



MECHANICAL PERMIT APPLICATION

CATEGORY OF CONSTRUCTION	
<input type="checkbox"/> 1- and 2-family dwelling <input type="checkbox"/> Commercial/Industrial <input type="checkbox"/> Multi-family	
JOB SITE INFORMATION AND LOCATION	
Job address:	
Suite/bldg./apt. no.:	
City/State/ZIP:	
Tenant/Business:	
DESCRIPTION OF WORK	
PROPERTY OWNER	
Name:	
Address:	
City/State/ZIP:	
Phone:	Fax:
E-mail:	
Owner installation: This installation is being made on residential or farm property owned by me or a member of my immediate family. This property is not intended for sale, exchange, lease, or rent. OAR 479.540(1) and 479.560(1).	
Sign here:	
CONTRACTOR	
Business name:	
Address:	
City/State/ZIP:	
Phone:	Fax:
E-mail:	
CCB lic. no.:	
Signature:	
Contact name:	
Contact phone number:	
PERMIT NUMBER	

PLAN REVIEW			
Please note: For commercial projects where equipment will be mounted on the roof or wall, weighs over 400 lbs, or includes new or altered gas lines or duct work, plan review will be required.			
FEE SCHEDULE			
Description	Qty.	Fee	Total
COMMERCIAL			
Mechanical permit fees are based on the value of the work performed. Indicate the value (rounded to the nearest dollar) including all mechanical materials, equipment, labor, overhead, and profit. **			
Enter valuation			
Permit fee			
RESIDENTIAL			
Vents / Fans (dryer, exhaust fan, water heater, hood)		\$19.75	
Fuel burning equipment (woodstove, fireplace insert, gas furnace, gas-boiler - includes vents, flues)		\$39.00	
All other equipment - non-gas (Electric furnace, heat pump, air conditioner, air handler, etc.)		\$26.25	
Gas piping system - new or altered (any number of outlets)		\$21.00	
Alterations and additions to existing duct work.		\$24.25	
Attic/crawlspace fans (Electrical Permit Only)		N/A	
MECHANICAL PERMIT FEES			
A Subtotal permit fees			
B Minimum Permit Fee \$91.50			
C Commercial Plan Review (65% permit fee)			
B City Administrative Fee (9% permit & plan review fees)			
C State surcharge (12% of permit fee + admin fee)			
TOTAL MECHANICAL PERMIT FEE			