



## Agriculture/Equine Building Exemption Request

**Important information:** This exemption applies to the structural permit only. You must obtain the appropriate permits if the building includes electrical wiring, mechanical (heating, ventilation, or air conditioning), a boiler, plumbing or septic system.

### APPROVAL PROCESS

Obtaining Agricultural or Equine Building Exemption involves several steps, the first of which is to obtain a valid zoning permit and review the guidelines for Agricultural Exemption.

This request will be reviewed by the Planning Department to establish whether the proposed structure meets the qualifications for agricultural or equine exemption. The decision will be mailed or emailed to you.

Once verified, an agreement must be signed *in front of a notary* (available in the Planning Department, if needed) that will be recorded against the deed. After recording the agreement, please return a copy to the Planning Department to receive the Exemption Certification.

### INSTRUCTIONS

1. Prior to submitting request, a valid Zoning Permit must be obtained.
2. Complete the owner's information on request. (See other side)
3. Include the legal description of the property where the building is to be constructed.
4. Provide the building information as appropriate.
5. Sign and date the form.
6. Submit Request with a valid Zoning Permit and Plot Plan to the Planning Department.
7. Sign and record the Agricultural Building Agreement Restrictive Covenant with the Morrow County Clerk and submit a copy to the Planning Department.
8. Complete the Agricultural Building Exemption Certification.
9. Obtain approval and signature from the Planning Official.
10. If the building will contain plumbing, sanitation approval from the DEQ will be required
11. Electrical, mechanical, and plumbing permits may be obtained from the City of Boardman Building Department after approval

*The Farm Agricultural Exemption applies only to the structural building permit. When installed, electrical, plumbing, and mechanical permits are still always required. It is important to note that an electrical inspection is required prior to pouring a concrete slab. Electrical wiring methods must also comply with Article 547.5 of the Electrical Specialty Code. It is important to understand how these issues will affect construction prior to proceeding as they can be costly to address later.*



## Agriculture/Equine Building Exemption Request

Owner Name \_\_\_\_\_ Phone(\_\_\_\_\_) \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Township: \_\_\_\_\_ Range: \_\_\_\_\_ Section: \_\_\_\_\_ Tax Lot: \_\_\_\_\_ Zoning Designation: \_\_\_\_\_

Deed # \_\_\_\_\_ Legal Description (as listed on deed): \_\_\_\_\_

Directions to Site: \_\_\_\_\_

1. Is the subject building located on a farm and used in the operation of the farm?  
 Yes     No    If the answer is 'no' it cannot be exempt. Submit building permit applications.
2. Which of the following systems will the proposed structure have?  
 Electrical     Mechanical     Boiler     Plumbing (DEQ authorization required)
3. Will this structure be used by the public at any time?  Yes     No
4. What is the proposed maximum number of people (including employees, owners, etc.) that will be in the building at any one time? \_\_\_\_\_
5. Check which of the following agricultural-building uses apply to your building:  
 Storage, maintenance, and repair of farm machinery, equipment, and supplies used on this farm.  
 Raising, harvesting, or selling of crops raised on this farm.  
 Feeding, breeding, management, and sale of livestock, poultry, furbearing animals, or honeybees on this farm.  
 Dairying and sale of dairy products produced on this farm.  
 Other agricultural, horticultural, or animal husbandry use.  
 Equine facility: Stabling, training, riding lessons, clinics.
6. Agricultural building MAY NOT be used for any residential or non-agricultural purpose.

Describe specific use: \_\_\_\_\_

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I have received a copy of ORS 455.315, definition of agricultural building. I understand that if the subject building is used for or converted to non-agricultural use (e.g. garage, home occupancy, etc.), I must obtain a building permit before the conversion. Failure to obtain appropriate permits may result in action to enforce the applicable building codes for such structure and use. I understand that a post-occupancy inspection may be made to ensure continuing compliance with the agricultural-building requirements.

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Signature of Owner/Authorized Agent

Date

Print Name



## AGRICULTURAL BUILDING EXEMPTION CERTIFICATION

### PROPERTY OWNER INFORMATION

Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

Use of agricultural building: \_\_\_\_\_

Directions to Site: \_\_\_\_\_

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### BUILDING VERIFICATION INFORMATION

I am the owner/lessee of the above described agricultural building to be erected, located on Tax Lot \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_ Section \_\_\_\_\_ and do hereby declare said structure is an agriculture building as defined in Oregon Revised Statute (ORS) 455.315 and is exempt from the State Structural Speciality Code. Plans are not required and a Structural Building Permit will not be required. Electrical, plumbing, mechanical, elevator, and boiler permits **are** required.

I declare that said agricultural building is **not**:

- a. A dwelling;
- b. A structure used for a purpose other than growing plants in which 10 or more persons are present at one time;
- c. A structure regulated by the State Fire Marshal pursuant to ORS Chapter 476;
- d. A place used by the public;
- e. Located in a designated flood zone.

I further declare that prior to any change in use of said structure that would remove said structure from the exemption, a building permit will be obtained and the structure will be made to conform to all requirements of the State Structural Speciality Code and other speciality codes as required for the new use.

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_

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### Planning Department Certification

Zoning Permit number \_\_\_\_\_ Zone: \_\_\_\_\_

Exemption Certification number: \_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

Morrow County Planning Department  
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