

# AGRICULTURAL BUILDING WORKSHEET



Land Use Planning Division

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## APPLICANT INSTRUCTIONS

This worksheet provides necessary information for an Agricultural Building application. Complete each section below. If you need additional space, please attach a separate page. Use one worksheet for each proposed agricultural building.

## SECTION #1 – AGRICULTURAL BUILDING INFORMATION

### PROPOSED BUILDING INFORMATION:

The proposed building would have the following systems:

	Describe the type of fixture (i.e. sink) or work (i.e. electrical)
Electrical <input type="checkbox"/> Yes / <input type="checkbox"/> No	
Plumbing <input type="checkbox"/> Yes / <input type="checkbox"/> No	
Septic <input type="checkbox"/> Yes / <input type="checkbox"/> No	
Mechanical <input type="checkbox"/> Yes / <input type="checkbox"/> No	
Solar <input type="checkbox"/> Yes / <input type="checkbox"/> No	

**Note #1:** After Land Use Planning review, the building department will conduct a separate review for each of these systems. You will need to obtain trades permits for each system.

Will the proposed building be used by the public? Yes ☐ / No ☐

What is the proposed maximum number of people (including owners, employees, etc.) that will occupy the building at any one time? \_\_\_\_\_

What is the estimated # of vehicle trips that will be generated to the site?  
*\*MCCR 3.000 defines a trip as one-way vehicular movement. A vehicle entering a property and later exiting that property has made two trips.* \_\_\_\_\_ trips/day

Is the subject property in farm tax deferral with the County Assessor? Yes ☐ or No ☐

### Check which of the following uses apply to your proposed building:

- ☐ Storage, maintenance or repair of farm or forest machinery and equipment
- ☐ The raising, harvesting, and selling of crops or forest products
- ☐ The feeding, breeding, management and sale of, or the produce of, livestock, poultry, fur-bearing animals or honeybees
- ☐ Dairying and the sale of dairy products

- ☐ Any other agricultural, forestry or horticultural use or animal husbandry, or any combination thereof, including the preparation and storage of the produce raised on the farm for human use and animal use, the preparation and storage of forest products and the disposal by marketing or otherwise, of farm produce or forest products
- ☐ Stabling and/or training equines
- ☐ Riding lessons and/or training clinics

### STATEMENT OF USE:

*Answer the following questions below to provide a detailed description of how this building will be used. This information relates to compliance with land use laws and helps us determine whether the building qualifies as an exempt structure.*

Describe what your farm produces through the raising, harvesting, and selling of crops –**OR**– the feeding, breeding, management and sale of, or the produce of, livestock, poultry, fur-bearing animals, or honeybees –**OR**– the dairying and the sale of dairy products –**OR**– or any other agricultural, horticultural use, or animal husbandry:

Describe how the proposed building use will support the property's farm / equine facility:

Describe in detail what will be placed in the building (e.g. equipment, feed, tractor, plants, nurse stock). Provide pictures of the existing equipment / materials:

Describe the type of structure being constructed (e.g., pole building, hoop house, greenhouse, wood framed barn). Include the size (footprint) of the structure.

Property Owner Certification		Owner #1 Initial	Owner #2 Initial
1. I certify that all information provided to the County is true and correct.		_____	_____
2. I understand that I cannot store any items not associated with the farm in this building/structure.		_____	_____
3. I understand that if I wish to convert the building to a use not allowed in an agricultural building or equine facility (e.g. garage, storage of vehicles other than farm vehicles, personal storage, and other accessory use) the exemption is no longer valid.		_____	_____
4. I understand that County approval, including a building permit, is necessary for the conversion of the building to a use not allowed in an agricultural building or equine facility, and that the building will be subject to the building code requirements in place at the time of the conversion. I will obtain the necessary approval(s) and building permit(s) prior to such conversion, and I understand that failure to do so may result in enforcement action, including imposition of civil penalties.		_____	_____
5. I understand that post-occupancy inspection may be made to ensure continuing compliance with this exemption.		_____	_____
6. I understand that this exemption does not exempt me from obtaining applicable mechanical, plumbing, electrical, septic, solar, or any other permits required by law related to the building, or other permits related to the use.		_____	_____
7. I understand that a building official or fire official may determine a building permit is required subject to their respective codes for my proposed use. If it is determined by the building official or fire official, a building permit will be required to be obtained.		_____	_____
Property Owner Signature #1		Property Owner Signature #2	
Property Owner #1 Name		Property Owner #2 Name	

**Note: After Land Use Planning review, the building department may conduct a separate review to determine if a structural building permit is necessary under Oregon Building Codes Division (BCD) requirements. If the building department determines that your building requires a structural building permit, then the building cannot be registered as an exempt agricultural building. Return to Land Use Planning for additional guidance.**

### READY TO SUBMIT?

**To submit your application (Zoning Plan Review Request), visit:**  
<https://www.multco.us/landuse/submitting-building-plan-zoning-review>  
**for current instructions, which includes a link to our Permit Portal.**