 or garyh@co.clackamas.or.us

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FARM MANAGEMENT PLAN INFORMATION

1. **Complete a detailed site plan of the subject property** outlining the existing acres and proposed acre uses to occur on the subject property. For example, areas in acres used for different farm uses such as crops and pasture land, areas used for buildings, driveway, areas in acres not in farm production or in a forest use, identify any streams, ponds or wetlands. Number each of the areas in farm production to correspond with the information requested below.
2. On the site plan, please number each area and identify the different farm uses on the property and provide the following minimum information. Use separate paper as needed.

Type of **crop** currently on-site _____

Type of **livestock** currently on-site _____

How many **plants** per acre currently exist? _____

How many **acres** are currently in production? _____

How many **animals** per acre currently exist? _____

How many **acres** by industry standards to support one animal? _____

How many **acres planted** at full production? _____

How many **acres for animals** at full production? _____

Cost to establish proposed crop _____

Cost to establish proposed livestock _____

Last year's **gross annual income** from farming? _____

Estimated **gross annual income** at full production _____

Provide documentation or a source of information. (Example, OHSU Extension Service for farming, Internal Revenue Service - Schedule 'F' or a Form 1120 Corporation for the income information required above. Attach documentation as needed)

3. If irrigation water is required, state source of water and provide proof of water availability such as an irrigation water right certificate. (Attach documentation as needed.)
4. Identify the marketing and delivery systems available for the products produced by the farm operation. (Attach documentation as needed.)
5. Demonstrate that the physical characteristics of the subject property are suitable to support the farm use. For example, are the soils suitable to support the crops or livestock, is the property large enough to allow the use of the necessary farm equipment, are there any physical characteristics such as slopes, wetlands, flooding or drainage problems, buildings or other improvements which limit the property for the proposed farm uses? (Attach documentation as needed.)

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FARM WORKER INFORMATION

1. Name(s) and Position (Title):

_____ Title: _____
 _____ Title: _____
 _____ Title: _____

2. Does the person(s) have an off-site full time job?

_____ Yes _____ No

3. If the person(s) is working off-site, what company do they work for?

4. How many hours per week does the person(s) work off-site?

_____ Hrs/Week Off-site

5. Does the person(s) work on the farm?

_____ Yes _____ No

6. If the person(s) work on the farm, how many hours per week, month or year do they work?

_____ Week _____ Month _____ Year

7. What are their job responsibilities on the farm? Please, be specific.

**ADDITIONAL INFORMATION PROVIDED
WITH PLOT PLAN SUBMITTAL IN RURAL COUNTY**

Name: _____

Home Phone: (_____) - _____ - _____

Fax Number: (_____) - _____ - _____

E-Mail Address: _____

Hydrant in the area? Yes • No •

If Yes above, distance of hydrant from driveway entrance? _____ Feet

Length of Driveway from Road to Dwelling: _____ Feet

Width of Driveway Hard Surface: _____ Feet

Width of Cleared Area Side to Side of Driveway: _____ Feet

Show On Plot Plan All Structures

Show On Plot Plan Topography of Driveway (Slope)

Show On Plot Plan Turnaround Area and Widths

Total Square Footage of House? _____ Sq. Ft.

Total Square Footage of Outbuildings? _____ Sq. Ft.