

# TOWN OF CHARLOTTE

159 Ferry Rd., Charlotte, VT 05445

## Notification of Intent to Build a Farm Structure

This form is to be used to document proposed new farm structures that MAY qualify under state law for exemption from local zoning permits. State law requires that you notify the Town of the intent to build, and provide a detailed site plan and descriptions of your proposed structure (to support agricultural activity). Please review the info on the back of this form to learn about state and local rules to qualify for this exemption. There is no fee for filing this form. Upon approval, the Planning & Zoning staff may provide, upon request, a zoning poster to display at your property to certify that your project is in compliance with local regulations. For more info, contact us at (802) 425-3533 ext. 207.

Property Owner(s): \_\_\_\_\_

Farm name & farmer(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Parcel ID#: \_\_\_\_\_ Parcel Size: \_\_\_\_\_ Zoning District: \_\_\_\_\_

Description of new farm structure & intended use: \_\_\_\_\_

I have attached a site plan, drawn to scale, indicating the proposed farm structure's dimensions, location on site, and distance to nearby property lines. Include all existing buildings, driveways and other important site features.

I have obtained and attached the VT Agency of Agriculture, Farms and Markets determination letter that my farming operations meet state criteria (*see next page*) for exemption from local zoning permits. To complete the online AAFM certification, see: <http://agriculture.vermont.gov/form/farm-determination-form>.

***I certify that the attached plans and documents are a true and complete record of my farm building plans:***

Landowner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*For Office Use Only:*

The above property owner has notified the Town of intent to build an exempt farm structure, has provided a scaled site plan, and has provided the required attachments:

ZA's signature: \_\_\_\_\_ Date: \_\_\_\_\_

***Background information about agricultural operations that qualify for farming exemption from local permits, when adding new buildings:***

The state of Vermont, for purposes of exempting farm activities and structures from local zoning, defines agricultural enterprise and farming as follows:

(a) is used in connection with the sale of \$1000 or more of agricultural products in a normal year; or

(b) is used in connection with the raising, feeding, and management of at least the following number of adult animals: four equines; five cattle or American bison; fifteen swine; fifteen goats; fifteen sheep; fifteen fallow deer; fifteen red deer; fifty turkeys; fifty geese; one-hundred laying hens; two-hundred and fifty broilers, pheasant, Chukar partridge, or Coturnix quail; three camelids; four ratites (ostriches, rheas, and emus); thirty rabbits; one hundred ducks; or one-thousand pounds of cultured trout; or

(c) is used by a farmer filing with the Internal Revenue Service a 1040 (F) income tax statement in at least one of the past two years; or

(d) is on a farm with a business and farm management plan approved by the Secretary of Agriculture, Farms and Markets.

If your farming operations fall within one or more of these four categories, and meet all state criteria for [Required Agricultural Practices \(RAPs\)](#), you may submit this form (with attachments) to notify the town of your plans, rather than apply for a local zoning permit. For more information on current state rules, see: <http://agriculture.vermont.gov/land-use-renewable-energy-0/municipal-bylaw-land-use-limitations>.

***What if I am starting a new farm-related business? What are the rules for that?***

You may start a farm business in Charlotte without applying for local permits. However, if your new business routinely attracts customers for retail sales, dining, classes, weddings, performances, farm stays, and other activities that require parking, restroom access etc., please review the following guidance from the town's Land Use Regulations:

**Section 4.19 Accessory On-Farm Businesses**

(A) Accessory On-Farm Businesses (AOFBs) are allowed as a subordinate operation to a farm (as defined or determined by State statute). AOFBs must conform to Performance Standards (see Section 3.12). In the event that a business claiming to be an AOFB fails to meet the definition (e.g. it does not operate as an accessory to the "farm", etc.), then the business will be required to conform with applicable regulations [(e.g. Home Occupation standards (see Section 4.11), Adaptive Reuse (Section 4.3)], or it may be required to discontinue operations.

(B) A highway access permit for any new use must be obtained from the Selectboard for a new access point or the continued use of an existing access point.

(C) Parking for the AOFB shall not have an undue adverse impact on the traveled way of roads in the vicinity, or on driveways utilized for access to adjacent properties.

(D) Emergency vehicle access must be provided at all times to allow police, fire and ambulance access to and from the AOFB, including sufficient vehicle maneuvering areas to accommodate such equipment.

*Complete Land Use Regulations are posted on the town's website, at: [www.charlottevt.org/](http://www.charlottevt.org/)*

**Questions? Contact the Planning & Zoning office at (802) 425-3533 ext. 207.**