



WASHINGTON COUNTY

Dept. of Land Use & Transportation
Planning and Development Services
Current Planning
155 N. 1st Avenue, #350-13
Hillsboro, OR 97124
Ph. (503) 846-8761 Fax (503) 846-2908
<http://www.co.washington.or.us>

Application Instructions for Rural Marijuana Production Requiring a License from the Oregon Liquor Control Commission (OLCC)

Outdoor Marijuana Production in rural Washington County is **allowed in the following land use districts through a Type I procedure: EFU, EFC, AF-20, AF-10, AF-5, RR-5, R-COM, R-IND, and MAE.**

Indoor Marijuana Production in rural Washington County is **allowed in the following land use districts through a Type I procedure, unless otherwise noted: EFU, EFC, AF-20, AF-10, AF-5, RR-5, R-COM (Type II), R-IND (Type II), and MAE (Type II).**

Standards for Marijuana Production are found in [CDC Section 430-80.3](#).

1. Submit the following:

- A.** Completed **Marijuana Production Application** included in this packet, with date and original signature of the property owner.
 - B.** An accurate **site plan of the property**, drawn to scale. The plan shall show all property lines and dimensions; public access to the site, driveways, and parking areas; all structures on the property with uses identified; building setbacks for existing and proposed structures (if any); and setbacks to all outdoor production locations. (See Rural Site Plan guide in Attachment A)
 - C.** Completed **Marijuana Production Supplemental Information Form** included in this packet.
 - D.** Copy of Washington County's **Official Tax Map** that contains the subject property. Available either from Current Planning or online at <http://washims.co.washington.or.us/InterMap/>
- 2. Pay Fees:** Please refer to the current copy of the Current Planning fee schedule and remit required payment when submitting the application. Checks payable to: *Washington County*.

Rural Marijuana Production (Type I or Type II Procedure): _____

Groundwater Study Surcharge (in addition to application fee): _____

3. After you receive approval for the above application, submit Land Use Compatibility Statement: *An approved Land Use Compatibility Statement (LUCS) from Current Planning is required prior to receiving approval for the use from the Oregon Liquor Control Commission (OLCC). Once land use approval of this application has been obtained, submit the [LUCS application](#) to Current Planning. The LUCS request form must be consistent with the description of the production operation included in the approved Marijuana Production application. Any significant changes may require new land use approval. LUCS forms are required under state law to be processed within 21 days. Missing or incomplete information may result in a denial of a LUCS submittal if adequate information is not presented within the 21-day period. Please contact Current Planning at 503-846-8761 for LUCS information.*

Building permit review is typically required for any mechanical, electrical, or structural work associated with marijuana production activity. Please contact Building Services at 503-846-3470 for additional information.

Note: Transportation development taxes may be applicable to any proposed structure(s) and are payable at issuance of the building permit(s).

If you have any questions regarding the Washington County Community Development Code standards or application requirements for a rural Marijuana Production, please contact Current Planning at 503-846-8761.



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Rural Marijuana Production Application

CASEFILE #: _____
 (to be assigned by Washington County)

APPLICANT:
 COMPANY: _____

CONTACT: _____
 ADDRESS: _____

PHONE: _____
 FAX: _____

E-MAIL ADDRESS: _____

APPLICANT'S REPRESENTATIVE: *NOTE: The Applicant's Representative will be the primary contact for the County.*

COMPANY: _____
 CONTACT: _____

ADDRESS: _____

PHONE: _____
 FAX: _____

E-MAIL ADDRESS: _____

OWNER(S): *(attach additional sheets if needed)*

NAME: _____
 ADDRESS: _____

PHONE: _____
 FAX: _____

E-MAIL ADDRESS: _____

EXISTING LAND USE DISTRICT:

- | | |
|-------------|-------------|
| _____ EFU | _____ RR-5 |
| _____ EFC | _____ R-COM |
| _____ AF-20 | _____ R-IND |
| _____ AF-10 | _____ MAE |
| _____ AF-5 | |

ASSESSOR MAP AND TAX LOT NUMBER:

SITE ADDRESS: _____

SITE SIZE: _____

EXISTING USE OF SITE: _____

PROPOSED DEVELOPMENT ACTION: _____

We, the undersigned, hereby authorize the filing of this application and certify that the information contained in this application is complete and correct to the best of our knowledge. This also authorizes the designated Applicant's Representative (if applicable) to act on behalf of the Applicant for the processing of the request.

X
 OWNER CONTRACT PURCHASER DATE
 Print Name: _____

X
 APPLICANT DATE
 Print Name: _____

X
 OWNER CONTRACT PURCHASER DATE
 Print Name: _____

X
 APPLICANT DATE
 Print Name: _____

PLEASE NOTE:

- o This application must be signed by ALL the owners or ALL the Contract Purchasers of the subject property.
- o If this application is signed by the Contract Purchaser(s), the Contract Purchaser is also certifying that the Contract Vendor has been notified
- o The Applicant or a Representative should be present at all Public Hearings.
- o No approval will be effective until the appeal period has expired.
- o Corporations require proof of signature authority for that entity according to their Articles of Incorporation or as registered with the State of Oregon Corporation Division at <http://www.filinginoregon.com>

RURAL MARIJUANA PRODUCTION CHECKLIST

SUPPLEMENTAL INFORMATION FORM

REQUIRED INFORMATION

- 1. Include a site plan meeting the requirements in the Rural Site Plan guide in Attachment A.
- 2. The site plan includes all existing and/or proposed structures on the site and the purposes of those structures.
 - A. *All structures that utilize artificial lighting on mature marijuana plants are clearly marked on the site plan.*
 - B. *All setback distances are clearly shown between all structures and all property boundaries.*
 - C. *All structures meet or exceed the minimum setback requirements for the relevant land use district.*
- 3. All outdoor production areas are clearly labeled and meet or exceed the minimum setback requirement of 50 feet from all property boundaries.
- 4. The application includes a copy of the operating plan.

ADDITIONAL INFORMATION

Is grading or the placement of fill on the site proposed as part of preparing the site for marijuana production?

___ Yes ___ No

If yes, please contact the Building Department Grading Section at 503-846-3470 for grading review determination.



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Attachment A - Site Plans for Rural Properties

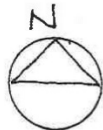
Submit a site plan with EACH required copy of the Development Application. Submit TWO copies of the site plan for the Building Permit Application. All site plans shall be legible and drawn to a measurable scale on maximum 11" x 17" paper (for archive/scanning purposes) – as described below. SEE EXAMPLE RURAL SITE PLAN ATTACHED

- 1. Show ENTIRE lot or parcel with dimensions of all property lines, driveway, location of abutting streets, North arrow, legal description (tax map and lot number / address), and scale. If the parcel is large, please include an enlargement of the building area.
- 2. ALL EXISTING AND PROPOSED structures, improvements, fences, walls. **Include approximate dimensions and heights.**
- 3. Show the setbacks for the proposed structure. **NOTE:** Yards shall be measured from the property line.
- 4. Show all easements on the property, their size, location, purpose, and right-holder. **NOTE:** If no easements exist on the property then the site plan must have the following signed statement: "No easements exist on this property."
- 5. Location of all water lines, wells, sewer or septic drainage fields and lines, surface water collection and disposal, and power lines on the property.
- 6. Show the topography of the site with contours at 2-foot intervals. For large parcels, show the topography WITHIN 100 FEET of the building site and road/driveway construction.
- 7. Location of all drainage courses on the site and the direction of the flow. When structures are to be located within 250 feet of a flood plain or drainage hazard area, the drainage area/ flood plain must be delineated by a surveyor or engineer based on an elevation determined by Washington County Current Planning Services (see Section 421 of the Washington County Community Development Code).
- 8. Location of Significant Natural Resources, if any, on site (see CDC Section 422, and the Rural/Natural Resources Plan).

Copies of easements recorded in county records may be obtained at Assessment and Taxation Recording Division at (503) 846-8752. We also suggest that you contact a title company to search for other recorded easements.

For additional information concerning site plan requirements or the Washington County Community Development Code, please **contact Current Planning at (503) 846-8761.**

SITE PLAN NTS



⊕ V.C. = VIDEO CAMERA

