



## WORKSHEET 2: **Planning Requirements Checklist**

This worksheet will help you and your planning department determine whether you have covered all the necessary planning requirements to move ahead with developing your experience.

### ***Step 1: Answer the questions below with as much detail as you can.***

Describe the agritourism experience you want to develop in a few sentences:

If you are selling products as a part of your agritourism business, check the category that applies and provide a description:

- Exclusively grown or produced on your property: \_\_\_\_\_
- Limited to products sourced from your area: \_\_\_\_\_
- Include products sourced from beyond your area: \_\_\_\_\_
- Describe if or how your agritourism experience will interrupt any existing agricultural operations:

If your property is in a Prime Agriculture Area, determine which of the 3 permitted uses your agritourism experience would qualify as:

- Agricultural Use
- Agriculture-Related Use
- On-Farm Diversified Use

Define the use for any existing farm buildings, or new buildings:

- I plan to utilize an existing building
  - Percentage of the building's space will the agritourism experience use: \_\_\_\_%
  - I plan to construct a new building
  - Describe the location, size, and use:
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- Number parking spaces required:

Is your agritourism experience permitted by:

- The Official Plan
- Zoning bylaw
- It is unclear

Will you need to secure any of the following permissions before developing your agritourism experience:

- Official plan amendment
- Zoning bylaw amendment
- Minor variance
- Unknown

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## ***Step 2: Share your high-level plan with the planning department***

Once you've completed the checklist, contact the Town of Essex Planning Department to confirm your plans, or seek guidance on the missing information.

### **Town of Essex Planning Department**

519-776-7336 ext 1128  
essexplanning@essex.ca