

Routt County Local Food Worksheet

The Local Food Production - Regulatory Advisory Committee (LFP-RAC) review is an informal, non-regulatory process. It gives Routt County citizens the opportunity for a round table discussion with regulators about growing, producing, marketing and retailing local food prior to starting the regulatory permitting process.

It is recommended that the following information (if applicable) be included with the narrative. The more information submitted, the better the proposal can be addressed.

Q2 Contact information:

Address 1: _____

Address 2: _____

City: _____

State: _____

Zip: _____

Phone: _____

Email: _____

Q3 Give a general project description

Q4 Location of business including section, township, range:

Q5 What are the months, days and times of operation?

Q6 Assessor's Parcel Identification Number (PIN)
(<https://agner.co.routt.co.us/assessor/taxweb/search.jsp>):

Q7 How will the property and buildings (existing and new) be used in the new endeavor?

Q8 Proposed signage, size and location?

Q9 What products will be grown and/or produced?

Q10 Will ingredients be purchased or produced on site?

- Purchased
- Produced on site
- Other, please explain _____

Q11 What type of equipment will be used?

Q12 How will products be produced, processed, cleaned, packaged, sorted, and transported?

Q13 Water source:

- Tap
- Stream
- Well
- Ditch
- Pond
- Other _____

Q14 Description of type and amount of waste generated:

Q15 How will waste be disposed?

Q16 What is the anticipated increase in demand on existing septic system?

Q17 Labor force and anticipated number in labor force (including self, family, employees and volunteers)

Q18 Will any food be served on site?

- Yes
- No

Q19 What is your intended market (check all that apply)?

- Onsite
- Online
- Direct to retail
- Wholesale
- Other, please explain _____

Q20 If you plan to have onsite sales, what is the size and location of the retail space?

Q21 Please email this worksheet and the conceptual site plan or aerial photo to lchristensen@co.routt.co.us. A 8.5" x 11" conceptual site plan of the property can be obtained for \$2 from the Assessor's Office (<https://agner.co.routt.co.us/assessor/web/>). Larger sizes are available for additional cost. Make sure the site plan includes the following: property boundaries, existing structures, proposed new structures, roads (access/parking), and outdoor storage. A suggestion that two plans are created: 1. a parcel layer map showing gradient lines, streams/rivers, scale, and a North pointer symbol. 2. An aerial photo of the parcel – zoom level should include parts of the surrounding parcels.

Thank you for taking the time to fill out the Routt County Local Food Worksheet. The information provided will be shared with the Local Food Production-Regulatory Advisory Committee. The Routt County - Extension Office will collect and share written comments from the key departments. We will contact you to schedule a round-table discussion with all pertinent regulatory departments. Please contact Libby Christensen directly with any follow up questions at (970) 879-0825 or lchristensen@co.routt.co.us.