

Application for a Farm Labor Housing

COUNTY OF SAN MATEO

Planning & Building Department

455 County Center, 2nd Floor Mail Drop PLN 122
Redwood City, CA 94063

TEL (650) 599-7311 FAX (650) 363-4849
www.co.sanmateo.ca.us/planning

- Initial Permit New File # Assigned by Staff: _____
- Renewal of Existing Approval
Original File #: _____
- Amendment of Existing Approval
Original File #: _____

Property Address: _____
APN(s): _____
Applicant: _____
Title/Responsibility: _____
Owner: _____
Contact (if different from Owner): _____

1. Instructions

In completing this FLH application, please review both the "Farm Labor Housing Process & Procedures" handout and those items listed under Section 4 of this form to ensure that all necessary forms, materials and information accompany submittal of this application. The procedures and applicable forms can be found online at the website cited above, then go to "Farm Labor Housing".

2. Project Information

◆ Proposed Farm Labor Housing Units are:

- Temporary Trailers Number _____
- Permanent Construction Number _____

Number of Laborers (L) and Dependents (D)(if known) in each proposed FLH unit:

Unit 1: _____ Unit 2: _____ Unit 3: _____ Unit 4: _____
L/D L/D L/D L/D

Total No. of proposed laborers: _____ Dependents: _____

◆ Existing Farm Labor Housing Units are:

- Temporary Trailers Number _____
- Permanent Construction Number _____

Number of Laborers (L) and Dependents (D) (if known) in each existing FLH unit:

Unit 1: _____ Unit 2: _____ Unit 3: _____ Unit 4: _____
L/D L/D L/D L/D

Total No. of existing laborers: _____ Dependents: _____

◆ Agricultural Activity

List parcel(s) [APN] where agricultural activities do or will occur on your parcel, for which Farm Labor Housing is needed:

If agricultural activities do or will occur on parcels other than the one where the FLH units are located, please list:

Describe acreage, crops, production: _____

Agricultural water source Existing: _____ Proposed: _____

Agricultural structures

Existing: _____

Proposed: _____

Domestic water source

(indicate well or private water system):

Existing: _____ Proposed: _____

Sewage disposal system

(indicate septic and/or chemical toilets):

Existing: _____ Proposed: _____

Existing non-agricultural development (i.e. main residence & associated buildings/structures):

Responsibilities of farm laborers

Existing: _____

Proposed: _____

3. Owner/Applicant Certification

Pursuant to San Mateo County’s eligibility requirements for Farm Labor Housing (FLH) occupancy, I certify and acknowledge that the farm labor housing on my property is or will be occupied by individuals (and their immediate family) who on average work more than 20 hours per week and earn at least 50% of their income through farm labor operations in San Mateo County.

I understand that, upon review, the Agricultural Advisory Committee (AAC) may request additional information deemed necessary to qualify my request to justify or confirm the accuracy of existing or proposed FLH units or farm laborer eligibility. The submittal of such information, together with additional information required by all reviewing County departments and agencies will be critical to the decision maker in order to approve the FLH application.

In the event of approval, I understand that should the farm operations that justify and qualify the total FLH units (be it on my property or on another) cease or change in any way (i.e. requiring more or less FLH units), I will inform the San Mateo County Community Development Director. In such an event, the Director may require that any temporary FLH units be removed from my property, that any permanent FLH units be converted to uses which otherwise comply with all current zoning regulations, or that this FLH permit be amended to reflect any such changes. An amended permit may require a new application, consideration before the AAC and a decision by the Director, Zoning Hearing Officer or Planning Commission.

I understand that any code compliance or building violations issued by any County department or agency shall be abated and corrected as soon as possible. If the Community Development Director determines that such violations affect the eligibility of the farm laborers or the FLH operation overall, the FLH permit may be brought back to the AAC, whose recommendation shall be forwarded to the decision maker for reconsideration of the FLH.

Owner (Print Name): _____ Applicant (Print): _____

Signature: _____ Date: _____ Signature: _____ Date: _____

4. Application Requirements

- Planning Permit Application Form¹
- Environmental Information Disclosure form¹
- CDP/PAD Application Forms^{1,2}
- Proof of Ownership (deed or tax bill)
- Vicinity/Parcel Map identifying FLH site
- Site Plan (see attached Sample)⁴
- FLH Unit Floor Plans
- FLH Unit Elevation Plans³

1. All forms can be found on the County Planning website (see top of first page) under “Farm Labor Housing”. However, check with Planning to see if other forms may be required.

2. Required only for initial FLH application or amended application where additional FLH units or other significant FLH-associated development is proposed or overall FLH facilities otherwise intensified.

3. Photos may suffice when FLH units are mobile homes.

4. Depending on how large the subject property is, the location of the FLH operation, as well as whether this is an entirely new operation or merely adding development to an existing facility, additional plans and details may be required (as determined by any County department): i.e. surveyed topography or boundaries within & around the FLH development, proposed grading, location of nearby, potentially affected resources, stormwater control features, etc.