

Instructions for Completing Farmland Form

Note: *The Farmland form should be used both for EFU-zoned land and farmland that is within mixed farm-forest zones.* Measure 37/49 decisions do not require a cover form and should be identified, kept separate from and not tallied together with other farmland decisions. The Farmland form has been reorganized and updated and should now be easier to complete. It is now in interactive pdf format, and can either be filled out online before printing, or printed out to be completed manually. A few questions have been added to provide the Department of Land Conservation and Development (DLCD) with more complete data. Questions that are no longer needed have been deleted. Within the next year, we hope to make this form available for completion and submittal online. Until then, we appreciate your taking the time to fill in the forms completely and accurately. Please print the Farmland form on blue paper, attach it to the county's findings supporting its decision (including a vicinity map) and mail them together with the Summary and Certificate of Accuracy sheet to our Salem office by the end of February of each year, for the previous year. If you prefer, the forms may be mailed to us at six-month intervals. There is no need to attach appendices or long supplemental reports – please do not include CDs.

I. General Information

Please fill out this section in full. For question 3, the last name is sufficient. For question 5, we'd like to know if, prior to the decision, the land was in farm tax deferral. For question 7, please remember to add directional coordinates (NSEW). In question 8, the reference to tract means "in the same ownership," except for lots of record when "tract" is defined using the more extensive meaning of "owner" described in ORS 215.705(6).

II. Uses Other Than Dwellings

Please report decisions on all uses that involve buildings or structures and other uses that are identified as allowable in ORS 215. Describe the specific purpose of any accessory structure and to what primary use it is accessory. There is no need to report decisions on: interpretations, waivers, dimensional variances, signs, fences, additions or alterations that do not involve additional dwelling units or change in the original use, co-locations such as for cell towers, dike work or in-stream improvements or temporary permits for uses other than buildings. For question 3, please choose from the options on the drop-down menu of the interactive form. If a use was approved as part of a land division noted in Section IV of the form, please indicate this in Section IV under question 4 *instead* of in Section II.

III. Dwellings

Please report all decisions on both permanent and temporary dwellings. The non high-value capability test for a primary farm dwelling may only be utilized by counties that have submitted and received approval for an alternative approach by the DLCD director (currently there is one). For question 10, the reference to farm operation includes non-contiguous and leased or rented lands. For question 11, the tract reference is as described in the instructions for section I above. Question 12 refers to the statutory lot of record and accessory farm dwelling parcel consolidation requirements. If a dwelling or dwellings were approved as part of a land division noted in Section IV of the form, please indicate this in Section IV under question 4 *instead* of in Section III.

IV. Land Divisions and Lot Line Adjustments

Please enter the remainder of the parent parcel acreage (the largest portion) on the line for parcel 1. Enter Farm on the Farm/Non-Farm lines if the resulting parcels 2 and 3 meet or exceed the applicable minimum parcel size of the zone as identified in section I above. Otherwise, enter Nonfarm. All nonfarm division approvals must be in conjunction with an approved nonfarm dwelling or other allowed nonfarm use. If a land division involves an existing dwelling or an approved dwelling(s) or other use, please indicate this.