



AGRICULTURAL DEVELOPMENT BOARD

AGRICULTURAL LABOR HOUSING POLICY

Purpose:

To establish procedures for the approval of agricultural labor housing on permanently preserved farmland.

Policy:

1. The landowner may construct any new buildings for housing of agricultural labor employed by the agricultural operation, but only with the approval of the Mercer CADB, and the SADC (if SADC funding was used to purchase the development easement).
2. The agricultural labor housing shall be subject to municipal and other governmental approvals as applicable.
3. All agricultural labor housing units shall be utilized for laborers employed by the agricultural operation. The agricultural labor housing unit shall not be used as a rental property.
4. Pursuant to N.J.A.C. 2:76-6.15(a)14i, agricultural labor housing “shall not be used as a residence for Grantor, the Grantor’s spouse, the Grantor’s parents, the Grantor’s lineal descendents, adopted or natural, the Grantor’s spouse’s parents, the Grantor’s spouse’s lineal descendents, adopted or natural.

Adopted:	Effective:	Revision #:	Last Revised:
07-20-00	07-20-00	2	8-10-06

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.

Exhibit B

Mercer County Agricultural Development Board Farmland Preservation Program

APPLICATION TO CONSTRUCT RESIDENTIAL UNIT(S) FOR AGRICULTURAL LABOR EMPLOYED ON A DEED-RESTRICTED FARM

PLEASE PRINT THE FOLLOWING INFORMATION:

APPLICANT: _____

CURRENT FARMER (IF OTHER THAN ABOVE): _____

OWNER(S) (IF OTHER THAN APPLICANT): _____

BLOCK(S) AND LOT(S): _____

MUNICIPALITY: _____

Acres: _____

Please provide the following supporting documentation:

- Current Farm Tax Assessment form

- Map of the subject farm including the below details. An aerial image or survey may serve as the base of the map, with details and measurements drawn in:
 - Structures: Location of proposed unit as well as location of all existing residential buildings currently being used to house ag labor
 - Driveway and Parking: The location of all existing and proposed driveways to current and proposed housing units and the location of all existing and proposed parking for the ag labor unit
 - A sketch, photo or architectural drawing of the new housing unit that includes footprint dimensions and total living space dimensions and interior floor plan
 - Location of well and septic system and location of secondary septic system (if required by the municipality) that will service proposed ag housing unit, noting whether new or existing.

- Copies of any approvals (municipal or other) and/or building permits or pending applications for existing and/or proposed units

- **Photographs** of exterior and interior of existing agricultural labor unit(s) and/or associated buildings (if available)

PLEASE PROVIDE THE FOLLOWING INFORMATION AS ACCURATELY AS POSSIBLE:

A. IDENTIFICATION OF EXISTING AND PROPOSED BUILDINGS:

1. Are there any residential units currently used to house agricultural labor? **YES NO**
2. If yes to #1, how many occupants are housed in the existing unit(s)? _____
3. Are there any structures that were not used as housing for agricultural labor at the time the Deed of Easement was signed, but were later converted to that use? **YES NO**
4. Are there any structures that were constructed for housing agricultural labor subsequent to the Deed of Easement being signed? **YES NO**
5. If YES to # 3 and/or 4, please identify all approvals (i.e., CADB/SADC resolutions) required by the Deed of Easement that were obtained for the purpose of agricultural labor housing and the year approved (talk to County staff if unsure):

_____.
6. How many agricultural labor units are proposed? _____
7. Identify the block(s) and lot(s) where the proposed unit(s) will be constructed or placed:

_____.
8. Describe the proposed agricultural labor housing:
 - a. Number of stories: _____
 - b. Estimated total livable square footage: _____
 - c. Estimated total footprint square footage: _____
 - d. Material of construction: _____
 - e. Number of bedrooms: _____
 - f. Identify potable water source: _____
9. Will the proposed agricultural labor unit(s) be part of an existing building that is currently being used for another purpose? **YES NO**
11. Have the proposed agricultural labor unit(s) received municipal approval? **YES NO**
(If Yes, please provide a copy of the municipal approval and/or building permit.)
12. Do additional access routes need to be established? **YES NO**
13. Does the proposed location of the agricultural labor unit remove land from production that would otherwise be used for growing crops? **YES NO**

B. JUSTIFICATION OF PROPOSED AGRICULTURAL LABOR UNIT:

1. Would providing housing on the farm for agricultural labor enhance the economic viability of the farm? **YES NO**

2. Discuss how the agricultural labor is necessary for or involved in the continued agricultural production on the Premises:

3. Please describe the current farm operation including approximate acreage devoted to each activity (e.g., field crops, livestock, nursery operation, etc.):

4. If a new operation is proposed, please describe the proposed agricultural operation/production and provide a business plan (if available) describing the proposed agricultural operation:

5. Is off-site agricultural labor housing a viable alternative? **YES NO**

If not, describe why:

C. DETAILED DESCRIPTION OF THE USE OF THE PROPOSED AGRICULTURAL LABOR UNIT:

1. Which months during the year will the proposed unit(s) be occupied?

2. Will the occupant(s) be employed **full time** or **part time** on the premises?

a. Full time _____
b. Part time _____ Avg. hours per week _____

3. How many occupants will be housed in the proposed unit(s)? _____

(signature)

Applicant(s)/Owner(s) (print)

Date

(signature)

Landowner Authorization (print)
(If applicant is not the owner of record)

Date

CADB Administrator

Date