



Name of Project:	Mount Hood Farmers Market
Location or Address:	38600 Proctor Blvd, Sandy OR 97055

Map & Tax Lot #	T: 24 E	R: 13CB00	Section: 0700	Tax Lot (s):
----------------------------	----------------	------------------	----------------------	---------------------

Request: This request is for the permit to run the 2024 Mount Hood Farmers Market at 38600 Proctor Blvd in Sandy Oregon from May 17th to October 18th, 2024. We have prepared the market plans with approval from the Fire Marshall.

An ADA bathroom will be accessible to vendors and the public.

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) AntFarm (Two Foxes Singing)	Owner Leathers Oil
Address 39140 Proctor Blvd	Address 255 Depot Street
City/State/Zip Sandy, OR 97055	City/State/Zip Fairview, OR 97024
Email nunpa@antfarmyouthservices.com	Email aaron@leathersfuels.net
Phone 971-275-2893	Phone 503-661-1244
Signature 	Signature Letter and signature on file

Staff Use Only

File #: 24-024 TEMP	Date: 4/9/24	Fee\$: Non - Profit	Planner: P. Depa	
Type of review:	Type I <input checked="" 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: n/a	



A Division of —
LEATHERS
ENTERPRISES,
INC.

*24 Stations to
Serve You
Throughout
Oregon*

*Portland
Gresham
Estacada
Scappoose
Hines
Madras
Culver
Prineville
Hermiston
John Day
Albany
Lebanon
Medford
Newberg
Sandy
Aurora
Oregon City*

225 Depot St.
Fairview,
Oregon 97024
(503) 661-1244
F A X 661-0234

August 18, 2016

RE: UPDATE / REVISION to May 30, 2014 Letter
Authorization and Use of 38600 Proctor Blvd by Woape, Inc., d.b.a. AntFarm

Ms. Noryne Robinson
Permit Clerk
City of Sandy
39250 Pioneer Blvd.
Sandy, OR 97055

Dear Ms. Noryne Robinson,

We understand that as the property owner of record, authorization is requested from Leathers Enterprises, Inc. by the City of Sandy, for the owner's approval of a variety of activities conducted from the property located at 38600 Proctor Blvd by our Lessee, Woape, Inc., d.b.a. AntFarm.

Accordingly, Leathers hereby and continuing for the duration of the current lease term, do authorize Woape, Inc. in their sale of a variety of products including but not limited to, farm produce, nursery stock, and or related seasonal items (e.g., pumpkins, Christmas Trees and the like), whether by retail or wholesale or both, for the express purpose of fund raising with the sole provision that in no way shall such activities violate any other terms or condition of the lease, the specific use clause of such lease included herein, additional lease terms notwithstanding.

Use of Premises. The Premises shall be used by Lessee for storage of gear, tools and supplies; and as a launch point for youth recycling program; Farmer's Market and YouthCore and for no other purpose. Lessee shall not use or permit the use of the Premises in a manner that creates waste or a nuisance or that disturbs owners and/or occupants of, or causes damages to, neighboring premises or properties. To this we add express approval of food vendors and artisans who may not otherwise be recognized under aforementioned groups and generalities.

Should you have any other questions or concerns about this or any other matter pertaining to this property, please do not hesitate to contact me.

Yours Truly,

A handwritten signature in blue ink that reads "Steve Reimer".

Steve Reimer
Property Manager
Leathers Enterprises, Inc.



Mount Hood Farmers Market Plans

May 17, 2024

1. **Parking and flow:** Vendors will utilize the North entrance from Proctor next to the Big Apple. They will pull in, unload, and then pull back out. Vendors will not use the parking lot at the Outdoor Building nor the market adjacent parking. Only vendors who are setting up along the side of Big Apple or under the main tent will be allowed to drive onto the grounds.
2. **Food Vendors:** There are currently two hot food vendors as well as 4 that are selling packaged food.
3. **Large tent:** This is the vendor tent used during the MH Farmers Market season. The plan is to put this up as soon as the new tent arrives and to take it down by November 1st. It will have pre-designed 10 x 10 vendor booth areas. For those vendors who commit to a full season, they will be assigned permanent spots. Music will be placed on one end in a separate tent further out in the field to ensure the sound is not too loud for the vendors. All other canopies are at least 20ft from the main tent.
4. **Flower beds and garden spaces:** Between all concrete dividers surrounding the lot there will be sunflowers planted as well as the South and West of the property will be planted with pollinators for hummingbirds and butterflies.
5. **Signs and banners:** We will have two large banners on posts at opposite corners of the Mount Hood Farmers Market grounds. These will be 4ft by 4ft. These are currently being redesigned and ordered. We will also have "burma shave" highway signs on highway 26 from both sides. We also want to place some mile marker signs on highway 26 as well as on 211. The signs will be put out on Thursday afternoons and picked up on Saturday mornings.
6. **Electricity:** Electrical service is available from the Outdoor Building.
7. **2023 Market dates and times:** Friday, May 17th – Friday, October 18, 2024, 2pm-7pm. There will be no market on the Friday of Mt. Festival if the grounds are needed.
8. **Activities and events at the market** – It is important to have important opportunities for people's participation. AntFarm will assist with organization of POP, Sustainable Living and Community supported classes.
 - a. **Music** – The Market Manager will take the lead on planning, organizing, calling, and inviting musicians.
 - b. **POP (Power of Produce)** – AntFarm staff and volunteers feel strongly that this children's program needs to be continued. AntFarm will provide volunteers and interns to run this booth.
 - c. **Sustainable Living classes** - two times a month at the market an AntFarm staff will facilitate a community Sustainable Living class. This will cover areas such as recycling, reuse, gardening, composting, etc.
 - d. **State benefits** – we accept Snap and have a grant for Double Up Food Bucks

- e. **Community supported classes** – one or two times a month, a topic centered class will be offered by community members wishing to teach. We have had some interest in this so will explore the feasibility of it.

Permit Map Descriptions

1. **Mount Hood Farmers Market Tent - 30' x 50'; placed in southern section of lot**
2. **Music Tent – 8' x 12'; placed North of big tent**
3. **Banners –**
 - a. **4' placed in Northeast corner of lot**
 - b. **4' placed adjacent to market tent on Southeast corner of lot**
4. **AntFarm Outdoor Building – 30' x 60'; storage and shop area for AntFarm Outdoors Programs and ADA bathroom for Food Vendors and MHFM**
5. **Scales Ave will be closed down and vendors will be set up along the road. There will be at least one food cart on site.**

37 38

4x4 sign
ADA

Apple Market
Moa Chain

39

36 13

40

35 14

41

34 15

42

Ant Farm →

↓

51

50

46

49

47

48

33 16

43

32 17

44

31 18

45

XX XX

XX XX

30 19

29 20

28 21

27 22

26 23

25 24

Music

Potential Food Carts

12

11

10

9

8

7

XX

XX

6

5

4

3

2

1

4x4 sign