

EXHIBIT A

Procedure & Submission Requirements

1. At least two weeks prior to the next CADB meeting, applicant submits the ag labor housing request details to County staff. This includes:
 - a. If the request is made by a representative of the farm owner, written verification of authorization to act on behalf of the owner is required.
 - b. Application Form (Exhibit B) and all supporting documentation.
2. Once deemed complete by staff, the ag labor housing request will be added to the next regular Board meeting agenda.
3. Applicant presents the request at the Board meeting.
4. Action for Resolution of approval or denial may be taken the night of the Board meeting.
5. If the Board approves the request for the Ag Labor Housing, the Applicant shall be responsible to make application to, and secure the approval of, the SADC prior to commencing construction.
6. Copies of all approvals issued by the Municipality shall be provided to County staff for final review.