



## City of Ashland Building Safety Division

51 Winburn Way • Ashland, OR 97520

Phone (541) 488-5305 • Fax (541) 488-6066

Email: [Building@ashland.or.us](mailto:Building@ashland.or.us)

### **Acknowledgement Form for Residential Exempt Structures**

Please read the following information carefully. By signing this form, you acknowledge that the structure located at \_\_\_\_\_, Ashland, OR, 97520 is seeking approval under the Oregon Residential Specialty Code Exemption for Non-Habitable Structures (R105.2), which is limited to accessory structures to One & Two Family Dwellings and cannot be used for sleeping or cooking.

- The height and area limitation of the exempt structures are limited to 15 feet in height and a 200 square foot footprint.
- Any plumbing, electrical, or mechanical systems that serve the exempt structure require permits and inspections.
- The installation of a toilet room or bathroom will require a building permit to verify that clearances outlined in R307 are met.
- If you plan on conditioning the space, the building envelope will need to meet the energy requirements outlined in N1101 of the most current ORSC. Verification of this requirement will need to be reviewed and permitted prior to the installation of any heating equipment.
- If the structure is heated, Water and Sewer System Development Charges (SDCs) will apply and are based on the square footage of the heated space. \*Exemption: SDCs do not apply to utility only spaces (i.e. garages and storage sheds)
- Thoughtful consideration should be given when considering whether to obtain building permits for a structure or to use the ORSC exemption.
- Future conversion of a non-permitted structure to habitable space requires a building permit and can prove very difficult to achieve without additional costs and modifications. In these situations, the burden of proof is placed on the property owner to show that the structure meets the standards of the current adopted building code. Examples of modifications that may be required include structural components such as roof rafters and ceiling joist, headers over window and door openings, adequate brace wall paneling, permanent foundations attached to the structure, insulation, and compliant U-values for windows and doors.

**By signing this form, the applicant acknowledges that the structure located at the address listed above has been reviewed under the ORSC Exemption for Non-Habitable Structures (R105.2) and is not permitted to be used for sleeping or cooking.**

**The applicant is also aware of the limitations of use of the exempt structure and the potential difficulty of construction modifications if a change in use is proposed at a later date.**

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First and Last Name (Print)

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Signature

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Date