



General Land Use Application

1 page

Name of Project:	Tree, Shrub & Plant Sale
Location or Address:	38600 Proctor Boulevard, Sandy, OR 97055

Map & Tax Lot #	T: 2S	R: 4E	Section: 13	Tax Lot (s): 900, 901
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Request: A permit is requested to hold a tree, shrub & plant sale, on the Sandy Farmers Market
Site. Attached: 1) Narrative; 2) Site Plan

I am the (check one) owner lessee of the property listed above, and the statements and information contained herein are in all respects true, complete and correct to the best of my knowledge and belief.

Applicant (if different than owner) Cottrell Community Planning Organization	Owner Brent Leathers
Address PO Box 1411	Address 35050 SE Carpenter Lane
City/State/Zip Boring, OR 97009	City/State/Zip Gresham, OR 97080
Email Willisteam@msn.com	Email brent@leathersfuels.net
Phone 503-880-4670	Phone 503-956-2200
Signature 	Signature

Staff Use Only

File #:	Date:	Fee\$:	Planner:
Type of review: Type I <input type="checkbox"/> Type II <input type="checkbox"/> Type III <input type="checkbox"/> Type IV <input type="checkbox"/>			
Has applicant attended a pre-app? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, date of pre-app meeting:			

March 22, 2024

To: Development Services Department
City of Sandy, Oregon

Subject: Submittal of General Land Use Application
Applicant: Cottrell Community Planning Organization

Please find the following attached:

1. General Land Use Application for conducting a Tree, Shrub & Plant Sale on the Sandy Farmers Market site, on April 13 & 14, 2024
2. Narrative detailing the Sale.
3. Site Plan of Property and usage.
4. \$138 in cash for processing fee.

Please contact Paul Willis, 503-880-4670; willisteam@msn.com will any question or comments.
Thank You

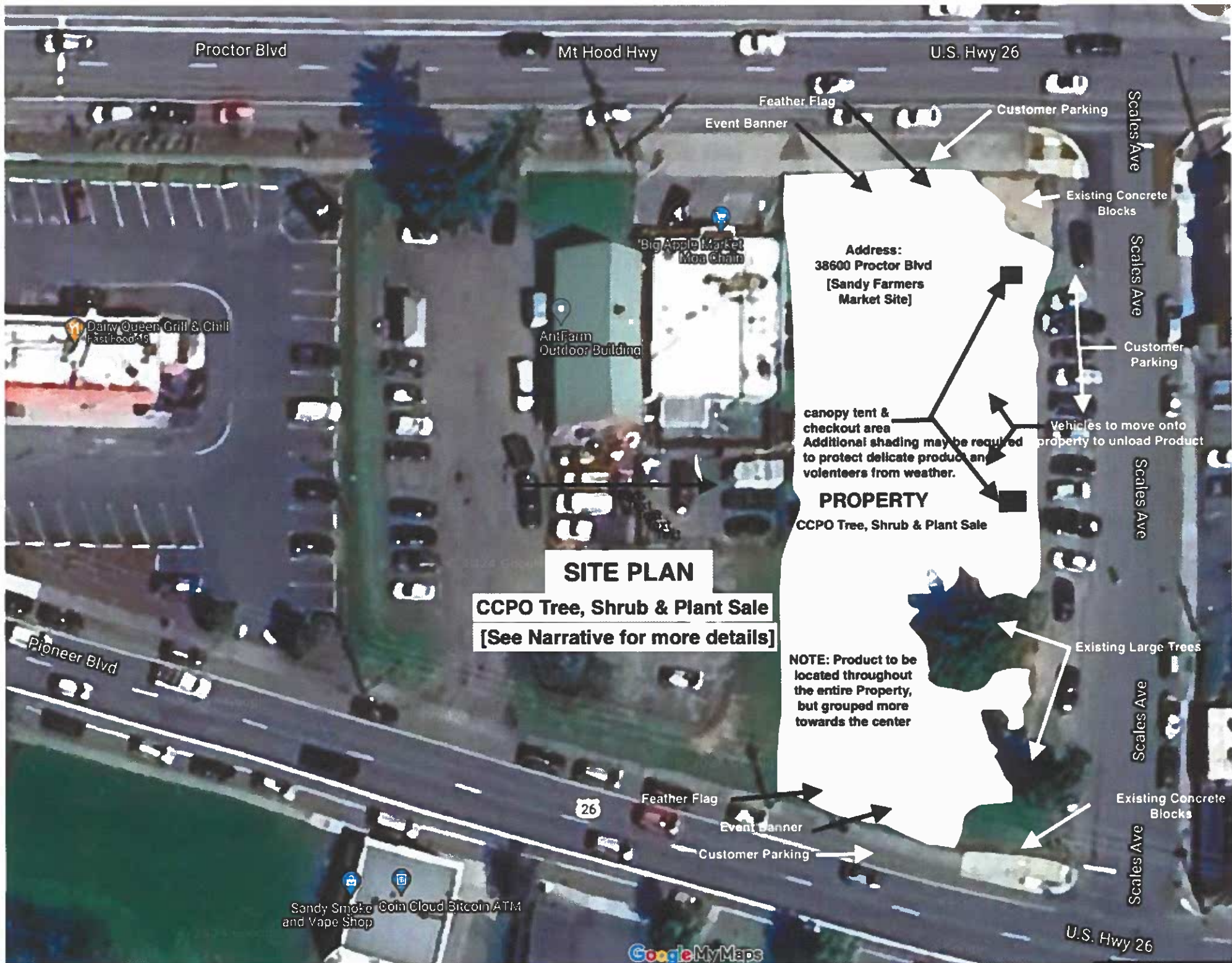
A handwritten signature in black ink that reads "Paul Willis". The signature is written in a cursive, slightly slanted style.

Paul Willis

Tree, Shrub & Plant Sale
CCPO Permit Application Narrative

1. **Event:** The Cottrell Community Planning Organization [CCPO], a non-profit 501(c)(3) and an organization that is sanctioned by Clackamas County, is requesting an event permit to conduct the sale of trees, shrubs and plants for the purpose of generating funds for the CCPO's use in dealing with Land Use related issues.
2. **Event Location:** The event will be on the property used for the Sandy Farmers Market, 38600 Proctor Blvd, between Pioneer Blvd, Proctor Blvd, and Scales Ave. See Site Plan.
3. **Event Dates:** April 13, 2024 – 10am [move in 8am] - 5pm; April 14, 2024 – 10am [setup 9am] - 3pm [move out by 5pm].
4. **Parking and Unloading of Vehicles:**
 - a. **Unloading of Vehicles:** Vehicles will drive onto property from Scales Ave to unload product and exit onto Scales Ave. Once unloaded the vehicles [pickups with and without trailers and smaller flat-bed trucks] will either leave the Sandy area or park in the Pioneer Parking Lot on Bruns St.
 - b. **Customer Parking:** Customers will park along existing parking areas along Pioneer Blvd, Proctor Blvd and Scales Ave.
5. **Product Sales Checkout/Payment:** Checkout will be at tents along Scales Ave.
6. **Temporary Structures & Covers:** There will be approximately two [2] 10'X10' canopy type tents, depending on weather conditions. In addition, depending on the weather, there may be additional "pop-up" style shades or canopies as needed to protect delicate ornamentals or flowering products and to protect volunteers.
7. **Banners:**
 - a. Two event 3' X 6' banners with event and event dates, will be placed... one on the Proctor Blvd side of the property and one on the Pioneer Blvd side of the property. Banners will be placed on April 6, 2024 and removed on April 14, 2024.
 - b. Two feather/banner flags with printed lettering saying "LOOK," will be placed... one on the Proctor Blvd side of the property and one on the Pioneer Blvd side of the property. Flags will be placed on April 13, 2024, and removed on April 14, 2024.
8. **Security:** Product will be left at the property overnight. To secure the more valuable items, up to 3 locking enclosed-type trailers [i.e., utility or horse trailer] will be placed on the property in which to store product overnight. Applicant will drive by the property from time to time in the night to assure the site is secure.
9. **Miscellaneous:**
 - a. No utilities will be required
 - b. No food will be sold
10. **Site Plan:** See Site Plan for more details.

END



Proctor Blvd

Mt Hood Hwy

U.S. Hwy 26

Feather Flag

Event Banner

Customer Parking

Scales Ave

Existing Concrete Blocks

Scales Ave

Customer Parking

Scales Ave

Existing Large Trees

Scales Ave

Existing Concrete Blocks

Scales Ave

U.S. Hwy 26

Address:
38600 Proctor Blvd
[Sandy Farmers
Market Site]

canopy tent &
checkout area
Additional shading may be required
to protect delicate product and
volunteers from weather.

PROPERTY

CCPO Tree, Shrub & Plant Sale

Vehicles to move onto
property to unload Product

SITE PLAN

CCPO Tree, Shrub & Plant Sale
[See Narrative for more details]

NOTE: Product to be
located throughout
the entire Property,
but grouped more
towards the center

Dairy Queen Grill & Chill
Fast Food

AntFarm
Outdoor Building

Big Apple Market
Moa Chain

Pioneer Blvd

Sandy Smokey
and Vape Shop

Coin Cloud Bitcoin ATM