Building Permit Application
City of Portland, Oregon - Bureau of Development Services

1900 SW 4th Avenue, Portland, Oregon 97201 • 503-823-7310 • TTY 503-823-6868 • www.portlandoregon.gov/bds

This permit application expires if a permit is not obtained within 180 days after it has been accepted as complete.

Type of work

❑ New construction ❑ Addition/alteration/replacement
❑ Demolition ❑ Other:

Category of construction

❑ 1 & 2 family dwelling ❑ Commercial/industrial ❑ Accessory building
❑ Multifamily ❑ Master builder ❑ Other:

Job site information and location

Job no.:	Job address:
City/State/ZIP:	
Suite/bldg./apt. no.:	Project name:
Cross street/directions to job site:	
Subdivision:	Lot no. / Tax map/parcel no.

Description of work

Provide RS Permit no.

❑ Property owner / ❑ Tenant

Name:	E-mail:
Address:	
City/State/ZIP:	
Phone:	FAX:

Owner installation: This installation is being made on property that I own, which is not intended for sale, lease, rent, or exchange.

Owner signature: Date:

❑ Contractor

Business name:	E-mail:
Address:	
City/State/ZIP:	
Phone:	FAX:
CCB lic. no.	

Authorized signature:_____

Print name: Date:

❑ Applicant / ❑ Contact Person

Business name:	
Contact name:	
Address:	
City/State/ZIP:	
Phone:	FAX:
E-mail:	

Authorized signature:_____

Print name: Date:

Office Use Only

Permit no:	
Date received:	
By:	

Required Data: One and Two Family Dwelling

Permit fees* are based on the value of the work performed. Indicate the value (rounded to the nearest dollar) of all equipment, materials, labor, overhead, and the profit for the work indicated on this application.

Valuation:	
Number of bedrooms:	
Number of bathrooms:	
Total number of floors:	
New dwelling area:	square feet
Garage/carport area:	square feet
Covered porch area:	square feet
Deck area:	square feet
Other structure area:	square feet

Required Data: Commercial Use

Permit fees* are based on the value of the work performed. Indicate the value (rounded to the nearest dollar) of all equipment, materials, labor, overhead, and the profit for the work indicated on this application.

Valuation:	
Existing building area:	square feet
New building area:	square feet
Number of stories:	
Type of construction:	
Occupancy groups	
Existing:	
New:	

Notice

All contractors and subcontractors are required to be licensed with the Oregon Construction Contractors Board under ORS 701 and may be required to be licensed in the jurisdiction in which work is being performed.

Statement of Fact: I certify that the facts and information set forth in this application are true and complete to the best of my knowledge. I understand that any falsification, misrepresentation or omission of fact (whether intentional or not) in this application or any other required document, as well as any misleading statement or omission, may be cause for revocation of permit and/or certificate of occupancy, regardless of how or when discovered.

I acknowledge that work related to this Building Permit Application may be subject to regulations governing the handling, removal and/or disposal of asbestos and/or lead-based paint. _____ (initials)

Building Permit Fees*

Please refer to fee schedule

Fees due upon application	
Amount received	
Date received	

Residential Combo permit subcontractor submittals only can be faxed to 503-823-7693 or e-mailed to BDSSublabels@portlandoregon.gov.