

**INSTRUCTIONS FOR FILING MANUFACTURED HOME REMOVAL AGREEMENT**  
**(Secondary Farm-Related Dwelling - Non-Contiguous)**

1. This acknowledgment is required when the County permits the creation of an additional homesite for farm-related activities. Such permits are granted until it is determined that the occupants of the additional homesite are no longer needed to assist in the operation of these agricultural activities, or the use or occupancy of the manufactured home no longer complies with the criteria or standards under which it was originally approved.
2. The attached Manufactured Home Removal Agreement must be filled out (typed or neatly printed) and signed before a Notary Public.

**If you need assistance in preparing this Agreement, please feel free to bring your documents to the Planning Division. For your convenience, the Planning Division has employees who are Notary Public.**

3. Names of **ALL** current property owners who appear on the property deed or contract shall be shown typed in the appropriate space at the top of the document, and signed in the presence of a Notary Public. (Signatures must be **IDENTICAL** to those listed).
4. Property description: The property description must be **IDENTICAL** to what has been recorded in the Marion County Deed Records or as proposed to be recorded (i.e. partitioning or lot line adjustment).
5. The notarized Agreement shall be returned to the Planning Division for review. After approval by the Planning Division, the Planning Director, or his designee, will sign the Agreement.
6. The applicant then records the Agreement with the Marion County Clerk located on the second floor of the Courthouse Square Building, 555 Court St. NE, Salem. Please be advised there is a recording fee.
7. The applicant must then either return a copy of the recorded Statement to the Marion County Planning Division **...OR...** call our office with the official Reel and Page Number that will be placed on the original document when recorded. If building permits are pending, they will not be issued until the Planning Division either receives a copy of the recorded document or the Reel and Page Number information.

If you have any questions about this Agreement, or the recording procedure, please contact the Planning Division at (503) 588-5038.

**AFTER RECORDING RETURN TO:**  
Marion County Planning Division  
5155 Silverton Rd. NE, Salem OR 97305

**MANUFACTURED HOME REMOVAL AGREEMENT**  
**(Secondary Farm-Related Dwelling - Non-Contiguous)**

**THIS COVENANT, Made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between \_\_\_\_\_ and Marion County, Oregon, in consideration of the land use approval by Marion County which is incorporated herein by this reference, for the placement of a Mobile Home as a temporary farm-related residence.**

**Do hereby promise and covenant as follows:**

**I/We certify that I/We fully understand that the placement of a manufactured home on the above described real property described as Parcel 1 in the attached Exhibit A is temporary in nature as an additional farm-related dwelling. The Conditional Use permit is valid until it is determined:**

- (A) Occupants of said manufactured home, or occupants of principal dwelling located on real property described as Parcel 2 in the attached Exhibit A, are no longer principally engaged in operation of the agricultural enterprise; or**
- (B) Either Parcel 1 or Parcel 2, as described in attached Exhibit A, is conveyed separately to another party.**
- (C) Said manufactured home shall be removed within 60 days thereafter.**

**This covenant shall run with the land and is intended to and hereby shall bind my/our heirs, assigns, lessees, and successors.**

**In Witness Whereof, the said Party has executed this instrument this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_**

\_\_\_\_\_  
**Owner**

\_\_\_\_\_  
**Owner**

**STATE OF OREGON )  
Marion County ) ss.**

**This instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_**

\_\_\_\_\_  
**Notary Signature**

**Notary Public for Oregon**

**(OFFICIAL SEAL)**

**Accepted by:**

\_\_\_\_\_  
**Marion County Planning Director**

\_\_\_\_\_  
**Case # or Permit #**

**EXHIBIT A**

**Parcel 1**

**(Legal description of property on which additional farm-related dwelling is to be situated)**

**Parcel 2**

**(Legal description of parcel on which principal farm dwelling is situated)**