



For Office Use Only

Record No. 217-_____ - _____ PLNG
Fee: \$100

Crook County Community Development
 300 NE 3rd Street, Room 12, Prineville Oregon 97754
 Phone: 541-447-3211 Ext. 1 / Fax: 541-416-2139
 Email: plan@co.crook.or.us / Website: www.co.crook.or.us

Site Plan Review - Farm Stands

Farm Stands are permitted uses under Crook County Code and are authorized by Oregon Revised Statute (ORS) 215.283(1)(o). Farm stands are designed and used for the sale of farm crops or livestock grown on the farm operation, or grown on the farm operation and other farm operations in the local agricultural areas, including the sale of retail incidental items and fee-based activity. The local agricultural area includes all of Oregon.

"Farm crops or livestock" includes both fresh and processed farm crops and livestock grown on the farm operation, or grown on the farm operation and other farm operations in the local agricultural area. As used in this subsection, "processed crops and livestock" includes jams, syrups, apple cider, animal products and other similar farm crops and livestock that have been processed and converted into another product but not prepared food items.

Farm stands do not include structures designed for occupancy as a residence or for activity other than the sale of farm crops or livestock and do not include structures for banquets, public gatherings or public entertainment

PROPERTY OWNER:

Last Name: _____ First Name: _____
 Mailing Address: _____
 City: _____ State: _____ Zip: _____
 Day-time phone: (____) _____ - _____ Cell Phone: (____) _____ - _____
 Email: _____

PROPERTY LOCATION:

Township _____ South, Range _____ East WM, Section _____, Tax lot _____
 Size of property: _____ acres Zoning: _____
 Physical address: _____

PROPOSAL REQUEST:

1. Please describe your proposed farm stand and what activities you plan in conjunction with your farm stand.

2. What products will be sold?

3. What other vendors will be part of your farm stand/farmers' market?

4. Will there be restroom facilities available? If so, please describe (e.g., porta-potties)

5. When will your farm stand be open? Please list dates and hours. (Specific dates are helpful but not necessary. For example, Saturdays in June – September).

6. How will people access your property? Where will they park?

NOTE – IF "PREPARED" FOOD ITEMS ARE SOLD AS INCIDENTAL ITEMS, YOU WILL NEED TO MAKE SURE A FOOD HANDLING LICENSE HAS BEEN ACQUIRED.

Contact Environmental Health - 541-447-8155

The Oregon Department of Agriculture has requirements for certain food products (Call 503-508-0470)

NOTICE TO ALL APPLICANTS: The Crook County Community Development, Planning Division is required to review all applications for accuracy and to determine whether the staff and/or Planning Commission have the information needed to make a decision. Crook County Code (C.C.C.) allows 30 days to determine whether the application is complete. If the Planning Division determines that your application is incomplete, you will be requested in writing to provide the necessary missing information, and a decision on your application will be postponed until the information is received. State Law requires that information to support an application be available for public inspection at our office 20-days before a public hearing. Any information submitted after this date may require a postponement of the hearing date if necessary. *Make sure your application is complete. The burden of proof lies with the applicant.*

SIGNATURES

I agree to meet the standards governing the laws for “Site Plan Reviews” as outlined in the State of Oregon’s OAR, ORS, Crook County Code, and Crook County – Prineville Comprehensive Plan. I agree that all the information contained in this application is true to the best of my knowledge.

Property Owner Signature: _____ Date _____
Print name clearly: _____

Agent for the Property Owner _____ Date _____
Print name clearly: _____

CHECK LIST OF REQUIREMENTS

- A completed application form with the appropriate signatures.
- A copy of the **Tax Lot Card**. (*Available from the Crook County Community Development Department*)
- A detailed “**Plot Plan/Site Plan**” of the subject property. (See below for detailed information)
 1. **Access – What road will people access your property from?**
 2. **Parking – Where will people park? No parking is allowed on public right-of-ways**
 3. **Where will the farm stand/farmers market be located on the property?**
 4. **Where are restrooms (if applicable)?**