



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>

For office use only:
 Date received:

 (Minimum 60 days before first event)

Winery, Brewery, Cidery Event License Application

Request for 5-year license to carry out up to six days of **agritourism or other commercial events** annually on a tract in the EFU or AF-20 district occupied by an established winery meeting criteria of Community Development Code (CDC) Section 430-145.1 ("standard winery").

Agritourism or other commercial events includes outdoor concerts for which admission is charged, educational, cultural, hearth or lifestyle events, facility rentals, celebratory gatherings and other events at which the promotion of wine produced in conjunction with the winery is a secondary purpose of the event. Use of the site for operation of such events, however, must be directly related to sale or promotion of wine produced in conjunction with the winery and incidental to use of the site for retail wine sales.

For office use only:	License #	Fee: \$
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Section A. Applicant/organizer and owner, please complete the following:

Proposed date of first event:	
Site address:	
Map and tax lot(s):	

Applicant/organizer (print name):	
Mailing address:	
Phone:	
Email:	

Land Owner (print name):	
Mailing address:	
Phone:	
Email:	

Emergency Contact to be available during event(s) (print name):	
24-hour phone:	
<i>With signatures below, applicant and land owner authorize public employees and officials from Planning and Development Services, law enforcement, health, fire control and other appropriate public offices/agencies to enter the subject site during events and during event setup and breakdown periods, to ensure compliance with conditions of this license.</i>	
Applicant/organizer signature:	
Land Owner signature:	

Section B. Approval criteria

Eligibility/establishment as “standard” or “large” winery (CDC Sections 430-145.1, 430-145.2, 430-145.3)

Please check boxes below that apply to the subject site and onsite winery.
Attach evidence of compliance with specifications of each box that you check.

Land use district: <input type="checkbox"/> EFU <input type="checkbox"/> AF-20 (<i>This license does not apply to other districts</i>)
Is wine produced onsite: <input type="checkbox"/> Yes <input type="checkbox"/> No
Choose from boxes addressing either 430-145.1 A or B, below, not both. <input type="checkbox"/> Consistent with CDC Section 430-145.1 A. : Annual wine production totals less than 50,000 gallons; and winery <input type="checkbox"/> Owns on-site planted vineyard of at least 15 acres; or <input type="checkbox"/> (2) Owns contiguous planted vineyard of at least fifteen (15) acres; or <input type="checkbox"/> (3) Has executed long-term contract for purchase of all grapes from at least 15 acres of a planted vineyard contiguous to the winery (<i>attach copy of contract</i>); or <input type="checkbox"/> (4) Obtains grapes from any combination of (1), (2) or (3), above Or <input type="checkbox"/> Consistent with CDC Section 430-145.1 B. : Annual wine production totals at least 50,000 gallons; and winery <input type="checkbox"/> (1) Owns on-site planted vineyard of at least 40 acres; or <input type="checkbox"/> (2) Owns contiguous planted vineyard of at least 40 acres; or <input type="checkbox"/> (3) Has executed long-term contract for purchase of all grapes from at least 40 acres of a planted vineyard contiguous to the winery (<i>attach copy of contract</i>); or; <input type="checkbox"/> (4) Obtains grapes from any combination of (1), (2) or (3), above

Section C. Detailed Site Plan

Please provide an 11x17" plan showing the entire subject tract with a graphic scale bar, including all information required below:

<input type="checkbox"/>	All property lines and easements <i>(To research easements contact the County Assessment & Taxation Department at 503-846-8752 or a title company). This requirement can also be satisfied by providing a copy of an official county Assessor's map</i>
<input type="checkbox"/>	All structures, labeled with their use and square footage;
<input type="checkbox"/>	Setback distances of at least 100* feet from all property lines for the winery and all public gathering places. <i>(CDC Section 430-145.3 A.)</i> <i>* Unless reduced setback approved through a Hardship Relief Variance application</i>
<input type="checkbox"/>	Direct access to the site from a public road (not by easement over another property)
<input type="checkbox"/>	The location of Significant Natural Resources, floodplain and drainage hazard areas if any
<input type="checkbox"/>	Off-street parking to accommodate: Maximum number of employees based on size of winery and associated facilities; and Considering a planned event projected to draw the largest number of visitors, maximum number of people expected to attend
<input type="checkbox"/>	Public road access, onsite roads and their dimensions, and onsite vehicle circulation routes, approved by the fire district via fire marshal signature on the plan

Section D. Additional required application materials

<input type="checkbox"/>	Please provide the traffic and parking management plan for this event.
<input type="checkbox"/>	Evidence the approved site access continues to meet minimum sight distance standards*. <i>*Generally, from a point onsite 10 feet back from the vehicle access, a driver's unobstructed view in each direction along the road must equal a distance in feet of at least 10 multiplied by the speed limit. For example, 350 feet each way along a 35 mph road. (See CDC Section 501-9.3 and 501-8.5 F. for full details).</i>
<input type="checkbox"/>	Descriptions of the proposed events including the following on a separate piece of paper: <ul style="list-style-type: none"> <input type="checkbox"/> Nature of the event(s); <input type="checkbox"/> Hours of event preparation/set up and take down; <input type="checkbox"/> Number of expected attendees per event; <input type="checkbox"/> Number of expected vehicles per event; <input type="checkbox"/> Hours of operation; <input type="checkbox"/> Whether there will be amplified music or noise; <input type="checkbox"/> Whether food be prepared onsite and if so, whether outside or in an existing kitchen <input type="checkbox"/> How these events will be a subordinate use to the winery itself and comply with the standards of CDC Sections 430-145.5A or 430-145.6A <i>(The County has the authority to require a written statement prepared by a certified public accountant that certifies this requirement.)</i> <input type="checkbox"/> Current uses of all abutting offsite properties; and <input type="checkbox"/> How the proposed events will not create significant adverse impacts to them <input type="checkbox"/> Site/facility rental fee; <input type="checkbox"/> Ticket price or entry fee; <input type="checkbox"/> Documentation of year-to-date gross income from on-site retail sale of wine produced in conjunction with the "winery"; <input type="checkbox"/> All event activities and parking will occur within the parcel or tract which was the subject of the land use approval for the winery/brewery/cidery; <input type="checkbox"/> Provide a copy of the template rental agreement for the site/facility, include stipulations for amplified noise/music, prohibition on fireworks and noise makers, and requirements for placement and cleanup of off-site directional signs, balloons, etc.

If food to be prepared outside, please contact Washington County Environmental Health to determine what permits are required. If within an existing kitchen, provide a copy of the Food Safety License issued by the Oregon Department of Agriculture. Health Dept. LUCS for portable toilets, handwashing facilities.

Please note that depending on the answers to the above questions, referrals may be sent out to other departments and agencies for coordination.

Staff will issue a license with conditions of approval. It is the Applicant's responsibility to comply with all conditions.

-If you are proposing more than 6 events per year (maximum of 18), a separate land use permit will be needed for events 7 through 18. Contact Current Planning for information (503)846-8761.

***Please SUBMIT 2 COPIES of the application packet.**