Introduction

The following provides a brief orientation regarding the content and structure of the EFU and Forest Model Zones and some helpful tips on how to successfully and efficiently use the model zones to update your county's local zoning or land use ordinance. The "How to Manage the Model with Style(s)!" section provides specific direction on how to use the text of the model zones in Microsoft Word, including tips on maintain formatting and internal consistency when updating an existing ordinance.

Regional Differences

Three different model zones have been developed for Exclusive Farm Use (Eastern Oregon, Western Oregon, and Willamette Valley) and there are two different model zones for Forest requirements (Eastern Oregon and Western Oregon).

Update Options

Code Replacement vs. Strategic Update

The model zones are structured to enable counties to replace outdated local farm and forest zones, typically included as separate articles or chapters in adopted ordinances, with the model text. Where only limited or strategic changes are needed, the model zones may be used to audit existing local zones to identify which local code provisions need to be replaced or updated or what sections or provisions are missing from the local ordinance.

Code replacement:	Strategic update:
When replacing entire chapters or articles, the model zone provides the template or foundation. Model zone language will need to be modified to fit the style and format of the local ordinance. In addition, applicable local ordinance provisions and citations to other requirements elsewhere in the ordinance need to be reflected in the new zone. See "How to Manage the Model with Style(s)!"	When undertaking a limited or strategic update of existing text, the adopted ordinance (farm or forest zone) is the template or foundation. The model zone is used as a checklist to ensure that the local ordinance is consistent with current, applicable state requirements and provides accurate code language that can be modified to fit within the format of the existing zone article or chapter.

Required vs. Optional Text

The model zones contain all state requirements pertaining to land use permitting on farm or forest land. In addition, the model zones include optional provisions related to uses permitted on farm or forest land. In many cases, this optional language is advisory and is meant to show one example of how one might further regulate a particular use. This optional language is either shown in *[brackets and italicized text]* or simply in *italicized* text. Counties may alternatively develop their own optional text or, where not applicable or necessary, use no optional text. Consider the following when reviewing and using the optional text and reference "How to Manage the Model with Style(s)!"

Retaining optional language:	Excluding optional language:
If optional language is used to replace or update existing code language, the text style of these sections will need to be modified to be consistent with the rest of the article or chapter. The brackets will need to be removed and italics revised to a text style that matches the rest of the section.	Italicized text can be eliminated entirely, but minor modifications may need to be made to spacing.

Explanations found within model zone text. Background information and explanatory text is contained in text boxes. Information includes recent case law that informs implementation, additional provisions and allowances found in Rule or Statute, and "how to" instruction on applying the model code locally. Text in these boxes is not intended to be included in local ordinances, but rather used to explain certain requirements or to inform decision-makers and the public during the adoption process.

Other optional model zone sections. Two additional areas can be considered optional in the model zones that you may wish to incorporate into your local ordinance or may wish to disregard: the table of contents and the explanation of the review types preceding Table 1 in the model zones.

Table of contents: The model zones are long documents and a table of contents can be helpful in quickly orienting the user to their contents. You will need to determine if a table of contents should be retained at the beginning of your resource zones and if additional formatting is necessary to be consistent with the rest of your ordinance. For jurisdictions that make their ordinances available online, headings can be similarly listed and linked to their content.

Review types: The notice, review, and approval processes used by Oregon counties are varied and complex. The model zones include an explanation of Type 1/ministerial, Type 2/administrative and Type 3/quasi-judicial permitting processes. These may be helpful if your county does not currently have an adopted procedures chapter, but are unnecessary if procedures are adequately described elsewhere in your ordinance. It is likely that these terms will need to be updated to be consistent with the county's nomenclature for current, adopted procedures. Also see the "Permitted uses: How to include?" section.

Permitted uses: What to include?

Your county does not need to allow all of the uses found in the model zone, but there are some uses that must be permitted, provided they meet statute and rule requirements. Refer to Table A, below, and the following bullets as a guide to how the model zones may be modified.

Exclusive Farm Use

- Counties must allow and include in their codes (or directly apply) all ORS 215.283(1) uses. These are permitted "A" uses and some "R" uses in Division 33 Table 1. Most are listed as "A" uses in the model code, but when they are "R" in Table 1, they are listed as "subject to standards" (STS) in the model code.
- Counties may allow, but are not required to allow, uses listed at ORS 215.283(2) "after required review" for compatibility with surrounding farm and forest uses ("R5" uses in Division 33 Table 1); all of these are listed as "C" conditional uses in the model code. Note that some of these uses are also "subject to standards" (STS).

Forest Lands

- Counties must allow and include in their codes (or direct apply) all OAR 660-006-0025 Section (2) and (3) uses, and may allow uses listed under section (4). Section (2) and (3) uses are either permitted "A" uses or are "subject to standards"(STS). All section (4) uses are "C" conditional and subject to compatibility review standards with forest operations and agriculture; some are additionally "subject to standards" (STS).

Table A shows, by use type, where state review criteria applies and where additional local review criteria may be applied. Local review criteria are further categorized by type: base zone (e.g., setbacks, height limitations, etc.), clear and objective criteria, and discretionary criteria. The last column provides a guide to corresponding local procedure types for each type of use.

Model Resource Zones for Counties
User's Guide

Table A: Applicable Review Criteria

Uses	State Review Criteria		Local Review Criteria			*Local Procedure Type*
	Compatibility	Standards	Base Zone	Objective	Discretionary	
Permitted (A)	--	--	✓	✓[1]	✓[2]	*Permitted outright or Type 1/Ministerial*
Permitted w/ standards (STS)	--	✓	✓	✓[1]	✓[2]	*Type 1/Ministerial or Type 2/Administrative*
Conditional w/ compatibility (C)	✓	--	✓	✓	✓	*Type 3/Conditional*
Conditional w/ compatibility & standards (C + STS)	✓	✓	✓	✓	✓	*Type 3/Conditional*

[1]Additional clear and objective siting and design criteria that are related to the type of use, such as landscape buffers or hours of operation, may be required by the local jurisdiction as long as applying the criteria does not result in denial of the use. Substantive review criteria in addition to any required by statute or rule may not be applied.

[2]A local government can add discretionary criteria for A and STS uses as long as they don't result in actual or effective denial of the use.

Permitted uses: How to include?
The model zones depict permitted uses in two different formats – in lists (under a heading that indicates the type of use) and in a table. An initial decision when updating the county's farm and forest zones is choosing a format for permitted uses. Once one format is chosen, the other format can be deleted.

Use lists:	**Use table:**
If the county chooses to retain the list format, current headings ("permitted," "permitted subject to standards" and "conditional uses") it will need to be modified to fit the county's headings (e.g., permitted outright, administrative review, conditional use review) and the uses will need to be (re)organized accordingly.	If the county chooses to use the table, the "Use Type" column can be eliminated. The recommended "Procedure Type" column will need to be reviewed for each use and updated as necessary to fit the county's procedure type. Preceding the table the model includes an explanation of procedure type. This text can be modified to fit county practices or, if the county has an adopted procedures section in the ordinance already, can be eliminated.

Procedure types: Counties have some discretion regarding the permit process for uses allowed in farm and forest lands and any (state) authorized use in resource zones may be subject to local siting and design standards. However, there are some uses that the county may not deny, provided they meet statute and rule requirements (see "Permitted uses: What to include?" above). When reviewing and

modifying procedure types for each use and ordering uses under the applicable Article/Chapter heading (list) or identifying procedure type in a use table, you should consider the recommendations in the "Local Procedure Type" column and, if deviating from the recommended procedure type (or deciding between two types if a choice is indicated in the model zone), review Table A, above.

Incorporating Local Requirements

Where applicable, optional language shown in *[brackets and italicized text]* includes direction to insert local requirements or citations to these requirements found elsewhere in the adopted ordinance. Your adopted ordinance may already have existing approval criteria that is found elsewhere (i.e., not in your resource zones) for one or more of the uses included in the model zones. These local requirements should be referenced in your updated resource zones, to the extent that they do not conflict and are in addition to the model zone provisions. Where there is conflict, a statement that the provisions of the resource zone apply and take precedence in farm/forest lands may be necessary; the other, generally applicable requirements found elsewhere in the ordinance may need to be updated to reference the resource zone requirements or the general requirements may need to be modified or replaced to avoid conflicting requirements.

Definitions

The model zones include definitions that come directly from State Statute or Rule. The model zones also include definitions for terms that are used in Statute or Rule, but that are not defined; these are identified as optional with italicized text. For both types of definitions, your county will likely have adopted definitions for many of the terms included in the model zones. The following steps are necessary to ensure that updates to your resource zones do not result in discrepancies internal to your adopted ordinance.

- Identify which model zone terms are already defined in your ordinance.
- Decide where terms and definitions will be located in the ordinance – in a general definitions article or chapter or in the resource zone itself. Note that some terms are defined in a way that is specific to land uses in resource zones and may not be widely used outside of permitting in these zones, but other terms are more general.
- Determine which optional definitions that you will recommend be added to the EFU or Forest zone(s) or that should replace current definitions; eliminate others that will not be considered in the update.
- When updating definitions that have specific language that comes from Statute or Rule, be deferential to the model zone definition and ensure that any local language does not change state requirements.

How to Manage the Model with Style(s)!

The model zones are Microsoft Word documents that utilize two features to make the implementation and maintenance of code language as easy as possible: **Styles** and **Cross-References.** A brief introduction to these features is provided below, along with links to online tutorials.

Styles in the Model Zones

In order to provide consistent formatting and easy customization, all text in the model zones adheres to a heading style. This means that:

- The zoning code is indexed in the Navigation Pane and Table of Contents. The code can be easily re-ordered by dragging a section within the navigation pane.
- Changes can be made to every section/subsection easily and consistently, allowing the user to customize the formatting to match the existing ordinance.
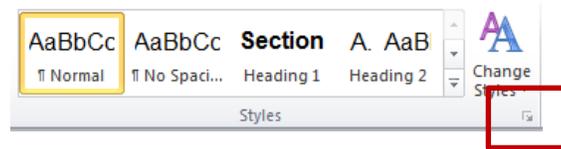
To change the heading styles of the model zone, find the "Styles" toolbar and click on the "pop-out" button at the bottom right to see the full list of styles within the document, as shown in in the preceding image. You will see the following headings.

Right-click on the heading you would like to change and select "Modify" to open the style properties window. The "Format" button in the bottom left of this window contains several options for font, indentation, and numbering. It may take a little time to get this list set up to match your existing code, but it is much less time-consuming than trying to change each subsection individually. Click here to learn more about working with styles.

Cross References in the Model Zones

The model zones use Microsoft Word's "cross reference" feature to create active links within the code. This means that as sections get moved around and renumbered, the zones can be kept internally consistent with minimal effort.

Updating. Cross-references do not update automatically. After making a change in numbering, right click on a cross-reference (it will have a gray box around it) and select "Update Field." To update all cross references, select the whole document, right click on a cross-reference, and select "Update field."

Adding a new cross-reference. Go to the "Insert" tab and select "Cross-reference." You will see a window similar to the one shown below. Select the section you would like to reference from the list and click "Insert." Depending on the formatting of your ordinance, you may wish to use the "Separate numbers with…" box, which will place a period or other character between the numbers of the reference ("Section 7.05.B" for example).
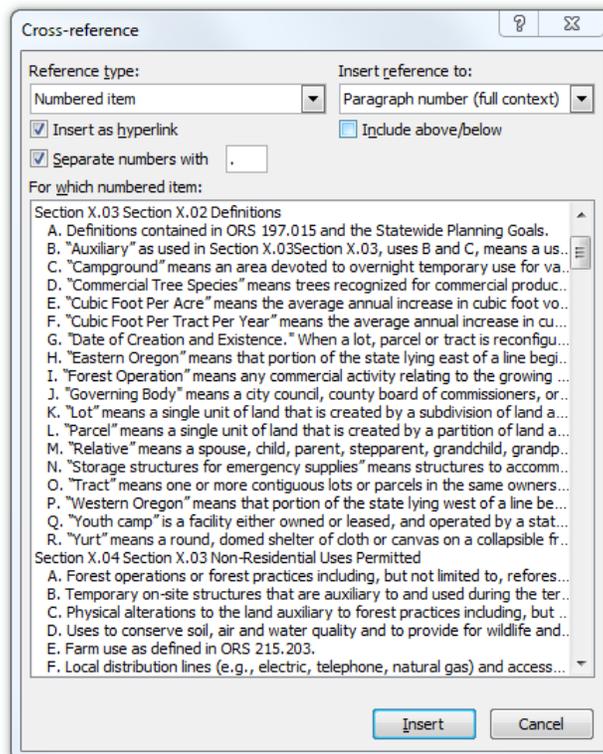
Removing Sections. If a paragraph that had a cross-reference is deleted, you will see the following message: **Error! Reference source not found.** You will need to create a new cross-reference or otherwise change the code language.

More information on cross references can be found here.

Other Cleanup

The model zones include note boxes to provide background information and aid in the implementation of the code. These boxes should not be present in the final zone document. To delete them, right click on the "Note Box" style in the style browser and select "Select all instance(s)." This will highlight all note

boxes in the document. Then, press the "Delete" key to remove them. Some extra space may remain where the note boxes were.