

# AGRICULTURAL TOURISM APPLICATION PACKET

Agricultural tourism operations may be allowed in the rural portions of Minnehaha County that are outside of any joint jurisdiction ordinance boundary. Examples of agricultural tourism operations include farm wineries, farm breweries, produce stands, u-pick fruit and vegetable operations, corn mazes, holiday tree farms, and farm experience operations where tourists come to an operating farm to experience the farm life.

### APPLICATION REQUIREMENTS

To obtain a permit, first schedule a meeting with the County Planning Department to discuss the proposed operation and learn of specific requirements for the use. The cost to apply for an agricultural tourism permit is \$250.

All applications for an agricultural tourism permit are made to the County Planning Department. The full application must include:

- a completed application form (attached);
- a detailed written description of the use, including hours of operation, proposed private events, and any proposed signs;
- a complete site plan showing all aspects of the site such as buildings, location of the various activities on the site, designated parking areas, and driveway access;
- the application fee; and
- any other information as the Planning Director determines is necessary for the specific use.

### APPROVAL PROCESS

Agricultural tourism permits that meet listed requirements are approved or denied administratively by the Planning Director. The

Planning Director has 20 days to review the application and make a decision. Conditions may be applied to an approval of the requested permit. The Planning Director's decision on the permit, including conditions, can be appealed to the Board of Adjustment by filing a written appeal request with the planning office within five working days of the decision.

If you are unable to meet the ordinance requirements for the agricultural tourism operation, you can apply to have your application heard by the Minnehaha County Planning Commission through the same process as a conditional use permit application (See Conditional Use Permit Application Packet).

### ADDITIONAL CONSIDERATIONS

Some agricultural tourism uses are allowed to hold special events. These are activities that are open to the public and have more than 100 people. You must notify the Planning Director at least 60 days prior to the event with a description of the event and a proposed plan. The Planning Director will send notice of the event to all property owners within at least 600 feet of your property and allow them two weeks to respond with their comments. If any of the owners submits a written objection, your request will be forwarded to the Planning Commission for a public hearing. If the Planning Director receives no response from neighbors that can grant the permit with conditions or deny the permit. Decisions by the Planning Director can be appealed to the Board of Adjustment by submitting a written request of appeal within 5 working days of the decision.



Administration Building, 3<sup>rd</sup> Floor  
415 N. Dakota Avenue, Sioux Falls, SD 57104

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## Minnehaha County Planning & Zoning

# AGRICULTURAL TOURISM PERMIT APPLICATION CHECKLIST

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- Complete application form
- Comprehensive site plan. Be sure to include property lines, existing and proposed structures, locations of any activity areas, parking plan, and setbacks from property lines to any structures or parking areas.
- Written narrative describing all aspects of the proposed use. Be sure to include the hours of operation, location and size of proposed signs, and whether you plan on holding special events.
- \$250 permit application fee.



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**Minnehaha County Planning & Zoning**

**AGRICULTURAL TOURISM PERMIT APPLICATION FORM**

Application #:	_____
Date:	_____
Filing Fee:	\$250 _____
Receipt #	_____

Legal Description of Property: \_\_\_\_\_

Address or General Location: \_\_\_\_\_

Map ID #: \_\_\_\_\_

Parcel ID #: \_\_\_\_\_

Zoning District: \_\_\_\_\_

Acres in Parcel(s): \_\_\_\_\_

Proposed Use:  Farm Winery  Farm Brewery  U-Pick Farm  Corn Maze

Holiday Tree Farm  Farm Experience Operation

Description of Proposed Use: (attach additional pages as needed)

I/We herby apply for an agricultural tourism permit and certify that all statements herein and on attached documents are true and correct. I/We understand that any false statements or omissions may result in denial of this permit and jeopardize future permits. I/We grant authority to authorized representatives of Minnehaha County to enter the above noted property at this time and in the future for inspection purposes.

Applicant: (print) \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email Address: (not required) \_\_\_\_\_

Owner: (print) \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Office Use only
Approved By: _____
Signature: _____
Date: _____

FILING FEE IS NON-REFUNDABLE



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